



## Continuum of Care Board of Directors Meeting Minutes

Thursday, October 24, 2024

3:00 – 5:00 PM

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

### 1. Call to Order – La Juana Chambers Lawson

Tyler Shoesmith called the meeting to order on behalf of President La Juana Chambers Lawson at 3:04 pm.

#### Attendance

**Present:** Greg Zlotnick (Proxy: Jaqueline Calvert), Martina Hinojosa, Matthew Howard, Melody Woosley, Phil Beckett, Robert Reyna, Tyler Shoesmith, Roy Fletcher, Jason Aleman, Abe Capetillo, Jack Tsai, and Nikisha Baker.

**Absent:** Scott Ackerson, Benjamin Franklin, Bobby Blanton, La Juana Chambers Lawson, and Cristina Noriega.

**Guests:** Nina Gall, and David Huete.

**Staff:** Eboni Jett, Katie Wilson, and Dacey Werba.

### 2. Public Comment – Tyler Shoesmith

There was no public comment.

### 3. Board Member Recognition

Jack Tsai, board members who attended the planning retreat, Scott Ackerson, Nikisha Baker, and board members who fundraised for the Big Give were recognized for excellence in service to the CoC.

### 4. Homelessness Updates Roundtable

#### a) Cognitive and Mental Health Assessments Prior to Housing Placements

Katie Wilson referred to a young adult in an RRH program who could not support himself. The feedback from the team is that this is a specific example of a broad problem. Partner agencies are working with people to do the best they can with the resources they have. At the youth summit, an in-depth discussion was held about young adults with IDD and ongoing needs. We are looking into how to screen and find resources for young adults with resource needs.

#### b) Justice-Involved Action and Coordination

Katie Wilson said we have made progress on an MOU with Matt Howard in the DA office so people can get referred to justice-involved resources out of Homelink. We also will look at this population with the landlord engagement initiative to ensure returning citizens have housing opportunities. Katie Wilson would like a team member to do a write-up on this area to bring back to the board for a more in-depth discussion. Tyler Shoemith commented that this topic is a long term consideration in our CoC and thanked Katie Wilson for the initial step. Katie Wilson commented that we have the right partners involved now (Chrysalis ministries, Freed Texas, the DA's office).

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### Close to Home Nonprofit Business

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#### 5. Consent Items

- a) Minutes from August 29, 2024, Board of Directors Meeting  (p. 4)

Directors approved the August 29, 2024 minutes.

Motion Phil Beckett Second Matthew Howard Abstain None Approved Yes

August Financial Reports  (p. 11)

Directors approved the August financial reports.

Motion Abe Capetillo Second Phil Beckett Abstain None Approved Yes

#### 6. 2025 Close to Home Strategic Compass – Katie Wilson (p. 17)

Katie Wilson presented the Compass. The three objectives and key results for the past three years have been reimagined. 2025 priorities include a place to call home for everyone; one community one plan; and building a strong foundation. Katie Wilson distinguished between the Close to Home and community vision, and then described each priority. Tyler Shoemith commended Katie Wilson on the time and effort put into the Close to Home Strategic Compass.

Motion Jacqueline Calvert Second Matthew Howard Abstain None Approved Yes

#### 7. Executive Director Report – Katie Wilson

Katie Wilson delivered the executive director report, reiterating the three priorities for the CoC. Katie Wilson gave an overview of the 2025 Alliance One-Year Action Plan and provided an update on strategic planning. Katie Wilson presented REACH

recommendations on connecting people to housing efficiently. Five recommendations came from focus groups. Katie Wilson highlighted items needed for the PIT Count and the “enhanced” Billy Bundles. Members suggested places to procure items in bulk. Katie Wilson also provided general updates for the CoC Builds PSH NOFO applicant review, regular CoC NOFO, housing commission annual retreat, nonprofit impact award luncheon 11/14, the Close to Home office move, H&H Week press conference, prevention planning follow-up, three open positions with tentative start dates of 12/1, and Homelink RPI Evaluation. Tyler Shoemsmith commended Katie Wilson for all the work.

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### **Coordinated Entry (CE) Lead Business**

#### **8. Coordinated Entry Lead Presentation – Eboni Jett**

Eboni Jett presented the Homelink (CE) Overview, covering person-first language, Hearth Act & Interim Rule, Coordinated Entry (Homelink), access, no wrong door, assessment, prioritization, referrals, prevention, diversion, vouchers, and project types.

#### **9. Homeless Response System Advisory Committee Report – Melanie Woosley**

a) Homelink Performance Report

Melanie Woosley gave an overview of the Homelink Performance Report.

b) Training Framework Update

Melanie Woosley noted that the training framework was approved at the last board meeting, and progress has been made in the Outreach and Access subcommittee.

c) Subcommittee Priority Report  (p. 33)

Melody Woosley noted that the priority report was attached to the board packet, and recommendations for new priorities will be made to the board over the next year.

Next Homeless Response System Advisory Committee Meeting: Nov. 27, 2024

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### **Homeless Management Information System (HMIS) Lead Business**

#### **10. Homeless Management Information System (HMIS) Lead Report – Nina Gall (p. 41)**

Nina Gall presented the HMIS report. All four metrics in HMIS Service Data saw increased usage due to the new programs and funding following the new fiscal year. The post-fiscal year is the busy season. Utilization rates are steady, though there was a decrease in usage days. HMIS activity included 7 CoC reports completed, no state reports, 6 local reports, 8 agency reports, and 4 system updates (formerly code migrations). Nina Gall presented

progress on the HMIS strategic plan, noting that the dashboard is nearly complete. HMIS is getting close to finishing the timeline for the 2025 PIT Count. The implementation plan for chronic data accuracy is very close to being completed. The HMIS and Data Advisory Committee recently approved it. HMIS uptime and downtime have shown improvements over the past three reporting cycles. Nina Gall also discussed the transition to being hosted by the software vendor. Progress is being made, and tests are underway to produce the new version. HMIS received the link for alpha testing. Agencies have been contacted for beta testing for security protocols and firewalls.

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

a) Data Integrity Subcommittee Priorities  (p. 42)

Phil Beckett provided an overview of the progress made on the four priorities. The committee is discussing appropriate agencies for HMIS access. Future-dated services are still being addressed. The data use agreement was approved, and there is now a discussion on operationalizing it. We are still revising the unsheltered definition to modernize the language.

b) Performance Reporting Tools

c) Point-in-Time Count Methodology  (p. 43)

Phil Beckett gave an overview of the PIT Count methodology. On January 28<sup>th</sup>, the county count will be from 5 to 10 PM, and the downtown count will be from 9 pm to midnight. The rain date is January 30. The encampment count will be from 5 to 10 AM on January 29, and the rain date is January 31. There are 85 zones, 425 volunteers, and youth-specific counting techniques at libraries. We are also requiring virtual training for team leads. Directors approved the methodology.

Motion Matthew Howard Second Phil Beckett Abstain None Approved Yes

d) Next HMIS & Data Advisory Committee Meeting: November 27, 2024

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### Continuum of Care Business

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## 12. Homeless Strategic Planning Advisory Board Report – Katie Wilson

a) 2025 Alliance Strategic Plan – Katie Wilson  (p. 44)

Katie Wilson reported the one-year action plan and eight objectives. Katie Wilson walked through the document, which showed that each indicator had a baseline and a KPI for 2025. Directors approved the item.

Motion Matthew Howard Second Tyler Shoemith Abstain None Approved Yes

### **13. Alliance to House Everyone Membership Council Report – Nikisha Baker**

Nikisha Baker reported activities in the membership council, recent meetings, and updates received by members.

- a) Allyde Enterprises, LLC  (p. 57)

Phil Beckett motioned. There was no second. The motion did not carry; this agency was denied.

- b) San Antonio Behavioral  (p. 66)

Motion Tyler Shoemith Second Matthew Howard Abstain None Approved Yes

- c) Travis Park Church  (p. 75)

Motion Tyler Shoemith Second Matthew Howard Abstain None Approved Yes

- d) Centro San Antonio  (p. 84)

Motion Roy Fletcher Second Martina Hinojosa Abstain None Approved Yes

- e) Next In-Person Membership Council Meeting: September 24, 2024

### **14. Lived Expertise Report – Dacey Werba**

- a) Youth Action Board  
b) Lived Expertise Advisory Board  
i) Next LEAB-YAB Meeting: November 19, 2024

Dacey Werba reported that the Youth Action Board is still combined with the Lived Expertise Advisory Board. Any board members are welcome to join. The lived-x boards are taking charge of the Billy Bundles and offering what they think should be in the supply kit. They are working on donations. They are also working on the rescheduled self-care expo. Patricia Guzman presented on client preference.

### **15. St. Vincent De Paul RRH Grant Transfer Update – Eboni Jett (p. 92)**

Katie Wilson asked some members to jump off the call before hearing this item since it pertained to certain individuals on the call. Tyler excused the applicants from the call and thanked them for joining today. Eboni Jett reported that the IRT for the transfer selected Endeavors. Tyler Shoemsmith asked for clarification on the transfer. Eboni Jett responded that the winning organization would receive the full amount. The directors approved the transfer.

Motion Tyler Shoemsmith Second Jacqueline Calvert Abstain None Approved Yes

## **16. Special Call of Meeting Vote: FY24 CoC Program Notice of Funding Opportunity Ranking**

Dacey Werba noted that the CoC must post all minutes for the board of directors. This is a record of voting.

## **17. Upcoming E-Vote for CoC Builds – Katie Wilson**

Katie Wilson said this is coming up next week, so look for another email on the collaborative application and another on the project recommended for funding, and look out for these emails for the board vote.

## **18. Topics for December 12, 2024 Board Meeting**

No topics were recommended. Tyler Shoemsmith encouraged anyone to email Katie Wilson if they think of something later.

## **19. Announcements**

Matthew Howard announced a graduation for community court on November 12<sup>th</sup>. There are three graduates at Haven for Hope.

## **20. Adjournment**

Tyler Shoemsmith adjourned the meeting at 4:34 pm.