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# TUCSON PLANNING COUNCIL FOR THE HOMELESS

## Continuum of Care Committee

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### December 27, 2006 Minutes

Conveners: Beth Carey, Linda Kot

Next Meeting: <b>January 31, 2006; 10:30 AM</b> Location: <b>SAAF, 375 S. Euclid Avenue</b>
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<b>Report to TPCCH General Meeting</b>
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| <ul style="list-style-type: none"><li>■ Pima County Outside Agency application proposed</li><li>■ City of Tucson designated as agency for HUD electronic submissions</li><li>■ Street Count update</li></ul> |
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### TOPICS DISCUSSED

1. CoC consultant agenda. Vicki Van Dreel introduced herself, described her background working with HUD for the Arizona Department of Housing and acting as a HUD program monitor for same. She addressed two issues.
  - **Continuum electronic submission to HUD.** HUD will be requiring Continuum of Care proposals to be submitted electronically through [www.grants.gov](http://www.grants.gov). This must be done by a HUD grantee with a DUNS number. Setup can take from several days to a couple of weeks. Jodie Barnes and Susanna Rodriguez noted that the City of Tucson is already established as a HUD grantee with a DUNS number. Consensus was to name the City as electronic filing agent.
    - **Next step:** Jodie and Susanna will double check that City can e-file for TPCCH.
  - **HUD grantee and sponsor training.** A comprehensive HUD training will be held in Phoenix on January 24. Vicki offered to do a follow up training to grantees, sponsors, and subcontractors ~~training~~ specifically on documenting participant eligibility, project performance, and eligible expenditures under grants. Consensus was that the training is needed. Training is set for **Friday, February 9, 2007, 9—11 AM at the Sentinel Building.**
    - Next steps:**
      - a. Vicki will distribute a flyer related to the training through the TPCCH announcements.
      - b. Participants should bring their technical submissions to the session
      - c. Participants who attend the January 24th HUD training should write down their questions to bring to the February 9<sup>th</sup> session.
2. **Preparation for 2007 Homeless Street Count.** Settle Madden reported that volunteer recruitment is going well, but not so well that anyone considering volunteering should hesitate. More volunteers are still needed. Last week's announcements had volunteer training locations reversed. The correct schedule was distributed and is attached.
  - **Next step:** Work group to check with Amado Food Bank for rural area information for Homeless Street Count.
3. **PTEH Update.**
  - **Pima County Outside Agency Application.** Pima County's Outside Agency application is out and requests are due by February 9<sup>th</sup>. TPCCH previously applied by letter to the county for matching funds for bus passes and the Implementation Coordinator. There has been no response. Consensus was to apply formally for funding to expand bus passes and possibly fund taxi vouchers as well as to provide funding which will be used as local match for the Implementation Coordinator.

**Next steps:**

- a. TPCH must approve submission of the application at the Jan. 11 meeting.
- b. Lori Block will draft and compile the application, then distribute for input.
- c. PTEH committee needs input on who/how/why to use taxi vouchers.

4. **Bed Use Survey.** The bed use survey is being reinstated due to the need for specific data in grant applications per recommendations by last year's CoC consultant Susan Trentham. Discussion included that HUD will ask for the response rate; survey will also want to know the number of beds available on the same day; the same person who fills out the DES shelter survey should fill out the TPCH survey; and agencies should be called before receipt as well as to encourage providing of data. Beth distributed the 2004 and 2005 survey forms.

o **Next steps:**

- a. Vicki will draft a 2007 form based on the information that HUD requests in exhibit 1 and bring to the next meeting.
- b. Pat Carnes and Nick Jones will make calls to agencies. They will contact Linda Kot for the contact list passed at the December 14th General Council meeting.
- c. Settle Madden will e-mail Pat and Nick the September Shelter list to work from.

5. **HMIS and Evaluation Project Update.** No updates.

6. **Old Business.**

- **SOAR Training (getting SSDI and SSI on the first try).** Barbara Montrose reported that they held two trainings with a total of 51 participants from 17 agencies. Feedback was that the training was excellent and energizing. No one failed to return from lunch or left early. They will probably offer another training soon as several persons who couldn't attend have requested another session. They are considering a debriefing after six months to see how participants have fared using the techniques they were trained in.
- **Operation Deep Freeze.** Lori Block reported that ODF has operated for 10 of the previous 30 nights as compared to a total of 19 of 90 nights last year. The Salvation Army has accommodated everyone when congregations have been unable to. There were no turn-aways.
- **One Step Beyond versus ODF.** Lori explained that the former is for veterans only. It schedules and transitions the Vets from the Salvation Army to other accommodations. ODF is for the general population and operates only in inclement weather during late fall and winter.

7. **New Business.** No new business.

8. **Items for TPCH January 11<sup>th</sup> General Council meeting as above.**

Submitted by Settle Madden

**Attendance**

Name	Organization	Email	Phone
Jodie Barnes	City of Tucson	Jodie.Barnes@tucsonaz.gov	
Lori Block	ICH	ldblock@earthlink.net	745-9443
Beth Carey	SAAF	bcarey@saaf.org	628-7223
Pat Carnes	Compass Healthcare	pcarnes@compasshc.org	882-5608
Nick Jones	Old Pueblo Community Foundation	nickjones@helptucson.org	
Sarah Jones	TCWC	sarah@tucsoncenters.com	
Robert Miller	Comin' Home	rmiller@cominhome.net	322-6980
Barbara Montrose	CPSA		
Susanna Rodriguez	City of Tucson	SRodrig1@ci.tucson.az.us	
Efrain Romero	Jackson Employment		
Val Quadros	La Frontera	vquadros@lafrontera.org	624-5518
Vicki VanDreel	TPCH CoC Consultant	vandreev@aol.com	
Melissa Weiters	Brewster Center	melissaw@thebrewstercenter.org	320-7556 x102