**MDHA/CONTINUUM OF CARE BOARD OF DIRECTORS MEETING**

**MINUTES**

Friday, May 19th, 2017, 9:00 am – 11:00 am

Dallas City Hall – Room 7FN

1500 Marilla Street, Dallas, TX 75201

**Board Members in Attendance:**

John Castaneda – Chair, Edd Eason – Vice Chair, Rev. Gerald Britt, Shanette Brown (Eaden), Dr. Theresa Daniel, Jennifer Dominguez, Jay Dunn, Brooke Etie, John Lawton, Regina Levine, Traswell Livingston, Jim Malatich, Ricky Redd, Daniel Roby, Dr. Susan Spaulding and Molly Van Ort.

**Staff & Guests in Attendance:**

Cindy Crain, Lynette Austin, Lester Collins, Alexandra Espinosa, David Gruber, Victoria Jackson, James McClinton, and Shavon Moore; David Dean - City Square, Walter Taylor – Commissioner Daniel Office, Jerrell Suttles – Verizon Wireless and Charletra Sharp – City of Dallas

**Approval of Minutes**

The meeting was called to order at 9:00 am by John Castaneda, Chair. He thanked everyone for coming and asked for self-introductions of those present.

A motion to approve the minutes of the meeting of March 17, 2017 was made with one typo correction and was seconded. Motion passed.

**CEO Report**

A. Community Dashboard

Cindy Crain presented the Community Dashboard as updated by Lester Collins. She noted the 9 measures and 4-5 sub measures. When asked what the goal of the dashboard is, she responded that it will take about a year to see trends; however, she noted that there have already been improvements. These include Veterans Services with the intense efforts that are evolving with the VA. On the downside, the occupancy rate is because Vets cannot find housing options that will accept the voucher. That is a landlord challenge that James McClinton is working on by meeting with the Dallas Housing Authority and other develop landlord engagement strategies. Cindy noted that the VA is in the process of putting VASH clients in the HMIS system with a goal of September 30, 2017.

Crain also noted that the measure relating to the Housing Priority List indicates a slowdown in permanently housing the homeless due to many issues. Our goal is to look at negative exits and to learn why. Once again, the Community Dashboard will be great in a year. The data quality improves each quarter as well, so the report will improve. Dr. Daniel stated that she is very proud that the dashboard is happening and improvements on data quality and is encouraged by the data included on youth homelessness.

Ricky asked about Vets and their challenges. It was noted that Family Endeavors works with homeless Vets on a case-by-case basis and with street outreach. The number of homeless Vets is down per the data. Daniel Roby asked if there are any new apartments for veterans that came on-line this year? Crain noted the next VASH meeting will be held next Tuesday, May 23. There are staff dedicated to helping just Vets and there are at least 100 Vets with vouchers. Edd Eason reported that though the City of Dallas disallows source of rental income discrimination for Veterans, some landlords are finding ways to get around it by indicated the client does not meet other tenant screening criteria.

B. Continuum of Care Strategic Work Plan 2017-18 draft

The CoC SWP is to be approved by July in anticipation of the HUD grant application. It still will be revised as needed, so please send comments to MDHA or the CoC.

Questions and comments from those present included Traswell Livingston noting the reduction of affordable housing across the nation as well as in Dallas. Prioritization is working and the COC should advocate for non-CoC and ESG funded providers to prioritize services as well.

Ricky Redd noted the different format of the SWP and its focus on access to affordable housing and urged all to continue to think outside the box to create more housing because it is getting more difficult to find affordable units.

Cindy Crain reported that MDHA is hiring a part-time person to provide housing search and placement including looking at the secondary housing market. She also informed that 108 PSH units are being developed through St. Jude and Catholic Charities for persons over 55.

C. HMIS Data Quality Plan Briefing

Cindy stated that user are pleased with the interface of the system. Her goal for the May 22 meeting with the Emergency Shelters and with The Bridge on June 2 is to secure buy in and get ES data from traditionally non-HMIS users. The HMIS Team are meeting constantly with PTI to address issues. IRIS training sessions takes 2 hours less to train someone how to use the system and issues are being addressed.

For our plan for HMIS Data Quality Plan, per requirements by HUD, we will be rewriting MOA’s during the summer. By October, new MOA’s will require that all agencies complete new enrollees in the system in 3 days instead of 5 days. Policies and Procedures will also revised to address changes.

Daniel Roby stated that there are HMIS data quality concerns and significant challenges that include problems with APR and operations. He believes the Board needs to know that there are issues. Edd stated that we must have some resolution of APR for HCC that has affected getting paid by City. Charletra Sharp of the City of Dallas, stated that it is not that they are not going to pay, but seek contract compliance.

Crain will regularly communicate PIECES Iris implementation to the Board.

The CoC’s System Performance Measurement Report to be submitted May 30.

Staff monitoring of CoC grantees will be included in the RFP for next cycle. John asked what is covered in the monitoring site visits. Cindy responded that occupancy rates, HMIS data quality, exits to permanent housing, timely expenditure of funds, complete client files, eviction prevention policy, and housing first implementation. By 30 days after the monitoring visit, Cindy and Lester will send letters to the agencies with any findings and recommendations. Shanette Brown asked is MDHA providing technical assistance? Cindy responded that MDHA will provide workshops/training as needed to CoC grantees or their Case Managers. Lester, Rebecca and Cindy will consider if monitoring will be included in CoC application as a scoring requirement.

D. CAS Implementation Plan Briefing

Cindy reported that the CAS Implementation Plan and Policies must be complete by January 23, 2018 per the HUD CPD Notice 17-01. This document of Policies and Procedures goes beyond CoC/ESG to include things that are not federally funded. Both CAS and HMIS will require substantial amendments to the CoC Policies and Procedures. (A copy of the slide show presentation is attached).

One of the most important elements of the CAS Plan will be the Call Center/Intake capacity. We will need to develop and implement a decision tree to direct persons to the correct resources. It must be available on multiple platforms – phone (Call), computer (Web) and cell phone (App).

Currently, MDHA is expanding its Call/Web/App access for information and preparing an RFP for the provision of help just for homeless families with children. Also, an RFP for website redesign and to create the CAS portal capacity will be released soon. Additionally, MDHA has advertised for and will be interviewing and hiring shortly a part-time Housing Placement/Search Specialist to locate and assist clients with securing housing. And finally, an RFP for social security/disability income assistance services is being advertised.

Cindy and John called for volunteers to serve as the Coordinated Access System (CAS) Taskforce to guide the implementation compliance with the CPD Notice. The following persons volunteered to serve: Traswell Livingston, Regina Levine, Jay Dunn, Dr. Daniel, Charletra Sharp, Brooke Etie and Vicki Ebner.

Cindy Crain shared that we may have more money going back to HUD than last year for ESG, primarily due to landlords and match requirements. Questions asked included: How do we spend this money? What do our agencies need to spend the money on? And how do we solve this problem? MDHA will continue to monitor agency status.

Guest David Dean from City Square suggested that MDHA host a conference teach the system of care. Cindy Crain announced that MDHA may host an HMIS Summit on August 1st at the United Way. Jim Malatich asked how does SB 4 affect homelessness regarding immigration status? Will agencies be forced to collect information? What solution is being proposed by MDHA? A suggested response was we do not collect that data/information from our clients.

**CoC Assembly Report**

Edd Eason thanked Cindy Crain and staff for CoC SWP for April meeting. Shared and got input (see pages 9 & 0 of v.2). Comments included increase diversity of Board and PRAC and to add a VA representative to Board; Cindy Crain suggested maybe Family Endeavors.

**Executive Committee Report**

John Castaneda reported that the Executive Committee met on May 4. A review of the Financial report revealed the MDHA is in good standing.

**New Business**

Cindy Crain asked Dr. Daniel to provide an update on the City and County Partnership to Prevent and End Homelessness. She announced that the City of Dallas approved the partnership and its plan in April; Dallas County will approve it in May. The first meeting is potentially for June 23 at the Meadows Conference Center. Documents are being finalized to have a small Board of Directors with 2 major Advisory Boards – one Professionals and the other Community, to be better equipped to serve the homeless. She noted that there is not a partnership without MDHA and hopes to include increasing the affordable housing stock as a goal.

Meeting adjourned at 10:45 am by the Chair, John Castaneda.