



HUD CoC & ESG Committee

6/6/2018 | 9:30AM-11:00AM

ECHO Training Room
300 E Highland Mall Blvd

Chair Stephanie Green
Caritas of Austin
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512-333-4891

Attendees Stephanie Green (Caritas), Joviale Kambo (HATC-Intern), Naomi Tejero (HATC), Kali Gossett (IC), Helen Eisert (IC), Haggai Eshed (Front Steps), Dylan Shubitz (HACA), Caitlin Bond (Green Doors), Sandra Chavez (ASA), Rick Rivera (TSA), Hosie Washington (SAFE), Greg McCormack (Front Steps), Laura Evanoff, Katy Manganella (ECHO)

Minutes

9:30-9:35AM Welcome & Introductions (S. Green)

- *Action Item: Approve May Minutes*
 - **April Minutes approved with no revisions.**

9:35-9:45AM Workgroup Updates

- **PIT Count Workgroup (R. Rivera)**
 - Developing strategies to engage Team Leads more. There wasn't a lot of feedback from volunteers. There was a lot of feedback from Team Leads. New TL there are a lot of asks for hands on help being a TL. Don't always feel like they have the hands-on support they need.
 - Registration form – they specify what their preference is and try to match people. Casey will ask if they will move, if need be. Trying to get more experienced staff and volunteers to move to other areas so we are utilizing their skills. If there was an opportunity to have TLs throughout the year. Having teams participate in the pre-survey area.
- **HMIS Workgroup (K. Manganella)**
 - Will meet in June but have not yet met.
 - Submitted the system performance measure report on time.

9:45-10:10AM Performance Scorecards

- **Review Q1 Performance Report (K. Manganella/L. Evanoff)**
 - Still pending Summary - Not available yet.
 - There are some outstanding questions from agencies and want to create some structure on how and when that happens and allow projects to have space to ask questions and do so in a timely manner through an appeal process.
 - Request for a policy to appeal final scorecard
 - ECHO requested feedback on how CoC projects want the appeal process to look like:
 - ✓ Plan to review the HUD scorecard during a meeting to see what aspects we look at.
 - ✓ Minimum of a week, if not more, for time to appeal. A week might be cutting it close – especially if someone is on PTO.
 - ✓ 30 days after they submit final scorecard, Final results after reporting period actually ended.
 - ✓ Once we get scorecard – we review them as they come in. Send back. They can review scorecard. We don't send out summary until final period.
 - ✓ If ECHO staff aren't able to resolve – HOW DO YOU ELEVATE TO THE NEXT STEP.

- *Action Item: Approve changes to AAR*
 - Run the report on all of the projects together and set criteria at average of all other projects. This change would not harm any project and utilizes a percentage vs an average. “On-time” is within 60 days (30 days before and 30 days after).
 - *The Committee unanimously voted to approve the proposed changes to the AAR.*
 - Lag Time: Takes a snap shot of entry and exits within the year. Metric about timeliness of data entry of entries and exits. This looks at the average amount of time that it takes. It’s within a 5-day window. What rate were they completed on time? Dylan proposed that we use this.
 - *Katy will talk to Richard about the report and get back to us for the next meeting.*

10:10-10:35AM Continuum of Care Business

- **Membership Council Recap (S. Green)**
 - City of Austin Mapping
 - PIT count data is not really included (very limited) but have given broad district heat maps. ECHO to make clear statement about PIT data involvement.
 - Recommend, at minimum, an agreement on how persons with access are going to use the data and who it will be shared with, i.e., Data sharing agreement (data collected, use of data, agreeing to, share data).
 - Questions:
 - ✓ What are the implications of sharing data?
 - ✓ How is EMS data is collected and how old it is. Same with APD?
 - ✓ Validity of data and ensuring that it is an accurate assessment?
 - ✓ Evaluating the design of how he got and used the data?
 - ✓ Concern about how this data may affect bond elections.
 - ECHO looking into how other communities strategized Tier I and Tier II regarding bonus funding.
- **NOFA Update**
 - **Local Project Applications DUE TODAY**
 - ~~FY17 Collaborative Application Score~~
 - **IRT Q&A Standard Questions**
 - Committee Requests:
 - ✓ Each agency will show up prepared with only the readiness to answer questions. No papers/powerpoints/materials
 - ✓ The IRT should have questions for every project
 - ✓ The expectation is made abundantly clear that this is more of an informal conversation and that agencies are NOT “presenting”
 - ✓ Technical questions and questions which would require some research be presented to the agency ahead of time, or if questions arise during the IRT process that adequate time afterward is allotted for the program to submit the answers.

~~10:35-10:45AM VAWA CoC Emergency Transfer Plan~~

~~10:45-10:55AM Discussion~~

- ~~Strategies to increase income~~

10:55-11:00AM July Meeting Cancelled (July 4th)

- ~~Electronic Communication about MC Final Project Priority Ranking Decision (Pending NOFA Release)~~
 - *The Committee requests rescheduling the July meeting to 7/11/18 from 9:30-11AM at ECHO. Stephanie to send out calendar invite.*
 - *Unanimous decision to extend the meetings to 2 full hours starting in August from 9-11AM.*

Next Meeting: ~~July 4, 2018 9:30AM-11:00AM; ECHO Training Room, 300 E Highland Mall Blvd~~
(*Before July Membership Council*)