



**CoC Work Group – Minutes**  
**Wed. March 1, 2017 at 9:30AM-11:00**  
**LifeWorks**  
**3700 S. 1<sup>st</sup> Street, 2<sup>nd</sup> Floor Conference Room**  
**Chair: Liz Baker, Integral Care**

Present: Jim Ward (Caritas), Liz Baker (Integral Care), Quentin Rodriguez (Caritas), Erin Whelan (Lifeworks), Dylan Shubitz (HACA), Sandra Chavez (ASA), Haggai Eshed (Front Steps), Hosie Washington (Safe Alliance), Stephanie Green (Caritas), Naomi Tejero (HATC), Lauren Katz (ASA), Rick Rivera (TSA), Melinda Cantu (Safe Alliance), Greg McCormack (Front Steps), Casey Cork, Niki Paul, Katy Manganella (ECHO Staff)

9:30-9:35 WELCOME AND INTRODUCTION Liz Baker, Chair

9:35-10:20 General Updates Staff

- Immigration Policy-Support and Guidance from NAEH
  - Sign up for newsletters if you have not already- help digest and understand different policies
  - CoC policy does not require gathering of immigration status or SSN. SSN is actually greatest piece of incomplete data in HMIS.
  - If approached about information around immigration status- protocol is the same. Include HMIS director on request. Order from federal judge required to release client information.
  - Due the large number of non-criminal detainments, Austin may be at a higher risk for raids around shelters. Keep in mind that because this information is not necessarily collected, it may not be useful to them anyway.
- Draft 2017 Austin/Travis County Plan to End Homelessness
  - In response to positive pressure on elected officials to seek change in our community.
  - Highlights budget, strategies, and service needs.
  - Data driven- based off local outcomes and evidence based practices.
  - Allows us as a community to use the same language and data when talking about the community-wide need.
  - Mayor asked for a plan within 30 days- Due third week of March, proposal due net week.
  - Send thoughts by end of business tomorrow to Mariana Salazar.
  - Not set in stone- living document.
  - Asked to present some options. Ex: Small scale up, moderate scale up, maximum scale up and their impact and funding requirements.
- Workgroup Updates
  - PIT Committee- Casey Cork
    - Met our volunteer need- so methodology did not change.
    - Used the last meeting to debrief and process the count and talk lessons learned/things we want to see for next year while it was still fresh on our minds.
    - Will use those notes to refer to throughout the year and inform action plan.
    - Action plan and section assignments/shifts/boundaries slated for later meetings to give them the strategic attention they need.
    - Numbers not ready to be released due to inaccurate open shelter entries.
    - Assuming nothing else changes- shelter count is slightly down, unsheltered is slightly up. Overall, we are looking at a slight decrease (5%) from last year.
    - By end of April, we will have data on subpopulations from PIT count.
    - HUD says we *should not* be penalized if our Youth count is larger this year than last year due to the focus on getting that baseline number.
  - HMIS Committee-Katy Manganella
    - Improved in some system performance areas and not in others.

#### 2017 HUD Field Rep Contact

Valicia Cisneros – [valicia.a.cisneros@hud.gov](mailto:valicia.a.cisneros@hud.gov) 210-475-6800, ext 2297

*Austin's Green Doors and Lifeworks*

Valerie Reed-Sweed – [valerie.m.reed-sweed@hud.gov](mailto:valerie.m.reed-sweed@hud.gov) 210-475-6800, ext 2217

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- Will communicate those to programs in detail.

10:20-11:00 HUD Continuum of Care

Staff

- Quarterly Performance Score Card Summary
  - January 1-Dec 31.
  - Improving performance every quarter in almost every measure.
  - 80% of programs improved from Q1 to Q4.
  - Review of scorecard in detailed handout on areas measured, strengths, and areas for improvement.
  - How we compare to CoC's of our size- our local scorecard is a little more evolved than other communities.
  - Can use interim update to report change in income increases as it happens. Then create an annual update within the 30 day before/after anniversary.
  - Programs closing and exiting clients- that information is collected as a program leaver.
  - Can set up an alert system on your dashboard to alert you of your clients with anniversaries.
- ELOCCS-Rules of Behavior
  - If caught sharing login information, user can be banned for life.
  - Ensure the policies around eLOCCS accounts is in your agencies policies and procedures.
- 2016 HUD CoC NOFA Debrief Summary
  - Out of 200 points, our collaborative application was 153.25. This overall system performance has a direct impact on our ability to obtain Tier 2 project funding.
  - This is the final score, unless there is some gross oversight that requires appeal. The areas where we lost points, we were aware of.
  - VASH beds were only counted in the Veteran numbers and not in the PSH numbers, and thus losing points.
  - Field office was concerned and called ECHO around Category 3 performance to offer TA if needed. Optimistic that it will improve for the 2017 NOFA and not currently requesting TA at this time.
  - Scored similarly to Seattle/King County- which is a strong community.
- 2017 HUD CoC NOFA Timeline-May-Aug 2017
  - Projected HUD timeline: Release in May, Close in August, and award in December.
  - Note: Reallocation requires bringing ECHO into that conversation in addition to field office.
  - Clear that HUD is over communities discussing housing first and it's time to move forward in that area. Please ask ECHO if you need help with that transition.
- YHDP Update
  - February wrap up/kickoff of 100-day challenge and looking forward to the YHDP.
  - Youth Advisory Council meeting next week
  - Community draft plan due July 13<sup>th</sup>. Assigned TA from CSH- Michelle Valdez from King County.
  - Next week Michelle will be onsite for these kickoff meetings.
- NAEH Highlights?
  - Diversity in the workplace- Casey to send out job description and requirements of communities doing this well to help rethink what it means to be "qualified" to do this work and ensure the diversity of our population is reflected in your staff.
  - Learned a lot about voucher programs in other cities.

NEXT MEETING: April 5, 2017 9:30-11am, LifeWorks, 3700 S. 1<sup>st</sup> Street

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Dear eLOCCS users,

I believe I am starting to sound like a broken record about NOT SHARING USER IDS AND PASSWORDS!!

Last year we had a telephone conference to alert you to new Department of Homeland Security monitoring of HUD's financial systems. Because of increased security against hacking and misuse, the daily monitoring by the Department of Homeland Security of User IDs and Passwords as persons sign in to use our systems, has brought to the attention of HUD's Chief Financial Officer cases of misuse. Once detected, the User's ID is locked and eLOCCS cannot be accessed. We have been notified of recent cases of users that have either been locked from the system or banned from accessing any federal financial systems.

As we previously indicated, actions violating any of the prescribed Rules of Behavior for eLOCCS will result in immediate termination of your access to the system and can result in further disciplinary action as prescribed by the Office of the Inspector General, within the Department of Housing and Urban Development.

As a reminder, you are to insure the confidentiality of log-in passwords and **sharing of IDs and Passwords is prohibited**. All organizations should have policies and procedures that are enforced to insure IT security regarding all computers and uses of federal financial systems.

Should you have any questions please contact your CPD Rep.

***Elva F. Garcia, Director***

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