
TUCSON PLANNING COUNCIL FOR THE HOMELESS

Continuum of Services Committee

September 7, 2005 Minutes

Co-Chairs: Beth Carey & Nancy Panico

Next Meeting: September 28, 2005; 10:30 AM SAAF, 375. S. Euclid Avenue, Tucson
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Recommendations for TPCCH agenda

- None

Report to TPCCH General meeting:

- Announce changed monthly committee meeting date per Executive Committee's request to fourth Wednesday of each month; TPCCH members are invited to participate
- Share information concerning Katrina Evacuees
- Announce Vic Hudenko's resignation, the committee's current review of the consultant contract, and future plans to discuss the position with the Executive Committee.

TOPICS DISCUSSED:

1. Meeting Day and Time

Bill Magnotto with the Executive Committee (EC) would like to have all committee meeting minutes on the Friday before the EC's monthly meetings, therefore the current meeting time does not work. It was proposed to move meetings to the fourth Wednesday of each month, beginning September 28, 2005. Thus, there will be two meetings in September, which will also enable the committee to cover the several items on the September meeting agenda.

2. Consultant Contract

Vic Hudenko, the TPCCH consultant for the past three years, has resigned. The EC creates the consultant contract, which is funded by the City, County, and the AZ Dept. of Housing, with Information and Referral Services as the fiscal agent. The contract is expected to go out to bid, and input about the contract is needed from this committee given how closely it works with the consultant.

The key question addressed was: What exactly does this person do for us? Vic's many responsibilities in research, analyses, planning, and grants, along with his individual skills, style, and knowledge, were discussed. Concerns were expressed about whether a replacement could employ his integrated approach to the position, or if there is a need to split up the tasks according to the two main processes involved:

Planning and **Application**. The year-round contract typically begins in October, with the response to RFPs as the second stage. Vic has also offered to continue to help with the gap analysis.

Comments made in regards to the contract, position, qualifications, and process included:

- Vic provided clarification and mediation between HUD and the Continuum, and offered option strategies when studying goals and rankings, so related qualifications would be needed. Vic also regularly attended TPCCH meetings (although it was not required).
- It's a brand new process this year with the requirement of filing electronically, so the person must be able to help others, who are less computer-savvy.
- Consider the integration with HMIS on the horizon, and how it may apply to the position.
- The person needs to be realistic of obstacles, barriers, and the complexities of pulling it all together, with an understanding of budgets or the financial aspects of the applications.
- Recommendations: (a) Break the position into two parts; (b) Need a neutral, trusted, and fair-minded individual (no personal agendas); and (c) Utilize a competitive process.

Action: A conversation with the EC is needed, and Beth will attend and discuss the matter as an agenda item at the EC’s October meeting. Beth will also make editions and changes to the written contract, which will be reviewed at the September 28th meeting prior to her discussion with the EC.

3. Local Response to Katrina Evacuees

- An announcement was relayed for Paula Block: Travelers Aid is responsible for case management, and she is asking agencies to please volunteer some case managers to help (5-day stretch, 4-hour shifts).
- Individuals or agencies can call the Mayor’s Hotline at 791-5395 for information (currently being answered by Cope Behavioral Services)
- Melissa Hartman is the point person for the City and the Tucson Convention Center (which is FEMA-directed). For more information on housing, visit www.fema.gov or HUD’s hotline, 1-888-297-8685.
- If dealing with Katrina evacuees, it is important to record information on the assistance provided for data collection purposes (to be done by the City).

4. SOAR Planning

Barbara Montrose briefly provided a description of the SOAR Program (SSI/SSDI Outreach Access Recovery), and stated that someone needs to be chosen to attend the “train the trainer” program in Washington DC. There are fourteen states or communities that will be participating, and AZ is one of them. There was little time to fully discuss the topic, and a request was made for future clarification and information about program.

5. HMIS and Evaluation Update

Given the lack of time to adequately cover the topic, it was suggested that Trevor Atwood, with Information & Referral, be invited to the September 28th meeting to discuss the issues and perceptions surrounding the usage and implementation of HMIS. Beth will check with Trevor about his availability to attend the next meeting.

New Business:

-- None at this time.

<p>Next Meeting Agenda Items:</p> <ol style="list-style-type: none"> 1. Discussion of HMIS with Trevor Atwood 2. Review of Contract Editions

Attendance

<i>Name</i>	<i>Organization</i>	<i>Email</i>
Beth Carey (Co-chair)	SAAF	bcarey@saaf.org
Barbara Montrose	CPSA	barbara.montrose@cpsa-rbha.org
T. VanHook	RISE, Inc.	tvanhook@rise-inc.org
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Melissa Wieters	Primavera	mwieters@primavera.org
Bob Dieter	CPSA	bob.dieter@cpsa-rbha.org
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