
TUCSON PLANNING COUNCIL FOR THE HOMELESS

Committee / Work Group

February 28, 2007 Minutes

Conveners / Chairs: Beth Carey, Linda Kot

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| Next Meeting: March 28, 2007, 10:30 am – noon SAAF, 375 S. Euclid Avenue |
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| Report to TPCCH General Meeting |
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TOPICS DISCUSSED

1. **HMIS Update.** John Mott and Scott Stace of Arizona Technology Consulting (ATC) attended to present HMIS status and answer questions.
 - **HMIS Update.**
 - **HMIS Administration.** The HUD contract for HMIS is with I&R. I&R handles all finances and financial reporting. ATC provides all technical services and prepares the technical submission for I&R. I&R maintains an HMIS Advisory Committee with ATC, but I&R executes the contract.
 - **Software Contract.** The software contract between DSI, the current software provider, and I&R expires June 30th rather than March 30th as previously announced. Scott stated that the decision should be made several months before the contract expiration to ensure adequate planning and a smooth transition if HMIS decides to change software vendors. DSI has verbally told ATC that there will be a substantial price hike, but has not committed to either an exact percentage or number. I&R plans to issue a request for proposal (RFP) well in advance of the contract renewal.
 - **HMIS Advisory Committee Software Contract Workgroup/RFP.** The HMIS Advisory Committee has set up a workgroup to review specifications. Next week, the work group will prepare a timeline and draft request for proposal (RFP) for the advisory committee. Both will be based on the original requirements used three years ago. Linda Kot noted that ClientTrack has allowed for ATC to produce specialized reports for local users, a feature not requested in the HUD original HMIS RFP. John noted that if responses to the RFP show tremendous ClientTrack price increases, the HMIS Advisory Committee will need to consider alternatives. Two of those alternatives would be whether to change software and/or to request additional funding or contract for only those services mandated by HUD. CoS Consultant Vicki VanDreel recommended the Arizona Department of Housing and Governor's Interagency Council on Homelessness as possible sources of increased funding.
 - **Next steps:**
 - a. John and Vicki will meet to review the HUD Exhibit 1 requirements for universal and program data elements that must be included in the local HMIS RFP.
 - b. Committee will discuss the issue of contracting for only minimum HMIS requirements or continuing to include extra services at the March 28th meeting.
2. **Street Count.** Mary Ochoa reported and distributed five pages of data from the street count. A total of 1,099 unsheltered homeless persons were observed on the morning of January 30, 2007 by 82 volunteers in 22 quadrants. Mary noted that the increased number of volunteers and larger area surveyed are two factors that may account for the significant (71%) increase of homeless observed from 2006 to 2007. The materials distributed will be supplemented by a narrative, Mary reported.

3. Consultant's Agenda.

- **Analysis of 2006 awards.** Vicki distributed an Analysis for TPCCH of the Pima County 2006 HUD CoC Homeless Project Awards as follows

CoC total award of: **\$ 6,168,561.00**

The total SHP award is \$4,604,781.00 (minus \$4 with 4 renewal projects) and the total SPC awards are: \$1,563,780.00 (an increase, due to FMR's, of \$52,896) for a combined CoC total award of: \$6,168,561.00.

1.) The Samaritan Initiative project was awarded to COPE Behavioral Health, Inc. for the exact amount requested: \$431,676.00.

2.) There were 4 differences noted regarding *renewal projects*:

A. Pima County / Travelers Aid: requested \$422,847 and awarded \$422,846.00 (less \$1)

B. Travelers Aid / T. Aid: requested \$112,487 and awarded \$112,486.00 (less \$1)

C. City of Tucson / COPE: requested \$741,273 and awarded \$741,272 (less \$1)

D. Pima County / Comin Home: requested \$454,348 and awarded \$454,347 (less \$1)

3.) **SPC project** increased awards due to FMR's:

A. City of Tucson / CPSA: requested \$720,360 and awarded \$745,584 (\$25,224-increase)

B. ADOH / CPSA: requested \$790,524 and awarded \$818,196 (\$27,672-increase)

Next step: Vicki will try to determine why four projects were decreased by \$1, which is mandated to be deducted from administrative expenses.

- **Debriefing.** Vicki reported that HUD's John Enos did not have the 2006 CoC application scores when the awards were made and would defer scheduling debriefings until after his return from vacation March 13th, when the scores should be available.
- **Results of bed surveys.** Vicki reported that she was still receiving bed surveys as of yesterday. She distributed a list showing 13 Emergency Shelter (ES) respondents, 14 Transitional Housing (TH) respondents, and five Permanent Housing (PH) respondents.
 - **Next steps:** Next week Vicki will review the exhibit 1 list and contact Nick Jones and Pat Carnes to make calls to encourage survey completion.
- **Technical submissions.** Vicki reported that there is very little difference between the current and last year's technical submission documents. She encouraged programs to repeat the information from their applications, making changes only if there has been a specific formal change, such as the \$1 reduction in administration awards that was seen in four Pima County projects. Vicki will be available for limited help to individual organizations on their technical submissions.
- **Hold harmless and pro rata needs.** Vicki explained that hold harmless is a means for a continuum to gain flexibility to reallocate funding when the renewal demand (need) for a particular continuum's funding exceeds its pro-rata share, the amount that HUD has allocated to the geographic area.. She suggested that TPCCH may need to designate itself as a "hold harmless" for the next funding period.
 - **Next steps.**
 - a. Vicki will contract all grantees to be sure that they want to renew.
 - b. Discussion of "hold harmless" status will continue

4. Next meeting: Wednesday, March 28, 10:30 am, SAAF.

Submitted by Settle Madden

Attendance

| Name | Organization | Email |
|-------------------|---------------------------------------|--------------------------------|
| Jodie Barnes | City of Tucson | Jodie.Barnes@tucsonaz.gov |
| Lori Block | Interfaith Coalition for the Homeless | ldblock@earthlink.net |
| Beth Carey | Southern Arizona AIDS Foundation | bcarey@saaf.org |
| Pat Carnes | Compass Healthcare | pcarnes@compasshc.org |
| Sara Jones | TCWC | sarah@tucsoncenters.com |
| Nick Jones | Old Pueblo Community Foundation | nickjones@helptucson.com |
| Linda Kot | Primavera Foundation | lkot@primavera.org |
| Gezzele Martin | El Rio Healthcare | gezzelem@elrio.org |
| Adelina McKenna | Traveler's Aid | amckenna@tatucson.org |
| Robert Miller | Comin' Home | rmiller@cominhome.net |
| John W. Mott | HMIS / I&R /ATC | jwmott@arizonatc.com |
| Mary Ochoa | DES/FAA | maryochoa@azdes.gov |
| Nancy Panico | Open Inn | npanico@openinn.org |
| Efrain Romero | Jackson Employment Center | eromero@pima.gov |
| Scott Stace | ATC | scott@arizonatc.com |
| Val Quadros | La Frontera | vquadros@lafrontera.org |
| Susanna Rodriquez | City of Tucson | Susanna.Rodriguez@tucsonaz.gov |
| Mér Otis | CPSA | Mer.otis@cpsa-rhba.org |
| Vicki VanDreel | TPCH CoC Consultant | vandreelv@aol.com |
| Melissa Weiters | Brewster Center | melissaw@thebrewstercenter.org |