Continuum of Care Board of Directors Meeting
Lori Stinson, Board Vice President

Chamber of Commerce NBC
1100 NW Loop 410, Suite 109
San Antonio, TX 78213

June 27, 2019
3:00 – 5:00 PM

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

1. Call to Order
   Board Vice President, Lori Stinson, called to order the June 27, 2019 Board Meeting of the South Alamo Regional Alliance for the Homeless at 3:11pm.

2. Present: Lori Stinson, Craig Hopkins (also proxy for Martha Leiper), Annie Erickson, Tammye Trevino, Salena Santibáñez, Leslie Komet Ausburn, Greg Matula, Meghan Garza, Robert Blanton (proxy for William McManus), Roy Fletcher (proxy for Javier Salazar), Estella Garza, Brenda Mascorro, Katie Vela, Penny Burgess, Chelsey Viger.
   Guests: Katherine Dillard Gonzalez, Kenny Wilson
   Absent: Leilah Powell, Edward Gonzales

3. Public Comment – None

SARAH NONPROFIT BUSINESS

4. New Board Member – Tammye Trevino

5. Board Member Recognition
   Brenda recognized Board member Leslie Komet for providing SARAH staff with a pro-bono media training and thanked the Board members for the volunteer service they provide.

6. Reelect Board Member Seat – Martha Leiper
   Motion ___Roy Fletcher___ Second ___Salena Santibanez___ Abstain ___None___ Passed ___Yes___

7. Elect Treasurer – Martha Leiper
   Motion ___Leslie Komet___ Second ___Greg Matula___ Abstain ___None___ Passed ___Yes___

8. Consent Items
   • March and April Financial Reports
Motion __Leslie Komet__ Second __Roy Fletcher__ Abstain __None__ Passed __Yes__

- Minutes from May 30, 2019 Board of Directors Meeting

Motion __Robert Blanton__ Second __Leslie Komet__ Abstain __None__ Passed __Yes__

9. **SARAH Draft Annual Audit Report** – Chris Carmona
   Presentation given by Schriver Carmona regarding SARAH’s 2018 Audit. They reported there are no statement financial findings, no material weaknesses, no significant deficiencies, no noncompliance materials. Mr. Carmona gave an overview on the 2018 financial highlights, changes in accounting policies for 2018 and upcoming in 2019-2020, accounting estimates, and sensitive disclosures. Any questions should be directed to SARAH staff prior to the next Board meeting in August where the final audit will be presented as a consent item.

10. **SARAH Nonprofit Bylaws & Governance Review and Approval** – Katie Vela
    SARAH staff are in the process of updating the bylaws and governance charters for the organization. Katie noted the highlights included in the document, including the increase of Board members from 15 to 17, the addition of proxies needed to be disclosed by Board members, and updating the terminology from “SARAH Board” and “SARAH Membership Council” to “CoC Board” and “CoC Membership Council”.

Motion __Roy Fletcher__ Second __Salena Santibanez__ Abstain __None__ Passed __Yes__

11. **Executive Director Report** – Brenda Mascorro
    - Emergency Solutions Grant Local Competition – SARAH is conducting a Local Competition on behalf of the Texas Department of Housing and Community Affairs (TDHCA) for the ESG grant. SARAH’s ask is that a CoC Board member serve on the IRT to review the applications. The IRT will meet on August 13th from 9-4pm.
    - CoC Competition Update – HUD has not yet released the details of the CoC Competition.
    - Provider Landlord Assistance Community Empowerment (PLACE) Fund – This pilot program will begin next month.
    - Homeless Preference Implementation – SAHA will be allocating vouchers to persons experiencing homelessness in both the Move On Pilot & family homelessness referral program. The Family Workgroup and Housing Strategies Workgroup will help determine the process for distributing these vouchers. Tammye Trevino reported that beginning July 1st, HABC will have a homeless preference, which includes a process that an agency can get referrals only if they are working with SARAH, HMIS, and CE.
Our Vision:
Prevent and end homelessness in San Antonio / Bexar County.

Our Goal:
Homelessness will be rare, brief, and nonrecurring.

- City of San Antonio Strategic Plan to End Homelessness RFP – COSA is looking for a consultant to put together a homeless strategic plan for San Antonio. SARAH is working with COSA to select the consultant. There was a discussion about how SARAH can best engage with this process. Greg Matula asked that SARAH provide the Board with an update on the process as it unfolds. December 1st is the deadline for the strategic plan.
- Reminder: Board Orientation July 18, 3:00-4:30pm

CONTINUUM OF CARE BUSINESS

Tammye Trevino was elected as the Membership Council Chair. There was a presentation by Kameron, a member of the Youth Action Board. Katie gave a synopsis on the CoC workgroups:

- **Veteran Homelessness Workgroup** - There is a strategy underway by the workgroup to improve the efficiency of determining proof of Veteran status of clients by storing this data into HMIS so that all service providers can access it.
- **Chronic Homelessness Workgroup** - The workgroup is currently discussing how the Outreach Grid program could be utilized in San Antonio to fill gaps in service delivery. The workgroup continues to discuss the benchmarks to end chronic homelessness. Adam Gordon from Endeavors was elected as co-chair of the workgroup.
- **Youth Homelessness Workgroup** - The workgroup’s focus switched gears when SARAH was applying for the Youth Homelessness Demonstration Program. Up until the deadline of May 15th, the workgroup assisted with the application by providing data and contributing to the Collaborative MOU. The workgroup’s members also discussed updates that there will be a new liaison from Communities in Schools at Haven for Hope and that the Handle with Care program is set to go city-wide next year.
- **Housing Strategies Workgroup** - The workgroup is hosting a Housing Connections Seminar on July 12th for landlord appreciation.
- **Family Homelessness Workgroup** - The workgroup is continuing to generate new members and in the process of identifying the number of partners that serve families and children as well as the data regarding families that is currently in HMIS.

13. Youth Action Board (YAB) Communications Strategy – Brenda Mascorro
Brenda posed a question to the Board: What will the structure be of the YAB and how will it report to the Board? The Board agreed to having a Board member be the liaison to the YAB and they can present together.

14. Approval of New Member – Volunteers of America-Texas

Motion ___Greg Matula___ Second ___Roy Fletcher___ Abstain ___None___ Passed ___Yes___
15. Approval of New Member – VetStrong

Motion __Greg Matula___ Second __Roy Fletcher___ Abstain ___None____ Passed __Yes____

16. Approval of New Member – Stand up for Kids

Motion __Greg Matula___ Second __Roy Fletcher___ Abstain ___None____ Passed __Yes____

17. Coordinated Entry Advisory Committee Member Review & Approval – Salena Santibáñez

Motion __Leslie Komet___ Second __Roy Fletcher___ Abstain ___None____ Passed __Yes____

18. HMIS Advisory Committee Report – Meghan Garza

- HMIS Advisory Committee Priority Sequence – The HMIS Advisory Committee had a productive orientation meeting with ICF. The plan for the second meeting was to dive into the priorities; however, the meeting ended up discussing the Outreach Grid Pilot. The group learned there are three different ways Outreach Grid can interface with HMIS (custom build; browser automation; or export/import functionality). If approved, Outreach Grid would have to comply with all HMIS privacy, data standards, etc. The CoC Board would need to approve the Outreach Grid. Meghan included an attachment of the committee’s priorities through the end of the year.
- HMIS and SARAH 2019 Priorities – Katherine Dillard described where HMIS & SARAH are with assigned tasks.
- Data Cleanup Progress – The project has been completed on time.
- HMIS Organizational Chart – Katherine explained that two new positions were approved: a lead administrator and a business analyst. A second data quality analyst will be hired as well. HMIS received a conditional award by Bexar County of $100,000 for HMIS; this is contingent on commissioner’s vote in July.
- Negotiation of MOU – Brenda reported that SARAH’s volunteer attorney needs to review the MOU and it will be sent to HMIS for their review.

19. Point in Time Count Committee By-Laws – Brenda Mascorro

Motion __Salena Santibanez___ Second __Roy Fletcher___ Abstain ___None____ Passed __Yes____

20. Upcoming SARAH Meetings and Events

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<thead>
<tr>
<th>Next SARAH Board Meeting</th>
<th>Next SARAH Membership Council Meeting</th>
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<tbody>
<tr>
<td>August 29, 2019 3:00 – 5:00 PM</td>
<td>July 25, 2019 2:30 – 4:00 PM</td>
</tr>
<tr>
<td>Chamber of Commerce, NBC</td>
<td>SAMM TLC Community Center</td>
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<tr>
<td>1100 NW Loop 410, Suite 109</td>
<td>5922 Blanco Road</td>
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Our Vision:
Prevent and end homelessness in San Antonio / Bexar County.

Our Goal:
Homelessness will be rare, brief, and nonrecurring.

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<thead>
<tr>
<th>Committee Meetings &amp; Working Groups</th>
<th>Point of Contact</th>
<th>Event Details</th>
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<tbody>
<tr>
<td><strong>Youth Homelessness Workgroup</strong></td>
<td>Tyler Shoesmith, North East Independent School District <a href="mailto:tshoes@neisd.net">tshoes@neisd.net</a></td>
<td>July 12, 2019 9:30 – 10:30AM SARAH Conference Room 4100 E. Piedras Drive, Suite 105</td>
</tr>
<tr>
<td><strong>Veteran Workgroup</strong></td>
<td>Marc Wonder, City of San Antonio Department of Human Services <a href="mailto:Marc.Wonder@sanantonio.gov">Marc.Wonder@sanantonio.gov</a></td>
<td>July 10, 2019 &amp; July 24, 2019 1:00 – 4:00PM Veteran’s Outreach Transition Ctr. 202 Connelly St.</td>
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<tr>
<td><strong>Chronic Homelessness Workgroup</strong></td>
<td>Morjoriee White, City of San Antonio Department of Human Services <a href="mailto:Morjoriee.White@sanantonio.gov">Morjoriee.White@sanantonio.gov</a></td>
<td>July 12, 2019 2:00 – 3:00PM Haven for Hope Volunteer Center Volunteer Room A/B</td>
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<tr>
<td><strong>Housing Strategies Workgroup</strong></td>
<td>Ashley Askins, Haven for Hope <a href="mailto:Ashley.Adkins@HavenforHope.org">Ashley.Adkins@HavenforHope.org</a></td>
<td>July 2, 2019 11:00 – 12:00PM Veteran’s Outreach Transition Ctr. 202 Connelly St.</td>
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<tr>
<td><strong>Family Homelessness Workgroup</strong></td>
<td>Kami King, Haven for Hope <a href="mailto:Kami.King@HavenforHope.org">Kami.King@HavenforHope.org</a></td>
<td>July 16, 2019 3:30 – 4:30PM Haven for Hope Volunteer Center Room A</td>
</tr>
<tr>
<td><strong>HMIS Advisory Committee</strong></td>
<td>Katie Vela <a href="mailto:KatieVela@SARAHomeless.org">KatieVela@SARAHomeless.org</a></td>
<td>July 10, 2019 10:30 – 12:00 SARAH Conference Room 4100 E. Piedras Drive, Suite 105</td>
</tr>
<tr>
<td><strong>Coordinated Entry Committee</strong></td>
<td>Cliff Cantu <a href="mailto:CliffordCantu@SARAHomeless.org">CliffordCantu@SARAHomeless.org</a></td>
<td>TBD</td>
</tr>
<tr>
<td><strong>Point-in-Time Count Committee</strong></td>
<td>Chelsey Viger <a href="mailto:ChelseyViger@SARAHomeless.org">ChelseyViger@SARAHomeless.org</a></td>
<td>TBD</td>
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21. **Topics for August Board Meeting**
- Final SARAH Audit Report
- CoC Competition Ranking
- CoC Collaborative Application
- Emergency Solutions Grant Competition Results
- COSA/SARAH Strategic Plan to End Homelessness

22. **Announcements**
- Chelsey Viger will be sending out an email regarding proxies.
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- Lori Stinson reported that the Chamber of Commerce will be taking a group of people to the Housing Task Force to learn how we as a community can maximize housing funding.

23. Adjournment
Lori Stinson adjourned the meeting at 4:40pm.