



# Minutes

**Committee:** HUD COC & ESG Committee

**Date:** 10/28/20

**Duration:** 9:00am – 11:00am

**Meeting Place:**

<https://us02web.zoom.us/j/85240986101>

**Attendance:**

P = Present

TC = Attended via Dial in

A = Absent

CoC & ESG Workgroup Attendees							
A	Allison Jackson	P	Erin Whelan	A	Michelle Myles	P	Rick Rivera
A	Caitlin Bayer	A	Greg McCormack	A	Miranda Spiro	P	Robyn Schoen
A	Caitlin Bond	A	Hosie Washington	A	Myk Stocks	A	Sam Verde
A	Christa Noland	P	Jason Phillips	A	Naomi Tejero	A	Samantha Campbell
P	Christina Montes	A	Jim Currier	A	Natasha Shoemake	A	Shontell Gauthier
A	Courtney Jones	P	Kali Holyfield	P	Neil Hackett	A	Sylvia Garrett
A	Darcy Rendon	P	Kate Bennett	A	Netanya Jamieson	P	Victoria Perez
A	Delia DeLeon	A	Kathy Ridings	A	Quen Jones	P	Julie Rinas
P	Dylan Shubitz	A	Lorena Martinez	P	Rachel Connors	A	
P	Emily Edgerly	P	Mamadou Balde	P	Rachel Maxwell	A	
A	Erin Goodison	A	Melinda Cantu	P	Rachel Pound	A	
ECHO Attendees							
A	Akram Al-Turk	P	Chris Murray	A	Katelyn Underbrink	A	Preston Petty
P	Andrew Willard	P	Claire Burrus	A	Laura Evanoff	P	Sarah Duzinski
A	Axton Nichols	P	Eri Gregory	A	Mason Turpin	P	Whitney Bright
A	Brandi Davis	A	Kate Moore	A	Norman Harris	P	Wayne Mixon

AGENDA		DISCUSSION	ACTION ITEMS
<b>I. Welcome</b>	K. Holyfield / E. Whelan	<ul style="list-style-type: none"> <li><b>Action Item:</b> approve September 2020 meeting minutes.</li> </ul>	September 2020 minutes approved with no revisions.
<b>II. CoC Business</b>	K. Holyfield	<b>Membership Council updates</b> <ul style="list-style-type: none"> <li>Membership Council: past action items and upcoming agenda               <ul style="list-style-type: none"> <li>No update on scorecards, subcommittees, or PSH written standards.</li> <li>Summer Wright approved to fill MC seat for AYC</li> <li>PSH Transfer Policy approved</li> <li>O&amp;N Outreach Request Policy to be voted on at next meeting.</li> </ul> </li> </ul>	
<b>III. CoC Lead Agency Updates</b>	A. Willard	<b>HUD Field Office: Obligated Funds Report Out</b> <ul style="list-style-type: none"> <li><b>Question:</b> Would agencies like a public discussion/sharing of ELOCCS spending reports?</li> </ul>	

AGENDA	DISCUSSION	ACTION
	<ul style="list-style-type: none"> <li>○ <i>HACA endorsed the idea and felt the transparency and public support amongst agencies sounded like a good idea.</i></li> <li>○ <i>Caritas also felt the transparency was good, and also felt it would help the community identify trends and shared challenges.</i></li> <li>○ <i>Front Steps thought it would be helpful.</i></li> <li>○ <i>HATC said this is okay and would love to continue to explore ideas.</i></li> <li>○ Overall: Members endorsed the idea for transparency purposes and to help agencies support each other in preventing deobligation of funds, spending down all the funds, in identifying common trends and shared challenges etc.</li> </ul> <ul style="list-style-type: none"> <li>● <b>Consensus:</b> <i>ECHO will share this report with the CoC &amp; ESG Committee members by email when it is received.</i></li> </ul> <p><b>CoC Performance Scorecards</b></p> <ul style="list-style-type: none"> <li>● Q3 Scorecard Due Date: Oct 31 <ul style="list-style-type: none"> <li>○ Adjusted due date to November 2nd to give agencies time to work over the weekend, if needed.</li> </ul> </li> </ul> <p><b>HMIS Department</b></p> <ul style="list-style-type: none"> <li>● LSA (Longitudinal Systems Analysis) Guide sent out for data cleanup – Currently due Dec. 31 (subject to possible change)</li> <li>● HIC – if bed inventories have changed due to COVID, agencies should let ECHO HMIS know, and then let them know when it changes back.</li> <li>● HMIS Help Desk Ticket will be available next week <a href="#">here</a></li> <li>● Open Office Hours for HMIS-related issues provided by B. Davis (ECHO HMIS Trainer) available on ECHO’s website. Email Brandi (<a href="mailto:brandidavis@austinecho.org">brandidavis@austinecho.org</a>) if you can ahead of time before joining Zoom link</li> <li>● Ethics refresher training will be coming in the next few weeks. All HMIS users must pass the quiz to continue using HMIS after 1/1/21.</li> <li>● Working on revamping HMIS training material</li> </ul> <p><b>COVID-19 MegaWaiver #3</b></p> <ul style="list-style-type: none"> <li>● Homeless Strategy Officer Position is still posted/open</li> <li>● Published 10/2 – received guidance/clarification from HUD Field Office</li> <li>● Allows flexibility w/ inspections requirements imposed on landlords – as long as providers had in their written standards, that physical inspections by providers will occur w/in 3 months after the COVID-19 crisis ends</li> <li>● RRH for one-time CM extension – RRH providers will need to submit another waiver requirement</li> </ul>	<p><b>Scorecards are now due November 2, 2020.</b></p>
C. Burrus		
W. Bright		
A. Willard		
E. Gregory		

AGENDA	DISCUSSION	ACTION
	<ul style="list-style-type: none"> <li>• Working on creating updated local guidance on COVID-19 MegaWaiver requirements</li> <li>• Updating HMIS assessments to include info on waived requirements               <ul style="list-style-type: none"> <li>○ Question: Do waivers apply only to current grant year, or do they carry over? Answer: It is probably best to resubmit waiver per grant period and/or check with the field office if unsure.</li> </ul> </li> </ul> <p><b>Educational Services Policy</b></p> <ul style="list-style-type: none"> <li>• Continuing work to gather information regarding successes, challenges, gaps in policy through key informant interviews, research review, etc.</li> <li>• Please complete survey, if applicable:  <a href="https://docs.google.com/forms/d/e/1FAIpQLSfgGaLRFuvibocmSaySW6W93KRFaVpWTt2omCSfvNa203MGkA/viewform">https://docs.google.com/forms/d/e/1FAIpQLSfgGaLRFuvibocmSaySW6W93KRFaVpWTt2omCSfvNa203MGkA/viewform</a></li> </ul>	
<b>IV. YHDP Scorecard Data Period Proposal</b>	<p>E. Whelan K. Bennett</p> <p><b>Action Item:</b></p> <ul style="list-style-type: none"> <li>• Finalize Membership Council Proposal</li> <li>• <b>Original Proposal:</b> Incorporate into current <a href="#">CoC's "Review, Rating and Ranking Policy &amp; Procedure"</a> addressing when a new non-CoC funded project (e.g., demonstration project) transitions into the CoC:               <ul style="list-style-type: none"> <li>○ YHDP was a "demonstration project" from September-2018 to September-2020 and "transitioned" into being a CoC project on 10/01/20.                   <ul style="list-style-type: none"> <li>▪ Should demonstration projects be treated as a first-time renewal CoC project (FY21 NOFA scored only on application) or a renewal project (FY21 NOFA Scored on application plus previous 12 months of performance data)? Could the previous performance be included on the written application?</li> <li>▪ Does YHDP need to submit scorecards starting 10/01/20, but not be help to PIP or rank &amp; review until there are 12 months of data as a CoC program?</li> </ul> </li> <li>○ Concerns around unfairly evaluating a non-CoC funded project per the CoC scorecard process if a non-CoC funded project is immediately subject to the current Rank &amp; Review process once it transitions into a CoC project – e.g., YHDP has not collected scorecards during the 2-yr period that was a "demonstration project."</li> </ul> </li> </ul>	<p>LifeWorks will bring their final written proposal to this committee for review in November 2020, to be presented to MC in December 2020.</p>
<b>V. Emergency Solutions Grant</b>	<p>COA</p> <p><b>City of Austin ESG</b></p> <ul style="list-style-type: none"> <li>• City ESG Updates               <ul style="list-style-type: none"> <li>○ RRH &amp; ES programs are routing for signatures</li> <li>○ ESG-CV round 1 programs are split – one going for signature and the other finishing up the exhibit affirmation process before going through QA check.</li> </ul> </li> </ul>	

AGENDA	DISCUSSION	ACTION
	<p>A. Willard</p> <p><b>TDHCA ESG</b></p> <ul style="list-style-type: none"> <li>• TDHCA ESG Updates <ul style="list-style-type: none"> <li>○ ECHO is finalizing second RFA and will be sending out Scope of Work by the end of this week.</li> </ul> </li> <li>• RFA Survey Results <ul style="list-style-type: none"> <li>○ Agencies reported being concerned with sustainability of project due to the short-term nature of funds (i.e. 12 months).</li> <li>○ Agencies reported being concerned about hiring and retaining staff.</li> <li>○ Agencies reported feeling overwhelmed and did not feel ready to take on new federal funds.</li> </ul> </li> </ul>	
<p><b>VI. Workgroup Updates</b></p>	<p>C. Burrus</p> <p><b>Equity Task Force</b></p> <ul style="list-style-type: none"> <li>• Group is discussing how to coordinate efforts for new Racial Equity demonstration project.</li> <li>• Currently in initial stages (month 2) of Demo Project, which will last 6 months</li> <li>• Participating in learning opportunities provided through HUD TA, etc. <ul style="list-style-type: none"> <li>○ Suggestion from E. Whelan (LifeWorks) about figuring out which staff can regularly provide updates from Equity Task Force – C. Burrus to follow up w/ group on this suggestion</li> </ul> </li> </ul> <p>W. Bright</p> <p><b>HMIS Workgroup</b></p> <ul style="list-style-type: none"> <li>• LSA Data Cleanup Ongoing</li> </ul> <p>A. Willard / S. Duzinski</p> <p><b>PIT Count Workgroup</b></p> <ul style="list-style-type: none"> <li>• No updates from HUD regarding methodology &amp; unsheltered count.</li> <li>• Group is doing what they can to prepare in case PIT Count is not postponed.</li> </ul>	
<p><b>VII. Other Business</b></p>	<p>K. Holyfield</p> <ul style="list-style-type: none"> <li>• Outreach Request Policy (Recommended by Local P&amp;P Committee) <ul style="list-style-type: none"> <li>○ Sent as attachment. Agenda item for November MC.</li> </ul> </li> </ul>	
<p><b>VIII. Wrap Up/ Next Steps</b></p>	<p>K. Holyfield</p> <ul style="list-style-type: none"> <li>• Wrap Up/Next Steps</li> <li>• Next meeting was originally scheduled for 11/25, day before Thanksgiving, so it was rescheduled for the following Wednesday, 12/02.</li> </ul>	<p><b>Meeting rescheduled from 11/25/20 to 12/02/20.</b></p>

**Next Meeting: Wednesday, December 2<sup>nd</sup>, 9:00AM – 11:00AM; virtual meeting, details TBD**