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# TUCSON PLANNING COUNCIL FOR THE HOMELESS

## Continuum of Services Committee

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### April 23, 2008 Minutes

Chairs: Linda Kot, Susanna Rodriguez

<b>Next Meeting:</b> Wednesday, May 21 <sup>st</sup> , 2008, 10:00 a.m. – 12:00 p.m., Primavera, 151 W. 40 <sup>th</sup> Street
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<b>Report to TPCH General Meeting May 8<sup>th</sup></b>
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| ■ Gaps Analysis meeting dates, |
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### TOPICS DISCUSSED

1. **Minutes.** Barbara Montrose moved and Adam Ragsdale seconded to accept the minutes of the previous meeting as presented. **Motion passed.**
2. **Confirmation of co-chairs.** Linda Kot reviewed the nomination of Susann Rodriguez and Valerie Quadros as co-chairs of the committee for 2008-09. Barbara Montrose moved to elect the two. Steve Nelson seconded. **Motion passed.**
3. **Exhibit 1 Goals.** Copies of the 2007 CoC 10-Year Plan, Objectives, and Action Steps Chart were distributed. Participants reviewed and provided feedback on goals, objectives, and action steps for the coming year. Val stated that La Frontera would like to submit a Samaritan Bonus Project this year.
  - **Next step:** Barbara Montrose will follow-up with Compass on the Samaritan Project objective 1C.
4. **HUD application preparation.**
  - Ken Walker distributed compilations of the shelter capacity and bed count survey numbers for the Tucson area in 2007 and 2008. Participants reviewed and discussed the data, which appeared to contain inaccuracies, including inclusion of some beds that do not exclusively serve homeless persons.
    - **Next steps:** a.) Each committee member will submit inaccuracies he/she notices to Ken Walker in writing by the end of the meeting or at [kwalker@thepartnership.us](mailto:kwalker@thepartnership.us) as soon as possible afterward.
      - b.) Jodie Barnes will check with agencies about permanent housing questions.
      - c.) PPP will ask the Salvation Army for a clarification about their numbers by end-of-day Thursday, April 24.
      - d.) Ken Walker will email corrected data when it is completed to the TPCH Administrative Coordinator for distribution.
  - **NOFA/Registration for HUD electronic submission.** Ken reported that all HUD grant applicants must register and name one primary and one alternate contact for HUD electronic submission by June 30 or they will be ineligible to apply. The SuperNOFA itself should be available in July. HUD has announced that step-by-step tutorials that can be displayed simultaneously with the registration or application form are planned for both registration and application submittal.
  - **Gaps Analysis Process.** Ken Walker reviewed and presented a plan for the gaps analysis and strategic planning process for Exhibit 1 preparation. The plan is to review current data, compare to the 2007 goals and objectives for comment and suggestion in the CoS Committee, and then take to the entire TPCH membership to determine revised objectives in two separate sessions of two hours each. Consensus was to move the next CoS Committee meeting to May 21<sup>st</sup> to allow for TPCH Special General Council meetings on Thursdays May 29<sup>th</sup> and June 5<sup>th</sup>, from 3:00-5:00 p.m., followed by a vote on continuing TPCH's "hold harmless" status with HUD at the regularly scheduled TPCH General Council meeting June 12<sup>th</sup>.

**Gaps Analysis Process cont'd.**

- **Next steps:**
  - a.) CoC consultants will provide the summary data for the May 21<sup>st</sup> meeting discussion by May 16<sup>th</sup>.
  - b.) Susanna Rodriguez will check on the availability of a Sentinel Building rooms for May 29<sup>th</sup> and June 5<sup>th</sup>, and coordinate with Steve Nelson as to whether an alternate location is needed.
  - c.) Steve will seek a county meeting room if one of the city meeting rooms is not available.
  - d.) Co-chairs will ask the Executive Committee to schedule a June 12<sup>th</sup> vote on continuing TPCH's "hold harmless" status with HUD.

5. **Next Meeting:** Wednesday, May 21<sup>st</sup>, 10:00 a.m.-12:00 p.m., Primavera Foundation, 151 W. 40<sup>th</sup> Street. The one-half hour earlier start time is for this meeting only.

Submitted by Settle Madden

**Attendance**

<b>Name</b>	<b>Organization</b>	<b>Email</b>
Jennifer Andersen	New Beginnings for Women & Children	jandersen@nbwctucson.org
Jodie Barnes	City of Tucson	Jodie.Barnes@tucsonaz.gov
Lori Block	Interfaith Coalition for the Homeless	lori.block@ichtucson.org
Beth Carey	Southern Arizona AIDS Foundation	bcarey@saaf.org
Leslie Carlson	PTEH Implementation Coordinator	lcarlson@cox.net
Nick Jones	Old Pueblo Community Services	nickjones@helptucson.org
Linda Kot	Primavera Foundation	lkot@primavera.org
Barbara Montrose	Community Partnership of Southern Arizona	barbara.montrose@cpsa-rbha.org
Sylvie Morel-Seyteux	Consultant to PPP	Sylvie.consulting@yahoo.com
Steven Nelson	Pima County, Jackson Employment	snelson@csd.pima.gov
Nancy Panico	Open Inn	npanico@openinn.org
Val Quadros	La Frontera	vquadros@lafrontera.org
Adam Ragsdale	Primavera Foundation	aragsdale@primavera.org
Susanna Rodriguez	City of Tucson	Susanna.Rodriguez@tucsonaz.gov
Jennifer Walker	Tucson Centers for Women & Children	Jennifer@tucsoncenters.org
Ken Walker	TPCH CoC Consultant, PPP	kwalker@thepartnership.us