



Membership Council – Minutes  
 Wednesday, November 9, 2016  
 10:00-11:30AM

LifeWorks-East Multi-Purpose Room

Chair: Stephanie Hayden, City of Austin HHS Co-Chair: Mandy De Mayo, HousingWorks  
 Present: Mandy De Mayo (HousingWorks), Darilynn Cardona-Beiler (ATCIC), Vella Karman (City of Austin), Lauren Avioli (City of Austin NHCD), Christy Moffett (County HHS), Michelle Wilkinson (Easter Seals), Monica Keller (VA), Ann Denton (ECHO Board), Mitchell Gibbs (Front Steps), Lisa Garcia (HACA), Lori Frasco (Caritas), Sandy Coe Simmons (CCC), Hosie Washington (SAFE Alliance), Susan McDowell (LifeWorks), Sandra Chavez (ASA), Ann Howard, Niki Paul, Casey Cork, Mariana Salazar (ECHO Staff)

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|-------------|---|-------------------------|
| 10:00-10:05 | Welcome and Introductions   | Chair                   |
| 10:05-10:10 | Approval of October Minutes   | Chair                   |
|             | <ul style="list-style-type: none"> <li>• Motion to approve minutes as written by Ann Denton. Second by Mitchell Gibbs. Approved 16-0.</li> </ul>  |                         |
| 10:10-11:00 | Continuum of Care Business  | ECHO Staff and WG Chair |
|             | <ul style="list-style-type: none"> <li>• Review and approve 2017 Membership Council Slate               <ul style="list-style-type: none"> <li>○ Adopt today, move forward for voting next week, and return to this conversation next meeting.</li> <li>○ Motion to approve by Susan McDowell. Second by Sandra Chavez. Amendment to remove Sherry from slate and change to appointed seat. Consensus to approve slate with amendment 19-0.</li> </ul> </li> <li>• Review and approve revisions to align MC Charter and CoC Policy and Procedures               <ul style="list-style-type: none"> <li>○ Discussion: When the appropriate leadership/decision makers are already at the table, how is this handled when their term is up? Suggestion to reserve space on the council for key stakeholders/quasi and governmental agencies. Drafts of the above documents have been reconciled.</li> <li>○ Edit: Clarify no term limit for quasi and governmental agencies.</li> <li>○ VA was not confirmed agency as it is under veteran services, but could be considered for governmental agency.</li> <li>○ Edit: clarify, define, or separate governmental and quasi vs. general community/provider representation.</li> <li>○ Suggestion to not require term limits on governmental and quasi members, but rather invite others to the table to keep the conversation public and robust and hold the council accountable.</li> <li>○ Concern that enforcing term limits on quasi and governmental could lead to no new faces at the table if no one else is appropriate for the leadership position.</li> <li>○ Suggestion: Quasi and government by appointment. General membership to be slated by ad-hoc committee at the end of term limits.</li> </ul> </li> </ul> |                         |

- Members to bring an example of the two types of slate for next quarter to review and finalize policies and procedures.
- 100 Day Challenge-A Way Home America Dashboard
  - Day 66. Dec. 18<sup>th</sup> is deadline.
  - Mid-point review Friday 11/4, to regroup and determine where energy needs to be focused going forward.
  - Dashboard being used by a way home America. Austin dashboard presented.
  - New dashboard will include ethnicity. The 11 youth housed presented in dashboard includes transitional placements, that will not be included going forward as we will only count permanent placements.
  - Urgency has been shared by leadership to prioritize this initiative.
  - Demonstration grant is continuing to be worked on. This initiative is informing the planning process.
    - Mariana working to pull together gaps analysis specific to youth
    - Youth Advisory Council had first meeting, 5 attended.
    - Internal deadline for grant is Nov. 18<sup>th</sup>.
- CoC Workgroup -
  - FY15 HUD Start Up Training/Rental Assistance and Utility Allowance
    - It was brought to light that zero income tenants, per HUD CoC policy, cannot be provided a utility allowance. It is a local practice, as well as in other communities, to pay utilities for zero income clients.
    - Suggestion to go above the field office to clarify this rule.
  - 3<sup>rd</sup> Quarter Reports-Katy M
    - Presented the most recent scorecard that indicates improvement in each quarter.
    - Trends: indicates performance for each program in each quarter.
    - The 12 year snapshot will shift forward each quarter- we are currently in 4<sup>th</sup> quarter of this year.
    - Improvements: Screening out for criminal hx- encouraging housing-first model for tenant based projects (not single family sites).
    - Minimum to receive credit for increasing income (for program stayers) is set at 70%, but no program is reaching this measure. This number could be low because annual assessments are not being completed. If those annual assessments are being completed, this number could improve.
      - Locally, we can decide to lower this performance measure.
      - Projects that are at near 100%, are exempt from these measures.
      - Suggestion to remove/separate the exempt programs to see where all agencies are ranked in a more accurate way.
      - Revisit suggestion to include names of programs in summaries.
  - Quarterly Report Timeliness-Katy M.
    - How to handle late scorecard submissions.
    - Question: should there be some result of late submissions.

- Ensure that Agency leadership is aware of scorecard performance and receives it directly. In addition, they need to be informed of late scorecards so that this can be corrected.
- Reminders:
  - Fall Stakeholder Meeting-Tuesday, November 15, 2016 8-11AM
    - Breakfast starts at 7:30am, should be finished by 10am.
  - Hunger and Homelessness Awareness Week Calendar
    - Shared and distributed.
    - Red, White, & Blues Fundraiser for House Our Heroes Fund.
    - Housing and Healthcare Conference: [housingworksaustrin.org](http://housingworksaustrin.org) to get info on the summit.

11:00-11:30      Advocacy and Community Engagement      Ann Howard, Staff

- Discussion coming up on PSH in the pay for success model and what that looks like and how this might impact agencies.

11:30 AM      ADJOURN      Chair

**Next Scheduled Membership Council Meeting: December 14, 2016 LifeWorks East Location, Multipurpose Room**