Continuum of Care Board of Directors Meeting Minutes  
*Leilah Powell, Board President*

Due to COVID-19  
Meeting through GoToMeeting  
April 16, 2020  
3:00 – 5:00 PM

1. **Call to Order 3:09 pm**

2. **Public Comment: N/a**  
   **Attendance taken:** Leilah Powell, Lori Stinson, Meghan Garza, Melody Woosley, Jo Estrada, Robert Blanton, proxy for William McManus, Leslie Komet Ausburn, Salena Santibáñez, Annie Erickson, Tammye Trevino, Estella Garza, Gregory Zlotnick, Phil Beckett, Patrick Steck, Katherine Dillard, Kameron Rhys, Nina Lockwood, Suyapa Muñoz, Stephanie Escobar, David Luck, Ben Franklin, Toby Darenbourg, Tyrus Larue

3. **Board Member Recognition: Greg Zlotnick, Leslie Komet**  
   Leilah Powell and Brenda Mascorro thank Greg and Leslie for their time and dedication to the rebranding work. Brenda also thanks Greg for his offer with mobilizing volunteers should we have tasks for them.

4. **Consent Items**
   - January and February Financial Reports
     
     Motion __Lori__ Second __Meghan__ Abstain ___N/a____ Opposed ___N/a___ Passed ___Yes___
     
     - Minutes from February 27, 2020 Board of Directors Meeting
     
     Motion __Lori__ Second __Melody__ Abstain ___N/a____ Opposed ___N/a___ Passed ___Yes___

5. **Executive Director Report – Brenda Mascorro**
   - **COVID-19 Coordination Update:**
     Daily COVID-19 reporting will switch to Wednesday and Friday of each week due to sheer volume of information. If anyone from the Board would like a copy of the documentation, let Brenda know. SARAH is evaluating its roles and responsibilities to the community regarding COVID-19.

   SARAH’s COVID work in the Community:  
   **Homeless Connection Hotline:** In conjunction with the City of San Antonio, SARAH assisted with the process and data points for the Homeless Connection Hotline. The Hotline was established to capture the need for services and those seeking shelter. SARAH’s focus with the hotline is to capture data, finding resources for housing, problem solving and diversion.
**Homeless Care Hubs:** SARAH has assisted with the communication and planning for the City of San Antonio’s Homeless Care Hubs which are now operating daily. The function of the Care Hubs is to make sure that the unsheltered have access to food and hygiene kits.

**Hotel Isolation Care Facility:** SARAH assisted with the coordination and planning for the facility. The function of the Hotel Isolation Care Facility is to shift the overflow populations from Haven for Hope, emergency shelters, hospitals, and testing facilities to enable social distancing.

**Homeless Service Provider Calls:** SARAH has been conducting weekly calls in order to provide technical assistance and local guidance on implementing CDC guidelines. SARAH has been calling service providers individually to make sure they are doing daily screenings and have access to protective gear.

**Weekly calls with City of San Antonio:** SARAH is also attending weekly calls with the City of San Antonio to stay up to date on guidance for the community.

**Grant submissions:** SARAH submitted grant requests to USAA and San Antonio Area Foundation for a Homeless Diversion Fund to rapidly move the unsheltered to housing to help prevent the spread of COVID-19. The goal is to raise between $500,000 to $1 million dollars.

**SAHA Vouchers:** The San Antonio Housing Authority agreed to work with SARAH and release 100 housing vouchers to assist those in the community affected by COVID-19. SARAH is currently working through that process.

**Data Evaluation:** SARAH is working to track specific data points related to COVID-19.

Brenda opened it up to the Board for any questions they may have. Tammye Trevino inquired about the possibility of utilizing the empty Nix Hospital. Katie states that this facility was already being looked at as an option, building was recently sold. Melody Woosley commented that the information was passed forward to the Emergency Operations Center, but she had not heard that they plan to use the building.

**Transportation:** It has been identified that transportation for the unsheltered is a challenge. SARAH and other community partners have been discussing this and it is a work in progress.

Greg Zlotnick stated to Brenda to be sure and put the Board to work if there is a need for assistance.

- **Updates:**
  - **Youth Homelessness Coordinated Community Plan:** the deadline has been lifted, SARAH plans to have an improved Coordinated Community Plan (CCP) ready by the end of April. Youth Action Board President, Kameron Rhys, is working on an RFP (Request for Funding Proposal) SARAH plans to post this RFP on May 4, 2020. SARAH has passed 3 out of 4 HUD thresholds.
  - **City of San Antonio Homeless Strategic Plan:** Homebase gave SARAH the opportunity to provide feedback- the biggest challenge currently is the implementation structure and ownership of the components and recommendations. Melody Woosley added that the City of San Antonio is looking to hold a community input session towards the end of April. Timeline is in the works.
  - **SARAH Branding:** Have held three sessions to review options so far, still needs some work.
Our Vision:
Prevent and end homelessness in San Antonio / Bexar County.
Our Goal:
Homelessness will be rare, brief, and nonrecurring.

CHCS Transition Plan - There are four interested applicants, but many are concerned with the match amount. If the Board has any suggestions, ideas, or information it would be appreciated.

Employee announcements - Chelsey Viger has been promoted to Development and Communication Director. Four new staff members: Eboni Jett; System Coordination Manager, Jennifer Serna; Policy Analyst, Adolph Delgado; Data Coordinator, Azza Kamal; Director of Data and Research Evaluation

CONTINUUM OF CARE BUSINESS

   • March Meeting Canceled, future meetings to be determined

7. Vice-President Election/Re-Election of Lori Stinson
   Motion _Leilah_ Second __Estella__ Abstain ____N/a____ Opposed__N/a__ Passed ___Yes___

8. Assignment of HMIS Advisory Committee Co-Chair- Phil Beckett
   Motion _Meghan_ Second ___Lori___ Abstain ____N/a____ Opposed__N/a__ Passed ___Yes___

9. Assignment of Point-in-Time Count Committee Co-Chair- Greg Zlotnick
   Motion _Lori___ Second __Leilah_ Abstain ____N/a____ Opposed__N/a__ Passed ___Yes___

10. Assignment of Coordinated Entry Advisory Committee Co-Chair- Jo Estrada
    Motion _Leilah_ Second ___Lori___ Abstain ____N/a____ Opposed__N/a__ Passed ___Yes___

11. Voting Seat for Youth Action Board
    Motion _Salena_ Second __Jo____ Abstain ____N/a____ Opposed__N/a__ Passed ___Yes___

12. Sign Board Conflict of Interest Forms  Please send completed Conflict of interest forms to Penny Burgess: pennyburgess@sarahomeless.org

    Youth Action Board President Kameron Rhys, Salena Santibañez, and members of the Youth Action Board expressed their gratitude and need for a voting seat on the Continuum of Care Board of Directors. The Youth Action Board has been working on the structuring on their bylaws. The YAB currently has twelve of an anticipated thirteen seats filled.

14. Deep Dive on Family Homelessness Presentation – Estella Garza  Estella Garza walked the Board through her Family Homelessness Presentation. She expressed a need to consider data sets presented from the school districts as well as currently tracked data sets for HUD. She is
seeing a need for emergency funds for families experiencing homelessness in the community. She proposed a structure modeling a tax set against housing sales. Different solutions were discussed to provide for the emergency funding. Some solutions suggested were pilot programs through HUD, current Youth Homelessness Demonstration Program, and State legislation options.

15. Homeless Management Information System (HMIS) Advisory Committee Report – Meghan Oswald
Meghan Oswald stated that at their most recent meeting the Committee worked on their Priority Document and goals. The Committee reviewed the Coordinated Community Plan and David Huete offered a Vendor Monitoring Tool. The work on the Monitoring tool is to use current structure and tailor to local data needs. Five specific measures were identified. The implementing of HMIS monitoring tools is being coordinated in conjunction with ICF.

The Advisory Committee has been working on Prioritization and Inactivity Policy. Katie stressed that there are steps involved before removing someone from the waitlist.

   SAHomelink Inactivity Policy

Motion __Salena__ Second _Leilah_ Abstain ___N/a_____ Passed ___Yes___

   SAHomelink COVID-19 Prioritization Policy

Motion __Salena__ Second _Leilah_ Abstain ___N/a_____ Passed ___Yes___

17. Point-in-Time (PIT) Count Committee Report – Leslie Komet
The PIT Committee has been working on identifying gaps. Brenda added that the Point-In-Time Count presentation is set for May 14, 2020.

18. Upcoming SARAH Meetings and Events

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<thead>
<tr>
<th>Next CoC Board Meeting</th>
<th>Next CoC Membership Council Meeting</th>
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<tbody>
<tr>
<td>June 25, 2020 3:00 – 5:00 PM Chamber of Commerce, NBC 1100 NW Loop 410, Suite 109</td>
<td>May 28, 2020 2:30 – 4:00</td>
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<td><a href="https://global.gotomeeting.com/join/440283261">https://global.gotomeeting.com/join/440283261</a></td>
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<td></td>
<td>Call In: +1 (408) 650-3123</td>
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<td>Access Code: 440-283-261</td>
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Committee Meetings & Working Groups

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<thead>
<tr>
<th>Title</th>
<th>Point of Contact</th>
<th>Event Details</th>
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<tbody>
<tr>
<td>Workgroup</td>
<td>Contact</td>
<td>Dates and Times</td>
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<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>April 29, 2020 &amp; May 13, 2020 1:00 – 4:00PM TBD-meetings are on hold</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>May 8, 2020 2:00 – 3:00PM <a href="https://global.gotomeeting.com/join/743275877">https://global.gotomeeting.com/join/743275877</a></td>
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<td>Call In: +1 (646) 749-3122 Access Code: 743-275-877</td>
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<td><strong>Housing Strategies Workgroup</strong></td>
<td>Joel Tabar, San Antonio Housing Authority <a href="mailto:Joel_Tabar@saha.org">Joel_Tabar@saha.org</a></td>
<td>May 5, 2020 11:00 – 12:00PM meet.google.com/agr-rzem-zvi</td>
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<td>Call In: +1 475-441-8752 (PIN: 895575100)</td>
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<td><strong>Family Homelessness Workgroup</strong></td>
<td>Eric Morris <a href="mailto:ericmorris@sarahomeless.org">ericmorris@sarahomeless.org</a></td>
<td>April 21, 2020 3:30 – 4:30PM <a href="https://global.gotomeeting.com/join/440283261">https://global.gotomeeting.com/join/440283261</a></td>
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<td>Call In: +1 (408) 650-3123 Access Code: 440-283-261</td>
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<td><strong>HMIS Advisory Committee</strong></td>
<td>Azza Kamal <a href="mailto:Azzakamal@SARAHomeless.org">Azzakamal@SARAHomeless.org</a></td>
<td>April 29, 2020 10:30 – 12:00PM <a href="https://global.gotomeeting.com/join/678902317">https://global.gotomeeting.com/join/678902317</a></td>
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<td>Call In: +1 (312) 757-3121 Access Code: 678-902-317</td>
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<tr>
<td><strong>Coordinated Entry Advisory Committee</strong></td>
<td>Marcos Carmona <a href="mailto:MarcosCarmona@SARAHomeless.org">MarcosCarmona@SARAHomeless.org</a></td>
<td>May 6, 2020 10:00 – 11:30PM <a href="https://global.gotomeeting.com/join/658287037">https://global.gotomeeting.com/join/658287037</a></td>
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<td>Call In: +1 (571) 317-3122 Access Code: 658-287-037</td>
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<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>May 14, 2020 10:00 – 11:00 am</td>
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<td>Marcos Carmona <a href="mailto:MarcosCarmona@SARAHomeless.org">MarcosCarmona@SARAHomeless.org</a></td>
<td>April 25, 2020- time TBD</td>
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19. **Topics for June Board Meeting**
- Community PIT Debriefing
- Possible options for Prevention Funding for families identified by the school district
- COVID-19 lessons learned
- Regular consent items and committee reports

20. **Announcements and Open Discussion (time permitting)**

21. **Adjournment**