



# Minutes

**Committee:** Membership Council

**Date:** 1/7/19

**Duration:** 1:00 – 3:00

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

**Presiding:**

**Attendance:**

P = Present

TC = Attended via Dial in

A = Absent

Membership Council Members							
P	Dr. Virginia Brown	P	Peggy Davis Braun	P	Greg McCormack	A	Yvonne Camarena
A	Christy Moffett	P	Lisa Garcia	P	Josh Rudow	P	Kathleen Ridings
A	Ann Teich	A	Erin Whelan	P	Kimberly Weinberg	P	Jennifer Stephenson
A	Laura Ward	P	Steven James Potter	P	Kathleen Casey		
A	David Houke	A	Esther Johnson	P	Vella Karman	P	Lyric Wardlow
P	Cecil Lockwood	P	Kelly White	A	Tod Marvin	A	Alex Zapata
A	Jessie Metcalf	P	Steve Brothers				
Committee Chairs							
P	Chris Laguna	P	Dylan Shubitz	P	Kali Gossett	P	Susan McDowell
Advisors							
P	Awais Azhar	P	Adelita Winshester	P	Thomas Visco	P	Paul Caudero
A	Bill Brice	P	Sarah Cook				
Other Contacts							
A	Ashley Richardson	A	Kathie Tovo	A	Laurie Pharr	A	Cacki Young
P	Mandy DeMayo	A	Blake Smith	A	Angie Sommers		
ECHO Staff							
P	Ann Howard	P	Kate Moore	P	Sharyn Malatok	P	Andrea Brauer
P	Laura Evanoff	A	Tim Long	P	Melissa Wheeler	P	Preston Petty
	Kaleigh Phelan	P	Axton Nichols				

AGENDA			DISCUSSION	ACTION ITEMS
I. Welcome & Nov Minutes	Dr. Virginia Brown	1:18-1:20	Review and Approve December 2018 Minutes <ul style="list-style-type: none"> <li>Minutes approved by consensus without revision.</li> </ul>	<ul style="list-style-type: none"> <li>N/A – no amendments needed.</li> </ul>
			Other Announcements: <ul style="list-style-type: none"> <li>Responsibilities of members: review coversheet in advance. Purpose of coversheet is to guide members on what to do with attachments.</li> <li>Body governs through consensus model using the <a href="#">Fist to Five Voting and Consensus</a> process.</li> <li>Will record minority report. This allows recognition of items that are approved by consensus but do not have complete agreement by all members.</li> </ul>	



AGENDA		DISCUSSION		ACTION
	Kate Moore		<b>Action Calendar</b> <ul style="list-style-type: none"> <li>Agenda consists of standing items that are tentative based on HUD timeline and other items prioritized based on community need.</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
			<b>Committee Co-Chairs</b> <ul style="list-style-type: none"> <li>HUD CoC and ESG Committee <ul style="list-style-type: none"> <li><i>Co-Chairs approved by consensus.</i></li> </ul> </li> <li>Local Policy and Practice Committee <ul style="list-style-type: none"> <li><i>Co-Chairs approved by consensus.</i></li> </ul> </li> <li>Youth Homelessness Demonstration Project Leadership Advisory Council <ul style="list-style-type: none"> <li><i>Chair approved by consensus.</i></li> </ul> </li> <li>Membership Council Advisors <ul style="list-style-type: none"> <li><i>Advisors approved by consensus.</i></li> </ul> </li> </ul> <p><i>Recommendation: Increase awareness around recruitment of new committee chairs to ensure that all agencies can encourage and approve staff for committee leadership roles and in voting positions of Membership Council.</i></p> <p><i>Susan McDowell - May change YHDP Leadership Advisory to Ending Youth Homelessness to (oversight of 3 YHDP grants). Change in name will capture the broader community work the group does.</i></p>	<ul style="list-style-type: none"> <li>N/A – all committee chairs approved by consensus without revisions.</li> </ul>
			<b>Annual Conflict of Interest Verification</b> <ul style="list-style-type: none"> <li>Action: All Membership Council positions required to sign Conflict of Interest form by end of meeting and leave signed copy.</li> </ul>	<ul style="list-style-type: none"> <li>Members absent from meeting to review and submit signed form by 2/4/19</li> </ul>
<b>III. Coalition Update</b>	Andrea Brauer	2:15 – 2:38	<b>Advocacy Opportunities</b> <ul style="list-style-type: none"> <li>Will report Action Plan progress on a quarterly basis.</li> <li>ECHO submitted comments on City of Austin’s Blue Print Report.</li> <li>There are targets in the Blue Print – please provide comments in the implementation plan. There are targets for PSH and RRH that COA have set out</li> <li><i>Recommendation to share talking points to community members (e.g., faith-based organizations) that want to advocate for (include details: who, when, what, where).</i></li> </ul>	<ul style="list-style-type: none"> <li>Members to identify agency point of contact in order to operationalize advocacy communication initiatives.</li> </ul>

AGENDA		DISCUSSION		ACTION
	Vella Karmen  Christy Moffett		<p><b>City of Austin</b></p> <ul style="list-style-type: none"> <li>Assistant City Manager at Economic and Affordability – Rodney Gonzalez. SD23 – Strategic Direction. Homeless Strategy and homeless metrics sit under this realm.</li> </ul> <p><b>Travis County</b></p> <ul style="list-style-type: none"> <li>General Obligation Bond for affordable housing – has not done this because they are not legally allowed to do this. Can issue certificates of obligation for certain items.</li> <li>Opportunity: Working on Consolidated Plan. Will be at Commissioner’s Court on the January 15<sup>th</sup>.</li> <li>Wanting to create a series of products that can be pulled out for the Consolidated Plan. Approve goals and investments for the next 5 years which will be tied to the Action Plan.</li> <li>Public Comment period will be in the Summer but will be presented to Membership Council beforehand.</li> </ul> <p><b>Healthcare for the Homeless</b></p> <ul style="list-style-type: none"> <li>Reopening the KOZ clinic by March 1<sup>st</sup> (deadline). Not impacted by government shutdown right now so not expecting any delays with final approval for clinic.</li> <li>Combining two sites to ensure it will have at least 3 to 4 physicians.</li> <li>Landing space for other partners in the community to help connect to other community partners and the resources they offer.</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> <li>N/A</li> <li>N/A</li> </ul>
<b>IV. Continuum of Care Business</b>	Tim Long	2:38 – 2:40	<p><b>Point in Time Count Update</b></p> <ul style="list-style-type: none"> <li>340 volunteers currently signed up but needing 600 volunteers.</li> <li>Event is on Jan 26<sup>th</sup></li> <li>First volunteer training is on 1/7/19 at NHCD at 5:00pm</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	Laura Evanoff	2:40 – 2:50	<p><b>2018 Q3 Performance Scorecard Summary</b></p> <ul style="list-style-type: none"> <li>Laura Evanoff presented 2018 Quarter 3 CoC Performance Scorecard Summary.</li> <li>LifeWorks and Green Doors scores are weighted averages.</li> <li>Performance Improvement Plan (PIP) benchmark score is set at 60. Currently no projects are placed on a PIP based on scorecard performance.</li> <li>Increasing income for Stayers has been challenging for projects.</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>

AGENDA		DISCUSSION		ACTION
	Kali Gossett	2:50 – 3:00	<p><b>Scorecard Updates</b></p> <ul style="list-style-type: none"> <li>CoC and ESG Committee have been reviewing possible updates to scorecard and hope to present updated version to Membership Council during March 2019 meeting.</li> </ul> <p><b>Scorecard Appeal Policy</b></p> <ul style="list-style-type: none"> <li>Membership Council will review policy during February meeting.</li> <li>Important to understand how scorecard is being used and the role it plays during the NOFA Competition.</li> </ul> <p><b>CoC and ESG Committee February Agenda</b></p> <ul style="list-style-type: none"> <li>Will review and discuss the Rank and Review Policy during the CoC and ESG Committee meeting in February. Any comments or suggestions will be reported to Membership Council during March meeting.</li> </ul>	<ul style="list-style-type: none"> <li>Add Scorecard Appeal Policy as an Action Item for February Membership Council meeting.</li> </ul>
<b>V. Current Topics</b>			<del><b>NHCD Consolidated Planning Input</b></del>	
<b>Adjournment</b>			<p><b>Next Meeting: February 4, 2019</b> 1:00PM – 3:00PM; ECHO Training Room, 300 E. Highland Mall Blvd</p> <p><b>2019 Meetings (all meetings are from 1:00 – 3:00PM)</b>  January 7, 2019  <b>February 4, 2019</b>  March 4, 2019  April 1, 2019  May 6, 2019  June 3, 2019  July 1, 2019  August 5, 2019  September 2, 2019  October 7, 2019  November 4, 2019  December 2, 2019</p> <p><b>REMINDER: Starting in 2019, the meeting materials will not be printed in an effort to go green.</b></p>	