Minutes

Committee: Membership Council  Date: 7/1/2019
Duration: 1:00 – 3:00  Meeting Place: ECHO 300
Presiding: E. Highland Mall Blvd

Membership Council Members

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<tr>
<th>P</th>
<th>Dr. Virginia Brown</th>
<th>A</th>
<th>Esther Johnson</th>
<th>A</th>
<th>Kelly White</th>
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<th>Steven James Potter</th>
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<tr>
<td>P</td>
<td>Christy Moffett</td>
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<td>Greg McCormack</td>
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<td>Kimberly Weinberg</td>
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<td>Gretchen Nelson</td>
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<td>A</td>
<td>Alex Zapata</td>
<td>P</td>
<td>Jason Bryant</td>
<td>P</td>
<td>Laura Ward</td>
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<td>Vella Karman</td>
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<td>P</td>
<td>Ann Teich</td>
<td>P</td>
<td>Jessie Metcalf</td>
<td>P</td>
<td>Lisa Garcia</td>
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<td>Yvonne Camarena</td>
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<td>A</td>
<td>Catherina Conte</td>
<td>A</td>
<td>Josh Rudow</td>
<td>P</td>
<td>Lyric Wardlow</td>
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<td>P</td>
<td>Donna Ward</td>
<td>A</td>
<td>Kathleen Casey</td>
<td>P</td>
<td>Peggy Davis Braun</td>
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<td>A</td>
<td>Kathleen Ridings</td>
<td>A</td>
<td>Steve Brothers</td>
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Committee Chairs

| P  | Chris Laguna       | P | Dylan Shubitz    | A | Kali Gosset   | P | Susan McDowell  |
| A  | Erin Whelan        |   |                 |   |              |   |                     |

Advisors

| A  | Awais Azhar        | A | Bill Brice      | A | Sarah Cook   |   |                     |
| A  | Adelita Winshester | A | Paul Caudero    |   | Thomas Visco |   |                     |
| A  | Cacki Young        | A | Phil Session    | A | Jason Philips | A | Blake Smith  |

| A  | Ann Howard         | P | Kate Moore      | P | Sharyn Malatok |   |                     |
| P  | Laura Evanoff      | P | Tim Long        | A | Melissa Wheeler | P | Preston Petty  |
|   |                     | P | Axton Nichols   | A | Whitney Bright |   |                     |

AGENDA

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<th>DISCUSSION</th>
<th>ACTION ITEMS</th>
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| I. Welcome & Nov Minutes Dr Brown 1:00-1:10 | Review and Approve June 2019 Minutes  
  • Action item: Review and approve June 2019 minutes  | June Minutes approved |
| II. Continuum of Care Business Dr Brown K Moore 1:10-1:30 | 2019 NOFA  |
### AGENDA

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| • Renewal Application Update  
  - HUD has still not released 2019 NOFA  
  - IRT continues reviewing renewal applications  
    ▪ Next meeting scheduled for July 17th |

#### 2019 Quarter 1 Performance Scorecard Summary

- Scores from Q1 Scorecards will count for 65% of renewal project application for 2019 CoC NOFA competition
- Performance Improvement Plan (PIP) threshold set at 60
  - No projects currently below PIP threshold
- Community wide, scorecard scores are improving as projects improve their data quality
- Caritas consolidated 4 of their programs into 1 program
  - Scorecards from previous 4 programs were combined for the Q1 scorecard for the 1 consolidated project
- Working on updating scorecard to include new metrics HUD is interested in
  - Currently scorecard will be used for 2019 NOFA competition
  - Looking to have new scorecard in place for 2020 NOFA completion

#### Performance Improvement Plan (PIP)

- HACA Pending PIP due to deobligated funds
  - 17 clients exited to permanent housing using (step-up) Housing Preference Vouchers
  - 18 new clients admitted to project
  - Project was unable to get new clients moved into housing in time to spend down the grant
    ▪ Delays due to lack of available case managers and the fact that many clients have backgrounds (criminal, rental) that make it harder to find units
- Lifeworks Mid-term PIP
  - Submitted mid-term PIP
  - Challenges with accurately estimating rent costs for the new program
  - Expects to spend down all funds for the grant year

### III. Membership Council Items

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<th>P Petty</th>
<th>1:30 – 1:45</th>
<th>Coordinated Entry (CE) Feedback Process</th>
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<td>K Moore</td>
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<td>• Survey will be sent out to providers about overall CE process as a whole as well as some of the individual pieces that have been worked on over the last few months</td>
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#### Appeal Committee (3 non-conflicted members)

- New CoC NOFA competition Appeals Policy adopted last MC meeting
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| • Appeals committee will only meet if projects file appeal  
  • Volunteer committee members  
    o T Visco  
    o J Metcalf  
    o Kimberly Weinberg | **Action Item: Review and Approve Appeal Committee members** | |
| IV. Housing Focused Shelter  
Discussion – Funding for Rapid Re-Housing | C Moffett, K Moore  
1:45 – 2:00 | • See powerpoint presentation on expected need for and cost of housing to fulfill needs of a Housing Focused Shelter  
  o Agreement that addition resources for housing programs are necessary for a Housing Focused Shelter system to work  
  o Concern about attaching specific resources to shelters, i.e. only eligible for the program if staying at the shelter  
  o Estimated cost to house individuals going through a 100 bed Housing Focused Shelter | **No Action Taken** |
| | | **Potential Action Item: Approve Recommendation to City Council regarding amount of Rapid Rehousing Funding needed for Emergency Shelter** |
| V. Coalition Update | K Gossett, E Whelan  
D Shubitz, C Laguna  
S McDowell  
P Petty  
2:00 – 2:20 | Updates:  
City of Austin Resolution and Ordinances  
CoC & ESG Committee  
Local Policy and Practice Committee  
Youth Homeless Demonstration Project (YHDP) Leadership Advisory Council  
  • Working on new initiative to increase diversion services  
    o Intensive conversation with individual about all resources that might be available (local resources, friends, family...)  
Equity Task Group  
Other Updates  
  • Austin Youth Collective  
    o Seeking new members  
      ▪ Requirements for membership: lived experience with homelessness, age 18-24 years old  
      ▪ Expected time commitment of 4 to 10 hours a month | **N/A** |
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| • Advocacy Opportunities  
• Travis County  
• Healthcare for the Homeless | ||
| VI. Conflict of Interest  
Discussion for CoC Funded Agencies | Dr Brown, K Moore  
2:20 – 3:00 | Need to amend Austin/Travis County CoC Governance Charter to comply with HUD regulations  
• HUD Continuum of Care – Interim Rules on Conflict of Interest: “No Continuum of Care board member may participate in or influence discussions or resulting decisions concerning the award of a grant or other financial benefits to the organization that the member represents.”  
• Current draft language for Governance Charter amendment  
  o “Members with actual or perceived conflicts of interest must identify them as they arise. Individuals with a conflict of interest must recuse themselves from any discussion or voting on any issue in which they may have a conflict. No member shall participate in the discussion, influence, or vote upon any matter which shall have a direct financial bearing on the organization that the member represents or sits as a board member on the organization.”  
• Currently 16 members in Membership Council would be non-conflicted on discussions/votes on CoC funding  
• Concerns about how the current Governance Charter defines “quorum”  
• Decisions for a subgroup to meet later this month to hash out details  
  o Dr Brown  
  o L Ward  
  o J Metcalf  
  o V Karman  
  o C Moffett | No Action Taken – Will Discuss Again at August meeting |
| Adjournment | Next Meeting: August 5, 2019 1:00PM – 3:00PM; ECHO Training Room, 300 E. Highland Mall Blvd | |
| 2019 Meetings (all meetings are from 1:00 – 3:00PM) | January 7, 2019  
February 4, 2019  
March 4, 2019  
April 1, 2019  
May 6, 2019 | |
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<td><strong>August 5, 2019</strong></td>
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**REMINDER:** Starting in 2019, the meeting materials will not be printed in an effort to go green.