

**Tucson Planning council for the Homeless  
Continuum of Services Committee**

**Wednesday June 28, 2006**

Members in attendance:

Beth Carey	Jodie Barnes
Linda Kot	Susan Trentham
Efrian Romero	Martha Valado
Mary Ochoa	Mary Ann Adams
Olivia Gutzman	Patricia Carnes
Val Quadros	Barbara Montrose
John Mott	Mary Pat Sullivan

**Debriefing of Continuum of Care Homeless Programs Application Process**

Susan presented an excellent document outlining suggestions to improve the process for next year. The first 4 pages covered 9 items of importance. Highlights included:

1. Annual Homeless Street count: suggestions offered on how to improve included sending formal letters in early December to community entities (schools, labor halls, transportation) to solicit their assistance. Use this event to get publicity for TPCH through such media as the newspaper.
2. Annual Shelter Survey: Agencies need to report numbers in a timely manner. Consider shortening the deadline, incentives to those who do, or take away points from those who do not comply. Educate the agencies of the importance of this data. Before survey is released it should be reviewed by appropriate TPCH members. A clear explanation on how to complete the survey should be given to members.
3. Timeline Calendar for COC: develop as soon as possible after release of SuperNOFA. Finding meeting rooms was very time consuming. More help from participating agencies is needed.
4. Development of RFP Applicant Scoring Criteria: compare against an actual application to ensure it is a good fit. Discussion on conflict of interest when those applying are the ones setting the point system. Suggestion that committee should be ½ agencies applying for funds and ½ not applying. Consultant should monitor.
5. Independent Reviewers should be assigned in Jan. or Feb. with a list of 5 names and a few alternates. (Reviewers requested snacks.) Consider ways to improve the listing of priorities.
6. Goals and Outcomes: COS will set goals in July which will then become a group discussion at the next TPCH meeting. These should be reviewed periodically throughout the year. Keep in mind small group work, which was a good experience this year.
7. HMIS: It is critical that TPCH and agencies begin to work now to resolve concerns as opposed to waiting until next spring. Better collaboration is needed between programs to share information.

8. Other HUD Application Issues: Critical to follow the timeline to allow time for corrections. There will be corrections. Keep good records of meetings and those attending. At the beginning of each year committees should identify their mission and set goals for the next year. Look to ways to expand and diversify TPCH membership. Look at leverage and numbers throughout the year as opposed to waiting until the application is due.

*It was recommended by the COS that Susan share her report with the executive committee.*

### **Plan to End Homeless Update**

The county has approved the 10 year plan. The city endorsed the plan. (Endorsed is a step above acceptance.) Although funding to support the plan was not discussed the city did agree under the endorsement to increase training for police and emergency response personnel on mental illness issues and resources for homeless. The city also agreed to provide a dedicated source for bus passes for homeless. It was recommended that Marana and So. Tucson also review the plan. The key issue at this point is making the plan a reality. Martha reported on the cost study that will be conducted to compliment the plan. Funding of \$5,000.00 was received from DES for this project. Costs will be cataloged. Mary Pat mentioned an article that will appear in the Tucson Citizen quoting numbers of homeless from the plan. She also suggested taking this plan to neighborhood associations and businesses.

### **HMIS Update**

John shared some current statistics. HMIS has been facing budget issues, which resulted in the need to re-create 2005 data before receiving funding from the city as passed through I&R. Agreed to give John 20 minutes at the next meeting to discuss issues.

### **AZ Evaluation Project Update**

Barb reported that there was a face to face meeting in Casa Grande with the Maricopa Assoc of Governments, DES, rural folks, and HMIS staff. Discussed the need to review goals and outcomes that were established 3 years ago, looking at differences between Tucson and Phoenix. Need to decide exactly how the data will be used, how often an agency will get feedback, etc. Info on each agency to be confidential with the purpose of helping individual agencies evaluate their services. The rural group has information on leverage funds which they will share with TPCH.

### **Old Business**

None

### **New Business**

Barb pointed out that the HUD SuperNOFA stipulated that COCs should be 501c3s. The executive committee should review this and discuss it with John Enos.

### **Review of Items for July 13<sup>th</sup> TPCH Meeting:**

Goals and timelines, HMIS and what can we do to help, no voting items.