# Continuum of Care Board of Directors Minutes

Thursday, December 15, 2022

3:00 – 5:00 PM

*The following agenda items may not necessarily be considered in the order they appear.*

1. **Call to Order**

President Powell called the meeting to order at 3:07 pm.

1. **Public Comment**

There was no public comment.

**SARAH NONPROFIT BUSINESS**

## Board Member Recognition – Leilah Powell

Leilah Powell recognized all the Board members for their service in 2022. Katherine Dillard for her continuous work with HMIS. Leilah Powell thanks Scott Ackerson for the use of the Prospera room for our Board meeting. HMIS and ICF planning sessions. Tyler Shoesmith, Phil Beckett, Greg Zlotnick, Melanie(Melody?), Patrick, Abe Capetillo, Christina Noriega, Robert Reyna, Rotella Galos, and Nikisha Baker for participating in the discussions with HMIS.

## Homelessness Updates Roundtable

* Katie Vela discussed the housing bond RFP for permanent supportive housing is out to the end of January. There has been much progress.

## Consent Items

* Minutes from October 27, 2022, Board of Directors Meeting (p. 4-8)

Motion Phil Beckett Second La Juana Chamber Lawson Abstain None Passed Yes

* October Financial Reports (p. 9-14)

Motion Edward Johnson Second Abe Capetillo Abstain None Passed Yes

1. **2023 Board Meeting Calendar – Leilah Powell**

* February 23rd, 2023, 3 pm-5 pm
* April 27th, 2023, 3 pm- 5 pm
* June 29th, 2023, 3 pm- 5 pm
* August 31st, 2023, 3 pm- 5 pm
* October 26th, 2023, 3 pm- 5 pm
* December 14th, 2023, 3 pm- 5 pm

Motion Tyler Shoesmith Second Edward Johnson Abstain None Passed Yes

1. **SARAH 2023 Compass Objectives & Key Results (OKRS)** – **Katie Vela** **(p. 15-18)**

Motion Abe Capetillo Second Edward Johnson Abstain None Passed Yes

1. **Fiscal 2023 Annual Budget Approval – Richard Huron & Phil Beckett**  **(p. 19)**

* Leilah Powell asked if the Salaries and wages were based on a compensation study.
  + Katie Vela explained that a report by Werling Associates who did an analysis on comparable positions was used to determine Salaries.

Motion Edward Johnson Second Phil Beckett Abstain None Passed Yes

## Executive Director Report – Katie Vela

* SARAH Staff Updates
* 2022 SARAH Achievements
* SARAH Rebrand
* HMIS Strategic Planning
* Point-in-Time Count

**CONTINUUM OF CARE BUSINESS**

1. **Phil Beckett Treasurer Re-Election – Leilah Powell**

Motion Greg Zlotnick Second Roy Fletcher Abstain Phil Beckett Passed Yes

1. **SARAH Bylaws Updates – Chelsey Viger**  **(p. 20-48)**

* The Board of Directors voted on adding three categories under community-elected directors: Philanthropy, Trade Service, and Social Entrepreneur. Along with changing the term substance abuse to substance use disorders.

Motion Leilah Powell Second Tyler Shoesmith Abstain None Passed Yes

* SARAH Non-profit and CoC Governance Bylaws document updates.

Motion Greg Zlotnick Second Edward Johnson Abstain None Passed Yes

1. **Membership Council Report** **– Dacey Werba**

Dacey Werba discussed the changes to the Membership Council, the success of the in-person meeting, and the YASS tour. Billy Mahone gave the Homeless 101 presentation and received feedback. Joshua Yates gave a presentation on Places & Spaces. Our next in-person meeting is January 31st, 2023, at the Housing Authority of Bexar County. The Membership Council will be rotating agencies and sharing spaces with tours to see what programs are available.

1. **Membership Council Application: Hands Over Home – Dacey Werba** **(p. 49-52)**

Motion Abe Capetillo Second Phil Beckett Abstain None Passed Yes

1. **Point-in-Time Count Committee Report – Greg Zlotnick**

Greg Zlotnick discussed the Point-in-Time open registration and encouraged us to share the word. The encampment count is being incorporated into the count.

* + Volunteer Registration
  + Encampment Count

1. **Youth Action Board Report (YAB) Report – Kameron Rhys**

Kameron Rhys gave an update on the Yab meeting happenings. The YAB met with Kim Jeffries, Haven for Hope, to discuss concerns and will follow up in the new year.

1. **Homeless Management Information System (HMIS) Lead Updates – Katherine Dillard Gonzalez**
   * HMIS Lead Monitor Policy  (p. 53-55)  
     Katherine Dillard an overview of the purpose of the monitoring policy which will begin in 2023.  
      Motion Phil Beckett Second La Juana Chamber Lawson Abstain None Passed Yes
   * Retiring HMIS Governance Charter  (p. 56-72)

Katherine Dillard explained the reason for retiring from the charter, primarily due to the MOU in place.   
  
 Motion Edward Johnson Second Roy Fletcher Abstain None Passed Yes

1. **Coordinated Entry and Outreach (CE&O) Advisory Committee Report – Patrick Steck**
   * HomeLink Launch Update

Patrick Steck discussed that HomeLink is much more user-friendly but it is to early to assess the tool’s full effect. Notre Dame and LEO group will continue to monitor the project.

1. **Youth Homelessness Demonstration Program (YHDP) Steering Committee Report – Tyler Shoesmith**

Tyler Shoesmith discussed the 2023 Priorities of the YHDP with the goal being Identification. Discussed the training series for frontline staff on Homeless Response System and Coordinated Entry. YASS Center open house will take place in the spring; there will be a meeting to finalize details in January.

* + 2023 Priorities
  + ESC-20 Update
  + YASS Center open house

1. **Upcoming SARAH Meetings and Events**

**Next CoC Board Meeting Next CoC Membership Council Meeting**

|  |  |
| --- | --- |
| February 23, 2023, 3:00 – 5:00 PM | January 31, 2:30 – 4:00 PM |

**Committee Meetings & Working Groups**

|  |  |  |
| --- | --- | --- |
| **Title** | **Point of Contact** | **Event Details\*** |
| **Youth Homeless Demonstration Program Steering Committee** | Judith Andrade  [judithandrade@sarahomeless.org](mailto:judithandrade@sarahomeless.org) | January 19, 2023, 4:00 – 5:00 PM |
| **HMIS Advisory Committee** | Alfonzo Galvan  [alfonzogalvan@sarahomeless.org](mailto:alfonzogalvan@sarahomeless.org) | TBD |
| **Outreach & Coordinated Entry Advisory Committee** | Eboni Jett  [Ebonijett@SARAHomeless.org](mailto:Ebonijett@SARAHomeless.org) | January 25, 2023, 10:00 – 11:30 AM |
| **Point-in-Time Count Committee** | Dacey Werba  [daceywerba@SARAHomeless.org](mailto:daceywerba@SARAHomeless.org) | January 12 ,2023 10:00 – 11:00 AM |
| **Youth Action Board** | Suyapa Munoz  [suyapamunoz@SARAHomeless.org](mailto:suyapamunoz@SARAHomeless.org) | December 17th, 1:00 – 2:30 PM |

\**All meetings are currently being held virtually. Please email* [*azhaliaramirez@sarahomeless.org*](mailto:azhaliaramirez@sarahomeless.org) *to be added to a meeting distribution list\**

1. **Topics for February Board Meeting**

There were no topics discussed for February.

1. **Announcements**

There were no announcements.

1. **Adjournment**

President Powell adjourned the meeting at 4:45 pm.