



SARAH

South Alamo Regional Alliance for the Homeless

1 Haven for Hope Way – San Antonio – Texas – 78207

Membership Council Committee Minutes

Scott Ackerson, Committee Chair

San Antonio Area Foundation
303 Pearl Pkwy,
San Antonio, TX 78215

September 20, 2016
3:00-5:00 p.m.

The following agenda items may not necessarily be considered in the order they appear

1. Call to Order

Membership Council Chair Scott Ackerson called to order the **September 20, 2016 Membership Council Meeting** of the South Alamo Regional Alliance for the Homeless at 3:05 p.m.

2. Welcome and Introductions

All attendees identified themselves along with their represented agency.

Executive Committee: Scott Ackerson, Tammi Woodard, Gay Lynn Schwenk

Sarah Staff: Bill Hubbard, Tiffany Smith, Katie Vela, Luke Leppla

Attendees: Leslie Schultz, Marta Pelaez, Valerie Sullivan, Robin Melkle, Heather Wood, Linda Costley, Marcus Primm, Philip Rigney, Sergio Dickerson, Chris Plauche, Sandra Whitley, Angelica Cervantes, Katie Herrera, Stephanie Smith, Celia Garcia, Nadia Alvarez, Robert Herrera, Alex Chirico, Rosie Rodriguez, Corey Weber, Elizabeth Nemeth, Laura Mata-Delgado, Pat Ortega

3. Agency Roll Call

American G.I. Forum – National Veterans Outreach Program (AGIF-NVOP)

Bexar County

Catholic Worker House

Center for Health Care Services (CHCS)

Center for Juvenile Management (REACH)

Centro Med

City of San Antonio (COSA)

Family Endeavors

Family Service Association

Family Violence Prevention Services (FVPS)

Food Bank of San Antonio

Haven for Hope (H4H)

Northeast Independent School District (NEISD)

SAMMinistires (SAMM)

San Antonio Police Department (SAPD)

St. Peter-Joseph's Children's Home (St. PJ's)

Texas A&M University of San Antonio (TAMU)

Texas Rio Grande Legal Aid (TRLA)

The Salvation Army (TSA)



4. Public Comment

Chris Plauche passed out brochures and explained The Tobit Ministry and its role in the community. Tobit Ministry helps those who have passed away and living on the streets have a dignified and respectful burial. They offer their services to individuals who are living in transitional housing, supportive housing, shelters as well as chronically homeless individuals. The Tobit Garden is located in the Cordi-Marian Missionary Sisters' Resurrection Cemetery and currently has 280 plots available.

5. Approve Prior Meeting Minutes

Membership Council Action: Moved by Philip Rigney, seconded by Sandra Whitly to approve prior Membership Council Meeting minutes. Motion carried – unanimous decision.

6. Executive Director Report – Bill Hubbard

- **Introduction of SARAH Administrative Assistant**

Executive Director Bill Hubbard introduced new Administrative Assistant, Tiffany Smith to the Membership Council.

- **SARAH Staffing**

SARAH is receiving a planning grant for \$274,000 and coordinated entry is receiving a grant for \$100,000. Both grants come with match requirements and the city is giving SARAH match funding in the amount of \$93,000. Part of the grant will be used on a contract to map our homeless system, identify gaps and also give us the opportunity to fill in those gaps. This will also allow SARAH the opportunity to hire more staff. SARAH is planning on hiring two business analysts and one community outreach specialist. All new staff will be under Katie Vela as far as management and will work with everyone as a whole in the CoC. It is anticipated that the positions will be filled by the end of October.

- **Consulting RFP Process**

This year SARAH issued an RFP for a NOFA consultant and Sam Woollard was selected. For the upcoming NOFA, SARAH would like for the Performance Committee to develop a scope of a work statement for the NOFA. Then, SARAH staff will get together with the committee and review the submitted RFP responses and select a new consultant for next year.

- **Mayor's Housing Summit – Registration Deadline September 23rd**

The deadline to register for the Mayor's Housing Summit is September 23rd. SARAH will be sponsoring the homeless track and it will consist of three sessions. The first session will be on Housing first and will consist of a nationally recognized speaker followed by a Q&A session afterwards. The second session will cover coordinated entry and will also have a nationally recognized speaker from Houston who implemented coordinated entry and has been very successful. Luke Leppla will moderate the panel and there will also be a Q&A



session as well. The third session will have Dr. Ruth Morgan as the speaker, who is a well-recognized doctor in the Prospects Courtyard, and will have local health experts speaking as well as a Q&A session afterwards. The entire event is free.

7. CoC Operations Report – Katie Vela

- NOFA Submission/Update

Mrs. Vela announced that SARAH submitted the NOFA on Tuesday, September 13, 2016. The NOFA is posted on the SARAH website under “For Providers” if anyone would like to review the submission.

- Youth Homelessness Demonstration Program (YHDP)

The U.S. Department of Housing and Urban Development (HUD) has released a YHDP Notice of Funding Availability (NOFA) and communities are able to apply through their local Continuum of Care Collaborative Applicant (SARAH). HUD will select up to ten communities, four of which will be rural communities. The ten selected communities will have access to \$33 million dollars set aside for YHDP projects, where each community can apply for between \$1 million and \$15 million dollars. A youth advisory board needs to be created that will come up with a plan on how to end youth homelessness. The community needs to include all youth not just a specific target population (ex. LGBT or parenting youth) and needs to be very comprehensive. If the CoC was awarded the grant it could only use the money to create new projects. As with all CoC competitions, there is a match requirement as well. Seton Home/St. PJ’s would like to host an interest meeting with community partners to discuss this opportunity to determine if this is something our community would like to pursue. More information on this meeting will be provided in the following weeks.

- HUD Ruling on Gender Identity

Mrs. Vela mentioned that HUD posted a final ruling on equal access based on gender identity. An email will be sent out later this week so everyone can review the ruling.

- SARAH Typical Meeting Schedule – Double Check Outlook Appointments!

Coordinated Entry Committee – 2nd Monday of Month, 1:30pm

Performance Committee – 2nd Tuesday of Month, 9:00am

Membership Council – 3rd Tuesday of Month, 3:00pm

HMIS Committee – 3rd Thursday of Month, 3:00pm

SARAH Board Meetings – Last Thursday of Month, 3:00pm

PIT Meetings – Monthly, Not Recurring schedule

8. Coordinated Entry Report – Luke Leppa

- Coordinated Entry Update

Starting in June common assessments have been done. August 1st agencies that were ESG or CoC funded had to take their referrals for their programs from Coordinated Entry. The date was picked by the coordinated entry committee.



In the first 90 days a lot of data has been collected and assessed. Luke Leppla showed a PowerPoint presentation to show the number of agencies that received referrals through coordinated entry based on project type. SAMMinistries had 58%, American G.I. Forum had 16%, Family Endeavors had 14% and TSA had 11%.

The next slide showed the number of assessments conducted from June 15th-August 31st. The majority of assessments are still being conducted at Haven for Hope. However, in the next 30 days two new hubs will be added. SAMMinistries will be provided training to do a mobile hub and Family Endeavors will be training their outreach specialist to do assessments in the field as well. From the month of June to August 85% of assessments were done at Haven for Hope and 15% were conducted at AGIF.

The next slide showed data that revealed from the time of enrollment to referrals we have a 18% success rate. Only 1 in 5 referrals to agencies are ending in successful enrollments. Further analysis of this data revealed that for the individuals getting a coordinated entry assessment, their eligibility is changing from the time they get assessed to the time that they are getting the referral. By the time the referral goes through the person either cannot be found or they are staying with family members and no longer need the referral.

About 20% of all Hub visits are for prevention resources. Hub can only do assessments for individuals who are homeless or homeless due to domestic violence. The staff time is donated and there is not enough staff bandwidth to conduct prevention assessments at this time.

There is also a need for more training for front line staff. Front line staff needs to know who to refer to Hub, and how coordinated entry works. Mr. Leppla announced he is currently working with a financial institution to help with process improvement for CE. They are going to come in and look at the VI SPDAT, which is a tool that is used to determine priority. They are going to see if this tool predicts appropriate housing referrals. They are also going to be looking at the customer experience in relation to the individuals who are homeless as well as the providers who are drawing down clients from coordinated entry. They are going to conduct in depth interviews as well as a system analysis to help improve coordinated entry.

9. Discuss Increase in Homeless Families Seen at Haven for Hope – Scott Ackerson

Mr. Ackerson addressed the council and shared that recently intake has been experiencing an increase in people. Looking back at last year's data in comparison to this year's there has been an increase in both single's and families. On the family side in June of 2015 there were 105 families presented at intake. In comparison to June of 2016 there were 400 families presented at intake. In July of 2015 there were 158 families presented at intake. In comparison to July 2016 there were 217 families presented in intake.



On the singles side in June of 2015 there were 903 singles presented at intake. In comparison to June of 2016 there were 2,009 singles presented at intake. In July of 2015 there were 451 singles presented at intake. In comparison to July of 2016 there were 2,016 singles presented at intake. Looking at the data there has been a decrease of individuals moving to Bexar County by 20%. There is also an increase of individuals that are reporting it's their first time homeless.

The plan is to put a work group together to look at the issue. Right now Haven has a contract worker that is working with the family overflow issue. Haven currently has anywhere between 11-15 families in overflow. The contracted social worker is working with the families to see where these families are coming from and what we can do to fix the issue.

10. Upcoming Board Strategic Planning Retreat Questions – Scott Ackerson

Mr. Ackerson informed the council of the Board’s upcoming strategy and visioning meeting. During this meeting the board has asked the membership council to fill out a series of questions related to SARAH (sent by e-mail). Mr. Ackerson informed the council that their input to these questions was greatly appreciated and to please have all answers filled and out and submitted to Tiffany Smith by Thursday, September 22, at 8:30 am. These question will be discussed during the board’s strategy and visioning meeting. Mr. Ackerson also reiterated that himself along with Tammy Woodard are there to represent the membership council’s interests during board meetings.

11. Committees and Upcoming Events

Committee Meetings

Title	Point of Contact	Event Details
HMIS Committee <i>*recurs monthly on the 3rd Thursday</i>	Maria Weseloh, Haven for Hope (September – December 2016)	September 22, 3:00-4:00 pm SAMMinistries TLLC 5922 Blanco Rd, 78228
Coordinated Entry Committee	Luke Leppla, SARAH	October 10, 1:30-3:30 pm American G.I. Forum – NVOP 206 San Pedro, 78207
Veteran Working Group <i>*recurs every other Wednesday</i>	Marc Wonder, COSA	September 28, 1:00-4:30 pm Head Start 1227 Brady Blvd, 78207
Point in Time Count Committee	Luke Leppla, SARAH	September 29, 3:00-4:00 pm Haven for Hope-Volunteer Center 1 Haven for Hope Way, 78207
Performance Review Committee <i>*recurs monthly on the 2nd Tuesday</i>	Katie Vela, SARAH	October 11, 9:00-10:00 am The Salvation Army 521 W. Elmira, 78216
Membership Council Meeting <i>*recurs monthly on the 3rd Tuesday</i>	Tiffany Smith, SARAH	October 18, 3:00-5:00 Location: TBA

Upcoming Events



Mayor's Housing Summit	September 30 th , 7:30 am-7:30 pm Henry B. Gonzales Convention Center 900 E Market St., 78205	
2017 Point-in-Time Count	Luke Leppla, SARA	January 26, 2017, All Day Venue: Citywide PIT HQ: TBD

12. Adjournment

The SARA Membership Council Meeting was adjourned at 4:20 pm.

