



**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 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 Darensbourg, Tyrus Larue

## SARAH NONPROFIT BUSINESS

### 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.



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**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



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**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**

**6. Membership Council Report – Tammye Trevino**

- 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](mailto:pennyburgess@sarahomeless.org)

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

Youth Action Board President Kameron Rhys, Salena Santibáñez, 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



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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.

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

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**

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

**Committee Meetings & Working Groups**

Title	Point of Contact	Event Details
Youth Homelessness Workgroup	Tyler Shoesmith, North East Independent School District <a href="mailto:tshoes@neisd.net">tshoes@neisd.net</a>	April 17, 2020 9:30 – 10:30AM <a href="https://global.gotomeeting.com/join/440283261">https://global.gotomeeting.com/join/440283261</a> Dial in: +1 (408) 650-3123 Access Code: 440-283-261



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<b>Veteran Workgroup</b>	Marc Wonder, City of San Antonio Department of Human Services <a href="mailto:Marc.Wonder@sanantonio.gov">Marc.Wonder@sanantonio.gov</a>	April 29, 2020 & May 13, 2020 1:00 – 4:00PM TBD-meetings are on hold
<b>Chronic Homelessness Workgroup</b>	Morjorie White, City of San Antonio Department of Human Services <a href="mailto:Morjorie.White@sanantonio.gov">Morjorie.White@sanantonio.gov</a>	May 8, 2020 2:00 – 3:00PM <a href="https://global.gotomeeting.com/join/743275877">https://global.gotomeeting.com/join/743275877</a> Call In: <a href="tel:+16467493122">+1 (646) 749-3122</a> Access Code: 743-275-877
<b>Housing Strategies Workgroup</b>	Joel Tabar, San Antonio Housing Authority <a href="mailto:Joel_Tabar@saha.org">Joel_Tabar@saha.org</a>	May 5, 2020 11:00 – 12:00PM <a href="https://meet.google.com/agr-rzem-zvi">meet.google.com/agr-rzem-zvi</a> Call In: <a href="tel:+14754418752">+1 475-441-8752</a> (PIN: 895575100)
<b>Family Homelessness Workgroup</b>	Eric Morris <a href="mailto:ericmorris@sarahhomeless.org">ericmorris@sarahhomeless.org</a>	April 21, 2020 3:30 – 4:30PM <a href="https://global.gotomeeting.com/join/440283261">https://global.gotomeeting.com/join/440283261</a> Call In: <a href="tel:+14086503123">+1 (408) 650-3123</a> Access Code: 440-283-261
<b>HMIS Advisory Committee</b>	Azza Kamal <a href="mailto:Azzakamal@SARAHomeless.org">Azzakamal@SARAHomeless.org</a>	April 29, 2020 10:30 – 12:00PM <a href="https://global.gotomeeting.com/join/678902317">https://global.gotomeeting.com/join/678902317</a> Call In: <a href="tel:+13127573121">+1 (312) 757-3121</a> Access Code: 678-902-317
<b>Coordinated Entry Advisory Committee</b>	Marcos Carmona <a href="mailto:MarcosCarmona@SARAHomeless.org">MarcosCarmona@SARAHomeless.org</a>	May 6, 2020 10:00 – 11:30PM <a href="https://global.gotomeeting.com/join/658287037">https://global.gotomeeting.com/join/658287037</a> Call In: <a href="tel:+15713173122">+1 (571) 317-3122</a> Access Code: 658-287-037
<b>Point-in-Time Count Committee</b>	Chelsey Viger <a href="mailto:ChelseyViger@SARAHomeless.org">ChelseyViger@SARAHomeless.org</a>	May 14, 2020 10:00 – 11:00 am
<b>Youth Action Board</b>	Marcos Carmona <a href="mailto:MarcosCarmona@SARAHomeless.org">MarcosCarmona@SARAHomeless.org</a>	April 25, 2020- time TBD <a href="https://global.gotomeeting.com/join/440283261">https://global.gotomeeting.com/join/440283261</a> Call In: <a href="tel:+14086503123">+1 (408) 650-3123</a> <b>Access Code:</b> 440-283-261

**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**