AGENDA

I. Call to Order – Daphne Lemelle
   a) Roll Call – Barbara Dawson

II. Approval of Minutes – Daphne Lemelle
    a) May 2016 CoC Steering Committee Meeting

III. Lead Agency Report – Add to official minutes

IV. 2016 Point In Time – Eva Thibaudeau

V. Old Business
   a) CoC Updates Memo – Add to official minutes
   b) FY2016 NOFA – Eva Thibaudeau
      • Project Scoring Tool – Resolution
   c) CoC Communication Plan Updates – Eva Thibaudeau
      • Communication Talking Points – Marilyn Brown

VI. New Business
   a) Recommendation for July Steering Committee meeting – Daphne Lemelle

VII. Announcements

VIII. Public Comments

IX. Adjournment
The meeting of the Continuum of Care (CoC) Steering Committee was held on May 12, 2016 at 601 Sawyer St., 1st Floor Conference Room # 102, pursuant to proper notification of all Steering Committee members.

Welcome and Introductions
Barbara Dawson called the meeting to order at 3:37 pm. Dawson conducted roll call and noted that there was a quorum.

Approval of Minutes
The minutes from the April CoC Steering Committee meeting were presented. Daphne called for a motion to approve the April minutes as presented. Mike Temple motioned, Gerald Eckert seconded.

The minutes were approved.

Lead Agency Report
The Lead Agency Report was presented by Thibaudeau and added to the official minutes.
Systems Dashboard
Thibaudeau presented The Way Home System Dashboard. The Committee asks for more clarification on Rapid Re-housing numbers for future meetings. Thibaudeau announced Point in Time counts will be revealed on Wednesday, May 25, 2016 at a special presentation involving PIT 2016 count participants.

TWH CoC Steering Committee Member Approval – Resolution 5.2016
Nominating Committee recommends Rebecca Landes (Executive Director of the Beacon) to the vacated Crisis Provider Representative seat. This seat was vacated by past Executive Director, Charly Weldon. Neal Rackleff motions to accept this resolution. Dawson seconds the motion, and all approve. The resolution is passed.

Old Business
• CoC Updates Memo -This memo was introduced as a new format to inform The Way Home Continuum of Care Steering Committee about the current status of specific system activities and the need for CoC Resolutions related to those specific activities. This memo was referred to throughout the meeting and added to the official minutes.
• Montgomery Co Merger – resolution - Officially, the CoC Steering Committee accepts Montgomery County merge into the TX-700 Continuum of Care. Mike Temple motions for two steering committee positions to be created with this merger, one for City of Conroe and one for Montgomery County. Gerald Eckert seconds the motion, and all approve. The resolution is passed.
Thibaudeau states there are now nineteen seats on the committee. Thibaudeau will be calling on members of the committee for input on filling seats and meeting design moving forward. A leadership meeting with Thibaudeau will take place soon to discuss plan moving forward and Eva will keep CoC Steering Committee updated.
• FY2015 NOFA Update - Thibaudeau shares NOFA Awards for FY2015. Thibaudeau passed out an article from the National Alliance to End Homelessness where Houston is pointed to as the example of a city of the leading edge of ending homelessness.
• CoC Partner MOU – Resolution - It is proposed that the CoC Steering Committee defines non-profit partnership as attendance at Provider Input Forums and all agencies to sign an MOU unless you are a government agency. MOU was passed around for review. Discussion was held about the logistics surrounding those who do not comply with MOU. Gerald Eckert moves for approval of this resolution. Barbara Dawson seconds the motion, all are in favor. The resolution is passed.
• TDHCA ESG Update - CoC Steering Committee is informed about the changes with TDHCA ESG’s Grant Awarded to the Coalition for the Homeless for the 2015-2016 Program Year. After HCDVCC’s application was deemed ineligible, it has been decided to re-categorize to Homeless Prevention.

New Business
• FY2016 NOFA - Thibaudeau reports CoC is formally registered to be part of the next NOFA competition. NOFA process has officially started; rules are to follow.
• **Domestic Violence Providers Transitional Housing – Resolution** - Thibaudeau asks Steering Committee to allow Victim Services Providers who have CoC Transitional Housing Grants to renew all or part of their grants in the FY2016 NOFA. Marilynn Kindell motions for approval of Resolution 8.2016. This would allow Domestic Violence Victim Service Providers who block off a specified section for strictly transitional housing to renew. Discussion was held about compliance, verification and full disclosure from these agencies. Barbara seconds the motion; all are in favor. The resolution is approved.

• **Income Now – Resolution** - Thibaudeau reports all Income Now positions are filled across five separate agencies. Steering Committee reviewed the system updates document. Thibaudeau shares success of Job Fair and all components of this event. Thibaudeau reports the next Income Now Job Fair is scheduled for July 19th. The Steering Committee reviewed Income Now Initiative and an overview of the Income Now Program. Thibaudeau announces the SOAR Forum will take place on May 19, 2016 at 8410 Lantern Point. Thibaudeau asks for the Steering Committee to accept the Income Now Service Models. Gerald Eckert moved for the approval of Income Now Service Models as described in Resolution 9.2016. Barbra Dawson seconded the motion; all are in favor. Resolution 9.2016 is passed.


• **SSVF Letter** - In an effort to maximize SSVF resources to maintain steady state, the SSVF workgroup is seeking the required endorsement of The Way Home Steering Committee to allow a shift in funds from Rapid Re Housing to Homeless Prevention. The split is currently 60/40 and will flip to 40/60. Gerald Eckert moved to authorize Daphne Lemelle's signature on this letter. Barbara Dawson seconded; all are in favor. The motion is passed and Lemelle signed off on the SSVF letter.

**Announcements**

No announcements

**Public Comments**

There were no public comments.

**Adjournment**

Upon approval, the meeting was adjourned at 4:45 pm.

Respectfully Submitted, 

Approved,

________________________        __________________________
Barbara Dawson, Secretary    Daphne Lemelle, Chairman

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Date
A. Networks, Initiatives and Affinity Groups
   a. CoC Provider Input Forum
      i. The last Provider Input Forum was held Tuesday, May 24th from 9am to
         10:30am at Harris County CSD 8410 Lantern Point Drive, Houston, Texas.
   b. CoC Consumer Input Forum
      i. The CoC Consumer Forum will be conducted during the 2nd quarter with focus
         on clients who have utilized Coordinated Access. The date is yet to be
         determined.
   c. Housing Houston’s Heroes
      i. The SSVF RRH workgroup meets the second Thursday at US Vets from 11am-
         12:30pm. During the May 12th meeting, the workgroup unanimously agreed to
         pursue the CoC waiver from the VA home office to shift the dedicated
         percentages for Rapid Rehousing and Homeless Prevention. The request was
         authorized by the CoC Steering Committee on May 12th and approved by the VA
         on May 19th for all five SSVF providers. The CoC SSVF community plan updated
         was submitted on June 3rd.
   d. Youth/Young Adult Affinity Group
      i. NEST invited Jama Shelton from The True Colors Fund to conduct a Train the
         Trainer session on LGBT homeless youth.
   e. RRH Workgroup
      i. The RRH Expansion Workgroup meets weekly on Wednesday mornings while
         the FAI/CMI meeting is conducted Tuesdays from 11:30 to 12:30 pm.
      ii. The ESG Funders Collaborative workgroup meets monthly and is comprised of
         Cities of Houston and Pasadena, Counties of Fort Bend and Harris and the CoC
         Lead Agency representing the CoC.
   f. Coordinated Access Workgroup
      i. 1115 team meetings conducted weekly from 3-4 on Wednesdays.
      ii. 1185 team meetings conducted weekly on Mondays from 3-4 pm.
      iii. The Coordinated Access workgroup only meets as needed.
      iv. Assessors were trained for two additional Coordinated Access Hubs. The two
          new Hubs will be Salvation Army Family Residence and Harris Center
          Bristow/PATH program. Assessment shadowing was completed and Hubs will
          be operational in June 2016.
      v. The Coalition has partnered with the City of Houston Housing & Community
         Development Department to use the City’s Phone Bank as the designated CA
         Phone Line. Phones have been set up and phone assessments will begin in June
         2016.
vi. The Permanent Supportive Housing Workgroup only meets as needed.

**g. Income Now Workgroup**

i. The Income Now Implementation Workgroup meets weekly on Tuesdays from 2:30pm to 4:00pm at SEARCH.

ii. The SOAR Community Forum was held on May 19th at Harris County CSD training room and included fifty three participating key stakeholders. The SOAR TA team has provided a report and action plan from the Forum to help build capacity and efficiency for the SOAR process through Income Now.

**h. Point-In-Time**

i. The Point-in-Time (PIT) and Housing Inventory Count (HIC) numbers were entered into HUD’s HDX system on May 2, 2106 and accepted with zero errors. The PIT numbers were released on May 25, 2016 during a Volunteer Recognition Event. Results show a 58% decrease in homelessness since 2012. The full Executive Summary can be read on the website at www.homelesshouston.org.

**B. Other CoC Items**

a. The Housing Marketing Workgroup is planning to host a legal seminar for landlords (both RRH landlords and potential new landlords) in July. This seminar will be hosted in conjunction with the Houston Apartment Association and will focus on new HUD Guidance on renting to ex-offenders and Fair Housing violations, as well as recent Texas legislature that mitigates risk to properties for renting to ex-offenders.

b. The Downtown Transition meetings are now occurring as needed.

c. A Medical Respite Workgroup was created to bridge the gap between Outreach and Medical Respite. The goal of the workgroup is to establish guidelines on housing the most vulnerable in our CoC.

d. On Monday, May 2, the US Department of Housing and Urban Development (HUD) announced that the TX-700 Continuum of Care (CoC) would receive funding for all of its Tier 2 new project requests made during the FY 2016 Continuum of Care CoC competition. When combined with Tier 1 renewal and planning awards, our CoC will receive $32,098,014 in FY 2016. This is an $8.4M funding increase from 2015, and every project that applied was awarded.

e. The Way Home’s Income Now project was featured in the HUD city to city call webinar on May 26 and will be a featured presenter on the June 16th HUD Webinar from 12noon to 1:30pm CST.
The annual Point-In-Time Homeless Count is a requirement of the US Department of Housing and Urban Development (HUD) for the local Continuum of Care (CoC), known as The Way Home. The Count also provides a “snapshot” of the state of homelessness within The Way Home and serves as an annual benchmark. The Coalition for the Homeless serves as lead agency to The Way Home and organizes the Count as part of those responsibilities. The Way Home encompasses Houston, Pasadena, Harris County, and Fort Bend County.

### 2016 Homeless Count Overview:

**Total:** 3,626

- **Fort Bend County**
  - Sheltered: 63
  - Unsheltered: 4

- **Harris County**
  - Unsheltered: 1,046
  - Sheltered: 2,513

### Key Findings:

- **57% decrease** in overall homelessness since 2011, and a 21% decrease in overall homelessness since 2015.
- **73% decrease** in unsheltered homelessness since 2011.
- **71%** of homeless individuals counted were sheltered, compared with 64% last year, and 48% in 2011.
- **71% reduction** in chronic homelessness since 2011.

There were **no unsheltered families with minor children** found on the night of the 2016 Homeless Count.

### Permanent Housing Placements through The Way Home*

- **Permanent Supportive Housing (PSH):** 5,925
- **Rapid Re-housing (RRH):** 1,112


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The annual Homeless Count was organized and led by the Coalition for the Homeless in consultation with the University of Texas School of Public Health and the Houston Department of Health and Human Services. For a full executive summary, visit: www.homelesshouston.org
SUBJECT: System Updates and Related Resolution Needs
DATE: 6/9/16

This Memorandum is to inform The Way Home Continuum of Care Steering Committee about the current status of specific system activities and the need for CoC Resolutions related to specific activities.

Background:

FY2016 CoC NOFA

- HUD SNAP office stated in a national webinar that their intention was to release the FY2016 Project Competition NOFA guidelines and due dates in mid-June.

Coordinated Access

- Next Steps include workgroup ownership of action steps.

Victim Services Providers

- VSP Coordinated Access Workgroup continues to meet with a goal of implementing Phase 1 of coordinated access to VSP-only permanent housing by October 1, 2016. This will include common assessments to determine need-based scoring as well as a prioritization policy.
- Bay Area Turning Point has opted to voluntarily non-renew for CoC TH funds in the FY2016 competition.
- The Harris County Domestic Violence Coordinating Council is project managing a workgroup (in conjunction with CoC project management staff) with non-residential, domestic violence providers to plan for the new RRH program that focuses on shelter-diversion.

Income Now

- An On-the-Job Training (OJT) component has been added to Income Now. It includes up to eight (8) weeks of paid work experience, with the opportunity for hire, for participants. The first cohort of twenty (20) begins this month. Workforce Solutions has been instrumental in making this opportunity a reality.
- Workforce Solutions staff have been hired, trained in HMIS and deployed to Coordinated Assessment hubs throughout the system, as well as at designated Workforce Solutions offices.

Youth and Young Adults

- Kelli King-Jackson and Eva Thibaudeau-Graczyk were invited to present to national leadership and White House Domestic Policy Advisors on June 2\textsuperscript{nd} and 3\textsuperscript{rd} at a White House Policy Briefing on Youth and Young Adult Homelessness. The focus was on our work around LGBTQ young people.
This Memorandum is to inform The Way Home Continuum of Care Steering Committee about the FY2016 NOFA Scoring Tool that will be implemented for the upcoming HUD NOFA Competition upon CoC Steering Committee Approval.

This tool has been used and adjusted to include all facets of running a healthy and well-performing project. While this tool might be changed pending the NOFA Directives, the community will now know what to expect for the upcoming competition.

**APR Section:**
This is weighted at 40% of the total and includes Rapid Rehousing Project Scoring. The APR section measures for performance outcomes, including utilization rates.

**Financials:**
This is weighted at 20% of the total and the LOCCS section has been updated to correctly account for drawdowns based on the APR submitted by the agency.

**Coordinated Access:**
This is weighted at 20% of the total. Domestic Violence agencies will automatically receive these points as they are actively engaged in the DV Coordinated Access Workgroup and first-phase implementation is scheduled to begin October 1, 2016.

**HMIS Data Quality:**
This is weighted at 10% of the total. HMIS will again be scheduling site visits for agencies during the compressed timing of the NOFA and appreciates agency flexibility.

**CoC MOU Participation:**
This is weighted at 10% of the total – the MOU signed during the competition is important as all partners are required to engage with CoC Efforts.

**Bonus:**
Aspects of the bonus are still pending and will be determined by the FY16 NOFA Directions.

**Penalty:**
Penalties will be given for lack of representation at the Mandatory CoC NOFA Applicant Conference and Applications or Documents submitted after due dates throughout the competition.
### 2016 NOFA Scoring Tool

<table>
<thead>
<tr>
<th>Weight</th>
<th>Criteria Category</th>
<th>Renewal Evaluation Criteria</th>
<th>Source of Criteria</th>
<th>Calculation</th>
<th>Full Points</th>
<th>For 10 Points</th>
<th>For 0 Points</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>40%</td>
<td>APR</td>
<td>1. Occupancy / Average Daily Unit Utilization*</td>
<td>Q11</td>
<td>Unit Utilization Rate</td>
<td>30%</td>
<td>0-80%</td>
<td>&gt;80%</td>
<td>10</td>
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<tr>
<td></td>
<td></td>
<td>2a. PSH Programs: Percentage of participants who gained or increased earned income from entry to exit</td>
<td>Q24b2 1st Row</td>
<td>%</td>
<td>20%</td>
<td>15-20%</td>
<td>&gt;20%</td>
<td>10</td>
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<tr>
<td></td>
<td></td>
<td>2b. TH Programs: Percentage of participants who gained or increased earned income from entry to exit</td>
<td>Q24b2 1st Row</td>
<td>%</td>
<td>30%</td>
<td>24-28%</td>
<td>&gt;28%</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2c. RRH percentage of households who gained or increased earned income from entry to exit</td>
<td>Q24b2 1st Row</td>
<td>%</td>
<td>70%</td>
<td>30-60%</td>
<td>&gt;60%</td>
<td>10</td>
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<tr>
<td></td>
<td></td>
<td>3a. PSH Programs: Percentage of participants who gained or increased other (non-employment) income from entry to exit</td>
<td>Q24b2 3rd Row</td>
<td>%</td>
<td>30%</td>
<td>24-28%</td>
<td>&gt;28%</td>
<td>10</td>
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<td></td>
<td></td>
<td>3b. TH Programs: Percentage of participants who gained or increased other (non-employment) income from entry to exit</td>
<td>Q24b2 3rd Row</td>
<td>%</td>
<td>10%</td>
<td>5-10%</td>
<td>&gt;10%</td>
<td>10</td>
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<td></td>
<td></td>
<td>3c. RRH percentage of all participants with earned income</td>
<td>Q24b2 3rd Row</td>
<td>%</td>
<td>70%</td>
<td>10-49%</td>
<td>&gt;49%</td>
<td>10</td>
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<td></td>
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<td>4a. PSH Percentage of all participants with cash-income other than employment</td>
<td>Q24b3 1st Row</td>
<td>%</td>
<td>30%</td>
<td>49-52%</td>
<td>&gt;52%</td>
<td>10</td>
</tr>
<tr>
<td></td>
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<td>4b. TH Percentage of all participants with cash-income other than employment</td>
<td>Q24b3 1st Row</td>
<td>%</td>
<td>30%</td>
<td>24-28%</td>
<td>&gt;28%</td>
<td>10</td>
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<td></td>
<td>5a. RRH Percentage of all participants with cash-income other than employment</td>
<td>Q24b3 3rd Row</td>
<td>%</td>
<td>70%</td>
<td>30-60%</td>
<td>&gt;60%</td>
<td>10</td>
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<td></td>
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<td>6a. PSH Programs: Percentage of participants who remain in PSH or exited to permanent housing*</td>
<td>Q3a1</td>
<td>(Subtotal of Permanent Destinations) / (Total Number of Leavers - Decreased)</td>
<td>80%</td>
<td>70-79%</td>
<td>&gt;79%</td>
<td>15</td>
</tr>
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<td>6b. TH Programs: Exits to Permanent Housing</td>
<td>Q3a1</td>
<td>(Subtotal of Permanent Destinations) / (Total Number of Leavers - Decreased)</td>
<td>80%</td>
<td>70-79%</td>
<td>&gt;79%</td>
<td>15</td>
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<td>7. Leavers who exit to shelter, streets or unknown</td>
<td>Q29</td>
<td>(Subtotal of Temporary Destinations) / (Total Leavers - Decreased)</td>
<td>&lt;10%</td>
<td>11-15%</td>
<td>&gt;15%</td>
<td>15</td>
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<tr>
<td>20%</td>
<td>Financials</td>
<td>8. Audit Review</td>
<td>Audit Submitted by Agency</td>
<td>Audit shows agency as low-risk auditor &amp; no findings</td>
<td>Audit shows agency as low risk auditor or agency has no findings</td>
<td>Audit shows agency high-risk auditor ANSI findings</td>
<td>20</td>
<td></td>
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<td></td>
<td></td>
<td>9. LOICES</td>
<td>Q21a4</td>
<td>G21a4 Expanded Subtotal / G21a4 Applicable Total Expenses plus Admin</td>
<td>Less than 10% or $50,000 (whichever is less)</td>
<td>Less than 10% or $50,000 (whichever is less)</td>
<td>&gt;10% or &gt; $50,000</td>
<td>20</td>
</tr>
<tr>
<td>20%</td>
<td>Coordinated Access**</td>
<td>10. Coordinated Access Enrollments</td>
<td>Coordinated Access Report</td>
<td>Number of Enrollments / Total Number of Enrollments</td>
<td>100%</td>
<td>90%</td>
<td>0%</td>
<td>20</td>
</tr>
<tr>
<td></td>
<td></td>
<td>11. Program Details</td>
<td>Coordinated Access Report</td>
<td>Number of Denied Referrals through CA / Number of Referrals through CA</td>
<td>D-Score</td>
<td>&lt;100%</td>
<td>0%</td>
<td>20</td>
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<tr>
<td>10%</td>
<td>HMIS &amp; Data Quality</td>
<td>12. HMIS Data Quality Standards</td>
<td>Site Visit Spreadsheet</td>
<td>Site Visit Spreadsheet</td>
<td>90%</td>
<td>90%</td>
<td>0%</td>
<td>10</td>
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<tr>
<td></td>
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<td>13. HMIS Site Visit</td>
<td>Site Visit Spreadsheet</td>
<td>Site Visit Spreadsheet</td>
<td>90%</td>
<td>90%</td>
<td>0%</td>
<td>10</td>
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<tr>
<td>10%</td>
<td>CoC MOU Participation</td>
<td>14. PIT Involvement</td>
<td>PIT Project Manager Signups</td>
<td>PIT Daily Volunteers</td>
<td>1 Day of Volunteers</td>
<td>2 Days of Volunteers</td>
<td>1 Day of Volunteers</td>
<td>10</td>
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<td>15. Provider Forum Agency Attendance</td>
<td>Calendar Year of NOFA</td>
<td></td>
<td>&gt;75%</td>
<td>&gt;75%</td>
<td>0%</td>
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<td>100%</td>
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<td>200</td>
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</tbody>
</table>

* If agencies are not funded based on Units, the default will be Bed Utilization Rate

** If agencies fall under DV category, points automatically given, due to current planning for pending implementation.

*** Includes any due date throughout the competition