



Membership Council  
11/5/2018 | 1:00PM-3:00PM  
ECHO Office  
300 E. Highland Mall Blvd.

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**Chair** Dr. Virginia Brown  
Dell Medical School  
Virginia.brown@austin.utexas.edu

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**Co-Chair** Christy Moffett  
Travis County Health & Human Services  
Christy.moffett@traviscountytx.gov

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**Present** Virginia Brown (Dell Med), Christy Moffett (Travis Co), Yvonne Camarena (CommUnity Care), Kathleen Casey (IC), David Houke (Austin Recovery), Vella Karman (APH), Esther Johnson (HATC), Greg McCormack (Front Steps), Bill Brice (DAA), Jennifer Stephenson (APD), Josh Rudow (NHCD), Erin Whelan (LifeWorks), Ann Teich (AISD), Kelly White (SAFE), Stephanie Green (Caritas), Chris Laguna (Integral Care), Awais Azhar (HousingWorks), Sara Cook (CCC), Susan McDowell (LifeWorks), Peggy Davis Braun (ECHO Board), Angie Sommers (NHCD),  
  
Ann Howard, Sharyn Malatok, Kate Moore, Laura Evanoff, Melissa Wheeler, Andrea Brauer, Richard Dodson, Dylan Juza (ECHO Staff)

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## Minutes

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### 1:00-1:10 **Welcome & Introductions**

*Action Item: Review & Approve October 2018 Minutes*

**(Minutes approved by consensus with amendment to:**

- **B Brice presented System Triage Plan and requested approval on proposed plan to membership. System Triage Plan approved by consensus.**
- **Remove Awais Azhar from attendance list.)**
- V Brown announced plan to move away from providing printed copies during meetings.
- Requested feedback from membership on ways to improve the process of delivering meeting materials in advance.
- Reminder that membership approves through consensus through the show of raising hand and showing level of agreement (5 indicating agreement to 1 indicating opposition). If member is uncomfortable with decision, signal by raising hand with a 1 or voicing concern.

### 1:10-1:25 **Action Plan (A Brauer)**

Report:

Progress Report Update – Review, The [Action Plan Progress Report](#) is posted on the ECHO website.

### 1:25-1:40 **Action Plan and Progress Report Next Steps (A Howard)**

Report:

- Encourage members and agency leadership to share Action Plan Progress Report with staff, boards, and other community members.

Homework for Council Members:

- Members to read Progress Report and be prepared to respond to questions during the December 2018 meeting.
- Will have a mapping activity to find common strengths and gaps across the community. Questions to consider:
  - How does this align with what your agencies mission and purpose?
  - How does your work align with the Action Plan?
- V Brown – will send Action Plan Progress Report to Population Health and see where colleagues may be able to assist with the work.

Feedback:

- B Brice – Will need to add a section to include the Homeless System Process Triage coordinated by Downtown Austin Alliance. Mapping activity will help set future goals, priorities, and metrics.
- Azhar: Action Plan Progress Report should outline funding and policy gaps. Consider how the Progress Report will include updates on funding and policy areas. The Action Plan identifies numerous areas, but the Progress Report should identify 3 big items to focus on.

1:40-2:35

**Continuum of Care Business**

Action Item: Approve PITC Methodology (Flor Hernandez-Ayala & Anna Kiloueva)

- Presented changes made to the PIT Count Survey and the reasoning for changes. [Presentation Material](#)

Feedback:

- J Rudow – attended a HUD webinar in which HUD was pushing the use of a mobile app. Suggestion to consider the use of an application to collect data during PIT Count. Benefits include not having to re-enter data and ability to have real-time data.
  - Finding funding. Goal for 2020 is to go paperless. Looking at tools used by other agencies. (THN). Looking at security measures of protecting data that is coming from those tools.
- Request for PIT Committee to consider encouraging volunteers to add notes under question 7 in case it may be helpful with data collection.
  - M Wheeler – Can provide instructions during volunteer training to encourage people to circle specific responses or add detailed notes on the form if disclosed (e.g., type of disability). Can do yes and no and then if the volunteer is getting more details – they can circle or make a note.
- Question 7 does not include substance use as a disability. Concern around people underreporting disability status if it's not included as an example. There is confusion about SUD as a disability, so it was left off of the survey. However, the information will be gathered from extrapolating SUD numbers from Coordinated Entry.

**(PITC Methodology approved by consensus pending changes.)**

Action Item: Approve establishing VAWA Workgroup (E. Goodison)

Request that VAWA Task Group be established as an ongoing workgroup under the Local Policy and Practice Committee. [VAWA Housing Protections Workgroup Proposal](#)

- 60 providers attended the September training. Since the training, an avg of 3 calls a week for Technical Assistance from service providers for case assistance or for policy development.

- Membership to participate in workgroup is open and encourage others to contact E Goodison or L Evanoff for more information.

**(VAWA Workgroup Establishment Approved by consensus)**

*Action Item: Approve Membership Council Slate (A Howard)*

Needed Seats:

- Business Sector - Still recruiting open seat.
- Faith Based Seat - The Slate Committee has identified a candidate to represent and fill the Faith Based seat - Steve Brothers.
- ECHO Board Liaison - Peggy Braun will serve as the liaison from the ECHO Board of Directors. Governance Charter Bi-Laws state that ECHO Board liaison should act as a voting member should there not be enough voting members present.
- Housing Authority of Travis County - Esther Johnson will be replacing Patrick Howard as a voting member.

Committee Chairs:

- Schedule is set to approve Committee Chairs by the end of December or January.

Feedback:

- V Karmen – inquired about candidates to fill Family and Children Membership Council seat.
  - A Howard – historically, Foundation for the Homeless has been the representative agency. Slate Committee has outreached and encouraged other agencies to apply for seat. (e.g., Any Baby Can). Contact Slate Committee or A Howard for suggestions on how to fill positions moving forward.
- C Laguna – Local Policy and Practice Committee – requested more representation from people with lived experience. Suggestion to Slate Committee to consider adding more seats to Membership Council to diversify current representation.
  - A Howard – possible to amend the by-laws.

**(Membership Council Slate Approved by consensus.)**

2:35-3:00

**Community Business**

*Report: City of Austin - FY19-23 Consolidated Plan (Angie Summers - NHCD)*

- COA receives federal funding from HUD and is responsible for completing and submitting the Consolidated Plan. COA is in Planning phase right now. 5-year strategic plan - framework for identifying community housing.
  - Plan to re-align the Consolidated Plan with the Housing Blue Print (2018).
  - Timeline (pg. 7). Still in development and planning phases.
  - Seeking more community engagement – more robust community engagement plan. GO out into community around January to speak with various groups and stakeholders (e.g., workgroups, Membership Council).

Feedback:

- A Howard – this is positive – Blue Print speaks to the need for additional PSH in the community. We want to be at the table to ensure language is aligned with community goals to end homelessness. Work with city and county to align federal dollars.

Report: ARCH (V Karmen)

- Completed re-bid for contract and closed on Oct 30. Beginning evaluation and review process. Target date is to have recommendations by Dec 2018 but may have to extend out. Will be on agenda in January. *V Karmen to share upcoming dates when known.*

Report: COA 2019 Budget (V. Karmen)

- Council passed a resolution for \$647,000. Approved to go to EMS, APD, and Downtown Community Court for various initiatives (ex: expand HOST services).
- RRH funding - contract with Integral Care focused on targeting individuals outside and accessing the ARCH.
- Additional Navigation and Outreach funding awarded to Integral Care. Contract with PATH team (federal) allows team to expand by two additional staff.
- Additional funding awarded to address panhandling. (Workforce First – Family Eldercare is lead fiscal agency).
- Funding allocation has not been decided on for an additional \$100,100.
- COA to hire new position responsible for coordinating homeless services across the city.
- City Council adopted [Strategic Direction](#).

Report: YHDP Update (A Howard)

- Ending Youth homelessness is more about collectively building a community system – make homelessness rare and brief.
- YHDP is a grant this is from HUD to develop a community plan and begin strategies to end youth homelessness over time.
- Within 2 weeks, each program component had clients enrolled. Shows planning done in advance to prepare for start-up. Great example of how community created the Community Plan to End Youth Homelessness and was able to align efforts before funding was released.
- Review of Youth By-Name-List showed 300 youth on list. Of those, 30 self-resolved. Few communities have youth dedicated BNL.

Report: Homeless System Process Triage (DAA) (B Brice)

- Homeless System Process Triage scheduled for 11/27/18. Invited 12 front line staff from various homeless service agencies to participate and identify barriers in the system. Purpose of triage is to create a comprehensive system map. Agencies include Salvation Army, Caritas, APD, I-Team, ECHO, Front Steps, LifeWorks, Integral Care. Once triage phase is complete, will coordinate and schedule a Deep Dive meeting.

Feedback:

- Request to include SAFE staff.

Not Presented on: iTeam – Navigation Center

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**Next Meeting:** December 3, 2018 1:00PM – 3:00PM; ECHO Training Room, 300 E. Highland Mall Blvd.