The Salvation Army

515 W. Elmira St. San Antonio, TX 78212

January 31, 2019

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

1. Call to Order – 2:41PM
   - In attendance:
     i. AACOG ADRC
     ii. AGIF-NVOP
     iii. Beat AIDS
     iv. Center for Healthcare Services
     v. Corazon Ministries
     vi. Daughters of Charity Services
     vii. Endeavors
     viii. ESC-20
     ix. FVPS
     x. Haven for Hope
     xi. HFCC / Catholic Worker
     xii. HMIS
     xiii. Palo Alto College
     xiv. SAMMinistries
     xv. Salvation Army
     xvi. San Antonio AIDS Foundation
     xvii. SA Food Bank
     xviii. San Antonio Housing Authority
     xix. Strong Foundation
     xx. SVDP

2. Public Comment – None

3. Presentation by Carol Gamble – Corazon Ministries
   - Corazon Ministries is celebrating its 20th anniversary and was the model for Haven for Hope. Their services include: meals, warm showers, hygiene packets, clothes, ID cards, and driver’s licenses. On Wednesdays, there is a prayer circle and a dinner.
   - Ongoing needs include: jeans, coats, shoes, boots, adult-size backpacks, and rolling suitcases. There is also a need for volunteers to assist with kitchen duties, sorting donations, ID recovery, etc.
   - Corazon Ministries location is at 230 E Travis St. Their phone number is 210-226-8341, ext. 318 and the website is http://cmi-loveandjustice.org/

4. Approval of Prior Meeting Minutes – Marie Lopez
   Motion____CHCS____ Second_____Haven for Hope___ Abstain ___None___ Passed____Yes____

5. SARAH Board Report – Marie Lopez
   - At the Board of Directors meeting in December 2018, the 2019 budget was approved. Topics of discussion included the Longitudinal Assessment Analysis, diversion initiatives in San Antonio, and SSVF involvement with Rapid Rehousing. An SSVF representative will
meet with SARAH, the VA, and other providers and this can hopefully be implemented by the end of the year.

- The next Board of Directors meeting is scheduled for February 28, 2019.

6. Coordinated Entry Committee Update – Katie Vela

- Salena Santibañez from the CoC Board of Directors has been elected to Co-Chair this committee. February meeting is cancelled. Committee location in 2019 will be SARAH’s new conference room. Committee structure will be revisited to support policy-making role. This is a similar process to the HMIS Advisory Committee.
- Please note there have been some staff changes at SARAH and Emily Miller will not be the main point of contact for Coordinated Entry.
- Starting next week, Coordinated Entry Case Conferencing will be held weekly on Mondays from 2:00-4:00pm.
- **Next CE Committee Meeting:** TBD in 2019. For now, please contact [CE@SARAHomeless.org](mailto:CE@SARAHomeless.org) and attend Weekly Case Conferencing for referral support.
- **Next Case Conferencing:** Monday, February 4, 2019 at 2:00 p.m. to 4:00 p.m. Location: 611 N. Flores St. (AGIF)

7. HMIS Advisory Committee Update – Meghan Garza

- Brenda Mascorro described the meetings that are currently being held between SARAH and HMIS to improve the HMIS process and the quality of the data that is entered and produced.
- Meghan Garza, who is the HMIS Advisory Committee Chair and a Board member of SARAH, described the by-laws (attached) of the committee. She explained how this committee will report to the Board on anything it produces to receive feedback, additions, and improvements that can be made; it is not an approving body on its own. The outline for this committee came directly from Membership Council as well as best practices around the nation from ICF, the independent consultant.
- This committee will be representative of the CoC but will be limited to only 12 seats. An application similar to Membership Council seats will be used. These applications will be brought to the Membership Council for a vetting process. Although there are only 12 decision-making seats, everyone is welcome to attend the committee meetings.
- This committee will give more opportunity for high-level change as there will be decision-level makers from organizations in the room.
- The hope is to have the application emailed out next week and to have applicants to assess at the next Membership Council.
- **Next Committee Meeting:** TBD in 2019. For now, please continue to submit HMIS requests to [HMIS.Support@havenforhope.org](mailto:HMIS.Support@havenforhope.org). Policy-level concerns can be directed to [EmilyMiller@SARAHomeless.org](mailto:EmilyMiller@SARAHomeless.org).

8. Point-in-Time Count Committee Update – Katie Vela

- Katie thanked everyone for their involvement with PIT 2019 and explained that we have received around 50 responses thus far for volunteer feedback. She encouraged service providers in the room to give feedback from their unique perspectives.
- The data will be available for review the first week in May. The data consolidation and deduplication process is lengthy but if it is available sooner, SARAH will share it.
- **Next PIT Committee Meeting:** Thursday, February 14, 2019 at 10:00 a.m. Location: 4100 E. Piedras Dr. Ste. 105 (SARAH Conference Room)
WORKGROUP UPDATES

9. Veteran Workgroup Update – Chair: Marc Wonder / Co-Chair: Vacant
   • There was not a representative of the Veteran Workgroup available for comment. In a
     written report dated February 4, 2019, Marc Wonder reported that their efforts have mostly
     been focused on case management and that there was nothing new to report.
   • Next Meeting: Wednesday, February 6, 2019 @ 1:00 p.m. – 4:00 p.m., 202 Connelly St.

10. Chronic Homelessness Workgroup Update – Chair: Morjoriee White / Co-Chair: Cliff Cantu
    • Cliff Cantu reported on behalf of the Chronic Homelessness Workgroup. He reported they
      are continuing to address the chronic homeless numbers. PSH is a valuable intervention and
      with the move-on strategy with SARAH and SAHA, they can possibly secure some vouchers
      for those who are securely housed in PSH to get on a SAHA voucher, which will open more
      PSH beds. They are currently trying to establish a criterion for this.
    • Another strategy is to use Rapid Rehousing spots for those who are the brink of
      homelessness or on their first time being homeless. They are looking to extend this to 10
      more people in the next month that appear to be good candidates. With these strategies,
      the workgroup is hoping to bring down the large number of those experiencing chronic
      homelessness.
    • Next Meeting: Friday, February 8, 2019 @ 2:00 p.m. – 3:30 p.m.; Location: Haven for Hope
      Volunteer Center Rooms A/B

11. Youth Workgroup Update – Chair: Tyler Shoesmith / Co-Chair: Mandy Tyler
    • Mandy Tyler reported that January was spent preparing for the Youth PIT Count, which
      occurred on January 22nd. There was a great turnout of nearly 30 volunteers and led to some
      great brainstorming ideas for how to improve the count next year.
    • Next Meeting: Friday, February 1, 2019 @ 9:30 a.m.; Location: 4100 E. Piedras Dr. Ste 105
      (SARAH Conference Room)

12. Housing Strategies Workgroup Update – Chair: Ashley Adkins / Co-Chair: Vacant
    • Ashley Adkins reported on behalf of the Housing Strategies Workgroup. The workgroup met
      with Triff Properties and had a good turnout of more than 20 people in attendance. The
      discussion centered around what needs to be fixed to obtain more supportive housing.
      Ashley reported the meeting went well and that she will report on the progress.
    • Still looking to fill the co-chair position.
    • Next Meeting: Tuesday, February 5, 2019 @ 11:00 a.m. – 12:00 p.m.; Location: SARAH, 4100
      E. Piedras Dr., Suite 105

CoC LEAD AGENCY UPDATE

13. Continuum of Care Operations – Katie Vela
    • CoC Awards Update
      o HUD has only announced renewal grants thus far so no other categories have been
        announced yet. Because of the shutdown and the number of grants expiring in
        January, HUD wanted to make sure that those programs knew they were renewed.
        We fell under Tier 2 funding, which means we competed fairly well. Funding
        increases were seen across the board.
    • CoC Monthly Call on February 1, 2019 is cancelled

If you are interested in attending a SARAH Committee or Workgroup, See CoC Contact List
The next CoC Monthly call will occur on February 22, 2019 at 10:00am.

- NOFA RFP is due on February 1, 2019 and SARAH has received 2 applicants thus far.
- SSVF Funding available and due in February
- Bexar County funding opportunity (see handout). More information can be found on the HUD website.
- CoC Performance Scorecards under Review
  - Currently revamping the report; expect to see a new one later in the spring.
- HIC Data due on February 15, 2019
- HIC Training is scheduled for February 5, 2019
  - This training is to learn how to fill out the form to complete the HIC report.

   - Coordinated Entry and Navigation Manager position still open and under review.

### HMIS LEAD AGENCY UPDATE

15. **HMIS Operations – David Huete and Amanda Flores**
   - David Huete reported that he would like to revisit the data clean up project that was presented to the Membership Council in May 2018. Unfortunately, some roadblocks came up that pushed out the time frame for when the project will be completed. He stated they are asking for an additional Phase 2 plan to fix these roadblocks. (See handout for more information.)
   - Amanda Flores reported that Richard Dominguez is now the HMIS System Administrator and that a Business Analyst will be starting on February 4th. Lastly, a Data Quality Analyst position is currently posted on the Haven for Hope website.

### MEMBERSHIP COUNCIL BUSINESS

16. **Family Homelessness Workgroup Chair Election**
   - Candidate: Kami King
   - It was mentioned that there are several co-chair seats vacant and what the process is of getting these filled. Katie reported that we can add to our website what is available and that applications can be submitted at least 2 weeks prior to a Membership Council meeting so they can be voted on.

   Motion ___ Salvation Army ___ Second ___ HMIS ___ Abstain ___ None ___ Passed ___ Yes ___

17. **2019 Meeting Locations**
   - So far, the following 2019 meeting dates have locations secured
     i. March 28, 2019 – AGIF
     ii. May 23, 2019 – Endeavors Cohen Clinic
     iii. September 26, 2019 – Endeavors Cohen Clinic
     iv. Possibility – Leslie Schultz
   - If anyone else would like to sign up to host a meeting in 2019, the following dates are available:
     i. July 25, 2019
     ii. November 14, 2019
18. **Issues to Report to CoC Board of Directors** – None

19. **Next Membership Council Meeting Topics**
   - Co-Chair of Family Homelessness Workgroup

20. **Announcements**
   - Updates to Include in SARAH Monthly E-Newsletter: ChelseyViger@SARAHomeless.org
   - Let SARAH staff know if missing a place card for Membership Council: ChelseyViger@SARAHomeless.org

21. **Adjournment** – 3:33pm

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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>
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<tbody>
<tr>
<td>Media Inquiries</td>
<td>Brenda Mascorro</td>
<td><a href="mailto:BrendaMascorro@SARAHomeless.org">BrendaMascorro@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>CE E-Mail</td>
<td><a href="mailto:CE@SARAHomeless.org">CE@SARAHomeless.org</a></td>
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<tr>
<td>Case Conferencing</td>
<td>Emily Miller</td>
<td><a href="mailto:EmilyMiller@SARAHomeless.org">EmilyMiller@SARAHomeless.org</a></td>
</tr>
<tr>
<td>HMIS Governance</td>
<td>Katie Vela</td>
<td><a href="mailto:KatieVela@SARAHomeless.org">KatieVela@SARAHomeless.org</a></td>
</tr>
<tr>
<td>Point-in-Time Count</td>
<td>Emily Miller</td>
<td><a href="mailto:EmilyMiller@SARAHomeless.org">EmilyMiller@SARAHomeless.org</a></td>
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<tr>
<td>Membership Council</td>
<td>Chelsey Viger</td>
<td><a href="mailto:ChelseyViger@SARAHomeless.org">ChelseyViger@SARAHomeless.org</a></td>
</tr>
<tr>
<td>CoC Board of Directors</td>
<td>Chelsey Viger</td>
<td><a href="mailto:ChelseyViger@SARAHomeless.org">ChelseyViger@SARAHomeless.org</a></td>
</tr>
<tr>
<td>General Inquiries</td>
<td>Contact SARAH</td>
<td><a href="mailto:ContactSARAH@SARAHomeless.org">ContactSARAH@SARAHomeless.org</a></td>
</tr>
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<table>
<thead>
<tr>
<th>Join a Workgroup!</th>
<th>Contact Name</th>
<th>Contact E-Mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing Standards Workgroup</td>
<td>Ashley Adkins</td>
<td><a href="mailto:Ashley.Adkins@HavenForHope.org">Ashley.Adkins@HavenForHope.org</a></td>
</tr>
<tr>
<td>Veteran Homelessness Workgroup</td>
<td>Marc Wonder</td>
<td><a href="mailto:Marc.Wonder@SanAntonio.Gov">Marc.Wonder@SanAntonio.Gov</a></td>
</tr>
<tr>
<td>Chronic Homelessness Workgroup</td>
<td>Morjoriee White</td>
<td><a href="mailto:Morjoriee.White@SanAntonio.Gov">Morjoriee.White@SanAntonio.Gov</a></td>
</tr>
<tr>
<td>Youth Homelessness Workgroup</td>
<td>Tyler Shoesmith</td>
<td><a href="mailto:TShoes@NEISD.net">TShoes@NEISD.net</a></td>
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