



SARAH

South Alamo Regional Alliance for the Homeless

4100 E. Piedras, Suite 105 – San Antonio – Texas – 78228

SARAH Membership Council Minutes

Robert Galan, Membership Council Vice Chair

Goliad Building, Brass Professional Center
4203 Woodcock Dr. Suite 110

July 26, 2018
2:30pm-4:00pm

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

1. Call to Order – 2:35 PM

Roll Call

- | | |
|---|---|
| <ul style="list-style-type: none"> • Alamo Area Resource Center • Catholic Worker House • Center for Healthcare Services • City of San Antonio/DHS • Corazon Ministries • Daughters of Charity • Endeavors • FVPS | <ul style="list-style-type: none"> • Haven for Hope • HMIS • NISD • Salvation Army • San Antonio AIDS Foundation • San Antonio Food Bank • SAMMinistries • THRIVE |
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2. Public Comment -None

3. Special Announcements

- Introduction of Brenda Mascorro, SARAH Executive Director by SARAH Founding Executive Director, Bill Hubbard
- Confirmation of Bill Hubbard’s retirement and invitation to celebrate at the COVE

4. Approval of Prior Meeting Minutes – Robert Galan

Motion: Salvation Army **Second:** NEISD **Abstain:** None **Passed:** Yes

SARAH BOARD REPORT AND SARAH COMMITTEES

5. SARAH Board Report – Tiffany Walker (proxy Erica Martinez)

- Erica reports that Schriver and Carmona have a clean opinion of SARAH’s finances for fiscal year 2017 and that the changes in net assets and cash flows were in accordance with accounting principles accepted by the United States of America.
- SARAH CoC Check in reports have concluded

6. Coordinated Entry – David Row

- Simtech will not be a viable tool for the Coordinated Entry list
 - It will be necessary for a time to continue with a more manual procedure for the list until baseline can be achieved and a solution can be made within HMIS.



- Announcement of office hours (time forthcoming) and separate e-mail account for Coordinated Entry assistance
- **Next Meeting:** August 13, 2018 1:30 -3:00pm @ American GI Forum 1st floor (611 N. Flores)
- **Case Conferencing:** Monday, August 20, 2018 @ 1:30 – 4:00pm

7. HMIS Governance – Katie Vela

- Focus is on updating the contract between HMIS and CaseWorthy
 - Several meetings planned to move forward with goals for monitoring and accountability
- **Next Meeting(s):** Friday, July 27, 2018; Friday August 3, 2018@ 9:00 am – 11:00 am at Beaumont Building, Suite 230 A

8. Point-in-Time Count – Emily Miller

- Introduction of Emily Miller, new Point-In-Time Count lead for SARAH
- Committee will be ramping up soon for 2019 Point-In-Time Count
- **Next Meeting:** Tentative for August 2018, Location TBD

COC WORKGROUP UPDATES

9. Veteran Workgroup – Chair: Marc Wonder

- **Workgroup Updates:** 400 Vets currently enrolled in HMIS, believes that list after refinement of data should really be at about 100 homeless veterans
- **Workgroup Goal Reports:** Condensing of list to eligible homeless vets, seeking new avenues of collaboration within the community for assistance on hard to place vets
- **SARAH Support Staff:** Kathy Lacy
- **Next meeting:** Wednesday, August 8, 2018 @ 1:00 pm, 202 Connelly St.

10. Chronic Homelessness Workgroup – Interim Chair: Morjorie White/ Co-Chair: Vacant

- **Workgroup Updates:** Co-Chair election was held, and Cliff Cantu was elected
- **Workgroup Goal Report:** Revamp the list with a data clean-up and focus not only at the top of the list, but those who are also at the bottom
 - Identify gaps in service and strategize ways to accommodate gaps
- **SARAH Support Staff:** Emily Miller
- **Next Meeting:** Friday August 10, 2018 @ 2:00 pm, 1 Haven for Hope Way, Volunteer Center

11. Youth Workgroup – Chair: Tyler Shoesmith/ Co-Chair: Vacant

- **Workgroup Updates:** Election was held for Co-Chair, Mandy Tyler elected
- **Workgroup Goal Reports:** First fiscal year meeting held with Tyler as Chair, goals of the group were identified
- **SARAH Support Staff:** Emily Miller
- **Next Meeting:** Friday, August 3, 2018 at Goliad Building, 4203 Woodcock Drive, Suite 110

12. Housing Standards Workgroup – Chair: Vacant / Co-Chair: Ashley Adkins

- **Workgroup Updates:** Vote for Chair conducted, Ashley Adkins elected
 - Consolidation of two groups to one with one monthly meeting
- **Workgroup Goal Report:** Currently working with Keller Williams Realty as a possible supporting funder, unified standards for housing inspections
- **SARAH Support Staff:** Kathy Lacy
- **Next Meeting:** Tuesday, August 7, 2018 @ 11:00 am, Austin Conference Room



COE LEAD AGENCY UPDATES

13. Continuum of Care – Katie Vela

- Application due dates:
 - Renewals: July 30, 2018 by 5:00 pm
 - New Projects: August 3, 2018 by 8:00 pm
- Howard Burchman of Housing Innovations is this year's NOFA consultant
- Priorities for New or Reallocated funding are PSH for Chronically Homeless Individuals and Rapid Rehousing for Individuals and Families
- Risk Mitigation Fund update;
 - Upcoming events include; Mayor's Housing Summit- Sept. 17-18; Youth Summit – Aug. 15, 2018 and THN Conference – Sept. 26 -28, 2018
 -
- **CoC Monthly Call Date:** Friday, July 27, 2018 @ 10:00 am
 - Consultant Howard Burchman will be on the call to take questions on the NOFA

14. SARAH Operations Report – Katie Vela

- New Employee: Emily Miller, CoC Project Manager
- Departed employee, Katelyn Underbrink, Target Populations and Research Project Manager

15. HMIS Data Clean-up

- Current issues being addressed: missing or conflicting data, duplicative data
- Independent consultant discusses the challenges and goals set for data clean-up and restoration to baseline
 - 19 separate initiatives identified with a proposed timeline to resolution of February 25, 2019
 - Goal of one year to baseline with milestones such as prioritization of defects, resolution of defects, ticket resolution, communication line between CaseWorthy and HMIS lead on a weekly basis as to status of issues

MEMBERSHIP COUNCIL BUSINESS

16. Elections: Voting held for below positions, elected party listed

- **Chronic Workgroup Chair:** Cliff Cantu
- **Youth Workgroup Co-Chair:** Mandy Tyler, uncontested
- **Housing Standards Chair:** Ashley Adkins, uncontested

17. Issues to Report to CoC Board of Directors, none

18. Announcements

- Updates to Include in SARAH Monthly E-Newsletter: E-Mail JaydeBeebe@Sarahomeless.org
- Let SARAH staff know if missing a place card for Membership Council: E-mail Penny Burgess at pennyburgess@sarahomeless.org

19. Adjournment: 4:05 PM



Continuum of Care Contact List

SARAH Organization

Media Inquiries
Funding Opportunity Inquiries
Coordinated Entry
Case Conferencing
HMIS Governance
Point-in-Time Count
Membership Council
CoC Board of Directors
General Inquiries

Contact Name

Bill Hubbard
Katie Vela
David Row
David Row
Katie Vela
Contact SARAH
Penny Burgess
Penny Burgess
Contact SARAH

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Join a Working Group!

Housing Standards Working Group
Veteran Working Group
Chronic Homelessness Working Group
Youth Working Group

Contact Name

Ashley Adkins
Marc Wonder
Emily Miller
Emily Miller

Contact E-Mail

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