



Board of Directors Meeting Minutes

Craig Hopkins, Board President

Chamber of Commerce
1100 NW Loop 410 Ste. 109,
San Antonio, TX 78205

May 26, 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

*Board President Craig Hopkins called to order the **May 26, 2016, Board of Directors Meeting** of the South Alamo Regional Alliance for the Homeless at **3:07 p.m.***

2. Roll Call

Present: Craig Hopkins, Dave Petersen, Louis Rubiola, Edward Gonzales, Scott Ackerson, Robert Blanton proxy for William McManus, Eddie Ortega, Leslie Komet Ausburn, Estella Garza, Greg Matula, David Birdy, Katie Vela, Luke Leppla and Audrey Rendon.

Absent: Raoul Garcia, Rebecca Brune, Tammi Woodard and Bill Hubbard.

3. Public Comment

No comments.

4. Approval of Minutes from April 28, 2016 SARAH Board of Directors Meeting (see page 3)

Board Action: Motion made by David Birdy and seconded by Louis Rubiola to approve prior minutes. Motion carried – unanimous decision.

5. Discuss April 2016 Financials

Tabled till next board meeting

6. Board of Directors Conflict of Interest Policy (see page 9)

As requested by the board, SARAH presented an additional Conflict of Interest Policy that clearly defined a conflict of interest definition. The board agreed to full transparency and disclosure.

Board Action: Motion made by Estella Garza and seconded by Dave Petersen to approve Conflict of Interest Policy in current state with one exception; strike Section 6. Disclosure Policy & Procedure, #3. "a competitive bid or comparable valuation exists;". Motion carried – unanimous decision.

7. Hiring a NOFA Consultant

SARAH received three responses to the NOFA Consultant RFP. All applications were reviewed by the Executive Director/CoC Programs Manager and distributed to the Board officers for their review. It was decided Woollard Nichols & Associates was reasonable priced and contained a highly experienced resume plus added additional services. (e.g. Willing to give a 2-hour staff overview session in-person)

Board Action: Motion made by Louis Rubiola and seconded by Edward Gonzales to approve prior minutes. Motion carried – unanimous decision.



8. Membership Council Chair Report – Scott Ackerson

Mr. Scott Ackerson gave a debrief of the May 17, 2016 Membership Council Meeting. He mentioned agency attendance was required for accountability and funding applications. The Membership Council's role were clarified and stated they would generate recommendations for the board's approval. The meeting will regularly include an Executive Director report, CoC Operations Report, Coordinated Entry Report and various issues for open discussion. The CoC Operations Report by Mrs. Katie Vela included informing the board of the CoC Competition, Ranking and Rating Tool. Also, it was mentioned HMIS presented their System Performance Measure report but the data was met with disbelief which led to in-depth questions and discussions regarding their validity. The Membership Council also had a long discussion regarding the long term options for sustaining veterans in housing.

9. HMIS Project and Software Evaluation – Daniel Gore

Mr. Daniel Gore was contracted by Haven for Hope to review their HMIS projects, software, federal regulations and compliance, functionality and efficiency. The evaluation results were given to the Board of Directors for review.

The city's HMIS software will be subject to, Title 21 CFR, 2014 HMIS data manual, 2004 HMIS data and technical standards and HMIS programming specifications. The HMIS evaluation not only focuses on best practices but also identifies deficiencies that may delay funding from HUD. If the city loses funding or experiences a delay of funds the effect will impact the homeless system and all service providers.

10. HMIS Presentation – Sam Samani

This was merged and covered under Mr. Daniel Gore's HMIS presentation.

11. Coordinated Entry Program Status Report – Luke Leppla (see attachment)

- Baltimore CoC Article (tabled due to insufficient time)
- Veteran Sustainability

San Antonio was the only community who achieved the Mayors Challenge to End Veteran Homelessness without full Coordinated Entry implementation.

Mr. Leppla proposed a potential model of service selection and prioritization scoring of individuals on the Coordinated Entry waitlist. Coordinated Entry is still expected to be implemented by June 11, 2016. Once a client is identified and processed through an intake worker/outreach worker, a VI-SPDAT is given ranging from, 0-17 (individuals) or 0-22 (families) score based on the information provided. Housing intervention will be determined by their VI-SPDAT. If a client scores 0 – 4 they are not given housing intervention. However, if they are either a veteran, chronically homeless, and/or a family they will be given housing intervention of either transitional housing or rapid rehousing. If a client has a VI-SPDAT of 9 or greater they have additional housing options such as permanent supportive housing. The VI-SPDAT is intended to identify a baseline however, additional points are added based on the number of years homeless, their age and if they are chronically homeless.

12. CoC Debrief – Katie Vela (see page 14)

Mrs. Katie Vela provided an overview of the CoC debrief and the reasons for earned and lost points. Among the overall scores given nationwide, our CoC earned a median score of 152.

Mrs. Vela followed the CoC competition score announcement with detailed insights and suggested improvements for the next CoC Competition. Due to the low scoring for CoC System Performance, she stated the importance of monitoring projects and to begin denying funding renewals for low performing projects. Some of the points lost were a result of prioritizing non-HUD priority projects



under Tier 1. However, it would seem the CoC may have lost this funding regardless under Tier 2. This emphasized the need within our CoC to begin reallocating projects and focus on increasing scores and gain bonus points. The CoC Competition Performance score focuses on a CoC's recidivism, length of stays in shelters and permanent housing.

Due to HUD only funding half of the transitional housing projects from the prior year these projects will now contain the highest performance standards. Bonus points will be given if projects are reallocated to reflect HUD priority projects. Agencies are encouraged to reallocate projects for populations such as youth, families or chronically homeless.

Another area needing improvement is providing more rapid rehousing for families, targeting clients with higher needs such as the chronically homeless and encouraging more successful exits per HUD's standards. Mrs. Vela stated the implementation of Coordinated Entry will be a great asset to improving these areas for next year's competition because it will focus on serving the higher need clients and chronically homeless.

13. CoC Ranking and Review Tool – Katie Vela (see page 17)

The tool presented was reviewed and approved by the SARAH Performance Committee where all agencies are invited to provide feedback and suggestions of the ranking and review tool.

Board Action: Motion made by Louis Rubiola and seconded by Greg Matula to approve the CoC Ranking and Review Tool. Motion carried – unanimous decision.

14. Grant Inventory Worksheet – Katie Vela

Mrs. Katie Vela announced the submission of the Grant Inventory Worksheet.

15. CoC Survey Update – Katie Vela

After presentation and open discussion from the Membership Council regarding CoC feedback, it was decided SARAH would generate a CoC Performance Survey through Survey Monkey.

18. Board Meeting Schedule All meetings are held 3:00-5:00 p.m.

2016
May 26
June 30
July 28 – Canceled due to all staff participating in the NAEH Conference in Washington, D.C.
August 25
September 29
October 27
November 17 – Adjusted to avoid Thanksgiving
December 15 – Adjusted to avoid Christmas Holiday
2017
January 19 – Adjusted due to annual 2016 Point-in-Time Count
February 23
March 30



19. Upcoming Meetings & Events

Veteran Working Group	Marc Wonder	June 6, 1:00-3:00 pm Head Start 1227 Brady Blvd, 78207
Performance Review Committee	Katie Vela	June 14, 9:00-10:00 am The Salvation Army 521 W Elmira, 78216
HMIS Committee	Katie Vela	June 16, 3:00-4:00 pm SAMMinistries 5922 Blanco Rd, 78228
Coordinated Entry Committee	Luke Leppla	June 20, 1:30-3:30 pm AGIF–NVOP 206 San Pedro, 78207
SARAH Executive Board	Audrey Rendon	Phone Conference, Time TBD
SARAH Board Meeting	Audrey Rendon	June 30, 3:00 pm-5:00 pm PSHQ - SAPD (Room 1403) 315 South Santa Rosa, 78207
Upcoming Events		
2016 National Conference on Ending Homelessness	Attending: Bill Hubbard, Katie Vela and Luke Leppla July 26 – July 28 in Washington, DC	
Diversion Training for Coordinated Entry	Luke Leppla	June 30 & July 1, 9:00 am-6:00 pm Venue: TBD
2017 Point-in-Time Count	Luke Leppla	January 26, 2017, All Day Venue: Citywide, PIT HQ: TBD
2017 PIT Count, Weather Day	TBD	TBD

20. Announcements

Family Endeavors will present their agency presentation at the June board meeting.

21. Adjournment

President Action Items:

- 1. Update on CHS Consultant – Edward Gonzales*
- 2. Coordinated Entry follow-up after it is implemented and live*
- 3. HMIS Policy and Procedures will be presented for board approval in June*
- 4. A discussion about if SARAH or Haven for Hope should maintain HMIS*
- 5. 2017 Legislative Agenda of the Chamber of Commerce*

The SARAH Board of Directors Meeting was adjourned at 5:05 p.m.

