1. Call to Order – 2:35 PM

Roll Call

- AGIF-NVOP
- BEAT AIDS
- Catholic Worker House
- CHCS
- Corazon Ministries
- Endeavors
- FVPS
- San Antonio Food Bank
- Haven for Hope
- Housing First Community Coalition
- NEISD
- Salvation Army
- San Antonio AIDS Foundation
- SAHA
- SAMMinistries
- St. PJ’s
- St. Vincent de Paul
- Strong Foundation
- Texas Rio Grande Legal Aide
- THRIVE
- Veteran’s Affairs
- Visitation House Ministries

2. Public Comment: None

3. Guest Speakers: Councilman John Courage, Lauren Leal, Marjorie White
   - Councilman John Courage discussed homeless initiatives in District 9. Mentioned youth encampments near Walker Ranch Park, not a huge homeless issue since 1/3 of community are gated, but still visible homelessness.
   - Lauren Leal discussed services that Caritas Legal Services provides for people experiencing domestic violence. Caritas can help with filing protective orders, counseling, food, clothing, childcare, and give clients a PO Box Address.
   - Morjoriee White discussed upcoming Request for Proposal announcement from the Department of Human Services for Chronically Homeless, Veteran, Youth and Family populations.

4. Approval of Prior Meeting Minutes – Marie Lopez

   Motion: AGIF Second: The Salvation Army Abstain: None Passed: Yes

SARAH BOARD REPORT AND SARAH COMMITTEES

5. SARAH Board Report – Marie Lopez
   - Bill Hubbard discussed possible CoC expansion in the future but no immediate plan
   - Discussion on upcoming HMIS presentation in April
   - Caseworthy and service ticket issues
• Upcoming NOFA / Howard Burchman with Housing Innovations will be the consultant in 2018
• Independent Review Team will be used to score and rank CoC applications

   • Committee Updates
     o Coordinated Entry challenges
     o 8,000 assessments to match with 1,400 units available necessitates a deep look at the assessment data
   • Next Meeting: Monday, April 9, 2018 1:30 -3:00pm @ American GI Forum 1st floor (611 N. Flores)
   • Case Conferencing: Monday, April 2, 2018 and Monday, April 16th 2018 @ 1:30pm – 4:00pm for both meetings

7. HMIS Governance – Katie Vela
   • Introduction of New HMIS Director, Daniela Krotzer
   • Committee Updates
     o Updating Data Quality Plan, HMIS/SARAH MOU, and Customer Satisfaction Survey
   • Next Meeting: Friday, April 13, 2018 @ 9:00 am – 11:00 am (Location: TBD)

   • Committee Updates- None currently, 2018 PIT t-shirt give away

COC WORKGROUP UPDATES

9. Veteran Workgroup – Chair: Marc Wonder
   • Workgroup Updates: 450 Vets currently enrolled in HMIS, encampments noted in the community
   • Workgroup Goal Report: 80 Veterans housed since January 2018
   • SARAH Support Staff: Kathy Lacy
   • Next meeting: Wednesday, May 16, 2018 @ 1:00 pm, 202 Connelly St.

10. Chronic Homelessness Workgroup – Interim Chair: Morjoriee White/ Co-Chair: Vacant
    • Workgroup Updates: Morjoriee White agreed to be the Interim Chair until further notice
    • Workgroup Goal Report: Currently working on the stabilization of the group and keep systems in place to maintain by-name list
    • SARAH Support Staff: Katelyn Underbrink
    • Next Meeting: Friday May 11, 2018 @ 2:00 pm, 1 Haven for Hope Way, Volunteer Center

11. Youth Workgroup – Chair: Teresa Williams / Co-Chair: Tyler Shoesmith
    • Workgroup Updates: Meeting May 4, 2018 was conducted. Upcoming elections/re-elections to take place for Chair and Co-Chair positions
    • Workgroup Goal Reports: Continued work with Roy Maas for HUB, working on finding funding sources-City RFP, YHDP application, increasing youth awareness of resources within the community, possibility of drop in center
    • SARAH Support Staff: Katelyn Underbrink
• **Next Meeting:** June 8, 2018, Place and time TBD

12. **Housing Standards Workgroup – Chair: Devon Maddox / Co-Chair: Ashley Adkins**
   - **Workgroup Updates:** New Co-Chair, Ashley Adkins
   - **Workgroup Goal Report:** Worked on Standardization of Forms, CoC Documentation Guide-all organizations are invited to attend, draft copy was made and submitted to SARAH. Working on a Risk Mitigation Proposal for landlords.
   - **SARAH Support Staff:** Kathy Lacy
   - **Next Meeting:** Wednesday, May 16, 2018 @ 11:00 am, Austin Conference Room

13. **Family Violence and Housing Workgroup – Dissolved**

### COC LEAD AGENCY UPDATES

14. **Continuum of Care – Katie Vela**
   - **CoC Monthly Call Date:** Friday, May 11, 2018 @ 10:00 am - 11:00 am GoToMeeting Invitation
     - **CoC Performance Scorecards Update:**
       - Scorecards still under construction- data quality issues
       - HMIS is currently working on cleaning the data
     - **CoC/ESG Written Standards Recommendations**
       - Approved by CoC Board – Posted on website

15. **SARAH Operations Report – Katie Vela**
   - New Employee: Penny Burgess, Officer Manager

16. **SSI/SSDI Outreach, Access, and Recovery (SOAR)**
   - Program designed for people experiencing homelessness or at-risk of homelessness that simplifies the SSI/SSDI application process.
   - First training cohort occurred in March and finishes at the end of April
   - Please e-mail [ContactSARAH@Sarahomeless.org](mailto:ContactSARAH@Sarahomeless.org) with questions

17. **Chronic Homelessness Documentation & Housing Training – Katelyn Underbrink**
   - E-Mail [KatelynUnderbrink@SARAHomeless.org](mailto:KatelynUnderbrink@SARAHomeless.org) to request training.

### MEMBERSHIP COUNCIL BUSINESS

18. **Membership Council Vote to dissolve Family Violence Workgroup**
    **Motion:** SAMM  **Second:** Family Violence Prevention Services  **Abstain:** None  **Passed:** Yes

19. **Proposed Changes to Improve Workgroups – Robert Galan**
    **Motion:** AGIF  **Second:** CHCS  **Abstain:** None  **Passed:** Yes

    - Membership Council elects Workgroup Chairs
    - Workgroup Chairs must be reelected when they leave their agency
    - Role of Workgroup Chair should be defined with a position description and report format
    - Membership Council Attendance should be required for a Workgroup Chair
• Goals for each workgroup should be documented and align with USICH benchmarks

20. **Issues to Report to SARAH Board of Directors:**
   • Devon Maddox asked if Prevention would be addressed in CE Committee

21. **Review Action Items**
   • System Performance Measures are due May 31, 2018

22. **Next Membership Council Meeting Topics:**
   • No meeting topics were discussed

23. **New Member Suggestions:**
   • Let Katie Vela or Marie Lopez know.

24. **Announcements**
   • Updates to Include in SARAH Monthly E-Newsletter: E-Mail [JaydeBeebe@Sarahomeless.org](mailto:JaydeBeebe@Sarahomeless.org)
   • Let SARAH staff know if missing a place card for Membership Council: E-mail Penny Burgess at [pennyburgess@sarahomeless.org](mailto:pennyburgess@sarahomeless.org)
   • 2018 Point-In-Time Count shirt give away

25. **Adjournment:** 4:15 PM

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**Continuum of Care Contact List**

<table>
<thead>
<tr>
<th>SARAH Organization</th>
<th>Contact Name</th>
<th>Contact E-Mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Media Inquiries</td>
<td>Bill Hubbard</td>
<td><a href="mailto:BillHubbard@SARAHomeless.org">BillHubbard@SARAHomeless.org</a></td>
</tr>
<tr>
<td>Funding Opportunity Inquiries</td>
<td>Katie Vela</td>
<td><a href="mailto:KatieVela@SARAHomeless.org">KatieVela@SARAHomeless.org</a></td>
</tr>
<tr>
<td>Coordinated Entry</td>
<td>David Row</td>
<td><a href="mailto:DavidRow@SARAHomeless.org">DavidRow@SARAHomeless.org</a></td>
</tr>
<tr>
<td>Case Conferencing</td>
<td>David Row</td>
<td><a href="mailto:DavidRow@SARAHomeless.org">DavidRow@SARAHomeless.org</a></td>
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<tr>
<td>HMIS Governance</td>
<td>Katie Vela</td>
<td><a href="mailto:KatieVela@SARAHomeless.org">KatieVela@SARAHomeless.org</a></td>
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<td>Point-in-Time Count</td>
<td>Contact SARAH</td>
<td><a href="mailto:ContactSARAH@SARAHomeless.org">ContactSARAH@SARAHomeless.org</a></td>
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<tr>
<td>Membership Council</td>
<td>Penny Burgess</td>
<td><a href="mailto:PennyBurgess@SARAHomeless.org">PennyBurgess@SARAHomeless.org</a></td>
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<tr>
<td>CoC Board of Directors</td>
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**Join a Working Group!**

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<tr>
<td></td>
<td>Devon Maddox</td>
<td><a href="mailto:Devon.Maddox@SVDPSA.org">Devon.Maddox@SVDPSA.org</a></td>
</tr>
<tr>
<td>Housing Form Standardization Subcommittee</td>
<td>Devon Maddox</td>
<td><a href="mailto:Devon.Maddox@SVDPSA.org">Devon.Maddox@SVDPSA.org</a></td>
</tr>
<tr>
<td>Landlord Engagement Subcommittee</td>
<td>Ashley Adkins</td>
<td><a href="mailto:Ashley.Adkins@HavenforHope.org">Ashley.Adkins@HavenforHope.org</a></td>
</tr>
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<td>Veteran Working Group</td>
<td>Marc Wonder</td>
<td><a href="mailto:Marc.Wonder@SanAntonio.Gov">Marc.Wonder@SanAntonio.Gov</a></td>
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