



Minutes

Committee: Membership Council

Date: 7/6/2020

Duration: 1:00 – 3:00

Meeting Place: VIRTUAL MEETINGS VIA ZOOM

<https://us02web.zoom.us/j/82120025324>

Meeting ID: 821 2002 5324

Presiding:

Attendance:

P = Present

TC = Attended via Dial in

A = Absent

Membership Council Members							
P	Dr. Virginia Brown	A	Esther Johnson	P	Kelly White	A	Steven James Potter
P	Christy Moffett	A	Greg McCormack	A	Andrew Miller	A	Gretchen Nelson
A	Alex Zapata	A	Ryan Adam	P	Laura Ward	P	Vella Karman
P	Ann Teich	P	Jessie Metcalf	P	Lisa Garcia	P	Yvonne Camarena
A	Catherina Conte	P	Dawn Perkins	P	Lyric Wardlow		
A	Donna Ware	P	Kathleen Casey	P	Peggy Davis Braun		
		A	Kathleen Ridings	A	Steve Brothers		
Committee Chairs							
P	Kellee Coleman	P	Dylan Shubitz	P	Kali Holyfield	P	Susan McDowell
P	Erin Whelan						
Advisors							
P	Awais Azhar	P	Bill Brice	A	Sarah Cook	A	Irit Umani
P	Adelita Winchester	A	Paul Caudero	A	Thomas Visco	P	Cosy Hough
P	Cacki Young	A	Phil Session	A	John Waller (COA)	P	Sam Verde
A	Gyllian Garvey (United Way)	P	Ruth Ahearn	P	Jason Phillips	P	Quiana Fisher
A	Amy Price (United Way)	P	Neil Hackett	P	Akeshia Johnson-Smothers		
ECHO (CoC Lead)							
P	Matt Mollica	P	Kate Moore	P	Preston Petty	P	Axton Nichols
P	Laura Evanoff	P	Sarah Duzinski	A	Chris Davis	P	Chris Murray
P	Claire Burrus	P	Mason Turpin	P	Whitney Bright	A	Norman Harris
P	Andrew Willard	A					

AGENDA			DISCUSSION	ACTION ITEMS
I. Welcome & Approval of Minutes	Dr Brown	1:00 – 1:10	Review and Approve June 2020 Minutes <ul style="list-style-type: none"> Action item: Review and approve June 2020 minutes 	<ul style="list-style-type: none"> June 2020 minutes updated to reflect correct “next meeting” date and approved
II. Coalition Updates	M Mollica	1:10 – 1:35	ECHO Board <ul style="list-style-type: none"> Ongoing discussion around diversity in hiring at ECHO and on the ECHO Board 	

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	<p>L Wardlow</p> <p>E Whelan</p>	<ul style="list-style-type: none"> ○ ECHO Board would like to ensure the applicant pool to fill the new Director of Research and Evaluation includes candidates with diverse backgrounds ● Discussed upcoming NHCD project that could create 60 new CoC housing unites <ul style="list-style-type: none"> ○ Board sent resolution to NHCD in support of the project ● Reviewed details around ECHO applying for and receiving a Paycheck Protection Program (PPP) Loan ● ECHO Job posting for Director of Research and Evaluation position <p>Austin Youth Collective</p> <ul style="list-style-type: none"> ● Discussing strategies to recruit new members to AYC including people outside of LifeWorks <ul style="list-style-type: none"> ○ Requirements to join AYC <ul style="list-style-type: none"> ▪ Between the ages of 18 and 27 ▪ Must have lived experience of homelessness ○ Interested individuals should contact Rhie Morris ● Working on impact surveys for youths with lived experience about how they are being served during the ongoing COVID-19 pandemic ● Reviewing the Independent Review Team (IRT) process for prioritizing funding for programs during the CoC NOFA competition <ul style="list-style-type: none"> ○ Discussing how to hold organizations accountable for involving people with lived expertise in homelessness ○ Looking to present a proposal to MC at the August meeting <p>Youth Homelessness Demonstration Project Leadership Advisory Council</p> <ul style="list-style-type: none"> ● Currently in the last quarter of the 2-year demonstration project ● Project continues to evolve based on the needs of participants ● Developed a data dashboard to help track progress ● The YHDP is a major component in our community's efforts to end youth homelessness by the end of 2020 <ul style="list-style-type: none"> ○ Since October 2018, 160 youths have been served by YHDP Rapid Re-Housing <ul style="list-style-type: none"> ▪ This number does not include youths served by programs with different funding sources, e.g. CoC, ESG ▪ 87 of the 160 youths have been served in 2020 ○ 160 youths served via the YHDP Diversion program since October 2018 ○ 75 youths served by the YHDP Transitional Housing/Rapid Re-Housing joint component program (PORT) since October 2018 	
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	P Petty	<ul style="list-style-type: none"> <ul style="list-style-type: none"> <ul style="list-style-type: none"> ▪ The structure of the PORT program has been modified during the program’s life based on feedback from program participants <ul style="list-style-type: none"> • The shared-living arrangement has not worked for all participants including parents with children and queer-identified youths <ul style="list-style-type: none"> ▪ Equity Task Group <ul style="list-style-type: none"> • Updated previous proposal to address racial inequities in our community’s housing assistance prioritization process (Coordinated Entry) <ul style="list-style-type: none"> ○ At the suggestion of HUD, prioritization elements based explicitly on race/ethnicity were replace with proxy elements <ul style="list-style-type: none"> ▪ I.e. identifying specific ways racial minorities may be disproportionately negatively impacted and prioritize based on those factors ○ Ongoing questions on why HUD allows prioritization based on some protected classes (like age) but will not allow prioritization based on the protected class of race/ethnicity • To identify new factors that could be used to prioritize, a sample of individuals (around 230) were asked to respond to additional questions around potentially racially disparate variables after completing a Coordinated Entry assessment <ul style="list-style-type: none"> ○ This process resulted in three new categories of questions to potentially be included in the CE assessment that could add up to 7 points to an assessment score <ul style="list-style-type: none"> ▪ Gentrification: up to 2 points <ul style="list-style-type: none"> • Born and raised in Austin: 1 point • Additional point if born/raised or previously resided in an Austin-area ZIP code that has been disproportionately affected by gentrification ▪ CoA Equity Office Report: up to 3 points <ul style="list-style-type: none"> • Involvement in juvenile justice or foster care: 1 point • Did not complete high school or GED: 1 point • Household member under 18: 1 point ▪ Disparate medical conditions: up to 2 points • The drafting of the updated proposal was informed by consulting with other groups around the country that are trying to address the same issue (other CoCs) and health workers 	<ul style="list-style-type: none"> • Action Item: Coordinated Entry Prioritization Policy adopted (approved by consensus)
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	K Moore		<ul style="list-style-type: none"> • Every new question included in this proposal was tested with clients and the testing data showed that Black/African-American and Latinx individuals disproportionate answer affirmatively • If proposal is adopted, the new questions will be added to the Coordinated Entry assessment to be tested out, then the Equity Task Group will review results on a monthly basis to check if the new questions are having the desired outcome (i.e. greater prioritization of Black/African-Americans and Latinx individuals) <ul style="list-style-type: none"> ○ Based on results observed questions may be modified, added, or removed in a continuous process • Current proposal would not affect the prioritization of individuals who completed a Coordinated Entry assessment and have already been referred to a permanent housing program prior to the implementation of the proposed changes. • <i>Action Item: Approved by consensus Coordinated Entry Prioritization Policy</i> <p>Local COVID-19 Response Update</p> <ul style="list-style-type: none"> • Information on the local response to COVID-19 including the management structure develop in consultation with the national consultants working with the city can be found online <ul style="list-style-type: none"> ○ https://www.austinecho.org/covid19-service-providers/ ○ https://www.austintexas.gov/edims/pio/document.cfm?id=339355 	
III. Membership Council Business	Dr Brown/C Moffett Dr. Brown	1:35 – 2:10	<p>Governance Body Action Items: Approval Request</p> <ul style="list-style-type: none"> • Every year the CoC Board (Membership Council) must designate the HMIS Lead Agency and CoC lead Agency/CoC Collaborative Applicant <ul style="list-style-type: none"> ○ ECHO has filled these lead agency roles for many years now • <i>Action Item: Designate HMIS Lead Agency</i> • <i>Action Item: Designate CoC Lead Agency/CoC Collaborative Applicant</i> <p>Written Standards Subcommittee</p> <ul style="list-style-type: none"> • ECHO staff have been working on updated “Written Standards for Program Service Delivery” for the Austin/Travis County CoC to come into compliance with current regulations • Following a period for public comment on the proposed Written Standards, a subcommittee was formed with the authority to review and approve the Written Standards on behalf of the full Membership Council <ul style="list-style-type: none"> ○ Subcommittee met on July 1st and approved the updated Written Standards 	<ul style="list-style-type: none"> • Action Item: ECHO designated HMIS Lead Agency (approve by consensus) • Action Item: ECHO designated CoC Lead Agency/CoC Collaborative Applicant (approved by consensus) • Updated “Written Standards for Program Service Delivery” were adopted by the appointed subcommittee on July 1st

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<p>IV. Continuum of Care & HMIS Lead Agency</p>	<p>K Moore</p> <p>C Burrus</p> <p>W Bright</p>	<p>2:10 – 2:40</p>	<p>CoC Funding Competition</p> <ul style="list-style-type: none"> ● FY20 CoC NOFA Update <ul style="list-style-type: none"> ○ Still waiting on official word from HUD on potential changes to the FY20 CoC NOFA process ○ Possibility that HUD will implement an abbreviated NOFA competition process this year, but unlikely that the NOFA competition will be completely cancelled ○ Local work around the CoC NOFA competition has been postponed until guidance from HUD is made available <p>2020 Q1 CoC Performance Scorecard Summary</p> <ul style="list-style-type: none"> ● Full summary report can be viewed here ● No projects scored below the threshold that would trigger a Performance Improvement Plan (PIP) ● Overall average project performance score decreased slightly compared to 2019 Q4 ● All projects are performing well on HMIS data completeness and timeliness measures ● Performance on “successful exits to permanent housing destinations” metric also remains high ● Room for improvement on “income growth” metrics <p>HMIS</p> <ul style="list-style-type: none"> ● Housing Inventory Count (HIC) and Point in Time Count (PIT) reports were submitted to HUD before the deadline at the end of June <ul style="list-style-type: none"> ○ Bed utilization (as identified in the HIC) was 91% <ul style="list-style-type: none"> ▪ Minimum threshold set by HUD is 60% ● ECHO HMIS and Data departments will be working on data analysis between the 2019 and 2020 HIC reports to identify any trends 	
<p>V. Committee Updates</p>	<p>D Shubitz</p> <p>K Holyfield</p>	<p>1:20 – 1:50</p>	<p>Local Policy & Practice Committee</p> <ul style="list-style-type: none"> ● Last committee meeting focused on community updates including updates from ECHO’s housing team on the Fair Chance Housing ordinance <p>CoC & ESG Committee</p> <ul style="list-style-type: none"> ● Reviewed project performance scorecards ● Committee reviewed a new “Timeliness” policy draft and plan to bring the policy to MC for approval ● HMIS Emergency Operations Policy 	<ul style="list-style-type: none"> ● Action Item: HMIS Emergency Operations Policy (adopted by consensus)

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			<ul style="list-style-type: none"> ○ Policy outlines procedures for installing a temporary PKI (Public Key Infrastructure) which is necessary to access HMIS on personal devices in light of changes in program operation due to COVID-19 (e.g. people needing to use their personal computer at home to access HMIS) <ul style="list-style-type: none"> ▪ Procedure would require an agency's HMIS Administrator to notify the ECHO HMIS team once the HMIS user returns to work so the ECHO HMIS team can remove the PKI from the worker's personal device ○ Policy adds specific guidance around the use of the HMIS Release of Information (RoI) when workers are unable to meet with individuals face to face <ul style="list-style-type: none"> ▪ Content of the RoI must be explained to the individual over the phone, and the worker can accept verbal consent that is then documented in HMIS ▪ As soon as feasible, workers should obtain the individual's signature <ul style="list-style-type: none"> • <i>Action Item: HMIS Emergency Operations Policy</i> 	
Adjournment			Next Meeting: August 3, 2020 1:00PM – 3:00PM; Virtual meeting invite to be sent out later	