# February 2017 Steering Committee Meeting

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I. Call to Order – Daphne Lemelle
   a) Roll Call – Marilynn Kindell

II. Approval of Minutes – Daphne Lemelle
   a) January 2017 CoC Steering Committee Meeting

III. New officers and committees – Daphne Lemelle
   a) Acceptance of officers as nominated – Resolution 4.2017
   b) Nominating committee members

IV. Lead Agency Report -- Add to official minutes

V. Old Business
   a) TDHCA ESG review panel recommendations – Daphne Lemelle
   b) Point in Time – Eva Thibaudeau
   c) Technical Assistance Update for CoC programs – Eva Thibaudeau
   d) Income Now Plan – Eva Thibaudeau

VI. New Business
   a) NAEH Youth and Family Conference – Eva Thibaudeau
   b) CoC Steering Committee location – Daphne Lemelle

VII. Announcements
   a) Provider Input Forum, February 21st from 9am-10:30am at 2525 Murworth

VIII. Public Comments

IX. Adjournment
Steering Committee Meeting

January 12, 2017

Minutes

Present:

Horace Allison (Harris County Housing Authority), Gerald Eckert (The Salvation Army), Tory Gunsolley (Houston Housing Authority), Marilynn Kindell (Ft Bend County Community Development), Daphne Lemelle (Harris County Community Services Dept.), Tom Mccasland (City of Houston Housing and Community Development Department), Greg Pate (Provider Representative), Deiko Taylor (Consumer Representative), Mike Temple (Houston Galveston Area Council), Karl Erickson (Consumer Representative), Eva Thibaudeau (Lead Agency Staff).

Absent:

Heather Garza (City of Pasadena, Community Development), Kelli King-Jackson (Simmons Foundation), Kim Kornmayer, Laura Marsh (Michael E. DeBakey, VA Medical Center), Dr. Joanne Ducharme (Montgomery County Community Development).

The meeting of the Continuum of Care (CoC) Steering Committee was held on January 12, 2017 at 601 Sawyer St., 1st Floor Conference Room # 102, pursuant to proper notification of all Steering Committee members.

Welcome and Introductions

Lemelle called the meeting to order at 3:35 pm. Kindell conducted roll call and noted there was a quorum. Lemelle Welcomed New Steering Committee Member Kim Kornmayer. Lemelle then began the process of voting in Gregory Pate (Provider Representative), Motion by Temple and 2nd by Gunsolley. Pate was voted in. Lemelle than began the process to vote in Karl Erickson (Consumer Representative), Motion Eckert and 2nd Allison. Erickson was voted in.

Approval of Minutes

There were no minutes from December 2016 to approve since it was a private meeting to plan 2017.

Lead Agency Report

The Lead Agency Report was presented by Thibaudeau and added to the official minutes.
Old Business

- **Updated ESG Standards for approval** (Resolution 3.2017) – Main thing that was added reasonable accommodations to be in compliance, Eckert Motioned, and Kindell 2nd. It was voted in.
- **TDHCA ESG competition** –Thibaudeau said that the Coalition for the Homeless applied for local CoC funding. They have not received the official paper back saying that they have been approved, but have been told over the phone that they have. It is up and running and they will be reaching out to partners soon.
- **2017 Annual Point in Time Homeless Count:** Thibaudeau reminded the committee that this is happening January 24, 25, 26. Tablets will be used to enter all data this year. Still need a significant amount of volunteers for all three days. Ana is working on getting more volunteers, she is working with the disaster team and city to go out with us if needed.
- **The Way Home Community Conversation 2017** – Thibaudeau said as a part of the communication plan as a system people really understand the programs, but don’t understand the information in between. Ex: Funding opportunity how will scores be announced and how are they given to the individual agencies. On the 5th of January 50 providers came out to talk about what needs to be worked on, the guided principles, and core values for the procedure manual. The Coalition stayed out of the meeting so that the people could feel comfortable giving their honest opinion. From this meeting people are a member of the way home and just had a 101 on what it is and how it is running.

New Business

- **News from Federal Partners** – Thibaudeau shared that Matthew Doherty was saying that the federal plan to end homelessness may be renamed or revised. This is a speculation and is uncertain at the moment. Gunsolley shared the budget is going to be smaller for HUD, but not the homeless budget. Carson supports Veteran housing plan. Temple said it is a budget issue, trying to see where points can be cut for the money. From the city aspect continuing to put pressure on housing the chronic homelessness.

Other CoC Items

- Lemelle is at 2 years now as chair, need to re-vote for Chair, Vice Chair and Secretary need to be filled and voted in. At the February meeting nominations will be taken into consideration and will vote on them.
- Looking into a live video stream of the CoC Committee Meetings online for people to watch from out of town or who are not able to attend the meetings. Hopefully the meetings will soon be moved to the Coalition as the new location.

Announcements

Pate said that Avenue 360 health and wellness is the new name after the merge. Lemelle shared that the February housing conversation event is on the 7th, this is one day to get community input and is limited to Harris County. The final invite to this will be sent to Thibaudeau. Conference for youth is February 23 and 24.
Public Comments
No public comments

Adjournment
Upon approval, the meeting was adjourned at 4:00 pm.

Respectfully Submitted,

________________________
Barbara Dawson, Secretary

_____________________
Date

Approved,

___________________________
Daphne Lemelle, Chairman

_____________________
Date
Request for CoC Steering Committee Agenda Item

1. Brief Description of Proposed Item

Acceptance of nominations by the CoC Steering Committee that the following members be appointed officer positions for a two-year period:
Chair – Daphne Lemelle
Vice-Chair – Kelli King-Jackson
Secretary – Marilynn Kindell.

2. Date of Steering Committee Meeting: February 9, 2017

3. Proposed Committee Resolution:

Resolution: That the CoC Steering Committee hereby accepts the nominations of this body for the appointment of Daphne Lemelle as Chair, Kelli King-Jackson as Vice-Chair and Marilynn Kindell as Secretary.

4. Approval of CoC Steering Committee Chair

Signature: ___________________________ Date: ________________________
A. Networks, Initiatives and Affinity Groups
   a. CoC Provider Input Forum
      i. The next Provider Input Forum is scheduled for Tuesday, February 21, from 9:00 am to 10:30 am at 2525 Murworth Street room 36A, Houston, Texas 77054
   b. Housing Houston’s Heroes
      i. The SSVF workgroup meets the second Thursday Monthly from 11am-12:30pm. The 2017 SSVF program launch was conducted in Denver on February 7&8. Each of the five SSVF agencies has remained funded and participated. The SSVF workgroup project manager represented the CoC as requested by the VA Home Office.
      ii. The local VA provided a list of 81 non-VA eligible Veterans. These Veterans will be targeted for non-VA housing.
   c. Youth/Young Adult Affinity Group
      i. Coalition for the Homeless will be holding the first meeting with all Youth and Young Adult drop in centers to coordinate resources.
   d. RRH Workgroup
      i. The RRH Expansion Workgroup meets twice a month. The Project Manager conducts a monthly staffing with each team and facilities a Peer Group for the Case Managers.
      ii. The FAI/CMI meeting is conducted Tuesdays from 11:30 to 12:30 pm.
      iii. 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.
   e. 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. The Permanent Supportive Housing Workgroup only meets as needed.
      v. Continued planning for expanding Coordinated Access into Fort Bend is underway.
      vi. The revised Coordinated Access vulnerability tools were implemented in late December. As of January 31st, almost 50% of the 430 clients on the PSH waitlist have been reassessed using the new tools.
      vii. DV CA started a 6-month pilot phase with existing agency permanent housing on October 3rd.
   f. Income Now Workgroup
i. The Income Now Implementation Workgroup meets weekly on Tuesdays from 2:30pm to 4:00pm at SEARCH. The meeting rotates weekly between full implementations team and supervisors meeting.

ii. The SOAR Workgroup met February 2nd to integrate the new SSA rules into the CoC SOAR workflow.

iii. The SOAR transition team meets weekly. Onboarding will begin for three new SOAR workers through April 2017.

iv. The Income Now Workforce Transition team meets every other week on Tuesdays from 11:30 AM to 12:30 PM.

v. Income Now will be featured in the National Initiatives Webinar on February 9th from 1 PM to 2:30 PM. Omar Fortune, Senior Planner with HGAC/WFS and Gary Grier, Project Manager of Income Now will present: Forging Strong Partnerships Between Continuums of Care and Workforce Boards.

vi. Income Now will be featured at the NAEH Conference on Ending Family and Youth Homelessness. Project Manager, Gary Grier, will present on a panel with Minneapolis on Increasing Employment for Families on February 24 from 1:15-2:45 PM.

B. Other CoC Items

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

b. PIT Trainings were provided on January 12th, 17th, & 19th to all registered volunteers.

c. The 2017 PIT count was conducted the week of January 23rd with that date used as the official count day for HUD reporting purposes. Sheltered client data was pulled directly from HMIS. The unsheltered count occurred over a 3-day period from January 24 – 26th. More than 200 service providers and community volunteers participated in the event in Harris, Fort Bend, and Montgomery Counties. The PIT survey tool was placed on 150 electronic tablets that were then used by volunteers to interview possible unsheltered homeless individuals.

d. HUD announced the awards for the FY2016 CoC NOFA. TX-700/The Way Home CoC was awarded $33,233,058. This is an increase of over $1M in projects and five new projects for our Continuum adding 354 beds to our community.

e. The Medical Respite Workgroup continues to meet as needed and a new subgroup was identified from it. This HOT List Workgroup’s purpose is to identify the characteristics of the most vulnerable homeless clients in Harris County. A by-name “hot” list of these clients is being created and each client will be assigned to a designated outreach team.

f. The AHAR was submitted on December 8, 2016. The sample site of Houston was accepted by HUD as “usable” data in all categories. The Harris County area included both Fort Bend & Montgomery Counties. Only PSH data was deemed usable by HUD for this area, primarily due to the transfer of Montgomery County from the Balance of State CoC. The HMIS Reporting Manager is working with all Montgomery County agencies to begin data clean-up in preparation for the 2017 PIT.

g. The Landlord Marketing Group will host educational events for landlords and property managers in 2017. The group will meet soon to begin planning for these events. The group is also still working with Harris County Community Services Department to optimize the Housing Resource Center for use by The Way Home programs.
h. Fort Bend County
   i. Facilitated local PIT training for volunteers and surveyors on January 19th at United Way of Fort Bend.
   ii. Attended Fort Bend Chamber’s Annual Chairman’s Gala to expand networking and education concerning homelessness in the county.
   iii. Assisted with Annual PIT for Fort Bend County on January 26th.
   iv. Continued attendance at monthly meetings including local city councils, Fort Bend Chamber Network Nites, and Fort Bend Commissioners Court Meetings, Fort Bend Connection and Fort Bend Veterans.
   v. Visited with Communications Director and Homeless Discipleship Director at Second Mile Mission to discuss CoC and PIT.

i. Montgomery County
   i. Attending PIT Surveyor training on January 12 in preparation to lead training for PIT surveyors in Montgomery County set for January 13 and January 17.
   ii. PIT non-surveyor training scheduled for January 19.
   iii. Set up meetings with Conroe Police Chief and his officers to identify campsites in Conroe. Conversation with MC Sheriff to schedule jail count for PIT. Other helpful conversations with PATH Case Managers and other Street Outreach workers to develop PIT staging map.
   iv. Continue to attend monthly meetings of the Montgomery County Homeless Coalition to give updates on the work of The Way Home CoC and opportunities to connect as an agency through our CoC membership.
   v. In the process of training assessors for Coordinated Access in Montgomery County. Star of Hope, Salvation Army, TriCounty Behavioral Healthcare and Community Youth Outreach are sending staff to trainings at our Houston office.
   vi. Planning between our Communications staff and the Conroe/Lake Conroe Chamber Communications staff to be the non-profit they spotlight for their monthly FYI publication for May.