



Continuum of Care Board of Directors Meeting
Thursday, June 29, 2023
3:00 – 5:00 PM

The following agenda items may only sometimes be considered in the order they appear.

1. Call to Order

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

2. Attendance

Present: Leilah Powell, Benjamin Franklin, Gregory Zlotnik, Roy Fletcher, Patrich Steck, Rotella Gallos, La Juana Chambers Lawson, Tyler Shoemsmith, Scott Ackerson, Christina Noriega.

Absent: Abe Capetillo, Kameron Rhys, Robert Reyna, Bobby Blanton, Nikisha Baker, Cacie Madrid, Edward Johnson

Guests: Cory, Julia Aguillon, Katherine Dillard Gonzalez, Kim Jeffries

Staff: Katie Vela, Dacey Werba, Azhalia Ramirez, Billy Mahone, Joshua Yates, Virginia Woodward, Chelsey Viger, Eboni Jett, Richard Huron

3. Public Comment

There was no public comment.

4. Nonprofit & CoC Logo Presentation & Voting – MVW Communications

Julia and Corey with MVW Communications presented several logo options to the Board Members and explained the concepts and visual storytelling behind each design. The Board Members cast their vote for the logo electronically.

5. Board Member Recognition

President Leilah Powell acknowledged the contributions of Jack Tsai for his article on data definitions. Christina Noriega was thanked for her dedication in reviewing the logos, which led to a positive outcome with consensus. Tyler Shoemsmith was recognized for transitioning to the co-chair role, and further discussions on this matter were scheduled for a later time. Patrick Steck was praised for their excellent leadership as the proxy committee chair, driving significant positive changes in the committee's functioning. Melody Woosley and Patrick Steck were both thanked for their help with the

use of the City Concourse Room for the State of Homelessness Address and praised the event itself. President Powell followed with congratulations to Katie Vela for her new marriage.



6. Homelessness Updates Roundtable

No Roundtable updates were discussed.

This is an opportunity to share your updates on housing and homelessness

SARAH NONPROFIT BUSINESS

7. Consent Items

- Minutes from April 27, 2023, Board of Directors Meeting  (p.4-9)
Motion Tyler Shoesmith Second Phil Beckett Abstain None Passed Yes
- May Financial Reports  (p. 10-14)
Motion Phil Beckett Second Tyler Shoesmith Abstain None Passed Yes

8. Executive Director Report – Katie Vela

- Update on Strategic Plan
- Staff Updates
- Upcoming Events
- Equity Training Series

CONTINUUM OF CARE BUSINESS

9. SARAH Nonprofit & TX-500 CoC Governance Bylaws – Dacey Werba (p.15-67)

Motion Tyler Shoesmith Second Greg Zlotnik Abstain None Passed Yes

The governance charter was presented, highlighting the modifications made to enhance clarity and alignment with HUD language. The document's name was proposed to change from "bylaws" to "charter" to align with HUD terminology. Various sections and activities were adjusted to reflect the roles and responsibilities within the organization accurately. The changes included clarifying distinctions between the collaborative



applicant, coordinated entry, lead, and HMIs lead. The revised governance charter aimed to streamline processes and foster collaboration.

10. Confidentiality Statement – (p. 68)

Motion Tyler Shoesmith Second Roy Fletcher Abstain None Passed Yes

The Board Members discussed the confidentiality statement, acknowledging the need for such a document due to the handling of confidential information within SARAH and CoC. They highlighted scenarios where the statement would be applicable, such as situations involving conflicts of interest and non-disclosure of sensitive information that could potentially harm other parties. The importance of adhering to procedures and avoiding legal repercussions was emphasized. Nina Clarkson was recognized for her assistance in drafting the document.

11. TX-500 CoC Program Grant Policies & Procedures – Chelsey Viger (p. 69-109)

Motion Tyler Shoesmith Second Greg Zlotnik Abstain None Passed Yes

Chelsey Viger presented the document outlining the funding priorities for the year, which included a focus on permanent supportive housing, prioritizing individuals over families, and encouraging formalized partnerships to leverage housing and healthcare resources. The Board Members were shown the changes and updates to the CoC program Policies and Procedures. She let the members know that the introduction section was expanded for clarity, and the funding priorities were revised based on identified gaps and collaboration with partners. Agencies were given options to consolidate projects, request project expansions, or transition to different project types



during the competition process. A process for agencies to obtain approval from the CoC executive committee before giving up their grant was established to ensure careful consideration and mitigate potential impacts on future funding decisions. Chelsey Viger explained that updates were made to the grantee management process, emphasizing the responsibilities of grantees in terms of policies, procedures, and fund spending. Scoring rubrics for independent review committees were revised, focusing on equity and creating a separate section for mobile applications. Changes were also made to the memorandum of understanding (MOU), clarifying expectations and formalizing the termination process. The Board members raised concerns during the discussion, including the significant funding increase for the CoC program and the forthcoming release of the NOFO. It was discussed that the funding would prioritize permanent supportive housing, with a separate section in the scoring rubrics for projects related to the housing bond. The timeline for project implementation was estimated to start in October or November.

12. Homeless Strategic Plan Oversight Committee Report – Katie Vela

- Grievance Policy Update

Katie Vela provided an update on the grievance policy, which SARAH is working to include protection against retaliation. She let the Board Members know that the aim is to create comprehensive communication that emphasizes the CoC's commitment to addressing retaliation seriously. Feedback from all stakeholders, including the Youth Action Board (YAB) and Lived Expertise Advisory Board (Leab), is being sought to ensure inclusivity. The finalized language and further discussions on specific situations will be presented in August.

13. Membership Council Report – Scott Ackerson

- Next Membership Council Meeting: September 26, 2023,

Scott Ackerson informed the Board Members that the Membership Council meeting took place in the Community Court with Judge Vara courtesy of Matthew Howard of the CIU. The Council Members were informed of the changes in the vetting process and had a tour of the Court House.

14. Youth Action Board Report (YAB) Report – Benjamin Franklin

- Next YAB meeting: July 18, 2023

Dacey Werba informed the Board Members of the productive planning session with the LEAB. She discussed that the YAB convened on June 20 to outline their goals for 2023, and they identified three primary objectives: firstly, to recruit new young members and strive for a full board of 12 members by the end of 2024. Currently, they have four members. Secondly, they aim to rebuild community presence by hosting meetings in multiple locations and organizing two events before the end of 2024. To facilitate greater participation, they discussed hosting meetings at venues such as the YASS center, Haven, or Thrive and maintaining a consistent calendar for improved accessibility. Lastly, the YAB intends to conduct foster care listening sessions in partnership with Sarah in 2023 and present the collected data in 2024.

15. Lived Expertise Advisory Board (LEAB) Report – Dacey Werba

- Next LEAB meeting: July 18, 2023

The Board Members were informed that the Lived Expertise Advisory Board and the Youth Action Board held a joint planning session on June 3. It was decided that separate meetings would be conducted, but they would take place on the same night to

facilitate easier presentations to the CoC. In the planning session, they also discussed meeting agreements, communication, the integration of lived expertise into the CoC, attendance policy, and the desired structure of their meetings. They emphasized the importance of creating an inclusive space for introverts to participate by allowing them to write down their thoughts, which would be read aloud by a Sara staff member. On June 20, the boards met to discuss their goals for the remaining year and had a meeting with Leslie from Because Yoga, exploring the possibility of collaborating on a self-care workshop for outreach workers. Another goal is to provide personal development opportunities to all members and work towards recruiting a full board by 2024. During the discussion, the concept of "liberating structures" was introduced as a way to integrate introverts and extroverts in conversations and gather feedback.

16. SAMMinistries TH Project Quality Improvement Plan (QIP) Progress – Katie Vela

Katie Vela provided an update to the Board Members, stating that all the requirements outlined in the Quality Improvement Plan have been fulfilled. As a result, they are now considering the plan to be completed and closed.

Homeless Management Information System (HMIS) Lead Business

17. Homeless Management Information System (HMIS) Lead Report – Nina Gall (p.110)

- HMIS Consultant Transition Plan – Kim Jefferies

Nina Gall provided an overview of the HMIS lead report. The numbers for the month showed similarities to the previous month, but there was an increase in new user requests.

18. Homeless Management Information System (HMIS) & Data Advisory Committee Report – Jack Tsai  (p.111-115)

- Next HMIS & Data Advisory Committee Meeting: July 26, 2023

- Permanently Housed

Motion _____ Second _____ Abstain _____ Approved _____

- Returns to Homelessness


Motion _____ Second _____ Abstain _____ Approved _____

- Training Sanctions Policy

Motion _____ Second _____ Abstain _____ Approved _____

These items will be sent out for an electronic vote due to a Quorum being lost during the meeting.

Coordinated Entry (CE) Lead Business

19. Homeless Response System Advisory Committee Report – Patrick Steck  (p.116-126)

- Next Homeless Response System Advisory Committee Meeting: July 12, 2023
- Youth and Young Adult Eligibility into Housing Projects Proposal to Amend CoC and ESG Standards

Motion _____ Second _____ Abstain _____ Passed _____

This item will be sent out for an electronic vote due to a Quorum being lost during the meeting.

- Training Framework Proposal for Standards Revision and Implementation Plan

20. Youth Homelessness Steering Committee (YHSC) Report – Tyler Shoemith

- Next Youth Homelessness Steering Committee Meeting: July 20, 2023

Tyler updated the Board members on the recent discussions held by the Youth Homelessness Steering Committee. The committee focused on the listening sessions initiative, with a specific emphasis on gathering insights from young adults who have aged out of foster care. The committee plans to invite a representative from the foster care system to provide an overview of available resources, programming, and the overall system. He explained that the committee members also explored the importance of identifying common experiences, critical milestones, and areas where interventions could have made a difference. This approach would facilitate a better understanding of the needs of young adults who have aged out of foster care and enable the development of effective support strategies. Additionally, he informed the Board Members that the Youth Advisory Board (YAB) members attended the Youth Homelessness Steering Committee, where they shared their perspectives and experiences. The YAB members expressed their willingness to collaborate with the committee in formulating specific questions aligned with a timeline, aiming to initiate the listening sessions in August.

21. Topics for August 31st, 2023, Board Meeting

There were no topics discussed for the August Board meeting.

22. Announcements

There were no announcements discussed.

23. Adjournment



President Leilah Powell adjourned the meeting at 5:07 pm.