
TUCSON PLANNING COUNCIL FOR THE HOMELESS

Continuum of Services Committee

March 28, 2007 Minutes

Conveners / Chairs: Beth Carey, Linda Kot

Next Meeting: April 25, 2007, 10:30 am – noon SAAF, 375 S. Euclid Avenue

Report to TPCCH General Meeting
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| <ul style="list-style-type: none">■ Request for vote to share HMIS data with DES■ Request for vote on Exhibit 1 preparation timeline presented by Steve Nelson■ Request for vote to hold two special meetings regarding Exhibit 1 |
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TOPICS DISCUSSED

1. TPCCH Business Items.

- VA Survey. Doreen Kees distributed the survey of agencies that SAVAHCS administers twice annually and received responses.
- **Workshops for Fall Conference.** Participants suggested the following topics for the upcoming TPCCH conference and it's theme of "The Plan to End Homelessness."
 1. A Primavera presentation on the "temp agency" model of employment programs as part of a panel of employment programs.
 2. A workshop on cultural competency in the culture of homelessness.
 3. An employment workshop presentation by Steven Nelson of Jackson Employment.
 - **Next step:** Settle will repeat the call for presentations in the next TPCCH Weekly Announcements.

2. HMIS and Arizona Evaluation Project.

- **HMIS Software Contract Renewal.** Linda Kot reported that software contract does end on April 1, 2007. The software contract workgroup put the RFP process on hold as they did not receive all the proposals that were submitted to I&R. Response from DSI, which owns the current ClientTrack™ software, showed a minimal increase of only \$3 per user annually. That contract is renewed automatically by contract administrator I&R and DSI. Scott Stace noted that this is a very reasonable increase which would avoid creating needs for data transfer and user re-training. He said that ATC recommends renewing the contract. Linda stated that the workgroup will meet again soon to make its recommendation. CoC Consultant Vicki VanDreel noted that TPCCH's current score in the HMIS area is 4.75 out of a possible five points, indicating that the current system is performing to HUD's expectations.
- **HMIS Administration.** Scott reported that I&R will be able to continue HMIS administration as contracted through June. If I&R decides to end the HMIS contract with HUD administration by a new entity may be approved by the following method. I&R must submit a written notice of intent to transfer the administration to a specific entity. That entity must submit a written notice of its acceptance. TPCCH must pass a motion approving the transfer and submit written notice of that motion to HUD.
- **HMIS Technical Submission to HUD.** Scott reported that ATC prepared and I&R conveyed to HUD the required technical submission. They have received verbal acceptance and expect written acceptance within 30 days.
- **HMIS Reports.** John distributed reports on client demographics and conviction status to participants. Participants asked why these reports show more clients than reflected in the recent individual agency reports. John said that one issue is that the reports do not currently reflect permanent housing entries into the system because they include only clients for whom both completed entry and completed exit

data appears. The current average stay of HMIS clients in permanent housing is six years. These persons have no exit data in the system. The state HMIS administrator has indicated willingness to use interim or end-of-contract year residence in permanent housing as an equivalent to an exit report, John said. This would make the reports more closely reflect actual results in the future.

- **Arizona Evaluation Project.** The Arizona Department of Economic Security (DES) is now requesting all data for agencies receiving DES funding. This has not previously been provided. Barbara Montrose reported that the Evaluation Committee agrees to provide this.
 - **Next step:** Committee will request a General Council vote to expand the data criteria provided to DES as requested by DES.

3. **Consultant's Agenda.**

- **TPCH 2006 Scores.** Vicki VanDreel presented a breakdown of TPCH's 2006 application score, which was an overall 88.25 of 100 points, for which the funding minimum was 86 points. Vicki pointed out that TPCH can strengthen its scores by improving in the following areas.

CoC Strategic Planning	2006 score 7.75 of 10
Housing Performance	2006 score 7 of 12

Vicki noted that within housing performance, HUD scored TPCH at 58% (with a 61% threshold) on transitional housing; 71% (with a 75% threshold) on permanent housing; and 48.6% with an 11% threshold for the rate of employment. In 2007 HUD will increase the threshold of TH to 61.5%, PH remains the same at 71%, and Employment will increase to 18%. These figures come from the annual progress reports of HUD-funded programs and agencies within the continuum.

She noted that HUD wants to see and TPCH should emphasize diversity of participation in the continuum by including local businesses and housing developers among others, and presenting the participating homeless enumerator's names in the street count report. She also recommended that the Exhibit 1in preparation do the following: present evidence of "honing-in" on unit development by reviewing all local projects and incoming tax housing credit information through the Arizona Department of Housing, and by checking the local housing commission for existing set-aside units; and emphasize prevention efforts

- **2007 HUD CoC Competition.** Vicki reported the HUD-determined preliminary pro-rata share of funding allots \$2,106,203 for Tucson and \$872,759 for Pima County for a total of \$2,978,962. Renewal demand for 2007, however, is in excess of \$5 million. Because all contacted programs wish to renew, she said, this will require TPCH to apply for 2007 as a Hold Harmless need CoC in order to secure the needed funding. This is done with a checkbox within the application. Using the Hold Harmless application for every individual project allows for one-, two- and three-year grants; reduces the score threshold for funding, and makes the applying continuum eligible for up to a \$446,884 Samaritan bonus for an appropriate project. She noted that HUD particularly wishes to see projects addressing the HUD-defined chronically homeless (individuals with a disability and lengthy and/or repeated episodes of homelessness).

- **Next steps:** Participants will speak to appropriate administrators about possible Samaritan projects as follows:

- a. Robert Miller, Comin' Home
- b. Barbara Montrose, Compass
- c. Val Quadros, La Frontera

- 4. **Continuum of Care Application Process.** Nancy Panico, Linda Kot, Steve Nelson and Barbara Montrose are working with Vicki as the application preparation workgroup. Steve reported that the workgroup has reviewed the 2007 NOFA application and finds very few differences from the previous year. The time between release of the application and submittal deadline is similar. This year's deadline is June 8th. The differences that are noted are increased emphasis on employment and HUD's planned use of the application's logic model to evaluate outcomes at the end of the APR. The CoS Committee has previously asked the General Council to approve a timeline and hold two special meetings for the application process, Steve said. The workgroup recommends doing the same this year. Steve distributed a copy of last year's timeline and said that he will present one on behalf of the group at the April 12th General Council meeting.

The workgroup also requests recommendation for the rating and ranking committee. They would like to compile a minimum of 10 names to ensure that at least five individuals are available for scheduled meetings.

- **Continuum of Care Application Process next steps:**
 - a. Request that the Executive Committee place a vote on timeline approval on the April 12 General Council agenda.
 - b. Request that the Executive Committee place a vote on two additional meetings during the HUD CoC application process on the April 12 General Council agenda.
 - c. Participants will submit names of suggested members for the rating and ranking committee to the workgroup.
 - d. Settle will include a call for names of suggested members for the rating and ranking committee to the workgroup.

- 5. **PTEH Update.** Linda Kot reported that after an excellent interview and references, the PTEH committee offered the Implementation Coordinator position to Leslie Carlson, who accepted and will start work April 2nd.

- 6. **New Business.**
 - Barbara Montrose announced that CPSA will present trainings on Fair Housing and Arizona’s Landlord/Tenant Act in May.
 - **Next step:** Barbara will e-mail the training invitations to Settle who will distribute to the TPCHE-mailing list.
 - Lori Block thanked participants for their support of ICH’s “Empty Bowls” fundraiser, which generated more than \$7,700.

- 7. **Next meeting: Wednesday, April 25, 10:30 am, SAAF.**

Submitted by Settle Madden

Attendance

Name	Organization	Email
Lori Block	Interfaith Coalition for the Homeless	ldblock@earthlink.net
Beth Carey	Southern Arizona AIDS Foundation	bcarey@saaf.org
Nick Jones	Old Pueblo Community Foundation	nickjones@helptucson.com
Sarah Jones	TCWC	sarah@tucsoncenters.com
Doreen Kees	SAVAHCS	Doreen.Kees@va.gov
Linda Kot	Primavera Foundation	lkot@primavera.org
Robert Miller	Comin’ Home	rmiller@cominhome.net
Barbara Montrose	CPSA	Barbara.montrose@cpsa-rbha.org
John W. Mott	HMIS / I&R /ATC	jwmott@arizonatc.com
Steven Nelson	Pima County, Jackson Employment	snelson@csd.pima.gov
Mary Ochoa	DES/FAA	maryochoa@azdes.gov
Nancy Panico	Open Inn	npanico@openinn.org
Raquel Ramirez	Compass Healthcare	
Scott Stace	ATC	scott@arizonatc.com
Val Quadros	La Frontera	vquadros@lafrontera.org
Susanna Rodriguez	City of Tucson	Susanna.Rodriguez@tucsonaz.gov
Vicki VanDreel	TPCH CoC Consultant	vandreelv@aol.com
Melissa Weiners	Brewster Center	melissaw@thebrewstercenter.org