



Our Vision:

Prevent and end homelessness in San Antonio / Bexar County.

Our Goal:

Homelessness will be rare, brief, and nonrecurring.

Continuum of Care Board of Directors Meeting

Craig Hopkins, Board President

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

December 19, 2019
3:00 – 5:00 PM

1. Call to Order – 3:09pm

Board President Craig Hopkins called to order the December 19, 2019 Board Meeting of the South Alamo Regional Alliance for the Homeless at 3:09pm.

2. Present: Craig Hopkins, Meghan Garza, Edward Gonzales, Leilah Powell, Leslie Komet, Jo Estrada, Greg Matula, Tammye Trevino, Salena Santibanez, Estella Garza

Guests: Katherine Dillard Gonzalez, Patrick Wigmore

Absent: Annie Erickson, Chief McManus, Sheriff Salazar, Lori Stinson

3. Public Comment

SARAH's Executive Director Brenda Mascorro introduced Patrick Wigmore from HomeBase, the consultant hired to complete the Homeless Strategic Plan. He has worked directly for Continuums of Care for 15 years. HomeBase have been holding stakeholder meetings over the past few weeks with different groups in the community. In January, the strategic plan committee will meet to discuss the recommendations based on the stakeholder meetings.

Craig Hopkins asked what HomeBase's expectations are for the CoC Board. Patrick asked that the CoC Board schedule time to discuss their recommendations and to sit on the strategic committee. Craig mentioned finding a balance as the Board enters their strategic session in January and what the strategic committee determine are its priorities.

SARAH NONPROFIT BUSINESS

4. Board Member Recognition

Brenda Mascorro highlighted Leilah Powell & Estella Garza for attending meetings and workshops regarding the Youth Homelessness Demonstration Program (YHDP) and giving expertise and feedback as the community develops the Coordinated Community Plan

5. Consent Items 📎 (pgs. 5 – 24)

Richard Huron, SARAH's Director of Finance, presented the September, October, & November Financial Reports. He noted that SARAH is currently operating its accounting system on a cash basis



Our Vision:

Prevent and end homelessness in San Antonio / Bexar County.

Our Goal:

Homelessness will be rare, brief, and nonrecurring.

but will be converting to an accrual basis starting with the December financial statements. Meghan asked about potentially going back to the past quarter and changing to accrual basis so we will not have a qualified opinion on an audit. Richard did not believe our last audit was qualified. Salena asked that board members be provided an opportunity to sit down and discuss the budget further.

Motion Meghan Garza Second Salena Santibanez Abstain None Passed Yes

Craig Hopkins presented the minutes from October 24, 2019 Board of Directors Meeting.

Motion Meghan Garza Second Salena Santibanez Abstain None Passed Yes

6. 2020 Budget Approval 📎 – **Richard Huron (pg. 25)**

Richard noted the following revenue increases:

- Federal grant increases – Coordinated Entry, CE-DV, Planning Grant. Edward Gonzales inquired as to what the Domestic Violence bonus funding is allocated to. Brenda stated that SARAH is hiring a Domestic Violence Specialist to hold a dual purpose of assisting with the Coordinated Entry process and research best practices.
- In-kind match not included last year so that increased the revenue.

Richard noted the following expense increases:

- Personnel and fringe benefits have increased.
- Increase in conference and continuing education as number of employees has grown.
- Professional Fees increased greatly because of hiring consultants instead of new employees.
- Veteran services no longer in place this year. Brenda noted that this was a time-specific line item that we received from USAA. Craig asked that we add an asterisk to the Veteran Services line saying it was a one-time grant.

Motion Jo Estrada Second Meghan Garza Abstain None Passed Yes

7. Executive Director Report – Brenda Mascorro

Brenda presented an update on the Youth Homelessness Demonstration Program (YHDP). We are halfway through creating the Coordinated Community Plan (CCP) and continuing to work with our technical assistance providers through April 2020. Our Advisory Council meetings are continually well-attended. We will be leading a 2020 Community Campaign to End Youth Homelessness. There will be a soft launch in January and a hard launch at the Housing Summit 2020 in the beginning of May.



Our Vision:

Prevent and end homelessness in San Antonio / Bexar County.

Our Goal:

Homelessness will be rare, brief, and nonrecurring.

Brenda presented that SARAH was awarded \$25,000 in unrestricted funds from a San Antonio Area Foundation Grant.

Brenda reported the following staff updates – Patricia Palomo (Coordinated Entry Navigation Specialist), Sasha Medina (Community Engagement Coordinator), and Richard Huron (Director of Finance).

8. January Board Strategy Session Date Discussion – Craig Hopkins

Craig announced that the strategy session will occur on Wednesday, January 29, 2020 from 1:00 – 5:00pm. The Board discussed an interest in holding the session at the Chamber’s Northwest Business Center. Chelsey Viger from SARAH will reach out to Lori to schedule this. Edward asked if we could invite Patrick from HomeBase to our meeting to align strategies with the Homeless Strategic Plan. Craig stated that he wanted to ensure the Board created its own strategies but would welcome a report from the City regarding where the Homeless Strategic Plan is currently at.

CONTINUUM OF CARE BUSINESS

9. Membership Council Report – Chelsey Viger

Chelsey Viger from SARAH reported on the Membership Council meeting from November. The council voted in a new Chronic Workgroup Co-Chair and Veteran Workgroup Co-Chair. The Family Co-Chair position is still open and will hopefully be filled soon. The Secretary position is still open.

The workgroup Chairs and Co-Chairs held a workgroup strategy planning session a few weeks ago to determine 2020 goals which will be taken to Membership Council and then presented to the CoC Board.

10. Youth Action Board (YAB) Report – Kameron Rhys & Salena Santibáñez

Kameron Rhys, President of the YAB, reported that the YAB currently has 11 active members. Their focus is to establish youth equity and give a voice to youth with lived experience of homelessness. They have finished the by-laws and are working on creating an application process for new members. They are meeting twice per month and will begin getting compensated for their work. Their 2020 goals include professional development, recruiting new members, training, and increasing their social media presence.

Kameron stated the YAB would like a voting seat on the CoC Board to help ensure there is equity on the board regarding youth. Craig Hopkins responded that he is not opposed to having a voting seat but



Our Vision:

Prevent and end homelessness in San Antonio / Bexar County.

Our Goal:

Homelessness will be rare, brief, and nonrecurring.

not going to say yes today because the by-laws will need to be updated. Craig stated he wants the YAB to be an equal member of the Board and have an equal voice.

Craig asked what the YAB needs from the CoC Board. Kameron asked for assistance with planning events and generating interest in the YAB. Kameron noted that he will bring back a list to the Board. The next YAB meeting will be December the 28th at 1:00PM; the CoC Board is welcome to attend.

11. Youth Homelessness Demonstration Program (YHDP)  – Brenda Mascorro (pgs. 26 – 56)

Brenda presented the working draft of the San Antonio/Bexar County Coordinated Community Plan (CCP) to Prevent and End Youth Homelessness. She presented a document of every meeting and workshop that has been held since September and what parts of the CCP each contributed (see attachment). This is still a work in progress and SARAH, the YAB, and youth stakeholders will continue to meet in 2020 to develop the final draft to HUD, which is due by April 28th.

Motion Salena Santibanez Second Greg Matula Abstain None Passed Yes

12. Homeless Management Information System (HMIS) Advisory Committee Report – Meghan Oswald

Meghan Oswald presented that there has been a lot of progress in the HMIS Committee this year. The biggest accomplishment is that there has been an MOU signed between SARAH and Haven for Hope. The committee has set data quality standards, added a category of user to the user base, updated the HMIS data quality plan and is working on a communications plan and a training schedule. The HMIS policies and procedures have been approved along with security and compliance. The HMIS team now has a security and compliance employee.

The committee is currently reevaluating the seats and considering changing them in accordance with best practices surrounding data quality and use of data. ICF will give the Board an update at the February Board meeting. The committee will be working with ICF to determine next steps with the HMIS vendor.

13. Coordinated Entry (CE) Advisory Committee Report – Salena Santibáñez

Brenda Mascorro presented that USAA gave a status report on the improvement process system they have been working on. Their quick wins are to ensure we have a more robust CE system. The USAA volunteers have committed to working with us another year. SARAH will also be working with Julie MacFarland to determine what types of changes we'd like to make to the system and determine action steps to improving the CE process.



Our Vision:

Prevent and end homelessness in San Antonio / Bexar County.

Our Goal:

Homelessness will be rare, brief, and nonrecurring.

14. Point-in-Time (PIT) Count Committee Report – Chelsey Viger on behalf of Leslie Komet

Leslie Komet was present at the meeting but due to being sick, Chelsey Viger from SARAH spoke on her behalf. Chelsey Viger presented that the volunteer registration is now open, and we have had over 100 volunteers register along with most of the Team Leads. Chelsey gave some general updates on the event planning logistics of the count. Edward Gonzales asked if this year, we could include in our analysis the difference between people being counted inside the city and outside of the city in the county.

15. Leilah Powell Board Seat Re-Election – Craig Hopkins

Motion Meghan Garza Second Salena Santibanez Abstain None Passed Yes

16. New Board Member Election – Meghan Garza

Megan presented the matrix chart used by the Executive Committee to show how the decision was made to nominate Gregory Zlotnick and Brian Elisco. A question was asked regarding the capacity of the Board. Craig responded that we are now at full capacity but that there could be changes to increase the size of the Board.

Greg Matula advocated for Scott Ackerson to be on the Board of Directors due to his breadth of knowledge. Salena Santibanez advocated that we continue to look at ethnicity and work to increase the percentage of Mexican American and African American directors.

Executive Committee Recommends:

- Gregory Zlotnick, Director of Pro Bono Programs, St. Mary's University School of Law
- Brian Elisco, Group Chief Financial Officer, Baptist Health System

Other Candidates Considered:

- Lisa Cleveland, Associate Professor of Nursing, UT Health San Antonio
- Scott Ackerson, Executive Vice President, Prospera Housing Community Services
- Marcus D Thomas Sr., Senior Pastor/Executive Director/CEO, World Harvest Ministries Intl/S&M Investments/Prime Café
- Phil Beckett, Chief Executive Officer, Healthcare Access San Antonio (HASA)

Nomination #1 – Gregory Zlotnick, Director of Pro Bono Programs, St. Mary's University School of Law

Motion Jo Estrada Second Meghan Garza Abstain None Passed Yes



Our Vision:

Prevent and end homelessness in San Antonio / Bexar County.

Our Goal:

Homelessness will be rare, brief, and nonrecurring.

Nomination #2 - Brian Elisco, Group Chief Financial Officer, Baptist Health System

Motion Leilah Powell Second Estella Garza Abstain None Passed Yes

17. Executive Director Evaluation Discussion & Proposed Compensation (*Executive Session*) – Craig Hopkins

Motion Craig Second Leilah Abstain _____ Passed _____

18. Board President Election (*Executive Session*) – Craig Hopkins

Leilah Powell elected new CoC Board President.

Motion Craig Second Leilah Abstain _____ Passed _____

19. Upcoming SARAH Meetings and Events

Next CoC Board Meeting

Next CoC Membership Council Meeting

February 27, 2019 3:00 – 5:00 PM Chamber of Commerce, NBC 1100 NW Loop 410, Suite 109	January 30, 2019 2:30 – 4:00 Housing Authority of Bexar County
---	---

Committee Meetings & Working Groups

Title	Point of Contact	Event Details
Youth Homelessness Workgroup	Tyler Shoesmith, North East Independent School District tshoes@neisd.net	January 17, 2020 9:30 – 10:30AM SARAH Conference Room 4100 E. Piedras Drive, Suite 105
Veteran Workgroup	Marc Wonder, City of San Antonio Department of Human Services Marc.Wonder@sanantonio.gov	January 8, 2020 & January 22, 2020 1:00 – 4:00PM Veteran’s Outreach Transition Ctr. 202 Connelly St.
Chronic Homelessness Workgroup	Morjorie White, City of San Antonio Department of Human Services Morjorie.White@sanantonio.gov	January 8, 2020 2:00 – 3:00PM Location TBD
Housing Strategies Workgroup	Joel Tabar, San Antonio Housing Authority Joel.Tabar@saha.org	January 3, 2020 11:00 – 12:00PM Location TBD



Our Vision:

Prevent and end homelessness in San Antonio / Bexar County.

Our Goal:

Homelessness will be rare, brief, and nonrecurring.

Family Homelessness Workgroup	Erica Martinez, Endeavors Emartinez@endeavors.org	January 21, 2020 3:30 – 4:30PM Fairweather Family Lodge 7500 US Hwy 90 W. Bldg. 3
HMIS Advisory Committee	Alyssa Gooch AlyssaGooch@SARAHomeless.org	January 29, 2020 10:30 – 12:00PM SARAH Conference Room 4100 E. Piedras Drive, Suite 105
Coordinated Entry Committee	Marcos Carmona MarcosCarmona@SARAHomeless.org	January 8, 2020 10:30 – 12:00PM SARAH Conference Room 4100 E. Piedras Drive, Suite 105
Point-in-Time Count Committee	Chelsey Viger ChelseyViger@SARAHomeless.org	January 9, 2020, 9:00 – 10:00AM SARAH Conference Room 4100 E. Piedras Drive, Suite 105
Youth Action Board	Marcos Carmona MarcosCarmona@SARAHomeless.org	December 28, 2020 1:00-2:30PM Location TBD

20. Topics for February Board Meeting

- Board Seats Expiring for Greg Matula, Leslie Komet, and Estella Garza

21. Announcements and Open Discussion (time permitting)

- Edward Gonzales noted that he is transitioning to the City of San Antonio Neighborhood and Housing Services Department and that Melody Woosley will be taking over this seat on the board until further notice.

22. Adjournment



Our Vision:

Prevent and end homelessness in San Antonio / Bexar County.

Our Goal:

Homelessness will be rare, brief, and nonrecurring.

YHDP 2019 Coordinated Community Plan (CCP) Development Meeting Calendar

Month	CCP Planning Activities
September	<p>YHDP “Kick Off” Advisory Council Meeting</p> <p>First community meeting with attendance from YAB and youth stakeholders. Gave an overview of YHDP and completed an activity to determine a “pulse check” on <i>YHDP Principles and Values</i>.</p>
October	<p>Youth Action Board Meeting</p> <p>Completed the “pulse check” <i>YHDP Principles and Values</i> activity.</p>
	<p>YHDP Advisory Council Meeting</p> <p>Second community meeting with attendance from YAB and youth stakeholders. A <i>visioning activity</i> was completed where groups wrote a newspaper article in the future on ending youth homelessness and listed the main points of the story.</p>
November	<p>YHDP System Partner Meeting Part I</p> <p>This was the first of two input sessions to identify strategies to address <i>intersectional systems</i> with participation from foster care, juvenile justice, health care, and the education system. The discussed considerations for serving young people in each system and brainstormed the data needs, practice changes, and policy barriers to moving forward in each agency.</p>



Our Vision:

Prevent and end homelessness in San Antonio / Bexar County.

Our Goal:

Homelessness will be rare, brief, and nonrecurring.

	<p>Needs Analysis Taskforce</p> <p>This meeting was open to all youth stakeholders to discuss <i>Threshold 1: data collection, analysis, and monitoring</i>. The group brainstormed questions for a youth survey and what data would be needed, if necessary.</p>
	<p>System Modeling Exercise Part I</p> <p>This session was open to YAB and youth stakeholders to help determine the best <i>housing interventions</i> for youth ages 18-24 in San Antonio/Bexar County. The group complete the following: (1) come to a common understanding of youth program models in the homeless response system and (2) created the pathways out of homelessness.</p>
	<p>YHDP Advisory Council Meeting</p> <p>Third community meeting. Cancelled due to the extensive meetings held the week prior.</p>
	<p>Youth Action Board Meeting</p> <p>SARAH workshopped questions of the needs analysis survey and focus groups (<i>Threshold 1 of CCP</i>) with the YAB to receive their direction and feedback.</p>
<p>December</p>	<p>Youth Action Board Meeting</p> <p>The YAB workshopped three sections of the CCP, including the <i>Statement of Need, Goals, Objectives, and Action Steps, and Governance</i>.</p>
	<p>YHDP Advisory Council Meeting</p>



Our Vision:

Prevent and end homelessness in San Antonio / Bexar County.

Our Goal:

Homelessness will be rare, brief, and nonrecurring.

	<p>Fourth community meeting with YAB and youth stakeholders. Participants workshopped three sections of the CCP, including the <i>Statement of Need, Goals, Objectives, and Action Steps, and Governance.</i></p>
	<p>Community CCP Review & Approval Process by CoC Board of Directors (First Draft Due by 12/28)</p> <p>SARAH will consolidate the community feedback and present the CCP Draft to the CoC Board of Directors on December 19, 2019 and submit to HUD.</p>

YHDP 2020 Coordinated Community Plan (CCP) Development Meeting Calendar

Month	CCP Planning Activities
January	<p>True Colors United - On the Ground Training</p> <p>The True Colors United technical assistance provide will provide a YAB <i>Governance</i> Support Session.</p>
	<p>System Modeling Part II</p> <p>Part II of the System Modeling process will focus on finishing the determination of the best <i>housing interventions</i> for youth ages 18-24. The following tasks will be completed with the YAB and youth stakeholders: (1) decide on the proportions of youth that will utilize each pathway out of</p>



Our Vision:

Prevent and end homelessness in San Antonio / Bexar County.

Our Goal:

Homelessness will be rare, brief, and nonrecurring.

	<p>homelessness; (2) decide on the average length of time youth will spend in each pathway; (3) come to an annualized number of young people who will touch the system; and (4) estimate the amounts of intervention needed in each of the pathways.</p> <p>System Modeling Part III</p> <p>Part III of the System Modeling process will focus on the best <i>housing interventions</i> for youth under 18 years old. The goal is to track and understand what happens to youth without a stable place to live and who is currently trying to help that subset of youth in our community.</p>
February	<p>YHDP System Partner Meeting Part II</p> <p>The <i>system partners</i> – foster care, juvenile justice, adult corrections, health care, and education – will identify goals and prioritize strategies to end and prevent youth homelessness.</p>
	<p>Project Priority Discussion & Project Design Workshop</p> <p>This workshop will include the YAB and youth stakeholders to <i>design YHDP projects</i> and produce which YHDP projects will be prioritized depending on our community’s greatest needs.</p>
March	<p>Develop RFP Materials & Approval Process</p>
	<p>Refine Continuous Quality Improvement Process</p>
April	<p>Community CCP Review & Approval by CoC Board of Directors (Final Approved Draft by 4/28/20)</p>



Our Vision:

Prevent and end homelessness in San Antonio / Bexar County.

Our Goal:

Homelessness will be rare, brief, and nonrecurring.