# February 2018 Steering Committee Meeting

## Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agenda</td>
<td>2</td>
</tr>
<tr>
<td>January 2018 Meeting Minutes</td>
<td>3</td>
</tr>
<tr>
<td>Lead Agency Report</td>
<td>6</td>
</tr>
<tr>
<td>System Updates</td>
<td>8</td>
</tr>
<tr>
<td>HMIS Agency Participation Agreement</td>
<td>9</td>
</tr>
<tr>
<td>Resolution 4.2018</td>
<td>15</td>
</tr>
<tr>
<td>Resolution 5.2018</td>
<td>16</td>
</tr>
<tr>
<td>Resolution 6.2018</td>
<td>17</td>
</tr>
</tbody>
</table>
AGENDA

• Call to Order – Mike Temple
  a) Roll Call – Marilynn Kindell

• Officers and New Members
  a) New member (Resolution 4. 2018)
     • Private Funder Representative – Don Titcombe (Rockwell Foundation)

• Approval of Minutes – Mike Temple
  a) January 2018 CoC Steering Committee Meeting

• Lead Agency Report -- Add to official minutes

• Old Business
  a) Disaster Response – Eva Thibaudeau
  b) Recovery Supported Permanent Housing (see system updates) – Eva Thibaudeau (Resolution 5.2018)
  c) Agency Updates (see system updates) – Eva Thibaudeau
  d) FY2017 NOFA updates (see system updates) – Eva Thibaudeau

• New Business
  a) CoC PSH Certification (see system updates) – Eva Thibaudeau (Resolution 6.2018)

• Announcements
  a) 2018 NAEH Family and Youth Conference – March 1-2
  b) 1st Quarter Provider Input Forum February 27, 2018 (9am-10:30am) Lantern Point

• Public Comments

• Adjournment
The meeting of the Continuum of Care (CoC) Steering Committee was held on January 11, 2018 at 2000 Crawford St., Suite 700, pursuant to proper notification of all Steering Committee members.

Welcome and Introductions
Temple called the meeting to order at 3:33 pm. Kindell conducted roll call and noted there was a quorum.

Approval of Minutes
The minutes from the November CoC Steering Committee meeting were presented. Gunsolley motioned, Kindell seconded.

The minutes were approved.

Officers and New Members
(Resolution 1.2018) Provider Representative is Preston Witt. Kindell motioned and Gunsolley Seconded. There is a Consumer Representative vacancy, and we are awaiting FTEH recommendation for a Private Funder Representative.

The 2018 officers are Chair is Mike Temple, Vice Chair is Kim Kornmayer, Secretary is Marilyn Kindell. Gunsolley motioned, and Kindell seconded. The officers and new members were approved.
Lead Agency Report
The Lead Agency Report was presented by Thibaudeau and added to the official minutes.

Old Business
- **Housing Prioritization Policy (Resolution 3. 2018)** - The recommendation is adding a prioritization caveat, if an individual/household is in mass shelter and are chronic or on a housing waitlist they will move to top of the prioritization list. In this case there are families in RRH that are in this category. Single, non-chronically homeless do not fall in this category. Motioned by Pate and Seconded by Lemelle. This resolution was Approved.
- **DR-RRH** - Looking at what we know so far of the little over 500 households that were housed, and are still in the disaster shelter. 200 may be absorbed into our system, because they are qualified or meet the federal definition of chronically homeless. Coming out of this we may be able to house an additional 140 Chronically homeless. 40 families in RRH.
- **FY 2017 NOFA** – Results just came out. The preliminary notice was not as favorable as we had anticipated. Renewals were funded and one expansion project. A major re-allocation PSH project was not funded.

New Business
- **Transitional Housing Coordinated Access** – Meeting with TH partners that do still exist and get money substance abuse facility most part. They are interested in using Coordinated Access, but not solely using it. This is because we wouldn’t be able to fill all their beds. We would like to train our accessors to be able to do so. Recenter has over 200 beds, Women’s Home.
- **Recovery-supported housing**- Attended a meeting in Oklahoma back in December and visited with multiple recovery people in Houston area. We have adopted housing first but don’t have anywhere we can offer sober housing. Will reach out to partners like The Women’s home. They have recognized that throwing people out because they drank or got high isn’t a good thing in the long run. Have a recovery oriented group come together to meet.

Announcements
2018 Point in Time January 22nd (unsheltered count during the days of 23rd, 24th and 25th)

Public Comments
No public comments
Adjournment
Upon approval, the meeting was adjourned at 4:12 pm.

Respectfully Submitted,

Marilynn Kindell, Secretary

Date

Approved,

Mike Temple, Chairman

Date
A. Networks, Initiatives and Affinity Groups
   a. CoC Provider Input Forum
      i. The First Quarter Provider Input Forum is scheduled for Tuesday, February 27, at Harris County CSD, 8410 Lantern Point. Topics will include a panel discussion on disaster and weather related emergency response.
   b. CoC Consumer Input Forum
      i. The consumer input forum was conducted on December 13th with participants from the Residences on Emancipation. Dr. Cathy Troisi has submitted the report for review.
   c. Housing Houston’s Heroes
      i. The SSVF workgroup meets the second Thursday Monthly from 11am-12:30pm including Jill Albanese, the regional SSVF Coordinator.
   d. Youth/Young Adult Workgroup Group
      i. The Youth and Young Adult workgroup meets twice a year.
      ii. There will be a Youth and Young Adult training provide by the COC on March 19 and 20. More details to come.
   e. 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 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.
      iv. The YA RRH workgroup continues to meet Tuesdays at 11 a.m.
      v. The Singles RRH workgroup meets weekly on Mondays at 10 a.m.
   f. HMIS & Coordinated Access
      i. The Coordinated Access workgroup continues to meet as needed.
      ii. The Permanent Supportive Housing Workgroup meets as needed.
      iii. The next HMIS Forum will be held on March 8th.
   g. Income Now Workgroups
      i. The SOAR Workgroup meets bi-monthly and will meet again on March 21st from 2:30pm to 4pm in the Coalition’s large conference room.
      ii. The SOAR transition team meets bi-weekly to monitor and implement Coordinate Access work flow on Tuesdays from 2:30 to 3:30pm. Dedicated SOAR staff are currently connecting with Chronic homeless clients at the Residences on Emancipation.
      iii. Income Now will host the National Funders Together To End Homelessness Communities of Practice Site Visit March 26-28th at United Way.
      iv. Income Now will be a featured presentation at the 2018 NAEH Conference on ending Family and Youth Homelessness on March 2, 2018 in Los Angeles.
h. **CoC Regional Workgroups** – The CoC regional team meets weekly from 10:30 to 12:00 on Thursdays.
   (a) Fort Bend County
   1. Coordinated with Homeless Liaison for PIT surveys of homeless students.
   2. PM continues to attend weekly Fort Bend Recovers Meeting, including the Case Management Workgroup, to follow and assist with Harvey recovery efforts in the County.
   3. PM provided CA Assessments throughout the county and continues to attend monthly city council meetings.
   (b) Montgomery County
   1. Continue to provide Coordinated Access Assessments as needed in Montgomery County
   2. Skyped the HMIS Provider Forum in Conroe for our partner agencies

I. **Other CoC Items**
   • The HUD CoC NOFA was submitted on October 31, 2017. Our entire request was over $35M and included new projects adding over 588 Joint TH-RRH and PSH Beds to our inventory. Contingent awards were released on January 11, 2018. We were awarded a total of $33,065,244 – due to natural disasters still affecting Puerto Rico, final awards are still pending. It’s our expectation as the Lead Agency to request another review to our CoC Score, as we think we were unfairly scored.
   • The Downtown Transition meetings are now occurring as needed. The last meeting was December 11th with discussion on a low barrier safe place.
   • Three trainings were provided in January to prepare volunteers for the Annual Point-in-Time Count. The PIT was conducted on January 23-25 with the official night of the count to HUD occurring on January 22nd. Results are being analyzed with the hope of releasing preliminary numbers in early Spring 2018. Members of the HMIS Team also conducted site visits to all housing providers to confirm HIC inventory.
   • The Workgroup on Ending Chronic Homelessness is continuing to meet but experienced a temporary delay due to Harvey Recovery Efforts. The group met the Mayor’s Challenge to house 500 clients by November 2017.
System Updates

Disaster Response

- Hosting debrief activities following Hurricane Harvey and Houston Extreme Cold days.
- Main topic of Provider Input Forum on February 27th to be shared with VOAD and City/County OEM’s.
- DR-RRH ending by end of April 2018.

Recovery Supported Housing

- The Women’s Home is open to being test pilot for recovery-supported permanent housing option at the Family Residence location. If approved by the CoC Steering Committee, clients on the housing waiting list will receive an in-depth explanation of housing option and given the option to accept. All fair housing requirements will be in place and no tenant will be evicted due to substance use or dependency. Rather, the environment will be supportive of persons in recovery and/or those who chose to abstain from alcohol and other drugs. The Women’s Home has agreed to technical assistance by CSH for this project.

Partner Visits

- Visited with The Women’s Home, ReCenter, Mission of Yahweh, Northwest Assistance Ministries, Open Door Mission, Magnificat House, Covenant House, SEARCH Homeless Services in January 2018 to re-connect with leadership and seek input about CoC.
- Additional visits planned throughout February 2018 to touch base with all CoC agency partners.

New Workgroups

- Outreach Leadership Workgroup – first meeting February 6, 2018
- Performance Measurement Workgroup – seeking members at PIF for March 2018 meeting

FY2017 NOFA

- Emailed an informal request for guidance/advice on how to proceed to HUD-SNAPs leadership.
- Met with Star of Hope and New Hope to strategize about alternate sources of services funding for Reed Rd.
- Will continue to monitor and be prepared for formal appeal.
- Future trouble-shooting and planning for how to obtain services dollars for upcoming PSH developments (PSH pipeline projects).

CoC PSH Certification

- Houston Endowment has provided funding for our CoC PSH portfolio to receive technical assistance and eventual certification as “Quality PSH.”
- CSH has the tool and technical assistance.
- PSH self-assessment could begin as early as first quarter 2018 with final certification visits in late 2019.
Homeless Management Information System
Agency Participation Agreement
by and between
Coalition for the Homeless
and
Agency Name: ____________________________

I  BACKGROUND AND PURPOSE

The Homeless Management Information System (HMIS) is the information system designated by the TX-700 Continuum of Care (CoC) to comply with HUD’s data collection, management, and reporting standards and used to collect client-level data and data on the provision of housing and services to homeless individuals and families and persons at risk of homelessness. The CoC encompasses the cities of Houston, Pasadena, Baytown, and Conroe as well as the Harris, Fort Bend, and Montgomery Counties service areas.

The U.S. Department of Housing and Urban Development (HUD) and other planners and policymakers at the federal, state and local levels use aggregate HMIS data to obtain better information about the extent and nature of homelessness over time. Specifically, an HMIS can be used to produce an unduplicated count of homeless persons, understand patterns of service use, and measure the effectiveness of homeless programs. Through the HMIS, CoC programs and clients benefit from improved internal and external coordination that guides service and systems planning. A robust HMIS also helps communities engage in informed advocacy efforts, including the pursuit of policies that result in targeted services. Analysis of information gathered through HMIS is critical to accurately calculate the size, characteristics, and needs of different subpopulations. Additionally, use of the HMIS by agencies not funded by HUD provides benefits to both these agencies and the homeless provider community at large, including the avoidance of service duplication through the sharing of client data and program enrollments. HMIS participation also positions agencies for future funding, as many private foundations now require it.

II  GENERAL PROVISIONS

A.  AGREEMENT, UNDERSTANDING AND RESPONSIBILITIES

The TX-700 CoC has designated Coalition for the Homeless (CFTH) as the HMIS Lead Agency. All homeless assistance and homelessness prevention service providers in this CoC are eligible to become HMIS Partner Agencies, except for domestic violence providers covered by the Violence Against Women Act (VAWA).

The parties share a common interest in serving the homeless population and those at risk of becoming homeless while reducing the current number of homeless in the CoC service areas. The purpose of this APA is to set out the provisions for the implementation, maintenance, coordination, and operation of the HMIS.

CFTH is responsible for administering the HMIS on behalf of the CoC, including the implementation, project management, training, maintenance, help desk support and – in coordination with the HMIS Software Provider – the enhancement and upgrading of the HMIS software. The Partner Agency is responsible for entering client data in the HMIS according to program type requirements. Detailed responsibilities are listed in sections below.
B. **SCOPE**

This APA addresses the respective responsibilities of CFTH and the Partner Agency for ongoing HMIS service and activities. The specific responsibilities of the parties to this agreement for the confidentiality, reporting requirements, training, policies and procedures, hardware and software for the HMIS are clearly defined herein to ensure an effective, efficient, and secure system. All addendums referenced in this agreement are also part of the agreement. CFTH will abide by all applicable laws, and the Partner Agency will be expected to do the same.

### III CFTH DUTIES AND RESPONSIBILITIES

**CFTH will:**

**A. GENERAL**

1) In consultation with the CoC, select the HMIS Software Provider, define the HMIS program and implement its standards, promote awareness of the program to all interested parties, and monitor the program’s successes and failures in order to validate its effectiveness;
2) Be the sole liaison between the Partner Agency and the HMIS Software Provider; user questions concerning the software are to be directed only to the CFTH;
3) Develop, implement, and maintain privacy, confidentiality, and security protocols for the HMIS;
4) Provide a standard HMIS training and technical support package to all Partner Agencies;
5) In collaboration with the HMIS Software Provider, take all necessary precautions to prevent any destructive or malicious programs from being introduced to the HMIS and, through it, to the Partner Agencies;
a. CFTH will employ all appropriate measures to detect virus infection and all appropriate resources to efficiently disinfect any affected systems as quickly as possible.
6) Notify the Partner Agency of HMIS failure, errors, and/or problems immediately upon discovery;
7) Provide help desk service during designated open hours; and
8) Provide all other reasonably expected activities regarding the operation of the HMIS.

**B. PRIVACY, CONFIDENTIALITY AND SECURITY**

1) Maintain all client-identifying information in strictest confidence, using the latest available technology. CFTH may suspend HMIS access to any user or Partner Agency for the purpose of investigating suspicion of breached confidentiality;
2) Contract with the HMIS Software Provider to maintain and administer central and backup server operations including security procedures and daily system backup to prevent the loss of data;
3) Monitor access to the HMIS in order to detect violations of information security protocols and maintain for inspection accurate logs of all changes made to the information contained within the database;
4) Issue user accounts, passwords, and certificates of participation (when requested) for HMIS users, provided that:
a. The Partner Agency has signed the HMIS APA,
b. The Partner Agency has paid the current year’s applicable participation fee,
c. The HMIS Lead agency has received signed User License Agreements, and
d. The user has successfully completed the HMIS user training, including any related testing;
5) Periodically change Partner Agency passwords for security purposes;
6) Lock out user accounts after forty-five (45) days of inactivity;
7) Comply with the HMIS Privacy Policy and not release personally identifiable information to any person, agency, or organization, unless allowed by the HMIS Privacy Policy; and
8) Conduct Partner Agency site visits to ensure compliance with privacy and security protocols.
C. **USER TRAINING AND PROGRAM SETUP**

1) Conduct the initial software training for all new HMIS users;
2) Provide training materials, including user manuals with definitions and instructions, to everyone who attends the training class;
3) Set up Partner Agency programs according to the HMIS Data Standards, including related grants, services, assessments, housing units, and other applicable options in the HMIS software;
4) Provide additional trainings according to the user role, program type, or specific activities. These trainings may include classroom refreshers, reporting trainings, group webinars, one-on-one instructions, etc.; and
5) Provide other HMIS-related trainings upon request.

IV **PARTNER AGENCY DUTIES AND RESPONSIBILITIES**

The Partner Agency will:

A. **GENERAL**

1) Strictly adhere to all policies and procedures contained in the APA, as it may be amended from time to time, and all of its appendices. A copy of this agreement can be found at www.homelesshouston.org, and a signed hard copy will be provided to the Partner Agency.
2) Maintain at least two active user accounts at any one time.

B. **PRIVACY AND CONFIDENTIALITY**

1) Comply with all federal and state laws and regulations and with all HMIS policies and procedures (particularly the HMIS Data Standards Revised Notice from October 2017) relating to the collection, storage, retrieval, and dissemination of client information;
2) Comply with the HMIS Privacy Policies and Procedures;
3) Obtain client consent upon the initial visit before any data is collected. The consent can be:
   a. Written: signed release of information (ROI) form kept in a local file
   b. Verbal: the client gives oral permission to the witness (intake worker/case manager)
   c. Inferred (baseline): the agency must post a visible privacy sign at the service site;
4) Collect and maintain records of all client informed consents and release of information authorization forms in accordance with the HMIS policies and procedures; and
5) Take all reasonably necessary precautions to prevent destructive or malicious programs (including but not limited to viruses or spyware) from being introduced to any part of the HMIS, including users’ computers. Employ reasonably appropriate measures to detect virus or spyware infection and deploy all reasonably appropriate resources to efficiently disinfect any affected systems as quickly as possible.

C. **DATA QUALITY AND MONITORING**

1) Become familiar with and fully comply with the latest HMIS Data Quality Plan. This plan is posted on the CFTH website, www.homelesshouston.org, and available in hard copy upon request.
2) Enter data into the HMIS within the timeframe as specified in the Data Quality Plan;
   a. Timely data entry prevents duplication of client records and other shared transactions, such as enrollments and services. It also allows good quality data for both program-specific and aggregate reports. Partner Agencies and their HMIS users may be held liable in the event that a preventable duplication occurs as a result of missing, late, or incomplete data entry. Repetitive lack of timely entry can result in official reports of concern and possible findings
against the Partner Agency and could culminate in official penalties up to and including loss of project funding.

3) Collect all HUD mandatory data elements, according to the data completeness and accuracy requirements;
4) Take all steps reasonably necessary to verify the information provided by clients for entry into the HMIS, and to see that it is correctly entered into the HMIS by the Partner Agency user;
5) Immediately notify CFTH when a programmatic, personnel, or other issue arises that precludes the Partner Agency from entering the HMIS data within the allowed timeframe;
   a. By informing the CFTH in a timely fashion, CFTH and the Partner Agency can work together to craft an interim solution that is minimally disruptive to HMIS as a whole.
6) Take all steps reasonably necessary to ensure that no profanity, offensive language, malicious information or discriminatory comments based on race, ethnicity, religion, national origin, disability, age, gender, or sexual orientation are entered into HMIS;
7) Do not knowingly upload material into HMIS that is in violation of any federal or state regulations, including, but not limited to: copyrighted material, material legally judged to be threatening or obscene, and material known to the Partner Agency to be confidential trade secrets;
8) Allow the CFTH staff to conduct periodic monitoring and reviews of the original documentation in client files to ensure data accuracy; and
   a) This monitoring is limited only to the client information relevant to HMIS data collection.
9) Submit required reports to designated Coalition HMIS Team Member on a monthly basis.

D. TRAINING & CONTINUUM OF CARE PARTICIPATION

1) Ensure that each Partner Agency HMIS user has attended the appropriate training, has signed the User License Agreement and agreed to it, and has been authorized by CFTH to access the system in accordance with the HMIS policies and procedures;
2) Ensure that the Partner Agency program managers or assigned HMIS liaisons attend all quarterly HMIS Forums or other CFTH-sponsored HMIS trainings, stay current with the HMIS policies and procedures, and relate updated information to all HMIS users at his/her Partner Agency;
3) Assess the HMIS users’ data entry or reporting skills and sign up for additional training if needed; and
4) Ensure that designated staff participate in the Homeless Count occurring each year in January according to the following:
   a) Agencies with over 20 staff – a minimum of two (2) staff per day of the count or
   b) Agencies with 20 staff or below – a minimum of one (1) staff per day of the count.

E. SECURITY

1) Limit HMIS access only to authorized users and follow all HMIS protocols for monitoring those users;
   a. CFTH may suspend HMIS access to any user or Partner Agency for the purpose of investigating suspicion of breached confidentiality;
2) Do not knowingly permit any person to enter or use the HMIS unless and until:
   a. The person has completed the required HMIS training,
   b. CFTH has issued that person the appropriate user account and Password, and
   c. Both the APA and the User License Agreement have been signed and returned to CFTH.
3) Maintain copies of all User License Agreements signed by Partner Agency personnel to whom user accounts have been issued;
4) Designate a staff person to act as the Partner Agency security officer, responsible for the implementation of the HMIS security procedures at the Partner Agency level;
5) Fully comply with the HMIS Privacy Policies and Procedures;
6) Not knowingly release any HMIS data to any person or organization that is not part of the HMIS, unless such release is covered by the HMIS Privacy Policy;
7) Develop an internal procedure to be used in the event of a violation of any of the HMIS security protocols;
8) Develop and adhere to local security standards that should include the following: and
   a. Products: Physical security (door locks, computer screen view, local network passwords, firewall)
   b. People: Personnel security (authorized users only, local oversight of usage)
   c. Procedures: Organizational security (policies and procedures are in place)
9) Notify CFTH within one (1) business day of the separation from the Partner Agency of any employee who was a user of the HMIS. Notification should preferably occur by close of business on the day of employee separation.

V FEES & COST

1) The Coalition for the Homeless (CFTH) does not currently collect an agency Participation Fee prior to HMIS activation for new or renewing agencies. CFTH reserves the right to instate an Agency Participation Fee at any time and without prior notice.

VI TERM OF AGREEMENT

A. TERM

1) This Agency Participation Agreement is effective on date it is countersigned by the CEO or Executive Director on the signature page of this Agreement and shall remain in effect for 1 year ("Initial Term") unless terminated pursuant to paragraph VI B hereof. This Agency Participation Agreement shall automatically renew each year on the anniversary date for up to ten years, subject to termination as provided in paragraph VI B hereof. If the Participating Agency chooses not to renew this Agreement, the CEO or Executive Director shall notify Contractor of non-renewal at least 30 days before the expiration of the then-current term.

B. TERMINATION

1) Either party has the right to terminate this APA with a 30-day prior written notice to the other party.
2) CFTH reserves the right to amend the APA with a 30-day notice sent to all Partner Agencies;
3) If either party believes the other to be in default of any one or more of the terms of this APA, that party will notify the other in writing of such default; and
   a. The other party shall then have ten (10) days in which to cure such default.
   b. If such default is cured within such period, this APA will continue in effect.
   c. If such default is not cured within such period, the non-defaulting party shall have the right to declare the APA to be immediately terminated.
4) If this APA is terminated, CFTH HMIS and its remaining Partner Agencies shall retain their right to the use of all client data previously entered by the terminating Partner Agency, subject to any restrictions requested by the client.

C. ADDENDUMS

The following Addendums are part of this Agency Participation Agreement:

1) HMIS Privacy Policies and Procedures
2) HMIS Data Quality Plan
If a conflict among this Agreement and the Addendums arises, this Agreement shall control over the Addendums.

The signature of the parties hereto indicates their agreement with the above terms and conditions. The Parties have executed this Agreement in multiple copies, each of which is an original.

Agency Name: ________________________________________________

By

AGENCY CEO/ EXECUTIVE DIRECTOR

_________________________________________ DATE

PRINT NAME

COALITION FOR THE HOMELESS

By

MARILYN BROWN PRESIDENT & CEO

_________________________________________ DATE
Request for CoC Steering Committee Agenda Item

1. Brief Description of Proposed Item

Vote to approve Don Titcombe (Rockwell Foundation), to fill the seat representing private funders on CoC Steering Committee.

2. Date of Steering Committee Meeting: February 8, 2018

3. Proposed Committee Resolution:

Resolution: That the CoC Steering Committee hereby approves Don Titcombe as Private Funder Representative on the CoC Steering Committee.

4. Approval of CoC Steering Committee Chair

Signature:_______________________________ Date:________________________
1. **Brief Description of Proposed Item**

   Vote to approve piloting recovery-supported permanent housing through Coordinated Access at The Women’s Home multi-family properties (The Gardens and Family Place).

2. **Date of Steering Committee Meeting:** February 8, 2018

3. **Proposed Committee Resolution:**

   **Resolution:** That the CoC Steering Committee hereby approves a pilot program of Coordinated Access to designate The Women’s Home multi-family properties as recovery-supported permanent housing.

4. **Approval of CoC Steering Committee Chair**

   Signature: ________________________________ Date: ___________________________
Request for CoC Steering Committee Agenda Item

1. Brief Description of Proposed Item

Vote to approve CoC PSH portfolio certification with funding from Houston Endowment, as provided by CSH.

2. Date of Steering Committee Meeting: February 8, 2018

3. Proposed Committee Resolution:

Resolution: That the CoC Steering Committee hereby approves technical assistance and certification for all CoC-funded PSH projects as offered by CSH.

4. Approval of CoC Steering Committee Chair

Signature: ________________________________ Date: __________________________