



# Minutes

**Committee:** Local Policy & Practice Committee

**Date:** 2/20/19

**Duration:** 9:00 – 11:00

**Meeting Place:** ECHO 300  
E. Highland Mall Blvd

**Attendance:**

P = Present

TC = Attended via Dial in

A = Absent

Local Policy & Practice Members							
P	Allison Shurr	A	Greg McCormack	A	Mamadou Balde	P	Stephanie Green
P	Angie Sommers	A	Hannah Cweigenberg	P	Marilyn Hartman	A	Scott Merritt
P	August Weems	A	Jason Phillips	P	Natasha P Shoemake	A	Sylvia Garrett
P	Bailey Gray	P	Jenn Mishler	A	Rachel Hampton	A	Taryn Davis
P	Carson Barwinkel	P	Josh Rudrow	P	Rick Rivera		
A	Eric Kunish	P	Karen Dorrier	A	Ruth Ahearn		
P	Erin Goodison	A	Laura Enderle	P	Sarah Frazier		
Co-Chairs							
P	Chris Laguna	P	Dylan Shubitz				
ECHO Staff							
A	Kate Moore	P	Laura Evanoff	A	Tim Long	A	Melissa Wheeler
A	Sharyn Malatok	P	Dylan Juza	P	Preston Petty	P	Axton Nichols

AGENDA		DISCUSSION	ACTION ITEMS
<b>I. Welcome &amp; Introductions</b>		Review and Approve January 2019 Minutes <ul style="list-style-type: none"> <li>Approved with no changes</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
<b>II. Membership Council Updates</b>	Co-Chairs	<ul style="list-style-type: none"> <li>No actions items were voted on during the February 2019 Membership Council Meeting.</li> <li>Discussed Membership Council's role with providing public comments due to possible conflict of interest related to voting members relationship with funding sources. Concern around membership not consisting of a neutral body and comments should be from ECHO as an agency vs ECHO representing the Austin/Travis County CoC.</li> <li>Request to approve the COC Performance Scorecard Appeal Policy placed on hold until revisions to Scorecard are finalized. MC chairs expressed concern with policy needing to be more specific.</li> <li>YHDP Leadership Advisory Council is re-establishing Data and Evaluation Subcommittee. Contact Susan McDowell if interested in participating.</li> <li>Homeless Awareness Day is April 4<sup>th</sup> at the Capital. More information about advocacy efforts can be found on the Texas Homeless Network website.</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>

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	<ul style="list-style-type: none"> <li>• HUD released notice that all Austin/Travis County CoC-funded projects are renewed with slight increase in FMR.</li> <li>• On the agenda for March MC meeting: <ul style="list-style-type: none"> <li>○ Vote to approve ECHO as CoC Lead Agency (Collaborative Applicant) and ECHO as the CoC Lead HMIS Agency</li> <li>○ Review and approve Coordinated Entry Written Standards. Requesting approval to update prioritization to allow transfer from one RRH program serving youth to YHDP RRH Plus program as a community demonstration to increase housing stability. HUD has not released clear guidance around this. No waiver from HUD is needed in order for community to adopt in written standards.</li> <li>○ MC seat representing substance use services is vacant – request to approve new member from Austin Recovery to fill vacancy.</li> </ul> </li> <li>• D Shubitiz encouraged all CoC-funded agency staff to attend March 2019 COC and ESG Committee meeting which includes discussing upcoming proposed changes to CoC Performance Scorecard.</li> </ul>	
<p><b>III. Board and Care Follow-up Discussion</b></p>	<p>Co-Chairs</p> <ul style="list-style-type: none"> <li>• L. Enderle not able to attend meeting but reports needing additional time to collect more information about City of Austin’s historical participations with regarding standards for Board and Care facilities.</li> <li>• A. Weems researched standards and oversight adopted in other cities across Texas for Board and Care facilities: <ul style="list-style-type: none"> <li>○ Spoke with National Alliance on Mental Illness (NAMI) Texas and the Hogg Foundation surrounding best practices with implementation and enforcement of state standards <ul style="list-style-type: none"> <li>▪ Houston created own standards</li> <li>▪ Brenham, San Antonio, El Paso adopted state standards <ul style="list-style-type: none"> <li>• Reports are not descriptive which may indicate limited procedural oversight currently.</li> </ul> </li> <li>▪ Austin yet to adopt standards</li> </ul> </li> <li>○ Discussed past barriers due to concerns with implementing standards for Board and Care facilities: <ul style="list-style-type: none"> <li>▪ Facility operators may move outside of city limits to avoid oversight and enforced regulations.</li> <li>▪ Current state standards and requirements will create more burden and possibly reduce the number of providers willing to operate facilities.</li> <li>▪ Adopting standards may result in reduction of available housing in providers close or move away</li> <li>▪ Lack of ability to identify responsible party: who would be responsible for verifying compliance with standards (e.g., COA department)?</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• August Weems to send email to members finding on research about Board and Care standards</li> </ul>

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	<ul style="list-style-type: none"> <li>○ Proposal to conduct survey of NAMI affiliates that have adopted standards to determine if standards have been effective</li> <li>● E. Goodison on assessing the current state of Board and Care facilities in Austin: <ul style="list-style-type: none"> <li>○ Need to develop/adapt survey of residents' experiences with Board and Care facilities and establish a mechanism to conduct survey</li> <li>○ Possible questions for a survey of current Board and Care residents <ul style="list-style-type: none"> <li>▪ How safe do you feel in the housing?</li> <li>▪ Are services meeting your needs?</li> <li>▪ Are you treated fairly?</li> <li>▪ Has your physical/mental health improved/declined/stayed the same since moving in?</li> <li>▪ Have your social supports improved/declined/stayed the same since moving in?</li> </ul> </li> <li>○ Discussed need to determine who will develop a survey and how it will be administered <ul style="list-style-type: none"> <li>▪ C. Laguna will check with HCC evaluation department regarding their ability to develop a survey</li> <li>▪ Suggestion to involve Family Elder Care in development and administration of a survey</li> <li>▪ D. Shubitz will reach out to Austin Tenants Council regarding the experiences of their clients with Board and Care facilities</li> </ul> </li> </ul> </li> </ul>	
<b>IV. Workforce Solutions Childcare Services</b>	<p>J. Haywood</p> <ul style="list-style-type: none"> <li>● Not in attendance.</li> <li>● Dylan Juza to f/u with WFS staff to schedule presentation for March agenda.</li> </ul>	<ul style="list-style-type: none"> <li>● N/A</li> </ul>
<b>V. NHCD Consolidated Plan</b>	<p>A. Sommers</p> <ul style="list-style-type: none"> <li>● Angie Sommers provided presentation on COA Consolidated Plan and public comment period: <ul style="list-style-type: none"> <li>○ Neighborhood Housing and Community Development Department: FY 2019-23 Consolidated Plan</li> <li>○ <a href="#">5-Year Federal Funding Online Survey</a></li> </ul> </li> <li>● Draft of plan will be released on April 15, 2019 and will be open for public comment for 30 days.</li> <li>● Public comment period ends May 17, 2019</li> <li>● June 6, 2019 plan will be presented to City Council.</li> <li>● Request to encourage community members to provide Feedback: <ul style="list-style-type: none"> <li>○ Online Survey: Take <a href="#">online survey</a> in either <a href="#">English</a> and <a href="#">Spanish</a></li> <li>○ Provide Written Survey/Comments via Email/Mail: Download and complete a <a href="#">PDF</a> or <a href="#">Word</a> version of the survey (also in <a href="#">Spanish</a>) to submit by 5 pm, March 15, 2019 to</li> <li>○ Request A Community Presentation by email at <a href="mailto:NHCD@austintexas.gov">NHCD@austintexas.gov</a></li> <li>○ Attend a Public Hearing. <a href="#">Meeting dates and locations are available here.</a></li> </ul> </li> <li>● Discussed how to use HUD money in addition to recent \$250m Austin Housing Bond</li> </ul>	<ul style="list-style-type: none"> <li>● N/A</li> </ul>

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	<ul style="list-style-type: none"> <li>○ Bond money is restricted to use for developing, building, and repairing housing</li> <li>○ Suggestion for Bond money to replace HUD funds used for Housing Development and Repair to free up HUD funds for other uses like rental assistance or voucher programs</li> <li>● Concerns that projects developed using funds from COA bonds might not accept poverty/high barrier individuals into housing sites developed unless it is specifically focused on ending homelessness.</li> <li>● Rental Housing Development Assistance (RHDA) funding to be discussed at future Policy and Practice meeting</li> </ul>	
<p><b>VI. Workgroup Updates</b></p>	<ul style="list-style-type: none"> <li>● <b>PSH WG</b> <ul style="list-style-type: none"> <li>○ Chris Larson is new co-chair of PSH WG.</li> <li>○ Discussed what are reasonable community performance benchmarks for time from referral to move-in date.</li> </ul> </li> <li>● <b>RRH CM and Policy WGs</b> <ul style="list-style-type: none"> <li>○ Jeanette Cebrian is new RRH CM Co-chair with Allison Mabbs as ECHO staff representative.</li> <li>○ Allison Mabbs will also be assisting the RRH Policy WG. Chairs are still Megan Podowski and Taryn Davis.</li> </ul> </li> <li>● <b>Outreach &amp; Navigation WG</b> <ul style="list-style-type: none"> <li>○ Next meeting is on March 14<sup>th</sup> at Sobering Center</li> </ul> </li> <li>● <b>Income/Employment WG</b> <ul style="list-style-type: none"> <li>○ Work assistance programs (Goodwill, Workforce Solutions, etc.) are interested in developing a direct referral process to get in touch with clients who complete Coordinated Entry.</li> </ul> </li> <li>● <b>VAWA Housing Protections WG</b> <ul style="list-style-type: none"> <li>○ Next meeting 3/11/19 at 1pm</li> <li>○ L Evanoff to present on HUD/CSH Webinar on March 11 on implementing VAWA regulations at the community level.</li> <li>○ E Goodison and L Evanoff to present at the NLHP’s Housing Justice Network Conference in March.</li> <li>○ Last meeting focused on Rental Agreements and Participant Agreements to ensure VAWA compliance. <ul style="list-style-type: none"> <li>▪ All programs providing TBRA need to have language affirming VAWA requirements in their rental assistance agreements</li> </ul> </li> <li>○ VAWA WG created model forms to be used as “best practice” forms and templates that can be adapted for use by individual programs</li> <li>○ Currently seeking feedback on VAWA template forms.</li> <li>○ Workgroup plans on sending VAWA rights sheets to MC for endorsement as community best practice – not requesting approval as a policy.</li> <li>○ HUD is planning on releasing updated Lease Addendum in March.</li> <li>○ Emergency transfers between programs to be discussed at next meeting</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● VAWA best practices sheets to be presented at next MC meeting</li> </ul>

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<b>VII. Health Communities Collaborative</b>	C. Laguna	<ul style="list-style-type: none"> <li>• Construction of Terrace at Oak Springs scheduled to be completed by the end of May 2019.</li> <li>• Move-ins expected to begin at the beginning of June 2019</li> <li>• Currently conducting “hard hat tours” of Terrace at Oak Springs               <ul style="list-style-type: none"> <li>○ Next tour is 3/14/19</li> <li>○ Tours are followed by a neighborhood meeting at the library across the street for the facility</li> </ul> </li> <li>• Explanation of suitable applicants for Terrace at Oak Springs               <ul style="list-style-type: none"> <li>○ Housing comes with some restrictions included controlled access of visitors. Not all potential residents would be comfortable with this</li> <li>○ 25 units for veterans</li> <li>○ 25 units for individuals pulled from CA list</li> <li>○ Currently working with ECHO and HACA to identify potential residents</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>VIII. City of Austin Updates</b>	COA Reps	<ul style="list-style-type: none"> <li>• <b>Mainstream Voucher Program</b> <ul style="list-style-type: none"> <li>○ Orientation letters being sent out to qualified applicants.               <ul style="list-style-type: none"> <li>▪ 90 letters sent out so far</li> <li>▪ 11 vouchers claimed</li> </ul> </li> <li>○ First orientation was 2/15/19</li> <li>○ Upcoming orientations               <ul style="list-style-type: none"> <li>▪ 2/20/19</li> <li>▪ 2/28/19</li> <li>▪ 3/4/19</li> <li>▪ 3/15/19</li> <li>▪ 3/28/19</li> </ul> </li> <li>○ To apply complete a Mainstream Voucher application at <a href="http://www.hacaapply.org">www.hacaapply.org</a></li> <li>○ To qualify applicants must be able to document their age, qualifying disability, and homelessness status               <ul style="list-style-type: none"> <li>▪ Currently many applications are missing these supporting documents</li> </ul> </li> <li>○ Contact D. Shubitiz with questions</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>Adjournment</b>		<ul style="list-style-type: none"> <li>• <b>Next Meeting: March 20, 2019 9:00AM – 11:00AM; ECHO Training Room, 300 E. Highland Mall Blvd</b></li> </ul>	