**TX601 Continuum of Care Board of Directors Meeting  
Wednesday, February 11, 2015  
11:30 am – 1:00 pm**

The Salvation Army Mabee Center

**Minutes**

***Board Attendees:*** Sean Burton, Naomi Byrne, Randy Clinton, Judge Brent Carr, Jason Hall, Kristy Hroch, Richard Hutchison, Robyn Michalove, Toby Owen, Paula Robinson, Carla Storey, James Tapscott, Walter Taylor, Tia Thomas

***Staff:*** Cindy Crain, Carolyn Curry, Mario Puga, Dan Freemyer

Jason Hall Called meeting to order at 11:30

1. ***Approval of December Minutes***
   1. Jason Hall: Entertain motion to approve December minutes, James Tapscott made motion, Sean Burton 2nd, December minutes approved
2. ***Welcome & Introduction***
   1. Jason introduced new board member, Robyn Michalove
3. ***CoC 2015 Board Meeting Calendar***
   1. Randy Clinton: Requests updated board member list be sent to all members.
   2. Jason: Reviewed board meeting calendar. Stated current schedule not convenient for all board members, the scheduled meetings are not long enough to cover all topics, suggested changing meeting time to later in afternoon to better accommodate schedules and to allow for more thoughtful decisions and dialogue, asked for board feedback
      1. James: Afternoon would work better for me.
      2. Judge Carr: My busiest weeks are first and third of the month.
      3. Robyn Michalove: Wednesday afternoons are bad.
      4. Naomi Byrne: Asked if switching to monthly meeting schedule would address some of the concerns.
         1. Jason: Explained plan to establish working committees that could meet in off months; each member to serve on assigned committee and report progress at board meetings. Committee meeting schedules can be more flexible than Board.
      5. Namoi: Have no issue with later afternoon, not available early mornings.
      6. Judge Carr: Happy with current lunch hour meeting but open to new time.
      7. Walter Taylor: Can’t do late afternoons.
      8. Jason: Will send email to group with next meeting date.
      9. Randy: There was mention of special March meeting at last board meeting.
      10. Cindy Crain: We typically pass CoC Strategic Plan in April so cities/county can use for their consolidated plans, March meeting was to review and pass plan.
      11. Jason: I will send an email with next meeting date, the time will change, can change the standing meeting date in the future.
      12. Randy: We will need a vote to formally change the date.
4. ***CoC Board Committees***
   1. Jason: We need a committee to flesh out the role and responsibility of the CPRC and board, a Governance committee, I am asking Randy to chair this committee and I will send email to take volunteers; the expectation is every member will serve, volunteer or be drafted to a committee.
   2. Randy: Is this an ongoing committee or more like taskforce project?
   3. Cindy: Per our charter, we are required to review Policy and Procedures annually, governance committee can make those determinations.
   4. Jason: Would also like to have Healthcare standing committee, would like Sean Burton to chair.
   5. Jason: We also need a Policy committee to establish the role the board plays in policy discussions and advocacy. For example, FareAid; committee should determine the role and view of the organization. We need to determine TCHC vs CoC views and roles. The development of housing and the central resource facility are additional upcoming issues. This would be an ongoing committee, don’t have chair identified yet.
   6. Jason: These are all I have for now, email me if you have any other committee suggestions. HMIS, Governance (CPRC), Healthcare, Policy & Advocacy.
   7. Walter: Is there a housing committee?
   8. Jason: Trying to decide if housing will roll up into another committee or if it is a standalone group.
   9. Walter: That will depend on what outcomes you want.
   10. Jason: The issue of how we reallocate funds & creation of housing may not be separate from the Policy Committee.
   11. Randy: We also need a liaison to city task force.
5. ***TCHC Collaborative Applicant Report***
   1. ***ED Transition Plan***
      1. Cindy: Dan Freemyer to serve as Interim Executive Director, the TCHC board has mapped out the hiring plan, and are anticipating making offer Mid-April.
   2. ***PIT Highlights***
      1. Cindy: This year’s data is the best we’ve ever had, may be slight differentials in the Transitional Housing numbers, will clean up the presentation from the State of the Homeless Address and have online by end of day. The highlights from the PIT, Emergency Shelter and Transitional Housing are about the same, but have a more dynamic population, there was an extraordinary reduction in chronic homelessness from better data validation and coordinated assessment. We are at a 25% saturation of documentation and prioritization. We are better identifying best housing options for prioritization levels. Discussed transitional housing conversion to rapid rehousing and impact on count.
      2. Randy: To clarify, there are 300 people in RRH.
      3. Cindy: Of those programs who converted, yes, at next board meeting will have better rapid rehousing evaluation data.
      4. Randy: Would like to see rapid rehousing and permanent supporting housing number, would like a full picture.
      5. Toby: Was a good report today, we see the exact same trends at PNS as discussed in the presentation, we have a 99% occupancy rate, but we are moving more through the system quicker, our average length of stay is decreasing. More are getting housing. Would like to know, what are we doing right, what is working? From CoC forest perspective, not in the trees, to help us continue to do well going forward.
      6. Cindy: Coordinated assessment has helped close side doors to housing, we have strategic targeting. We need to drill down at agency level, need to identify methods for non-chronic at the Strategic Plan level.
      7. Judge Carr: The one size fits all model is not for all, it can create inflexibility for some populations. Sounds like a dictate without considering local community problems. But I have not had any issues with it yet.
      8. Randy: The board should discuss community needs beyond HUD mandates, people in between gaps. Our responsibility is to do more than rubber stamp HUD forms.
      9. Dan Freemyer: Supportive Services are an example. The Policy committee can help find Supportive Services that are no longer HUD funded.
   3. ***CoC SP Template***
      1. Cindy: The role of the collaborative applicant is to pay attention to the CoC grant. Match requirements have been released; it is the collaborative applicant’s job to review money going back to HUD at end of the program year. This should be a high priority on the list to review funds and find the match, we need strategies to find cash. What strategies can we use to reinvigorate Permanent Supportive Housing? Will finish Match Analysis before I leave.
      2. Randy: It’s more than just match, rapid rehousing programs can’t spend all their money due to the HUD Fair Market Rent rates, the rate is higher than what clients can pay after they complete the program.
      3. Toby: My suggestion, this is a very complicated topic but a reality that will hit in next year or two. Would be good if Cindy can come up with the top 10 issues facing TCHC/CoC in the coming year so things don’t get lost in transition.
6. ***HMIS Governance Committee Report***
   1. Cindy: Change in HMIS process, Scan Cards will no longer be created by DRC staff, all will be created by TCHC staff. TCHC has created an HMIS Specialist I position to assist HMIS Manager, and will need to fill the vacant HMIS Scan Card Clerk position. DRC can now focus on providing critical documents. I am also meeting w JPS to discuss a further increase in coverage to create scan cards.
   2. Cindy: This was to be the year to redo the HMIS governance documents, task will be handed over to next ED.
   3. Jason: Regarding the UGM data issue, will that issue continue or are we not addressing again?
   4. Cindy: UGM provides a comprehensive spreadsheet with PIT and quarterly data. They have such a small percentage of the overall data that it doesn’t really impact overall percentages. Biggest issue is with the DCSF and prioritization process, but we have a workaround. Would be more fluid if they would participate in HMIS, workaround works just takes longer. Think the issue is done and conversation is over.
   5. Randy: They are satisfied, they were afraid their clients wouldn’t receive services, would be better if linked but not’s happening between 2 systems.
7. **FareAid Update**
   1. Dan – TCHC Board intends to figure out a lobby strategy with City Council to exert pressure to the T Board Appointees. Want to determine how we can help reframe this as transportation crisis vs social service crisis. So far TCHC has spoken to city council; the Advisory Council has met with the T Board, and had individual meetings. Want to work together, recognize that we all have same goal. There is a Transportation Workshop tomorrow hosted by City Council. Hope the Council members will raise FareAid as issue with the T Board. The T president does not plan to address FareAid at the Summit.
   2. Judge Carr – Should we as FW residents be making calls to our council members? Let them know we want them to address FareAid?
   3. Jason – Dan can send the TCHC talking points to all board members to use to talk with city council.
   4. Otis – I have reviewed the planned agenda and there is an opportunity for a FareAid discussion.
   5. Randy – Should we as a CoC Board make a statement to send to fellow Board Member Kelly Allen Grey, and ask her to pass along? Let her know we want her to bring up the subject.
   6. Jason- She is aware of my opinion on matter and City Council knows of my opinion, but we need to know what we want to do first.
   7. Naomi – I’ve been to meetings too, there is no doubt that providers want FareAid, the T says loss of revenue is the cause publicly, but privately they feel the bus passes are abused. If we are going to lobby, we need new approach. T Board set on decision for now. Need to spend time finding new ways to fund passes instead of all energy towards lobbying. Find other funding sources.
   8. James – we need to elicit the other recipients of FareAid – government entities, etc. They will also be losing out, not just a homeless issue.
   9. Judge Carr – There are legitimate concerns on use of passes, but need to get enough pressure on the T, instead of cutting off the leg maybe they transition; or find a more responsible plan vs total elimination. I don’t know of any agency that has extra money. There will be a substantial impact on many agencies. Determine a useable plan.
   10. Richard – Are we trying to continue the discussion then come up with solutions?
   11. Randy – We at least want our board member who is on the City Council to know our opinion, we want to be part of creating solutions to the issue.
   12. Judge Carr – The issue for tomorrow, there is an opportunity to contact council, let them know of constituent concern.
   13. Jason – There are a few factual statements to reframe – the T decided to end the program, it was a unilateral decision with no public comment or middle ground. City council members – we need to keep the conversation in the forefront. If no one is talking, there will be no further conversation. Keep the conversation going to get to a middle ground. Originally the T Board positioned this as a cost issue, looking at the numbers, $300k is a fraction of their budget, the math doesn’t make sense. Not a cost savings if you look at empty bus. They want future revenue stream, they aren’t offsetting costs. Those points need to be made and a dialogue needs to happen.
   14. Randy – I would want an email vs resolution from the Board.
   15. Jason – I can send an email to Kelly.
   16. Judge Carr – I’ve been receiving emails from the T, maybe they had a public forum, don’t know for sure.
   17. Dan – They have open electronic town hall open for public comment. I’ll send the unified strategy from the TCHC BoD and include the link. Mayor Price also has an Open Ask site for issues. TCHC BoD is tasked with immediate lobby plan plus longer term strategy to address the issue. Looking for alternate funding source removes transportation issue element.
   18. Walter – we want to keep conversation with council because they appoint the T Board and a large amount of their funding comes from the city.
   19. Dan – 80% of T funding from local public dollars.
   20. Walter – This is a public issue, uses public dollars.
   21. Cindy – Tim McKinney’s United Way Committee discussed the issue, ideas for middle ground, accountability. I asked Tim to call the Mayor, he is willing to step forward for a new committee to look for new ideas, funding sources.
8. ***Discussion on future agenda items***
   1. Jason – Bubbles & Bras coming up 3/19.
   2. Randy – We need to resign the MOU with TCHC.
   3. Jason – I met with Fritz, we have to review the document, it will auto renew if there are no changes. None were made.
   4. Naomi – Is there any information available online for new board members?
   5. Cindy – I will send something out.
   6. Toby – Wanted to thank Cindy for her leadership to TCHC.
   7. James – Recognize Cindy’s service to TCHC.
9. ***Public Comment***
   1. None

***Meeting adjourned at 12:55 pm***