



# Minutes

**Committee:** HUD COC and ESG Committee

**Date:** 6/26/2019

**Duration:** 9:00 – 11:00

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

**Attendance:**

P = Present

TC = Attended via Dial in

A = Absent

CoC and ESG Members							
		A	Erin Whelan	P	Kali Gossett	P	Rick Rivera
A	Christa Noland	P	Caitlin Bond	P	Dylan Shubitz	A	Christina Montes
A	Erin Goodison	P	Greg McCormack	A	Kate Bennett	A	Naomi Tejero
P	Hosie Washington	A	Kathy Ridings	P	Mamadou Balde	A	Melinda Cantu
P	Natasha Shoemaker	P	Delia DeLeon	A	Jennifer Mishler	P	Jason Phillips
		A	Trey Nichols	A	Rachel Connors		
P	Miranda Spiro	A	Allison Jackson	P	Jim Currier	A	Sylvia Garrett
A	Elvira Lathrop	P	Netanya Jamieson				
ECHO Staff							
P	Kate Moore	P	Laura Evanoff	A	Tim Long	A	Melissa Wheeler
A	Sharyn Malatok	P	Axton Nichols	A	Whitney Bright	P	Richard Dodson

AGENDA		DISCUSSION	ACTION ITEMS
<b>I. Welcome &amp; Feb 2019 Minutes</b>	E. Whelan & K Gossett	<b>Review and Approve May 2019 Minutes</b> <ul style="list-style-type: none"> <li>Approved with no revisions</li> </ul>	Approved with no revisions
<b>II. CoC Business</b>	K Moore & L Evanoff	<b>Funding Priorities Feedback</b> <ul style="list-style-type: none"> <li>K Moore discussed <a href="#">Local Funding Priority Policy</a></li> <li>Requirement from HUD CoC grant, MC must adopt funding priorities which occurred during the last MC meeting</li> <li>New projects               <ul style="list-style-type: none"> <li>Local application includes additional points for projects that meet local funding priorities.</li> </ul> </li> <li>Renewal projects will be judged based on existing renewal criteria</li> </ul> <b>CoC NOFA Appeals Process</b> <ul style="list-style-type: none"> <li>Membership Council approved the updated <a href="#">Appeal Policy</a> during June meeting.</li> </ul> <b>Committee &amp; Workgroup Chart (update)</b> <ul style="list-style-type: none"> <li>See new chart</li> </ul>	N/A

AGENDA	DISCUSSION	ACTION
<b>III. CoC Performance Scorecards</b>	<p>L Evanoff</p> <p><b>2019 Q1 Summary</b></p> <ul style="list-style-type: none"> <li>L Evanoff presented 2019 Quarter 1 Performance Summary</li> <li>First quarter for Caritas and Front Steps to report as consolidated projects.</li> </ul> <p><b>2019 Q2 Perform Scorecards</b></p> <ul style="list-style-type: none"> <li>Due 7/31/19</li> </ul> <p><b>Scorecard Revisions</b></p> <ul style="list-style-type: none"> <li>Process of revising scorecard is currently on hold due to NOFA planning and still waiting for new HMIS staff member to be hired</li> </ul>	<ul style="list-style-type: none"> <li>L Evanoff to email and send calendar invite for 2019 Quarter 2 Scorecard due date.</li> </ul>
<b>IV. CoC Wellness Check-Up</b>	<p>K Gossett</p> <p><b>Termination (PSH WG f/u)</b></p> <ul style="list-style-type: none"> <li>K Gossett presented form that is currently being discussed in the PSH WG</li> <li>Standardized form created to ensure programs are using the same standards when discharging/terminating clients <ul style="list-style-type: none"> <li>Some agencies have had problems with administrative workers and support service workers using different standards when considering client terminations</li> </ul> </li> <li>Suggestion for programs to include documentation showing which specific program policies have been violated</li> <li>What is the procedure once a client is located through intensive outreach?</li> <li>Form targets exits due to client losing contact with the program</li> <li>Additional form likely to be created to capture exits due to other kinds of programmatic violation</li> <li>Need for programs to more clearly explain housing compliance policies to clients at program entry</li> <li>Need to hold programs accountable for making sure clients being exited are signed up for or connected to all other applicable mainstream community resources (e.g. signed up for housing waitlist)</li> <li>Need to differentiate between client willingness to follow housing policies and client ability to follow policies</li> <li>Suggestion to include frontline workers (case managers) in discussion around exit policies</li> </ul> <p><b>Single Audit Email from Field Office</b></p> <ul style="list-style-type: none"> <li>HUD Field Office send email to CoC-funded agency contacts about Single Audit requirements - applies if agency has over \$750,000 in federal dollars</li> <li>Agencies required to submit audit to HUD</li> <li>Email explained slight changes to the <i>process</i> around reporting and notifying HUD about audit completion and results.</li> </ul>	

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	<p><b>HUD Lead-based Paint Training</b></p> <ul style="list-style-type: none"> <li>• HUD is hosting a free training on Lead Based Paint requirements. Encouraging all HUD funded programs to register for training in San Antonio in August.</li> <li>• <a href="#">Online training also available</a> (highly encouraged for case workers)</li> </ul> <p><b>Audit Experience Share Out</b></p> <ul style="list-style-type: none"> <li>• ASA (HOPWA): auditor visited client units for the first time for visual inspection and talking to client <ul style="list-style-type: none"> <li>○ Agencies given between 3 days and 2 weeks' notice of unit inspection</li> </ul> </li> <li>• HUD Monitor asked for verification that CMs have completed lead training</li> <li>• Third party homeless verification: HUD Monitor insisted on a letter from the third party including the month/years homeless. Outreach worker case worker documentation not sufficient enough.</li> </ul>	<p><b>Kate Moore to forward HUD email about training to committee members.</b></p>
<p><b>V. Workgroup Updates</b></p>	<p>R Dodson</p> <p>A Nichols</p> <p><b>HMIS Workgroup</b></p> <ul style="list-style-type: none"> <li>• System Performance Measures – UPDATES <ul style="list-style-type: none"> <li>○ Longitudinal System Analysis submitted to HUD</li> <li>○ <i>See PowerPoint</i></li> </ul> </li> <li>• <a href="#">FY 2020 HMIS Data Standards</a> released <ul style="list-style-type: none"> <li>○ No major changes</li> <li>○ Prior living situation – more standardized list</li> <li>○ Current living situation using same list as Prior living situation</li> </ul> </li> </ul> <p><b>PIT Count Workgroup</b></p> <ul style="list-style-type: none"> <li>• Next meeting July 18<sup>th</sup>, will be discussing re-mapping PIT sections</li> </ul> <p><b>Independent Review Team (IRT)</b></p> <ul style="list-style-type: none"> <li>• IRT members are still reviewing and scoring Renewal Project applications</li> <li>• Project Timeline encompassing next steps will be updated once HUD releases the 2019 NOFA (date unknown)</li> </ul>	
<p><b>VI. Other Business</b></p>	<p>K Gossett</p> <p><b>TDHCA ESG Discussions</b></p> <ul style="list-style-type: none"> <li>• Recent notification of 2 new funding sources including \$150,000 specifically for youth homelessness in Austin</li> <li>• City awarding more funding to The Salvation Army for new family shelter and downtown service center</li> <li>• Looking into options to fill the gap of a day resource center since ARCH resource center is closing</li> </ul>	

AGENDA	DISCUSSION	ACTION
<b>VII. Wrap Up/Next Steps</b>	E. Whelan & K Gossett Next Meeting:	

**Next Meeting:** Wednesday, July 24<sup>th</sup> 9:00AM – 11:00AM; ECHO Training Room, 300 E. Highland Mall Blvd