



Continuum of Care Board of Directors Meeting

Thursday, February 27, 2025

3:00 – 5:00 PM

Agenda items may be prioritized and considered in a different order.

1. Call to Order – La Juana Chambers Lawson

La Juana Chambers Lawson called the meeting to order at 3:02 PM.

Attendance

Present: La Juana Chambers Lawson, Phil Beckett, Tyler Shoesmith, Greg Zlotnick, Jason Aleman, Matthew Howard, Justin Holley, Scott Ackerson, Melody Woosley (proxy Patrick Steck), Cristina Noriega, Chief William McManus (Proxy Robert Blanton), Javier Salazar (Proxy Roy Fletcher), Abe Capetillo, Robert Reyna (Proxy Laura Montanez).

Absent: Jack Tsai, Martina Hinojosa.

Guests: Nina Gall, Kim Jefferies.

Staff: Richard Huron, Katie Wilson, Dacey Werba, Tavia Manners, Amanda Garcia, Katie Hubble.

2. Public Comment – La Juana Chambers Lawson

No public comment.

3. Board Member Recognition – La Juana Chambers Lawson

The Board recognized Greg and Justin for their collaboration with the media on the Point-in-Time (PIT) Count and Encampment Count. Appreciation was extended to all Board members who participated in and supported the PIT Count. Special recognition was given to Mel and Patrick for organizing the PIT Count supply kits alongside their leadership teams. Additionally, gratitude was expressed to Greg and Martina for their assistance with Executive Orders and to the Executive Team for their swift efforts. Bobby and Roy were also acknowledged for mobilizing their teams to support the PIT Count.

4. Homelessness Updates Roundtable

a) Phil Beckett Updates

Phil provided an update on his new role at the Texas Health Services Authority, which he began on January 1st. His work continues to focus on interoperability and healthcare data sharing. Since 2007, the organization has been dedicated to improving data exchange across the Texas healthcare system. In this role, Phil has increased access to the legislature and health plans, enabling him to further drive the organization's mission. He hopes this position will be a rewarding experience that will allow him to enhance the Medicare system efficiency and contribute to efforts supporting stable housing. Phil and Katie W both noted how cross-sector and cross-organizational communication, and function will allow for a greater story to tell in front of a greater audience and allow a bigger impact.

Phil will attend the Texas Department of Emergency Management conference in May and will speak about how Law Enforcement and Emergency Response are critical to this coordination as well.

b) Haven for Hope Updates

Katie Wilson informed the Board that Kim Jeffrie's last day will be March 17th, and that Kevin Bergner has been appointed as the Interim CEO. She will be meeting with Kim, who is also coordinating a meeting between CTH and Kevin to familiarize him with the Homeless Response System and HMIS. Additionally, Haven will be implementing policy changes soon, which can be discussed in the next meeting if representatives are able to attend.

Katie Wilson also informed the Board that Justin Holley has joined as the Executive Director at THRIVE. Justin expressed his enthusiasm for stepping into this role and his eagerness to contribute to the organization's mission. Katie Wilson recognized Nina, on behalf of Eboni and the team, for her dedication to staying informed and proactive in addressing any system changes that may impact operations. Nina has worked diligently to ensure alignment with Executive Orders. While appreciative of the recognition, Nina credited her outstanding team for their support and expressed gratitude for their efforts, promising to share the acknowledgment with them.

Close to Home Nonprofit Business

5. Consent Items

- i) Minutes from December 12, 2024, Board of Directors Meeting  (p. 4-14)

Motion Tyler Shoesmith Second Greg Zlotnick Abstain None Passed Yes

- ii) December Financial Reports  (p. 15-21)

Richard informed the Board that the Accounts Receivable balance on the Statement of Financial Position is slightly higher than usual due to the timing and execution of COSA contracts and HUD dues. He provided an itemized breakdown of the financial liabilities and assets outlined in the December report. Additionally, he noted that the lease must now be reported as a separate item, which will be reflected in future reports. Richard also highlighted the “Days of Cash on Hand” and provided an update on its status. He encouraged Board members to reach out with any questions.

Motion Greg Zlotnick Second Abe Capetillo Abstain None Passed Yes

6. Executive Director Report – Katie Wilson

Katie Wilson presented her ED Report. Katie shared an update on how Close to Home has responded to the Executive Orders and Federal cuts. She let the board know that Close to Home started this progress with the initial DEI Program cuts and by working with board members Greg and Martina, it was concerning because the orders did apply to Close to Home as a federally funded grantee. The staff was then assigned to various CoC policies to redline documentation for editing to be in compliance with the DEI Executive order. Katie shared that Greg assisted with options for the Equity Framework documentation and the staff recommendation is to quietly rescind the document but continue to do the work



of ensuring that everyone can access services and study demographic data. Phil Beckett recommended realigning the framework by renaming the documentation as analyzing data. Katie responded to Phil and let him know that this has been part of the discussion around the wording, and it will be reviewed later in the voting items. Katie also added the establishment of the Ad-Hoc Compliance Committee as an essential part of working ahead to resolve any other issues that may arise.

Katie also presented the timeline of work of another executive order that could affect us or our partners like THRIVE such as “Restoring Biological Truth” and asked Justin Holley for his input. Justin reassured that the front facing part of the website may seem to be more focused on LGBTQ, they are focused on all Youth. They don’t choose who will be sent to THRIVE so they will be protected in that aspect.

Katie also shared timelines and updates for the Federal Funding Freeze that happened on the day of the point-in-time-count and that Close to Home will be drawing down funds every two weeks.

Katie spoke about the HUD funding cuts and the layoffs at the local San Antonio field office and although everything is kind of unclear and unconfirmed, it’s still concerning, as well as not all cuts are based on probationary periods. She shared that HUD TA was cancelled and any technical assistance we received through SNOFO or for revising the HMIS data standards had the contracts cancelled.

Katie gave updates on CoC funding. She spoke about the award of \$22 million and that all documentation confirming this has been downloaded and saved from the HUD site. She spoke about a new project being funded for UTSA, grants being delayed, also we haven’t heard about the CoC Builds NOFO for PSH development, and we will also update if we hear any more about the new YHDP NOFO. Katie



also shared great news that Katie Hubble and her team secured a \$15,000 grant from USAA to underwrite Close to Home's 10-year Celebration of Impact event.

Katie presented our Advocacy Letter, which was sent to state representatives and Alliance partners, urging action against HUD funding cuts and highlighting their potential impact. She emphasized that the CoC Program supports over 3,000 clients and 139 staff positions in San Antonio.

She also shared an advocacy link through the NAEH website and encouraged making calls or in-person visits for those with connections. Additionally, she mentioned a support letter in the House of Representatives that can be backed.

Justin Holley from THRIVE informed the board that their e-blast, which included the advocacy link, saw their highest click-rate engagement to date. He also noted that they amplified the message through multiple social media posts to maximize outreach.

Howard will be reaching out to some of his contacts for assistance. He mentioned that he plans to advocate to individuals within the legislature. Katie also suggested emphasizing the impact of funding cuts on landlords as an additional key talking point.

Katie provided a PIT debrief, noting that nearly 300 volunteers participated, along with additional support for the Encampment Count. She expressed pride in the team and how well-organized the PIT was. When she opened the floor for feedback, there were no comments, so she moved on to discuss progress on the State of Homelessness report and how we are thinking about how the information will be shared this year.



Katie provided an update on the Neighbors Circle Monthly Donor program, sharing that \$2,429 has been committed annually from monthly donors so far. She then invited Katie Hubble to speak.

Katie Hubble thanked the board members who have already signed up and emphasized the importance of board engagement in the program's success. She noted that a QR code is included in the report for easy access to sign up. Moving forward, there will be efforts to increase the program's visibility, and she encouraged the board to help spread the word by sharing it on social media.

Katie Wilson wrapped up by announcing Eleanor Gossen as Close to Home's new Communications Coordinator and Tomeka Coleman as the new Operations Coordinator. She also shared that Virginia Woodard has been promoted to Fiscal & HR Analyst. Katie also informed the Board that February 28th will be the last day for Amanda Garcia to work with us and thanked Amanda for the work she has done with Close to Home.

Continuum of Care Business

7. Executive Orders Plan – Katie Wilson (p. 22)

- a) Ad-Hoc Compliance Committee
- b) Alliance Equity Framework Update
- c) Policies that Need Updates with Clarifying Language

Katie went over the plan of action for the Executive Orders and the first was to establish an Ad-Hoc Compliance Committee of board members that can meet when there are questions or concerns that come up when there are federal changes to the executive orders. The Ad-Hoc committee would start with an email thread then a meeting if a decision needs to be made and if approved, we would



have members track any items or issues that may affect the organization in dealing with the Executive Orders.

Katie told the Board about the Close to Home's team to establish verbiage to align with the Executive Orders and gave the floor to Dacey to speak further about these changes. Dacey spoke about the entire team being gathered for an executive order meeting to receive the most updated information possible. Staff were asked to read about the orders that may impact Close to Home the most. Dacey gave the team and Eboni Jett specifically a shoutout for coming up with a statement that will not remove our values but also align with the Executive orders, so we won't lose funding. Dacey explained that we were working to just get something out there due to there not being much guidance available and our partner agencies being able to receive guidance from us without us saying this is specifically coming from HUD until there is more information released from HUD. Katie asked the board to let her know if there were any comments, questions, or concerns about the language and that updates can be made in the future when there is more information. There were none.

Katie informed the board that Close to Home recommends postponing the publication of the Equity Framework due to language that requires further review. She emphasized that, despite its title, the framework is focused on gathering demographic data and promoting equitable housing access. She also noted the importance of ensuring alignment with federal guidance to avoid conflicts with local policies.

Greg expressed his trust in Close to Home's staff assessment and commended Eboni for drafting the statement. He acknowledged the team's careful balance between advancing the organization's core mission and recognizing HUD's opposition to the framework. He also offered words of support for the CoC's ongoing efforts and suggested that the organization may need to consider legal action moving forward.



Motion Greg Zlotnick Second Roy Fletcher Abstain None Approved Yes

8. Homeless Strategic Planning Advisory Board Report – Eboni Jett

a) Alliance One Year Action Plan Implementation

b) Funding Updates

Dacey shared that there have been regular HSPAB meetings, and those meetings have been a great space to talk about funding and planning for everything. Next month they will be working on the Home ARP TBRA PSH bridge process as Covid funding is ending soon so we want to make sure there is a strong plan for the SAMM Hotel Shelter. There is also a prevention Ad-Hoc that is focused on analyzing all our data with the City of San Antonio, County, [SSPO word unclear], CoC, and NHSDC. There will be continued strategizing with Haven and Dacey offered Kim the floor to speak on the policy updates at Haven a bit later. She also shared that there will be work being done on the ID Recovery campaign. Dacey gave the floor to Katie Hubble to speak about the ID Recovery campaign. Katie let the board know that the ID Recovery will be a 60-day initiative that will be called “From Lost to Found”. There will be an application process for organizations that have some focus on ID recovery. Katie let the board know that it will be funded by the Alternative Giving program within the city and it will be launched in two weeks.

9. Alliance Advisory Board Report – Scott Ackerson

a) Next In-Person Alliance Advisory Board Meeting: April 15, 2025

Scott let the Board know that the last meeting was canceled due to the weather, but it will reconvene on April 15th.

10. Alliance Communications Advisory Committee Report – Katie Hubble

a) Seat Slate Updates

b) Next Alliance Advisory Board Meeting: March 13, 2025



Katie W gave updates for Katie Hubble. Katie informed the board that this committee is officially part of governance and that this is great timing due to all the messaging conversations we have right now. The committee is working on planning key activities for the year, using ATP to be the communication tool and there is a plan that was developed in 2024 that will be launched this year.

11. Lived Expertise Report – Dacey Werba

- a) Youth Action Board
- b) Lived Expertise Advisory Board
- c) Next LEAB-YAB Meeting: March 18, 2025

Dacey presented updates for YAB and LEAB. Both boards are still merged, and we are currently going through applications to build the YAB board back up. There was a recent vote for the chair and co-chair for the LEAB and those people will be Valerie Navares as the chair and Molly as the co-chair. They will be going through training through the ATP.

12. Quality Improvement Plan: SAMMinistries – Amanda Garcia  (p. 23-25)

Amanda presented the Quality Improvement Plan that SAMP Ministries is now on in detail and the documentation was attached in the Board Packet on the performance concerns and the required actions.

Motion Matt Howard Second Jason Aleman Abstain None Passed Yes

Homeless Management Information System (HMIS) Lead Business

13. Homeless Management Information System (HMIS) Lead Report – Nina Gall  (p. 26)

Nina presented the HMIS report covering October 2024 to February 2025. She informed the board that the organization may be approaching the 1,000-user



license cap and may need to explore options for increasing the number of licenses. This report was included in the packet.

14. Transitioning from Self Host to SaaS Updates – Nina Gall

Nina also gave an update on the move of HMIS from being self-hosted at Haven to being hosted as a SaaS. There were a couple of challenges, such as an outage but, the downtime was only a downtime of 5 hours. Nina says that all of the reports are fully functioning. With this new system setup there is more capacity and less liability.

There was some discussion by Nina and La Juana because La Juana asked about how the new mobile portal will help with the system. Nina says that it will add enhanced features for street outreach workers that aren't available on the desktop software client as well as encampment capabilities.

15. Homeless Management Information System (HMIS) & Data Advisory Committee Report – Phil Beckett

- a) Data Integrity Subcommittee Report
- b) Performance Monitoring Subcommittee Report
- c) Information System Support Subcommittee Report
- d) Next HMIS & Data Advisory Committee Meeting: March 26, 2025

Phil provided an update on the HMIS and Date Advisory Committees and Subcommittees, he mentioned that the upcoming Governance Training for providers and partners was well-received. He added that the meeting went smoothly, with a lot of useful information shared.

Coordinated Entry (CE) Lead Business

16. Coordinated Entry Lead Updates – Eboni Jett

17. Homeless Response System Advisory Committee Report – Patrick Steck

- a) Homelink Performance Report  (p. 27-62)
- b) Youth & Young Adult Homelessness Subcommittee Report



- c) Domestic Violence Subcommittee Report
- d) Outreach & Access Subcommittee Report
- e) Prevention & Homeless Providers Subcommittee Report
- f) Next HRSAC Meeting: March 26, 2025

Melody provided updates on Patrick's behalf. There were no action items. The committee met with the LEO/Notre Dame team. The HPR was provided in the package for the board's viewing.

18. Topics for the April 24, 2025 Board Meeting

No comments for topics.

19. Announcements

Kim Jeffries expressed her gratitude to the Board, HMIS, and Haven as she prepares to depart. She shared her excitement for her new role and thanked everyone for the valuable insights and experience she gained during her time here.

Jason Aleman shared a link for a webinar to provide more information on the Executive Orders and strategies on systems.

La Juana gave Kim another shoutout for her induction into the San Antonio Women's Hall of Fame.

20. Adjournment

La Juana Chambers Lawson adjourned the meeting at 4:40 PM.