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AGENDA

I. Call to Order – Daphne Lemelle
   a) Roll Call

II. Approval of Minutes – Daphne Lemelle
   a) March 2016 CoC Steering Committee Meeting

III. Lead Agency Report -- Add to official minutes

IV. Old Business
   a) Montgomery County merger
   b) TDHCA ESG Funding Update – Eva Thibaudeau
   c) Domestic Violence Housing Models
   d) CoC Updates Memo

V. New Business
   a) Emergency Food and Shelter Program (EFSP)
   b) CoC Technical Assistance re: Refinement

VI. Announcements

VII. Public Comments

VIII. Adjournment
Steering Committee Meeting
March 10, 2016
Minutes

Present:
Heather Garza (City of Pasadena, Community Development), Tory Gunsolley (Houston Housing Authority), Marilynn Kindell (Ft Bend County Community Development), Kelli King-Jackson (Simmons Foundation), Daphne Lemelle (Harris County Community Services Dept.), Mike Puccio, (The Beacon), Eva Thibaudeau (Lead Agency Staff), Carl Wiley (Consumer Rep)

Absent:
Barbara Dawson (MHMRA rep), Gerald Eckert (The Salvation Army), Laura Marsh (Michael E. DeBakey, VA Medical Center), Neal Rackleff (City of Houston, Housing and Community Development Department), Da"Quam Taylor (Consumer Representative), Mike Temple (Houston Galveston Area Council)

The meeting of the Continuum of Care (CoC) Steering Committee was held on March 10, 2016 at 601 Sawyer St., 1st Floor Conference Room # 102, pursuant to proper notification of all Steering Committee members.

Welcome and Introductions
Daphne Lemelle called the meeting to order at 3:33 pm. Marilyn Kindell conducted roll call and Lemelle noted that there was a quorum.

Vacant Seats Update
Lemelle motions to make Mike Puccio, Interim Executive Director at The Beacon, to the Steering Committee to fill the remaining term of the past Executive Director of the Beacon. Tory Gunsolley seconded. Five members of the Steering Committee are not present, but voted prior to the meeting in favor of this resolution. The motion was approved.

Approval of Minutes
The minutes from the February CoC Steering Committee meeting were presented. Lemelle called for a motion to approve the February minutes as presented. Tory Gunsolley motioned, Kelli King-Jackson seconded. Five members of the Steering Committee are not present, but voted for approval of the minutes prior to the meeting in favor of this resolution. These members are Barbara Dawson (MHMRA rep), Gerald Eckert (The Salvation Army), Laura Marsh (Michael E. DeBakey, VA Medical Center), Neal Rackleff (City of
Houston, Housing and Community Development Department), and Mike Temple (Houston Galveston Area Council). The minutes were approved.

Lead Agency Report
- Eva Thibaudeau presented the Lead Agency Report for inclusion in official minutes.

Old Business

**Housing First Principles** –
- Resolution 2.2016 was proposed; Adoption of Housing First Principles as guided document for all permanent housing projects within our CoC. Discussion was held about family structure and prior convictions. Committee agrees on the following changes:
  - Under **low barrier approach to entry**, add “including non-violent felony criminal convictions”.
  - Under the second point in **Lease compliance and housing retention**, remove the word “transitional” in letter b.
  - Under the second point in **Lease compliance and housing retention**, add “unless mutual process has been determined to avoid eviction” at the end of letter c.
- Marilyn Kindell motioned to approve Resolution 2.2016 with the above changes. Tory Gunsolley seconded the motion. Five members of the Steering Committee are not present, but voted for approval of the motion with corrections prior to the meeting in favor of this resolution. These members are Barbara Dawson (MHMRA rep), Gerald Eckert (The Salvation Army), Laura Marsh (Michael E. DeBakey, VA Medical Center), Neal Rackleff (City of Houston, Housing and Community Development Department), and Mike Temple (Houston Galveston Area Council). The motion was approved.

**Tier 1 Funding Announcement FY2015 NOFA** --Eva Thibaudeau
- Thibaudeau shares funding announcement. NOFA will send further notification and update will be provided at that time.

**Project Management for Domestic Violence** – Eva Thibaudeau
- In December, the DV leadership committee voted to have the HCDVCC be their system project manager for the DV workgroup. This decision has since been challenged. A leadership meeting is scheduled soon. The recommendation to this group is for the first vote to stand, as we have made funding decisions to position the DVCC with the ability to manage these efforts. The mayor’s office is also recommending for the initial vote to stand.

**Point in Time data progress** – Eva Thibaudeau
- Thibaudeau shared success of PIT and shared that data is being combed through and reviewing downward trends in sheltered and unsheltered counts.
**TDHCA ESG Funding Collaboratives – Eva Thibaudeau (Resolution 3.2016)**

- Thibaudeau proposes approval of the presented TDHCA ESG funds collaborations and activities as eligible recipients with authorization to the ESG Funders Collaborative to review, score and submit recommendations to TDHCA.
- Kelly King-Jackson motions to approve Resolution 3.2016, Marilyn Kindell seconds. Five members of the Steering Committee are not present, but voted for approval of the motion prior to the meeting in favor of this resolution. These members are Barbara Dawson (MHMRA rep), Gerald Eckert (The Salvation Army), Laura Marsh (Michael E. DeBakey, VA Medical Center), Neal Rackleff (City of Houston, Housing and Community Development Department), and Mike Temple (Houston Galveston Area Council). The motion was approved.

**New Business**

**Montgomery County CoC Merger – Eva Thibaudeau (Resolution 4.2016)**

- Montgomery County Coalition for the Homeless is asking to merge with The Way Home COC of Houston, Pasadena/Harris and Ft Bend. If all approve, the three entities will move forward with requesting HUD approval in advance of the FY2016 COC NOFA registration process. Discussion was held about the logistics of this merge.
- In the proposal, Resolution 4.2016, Daphne Lemelle asks for resolution to be amended to include “1 seat on the steering committee for Montgomery County”. Tory Gunsolley motions, Marilyn Kindell seconds. Five members of the Steering Committee are not present, but voted for approval of the motion prior to the meeting in favor of this resolution. These members are Barbara Dawson (MHMRA rep), Gerald Eckert (The Salvation Army), Laura Marsh (Michael E. DeBakey, VA Medical Center), Neal Rackleff (City of Houston, Housing and Community Development Department), and Mike Temple (Houston Galveston Area Council). The motion was approved.

**FY2016 CoC NOFA Policies and Updates – Eva Thibaudeau**

- **Rental Assistance vs. Leasing Policy** –
  - This item to be revisited later. There was nothing to vote on at this time.

- **Underspent Funds Reallocation Policy**--
  - HUD gave a report of CoC 2012, 2013 and 2014 calculated unspent funds. This policy was created to reallocate funds in order to address the negative effect on the CoC caused by grantees failing to fully expend grant funds.

**Announcements**

Lunch and Learn Thursday, March 17th on Youth and Young Adults. If interested, contact Gary at ggrier@homelesshouston.org
Public Comments
There were no public comments.

Adjournment
Upon approval, the meeting was adjourned at 4:19 pm.

Respectfully Submitted, Approved,

________________________    ___________________________
Barbara Dawson, Secretary    Daphne Lemelle, Chairman

_____________________
Date
A. Networks, Initiatives and Affinity Groups
   a. CoC Provider Input Forum
      i. The next Provider Input Forum is scheduled for Tuesday, May 24th from 9am to 10:30am at Harris County CSD 8410 Lantern Point Drive, Houston, Texas.
   b. CoC Consumer Input Forum
      i. The CoC Consumer Forum will be conducted during the 2nd quarter with focus on clients who have utilized Coordinated Access. The date is yet to be determined.
   c. Housing Houston’s Heroes
      i. The SSVF RRH workgroup meets the second Thursday at US Vets from 11am-12:30pm. The April 14th meeting will include system homeless prevention planning.
   d. Youth/Young Adult Affinity Group
      i. The Way Home YYA Workgroup met on Thursday, March 10 to approve the action plan and assign duties for progress.
   e. RRH Workgroup
      i. The RRH Expansion Workgroup meets weekly on Wednesday mornings while the FAI/CMI meeting is conducted Tuesdays from 11:30 to 12:30 pm.
      ii. The ESG Funders Collaborative workgroup meets monthly and is comprised of Cities of Houston and Pasadena, Counties of Fort Bend and Harris and the CoC Lead Agency representing the CoC.
   f. Coordinated Access Workgroup
      i. 1115 team meetings conducted weekly from 3-4 on Wednesdays.
      ii. 1185 team meetings conducted weekly on Mondays from 3-4 pm.
      iii. The Coordinated Access workgroup did not meet in the last quarter of 2015 however the plan to implement 4 additional CA Hubs moved forward. Two have been implemented. Staff have been trained and are currently observing assessments for the 3rd location. There was a slight delay in implementation of the 4th location due to the agency hiring.
      iv. The Coordinated Access workgroup did not meet in the first quarter of 2016 however the plan to implement 4 additional CA Hubs moved forward. All Assessors were trained and the 4 Hubs are fully implemented.
      v. The Coordinated Access Team meets the first and third Tuesdays monthly from 12:00 noon to 1:30pm at the BEACON.
      vi. The Permanent Supportive Housing Workgroup only meets as needed.
   g. Income Now Workgroup
i. The Income Now Implementation Workgroup meets weekly on Tuesdays from 2:30pm to 4:00pm at SEARCH.

ii. The Income Now Leadership Workgroup meets monthly on the first Friday from 9am to 10am at SEARCH.

iii. Income Now submitted its collaborative application to TWC on February 26, 2016 pursuant to RFP III.

iv. The SOAR steering committee met on March 11th. The Way Home CoC was awarded the SAMSHA SOAR TA grant and received the top score. Project Manager, Gary Grier, will be attending the SOAR leadership Academy May 2-5. Then, the SOAR TA team (Policy Research Associates) will be facilitating a community SOAR Forum on May 19th from 9am to 4pm. The Forum will be targeted to agencies leadership and stake holders and will include strategic planning to scale up SOAR capacity for the Income Now Initiative.

v. Income Now initiated its 2016 Training series on March 22/23 regarding the Relationship between Housing and Income. The presenters were Carl Wiley and Chris Warland from the National Center on Employment and Homelessness. The 2016 Income Now training series will include nine additional events during the year.

h. Point-In-Time

i. The Point-in-Time (PIT) numbers are currently being analyzed by the contracted researcher. A full report will be released prior to summer of 2016.

B. Other CoC Items

a. A delegation from Tyler, TX visited Houston on March 29 and received a system overview from Mandy Chapman; toured New Hope Housing; received a presentation from Ana Rausch on Coordinated Access; learned about system-wide marketing and landlord marketing from Marilyn Brown and Sara Brown; and information on using entitlement dollars to respond to homelessness from Neal Rackleff and Melody Barr (City of Houston HCDD).

b. The Downtown Transition meetings are occurring bi-weekly.

c. The Collaborative Communications Committee has a networking event scheduled for April 21, hosted by/at Covenant House.

d. The Coalition will lead and encourage participation in True Colors Fund’s second annual #40toNone Day on social media.

e. Visit and tour with Bob Pulster, USICH representative, with The Way Home projects team on March 30th.

f. The Coalition hosted a Lunch & Learn on March 17th with a report out on the community plan to prevent and end youth homelessness by 2020. Seventy persons attended. The program included a presentation by Pastor Pariss Patrick highlighting the collaboration between Agape Community Bible Church and Alief School District.
Domestic Violence Coordinated Access Housing Program Models

1. Rapid Re-Housing (RR)

Program of stabilization and assessment, focusing on re-housing all persons, regardless of disability or background, as quickly as possible into safe housing.

<table>
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<tr>
<th>Program Description</th>
<th>Essential Program Elements and Core Services</th>
<th>Time Frame</th>
<th>Eligibility</th>
<th>Desired/Expected Outcomes</th>
</tr>
</thead>
</table>
| Short to medium-term rental assistance and supportive services program that rapidly re-houses and stabilizes persons who are Category (4) DV/SV fleeing into safe, permanent housing. Program operates on a scattered-site model. | • Case management  
• Housing location  
• Employment assistance  
• Housing stabilization planning using common tools  
• Linkage to mainstream resources  
• Linkage to mental health services as appropriate  
• Linkage to medical services as needed  
• Linkage to substance use treatment services as appropriate  
• Transportation assistance  
• Financial management  
• Job training  
• Access to crisis intervention services  
• Safety planning  
• Legal advocacy  
• Counseling Groups/Individual  
• Life Skills  
• Educational Assistance  
• DV/SV educational programming | Up to 24 months of rent subsidy and supportive services, during which households are stabilized with annual reassessments. | This means any individual or family who: (1) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual’s or family’s primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence*; and (2) Has no other residence; and (3) Lacks the resources or support networks to obtain other permanent housing. * This includes victims of human trafficking. | **Outcome:** Households will secure and maintain affordable permanent housing.  
**Indicators:**  
The Way Home CoC Threshold:  
80% of households will exit to permanent housing.  
70% of households remain housed 3 months after exit.  
70% of households increase income during program enrollment.  
70% of participants obtain mainstream benefits. |

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<th>Priority populations:</th>
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<td>Singles or families</td>
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### Domestic Violence Coordinated Access Housing Program Models

- Children’s Services
- Children’s Advocacy
- Temporary financial assistance (security deposits, utility deposit waivers, furniture, household supplies)
- Utility assistance
- Rental assistance
- Housing Relocation
- Housing referrals/placement services
- Linkage to community supports and/or wraparound system of services in relation to housing placement (agency staff or community provider)
Domestic Violence Coordinated Access Housing Program Models

2. DV Permanent Supportive Housing (PSH)

Permanent housing that is coupled with supportive services that are customized to the needs and preferences of residents. Individuals have leases, must abide by rights and responsibilities, and may remain with no program-imposed time limits. Housing may include various combinations of subsidy resources and services. Supportive housing in Houston is Housing First, and follows a harm reduction philosophy. Services are voluntary to the clients and are not a condition of the lease. Does not require sobriety or medication/treatment compliance as a condition of housing attainment or retention.

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<tr>
<th>Program Description</th>
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<th>Time Frame</th>
<th>Eligibility</th>
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| Long term rental assistance with supportive services for persons who are coming from the street or shelter/interim housing/Category 4 DV/SV fleeing. Program serves household with a disabled head of household, but disability requirement will be based on behavioral health or healthcare provider. Programs may operate on a scattered-site model, but are also geo-restricted. | • Housing stabilization planning using common tools  
• Case Management  
• Housing location  
• Assistance with lease process  
• Employment assistance  
• Linkage to mainstream resources  
• Provides rental subsidy  
• Liaison between property manager and client  
• Linkage to mental health services as appropriate with focus on trauma-informed care  
• Linkage to medical services as needed  
• Linkage to substance use treatment services as appropriate  
• Transportation assistance  
• Financial management  
• Access to crisis intervention services  
• Safety plan updates as needed  
• Legal advocacy  
• Counseling | No time limits. | This means any individual or family who: (1) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual’s or family’s primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence*; and (2) Has no other residence; and (3) Lacks the resources or support networks to obtain other permanent housing. * This includes victims of human trafficking. Any high needs individual with multiple barriers to housing that is literally homeless and/or Category 4 DV/SV fleeing. Specialized eligibility requirements for subsidies include:  
• disabled,  
• domestic violence fleeing | Desired /Expected Outcomes | Outcome: Clients will remain in permanent housing.  
Indicators:  
Threshold: 80% clients will remain permanently housed for 6 months.  
Threshold (increasing): 20% of all participants have employment income.  
Threshold (increasing): 56% of all participants have non-employment income.  
Threshold (increasing): 56% of participants obtain mainstream benefits. |
### Domestic Violence Coordinated Access Housing Program Models

<table>
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<th>Groups/Individual</th>
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<td>- Child Advocacy</td>
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<td>- DV/SV educational programming</td>
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<td>- Life Skills</td>
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<td>- Utility assistance</td>
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<tr>
<td>- Employment and Education services</td>
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This Memorandum is to inform The Way Home Continuum of Care Steering Committee about the current status of specific system activities.

Background

Coordinated Access

- Coordinated Access Process Improvement Survey sent to all partners
- Coordinated Access Process Improvement Lab scheduled for day of April 19, 2016
- Next Steps include workgroup ownership of action steps

Victim Services Providers

- Robert Pulster, USICH regional liaison, attended a DV Steering Committee meeting comprised of service provider with permanent housing options. The meeting topic was Coordinated Access. Mr. Pulster encouraged the group to keep moving forward and embrace the HCDVCC as the local point person for coordination in partnership with the Coalition for the Homeless. He presented the Connecticut CA model which utilized the statewide DV coordinating body and recommended that we do the same in our area.

CoC System Refinement Activities

- Contracted the technical assistance services of Context Associates to work with the entire CoC, including the Lead Agency, to refine and improve system processes. The Principal, Cason Swindle, will begin the community process at the May 23rd Provider Input Forum.