

**CoC Work Group – Minutes**  
**Wed. May 3, 2017 at 9:30AM-11:00AM**  
**LifeWorks**  
**3700 S. 1<sup>st</sup> Street, 2<sup>nd</sup> Floor Conference Room**  
**Chair: Liz Baker, Integral Care**

Present: Hosie Washington (SAFE), Sandra Chavez (ASA), Elvira Lathrop (HACA), Liz Baker (Integral Care), Dylan Shubitz (HACA), Jim Ward (Caritas), Stephanie Green (Caritas), Lauren Katz (ASA), Quentin Rodriguez (Caritas), Christina Montes (HATC), Rick Rivera (TSA), Greg McCormack (Front Steps), Haggai Eshed (Front Steps), Niki Paul, Casey Soberon (ECHO Staff)

- 9:30-9:35 WELCOME AND INTRODUCTION Liz Baker, Chair
- 9:35-10:20 General Updates Staff
- ECHO Spring Meeting, June 9<sup>th</sup>
    - Tentatively a luncheon at Southeast Health & Wellness Center
    - Focus on youth homelessness with a panel of YAC members
  - True Colors Training, May 31<sup>st</sup>
    - National lead on LGBT youth homelessness
    - Full Day training on incorporating youth voice and working with youth in leadership positions
  - Workgroup Updates
    - PIT Committee
    - HMIS Committee
      - Shared information from Bootcamp:
        - Timeline for SP 6 – Late fall for implementation. Locally, we may not switch until early 2018. When we switch, we lose ART. So we won't make that switch until we're ready.
        - New reporting tool (Qlik Sense) is much more user friendly than ART. System Admins (at ECHO) have access to Qlik already and are learning how to use it. We showed a preview of Qlik in this meeting.
      - Reviewed a first glance at the Data Standards Changes for 2017. Will be implemented on October 1 (just like in past years). The changes aren't as major as they were last year. Mostly, the changes are changes in response options (for example, gender response options are changing). ECHO will provide plenty of training on the changes prior to them rolling out. We don't have much information on the changes yet. We only found out because HUD released the changes to Mediware (HMIS vendor) during Bootcamp and they told us.
      - Annual Assessment Guide – We put out two new training materials this month. Both of them are on the Annual Assessment. One is for end users (how to do one, when, why) and the other is for program managers and agency admins (how to monitor if AA's are happening on time).
      - Reviewed PIT Results with this group, too.
    - PIT/HIC/System Performance Measures Update
      - System Performance Measures are due to HUD at the end of May.
        - Reporting period: Oct. 1, 2015 – September 30, 2016
      - What can the CoC WG help us with?
        - The biggest thing is to make sure that income increases are documented in HMIS.
        - The CoC WG has put so much emphasis on this, because of the Scorecards. So, I don't anticipate there's much room for improvement because of all the work they've already done.
        - To give a specific example of how their work making improvements here has helped:

**2017 HUD Field Rep Contact**

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*Austin's Green Doors and Lifeworks*

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- On Dec. 30, 2016, I ran this Sys PM for the reporting period (FY 16) and still have a copy of the results.
- Today (May 2, 2017), I re-ran the same Sys PM for the same reporting period and it shows improvements in Income Growth for Stayers.
  - This is evidence that their work on going back and doing AA's (where they can) and making sure they're documenting income increases has helped.
- Suggestion to receive system performance reports quarterly to prepare for improvements.

10:20-11:00 HUD Continuum of Care

Staff

- CoC Registration
  - Submitted with ECHO as collaborative applicant and HMIS administrator. GIW submitted.
  - When using ESNAPS and submitting project applications, the budget line items should be the same as the GIW.
  - HUD will be prioritizing agencies that have reallocated during specific years, but it does not look like we meet that criteria.
  - Make sure you can log into ESNAPS, who has the password, can you view your applicant profile?
- Code of Conduct
  - Now is a good time to update your code of conduct, as it is required.
  - Majority have submitted. No specific deadline, but cannot submit NOFA until all are provided to field office email provided- cc Niki and Elva.
- Local Monitoring-Jim Ward
  - Some differences from previous monitor regarding expectations.
  - PH component, general record keeping
  - Emphasis on utilizing exhibits published on HUD Exchange for pre-monitoring. Wanted binders with HUD Exhibits with project documentation for each.
  - Fair housing, lead based paint, discrimination, and the use of CoC funds (especially religious activities), staff resources, termination policies. Policies can be copied from HUD, but they must be word for word. Focus on P&P and do your files support this?
  - Suggestion for ATCIC and Caritas to put together a presentation on commonalities and debrief the rest of the group.
- Housing First Threshold Criteria
  - Draft based on conversation from last month- HUD HF checklist and HUD Exchange PSH housing brief.
  - Cannot be considered threshold for this year, however if you are identifying as housing first, must align with this criteria. New projects will need to be HF. Must use this language in your screening and discharge policies.
  - Consensus to bring to Membership Council to make threshold for 2018 NOFA.
- NOFA Timeline
  - Bidders Conference May 11<sup>th</sup>. Application to be posted on 5/15
  - Electronic application this year.
  - Narrative description (60% of IRT) will be weighed very heavily and will include a few more questions from last year, but overall, the application reflects last year's.
  - June 20<sup>th</sup> presentations scheduled.
- CoC Bidders Conference; May 11<sup>th</sup>, 3-4pm at ATCIC Rudy Zapata Training Room.
  - How might we be able to use the bidders conference to engage new members to the CoC Workgroup?
    - Suggestion to invite folks to the conference and sit in on the meeting for extended period of time to help them understand the process.
- Funding update:
  - USICH has retained funding through Oct. 2018.
  - Funding for homeless assistance will increase by \$133M- perhaps there will be a bonus opportunity.
  - RHY is receiving flat funding.
  - \$7M increase to McKinney Vento budget.

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