
TUCSON PLANNING COUNCIL FOR THE HOMELESS

Continuum of Services Committee

December 17, 2008 Minutes

Co-Chairs: Susanna Rodriguez , Val Quadros

Next Meeting: Wednesday, January 21, 2009, 10:30 a.m. – 12:00 p.m., Location SAAF 375 S Euclid
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Report to TPCH General Meeting January 15th

■ N/a

TOPICS DISCUSSED

1. **Minutes.** Minutes of the previous meeting, with the deletion of a duplicate attendance listing for Steve Nelson, were accepted by consensus.
2. **Street Count Work Group.** The work group has not met since the previous CoS Committee meeting. They meet again Friday, December 19th at 1:00 p.m. at the main offices of Our Family Services, 3830 E. Bellevue Street.
3. **Shelter Count.** Jennifer Andersen reported. The assigned work group reviewed the Arizona Shelter Count survey, and has submitted their feedback. One of their primary suggestions was to make minor changes to clarify the survey wording so as to better match the questions on the HUD Exhibit 1 and make information more readily transferable. They also requested that TPCH shelter count survey questions be included in the state survey; and asked for clarification on counting adult couples as households. It was noted that HUD-required APRs also present a potential for duplication or misunderstanding because they require that coupled adults be counted as individuals, while the same adults can be reported as households within HUD Exhibit 1. It was also noted that the state and HUD definitions of emergency, transitional, and permanent housing differ. The feedback was sent to Mattie Lord at the Department of Economic Security. A response has not yet been received.

The group discussed the issue and reached consensus that training on how to complete the shelter count survey is needed. Barbara Montrose offered to arrange a teleconference if DES personnel are unable to come to Tucson.

It was suggested that the training be held the same day (January 15, 2009 at 1:00 p.m.) as the January General Council meeting.

- **Next step:** Jennifer will contact DES regarding a response to the suggestions, and to request a Tucson training on how to complete the shelter count survey.
4. **Arizona Youth Demonstration Project Survey.** Participants briefly discussed some of the feedback they provided for the Arizona Department of Economic Security's survey regarding the proposed Arizona Youth Demonstration Project.
 - **Next step:** Discussion of the project and survey will be placed on the committee's January agenda.
 5. **RFP for Next Year's CoC Consultant.** Susanna Rodriguez reported. A total of 19 persons applied, but only four completed all the requirements of the request for proposal. She requested volunteers for the interview and screening committee. Pat Carnes and Steve Nelson volunteered.
 - **Next steps:** a.) Susanna will ask qualified applicants if they can interview next week.
b.) Co-chairs and volunteers will interview qualified applicants.

6. **New Goals.** The co-chairs noted that a committee work group prepared (in consultation with other TPCH committee chairs) additional goals for addressing community needs in anticipation of including those goals in the 2008 HUD application. The esnaps system did not allow addition of these goals to the CoC application. The committee needs to review, and, if needed, amend these goals and decide whether to adopt them. Several participants noted that they have seen an increase in people who are homeless for the first time and in homeless families with employment, perhaps due to the foreclosure crisis. Steve reported that they have a waiting list for the first time in the history of Jackson Employment Center. These changes may affect the goals discussion.
- o **Next step:** a.) Committee will review and discuss goals for 2009 at the January meeting.
 - b.) Leslie will email the developed goals to Susanna for distribution.

Unmet Need. Leslie Carlson reported that when she was recently updating materials, she noted that the unmet needs for 2008 seemed to have dropped dramatically from previous years. She said that three did not appear to be an explanation for the drop within the data available. She therefore is unable to accurately present about the number of local beds and unmet need because the numbers do not appear consistent with previous reports. Participants discussed possible reasons for this, including: different methods of calculating the need; the limitations of the HUD electronic application system, (which accepts only numbers from the street and shelter count; then performs automatic calculations); and changes in the way in which Compass Health Care's beds were classified. Pat Carnes noted that, due to the change, some Compass programs were listed twice in the HUD application Housing Inventory Chart (HIC). Several participants noted that changes to the HUD application that they had submitted to the CoC Consultant had not been made when the final submission was made available.

Consensus was that there were errors in the HUD application, and that the unmet need as stated is incorrect. It was noted that the formula specified for calculating unmet need in HUD's April 2006 "Calculating Unmet Need" publication was not able to be applied within the electronic HUD application. That application made its own automatic calculations, which appeared to be based on a different formula. Discussion of whether and how to fix the 2008 unmet need numbers resulted in participants' consensus to focus immediately on improving the reporting for the upcoming sheltered and unsheltered (Street Count) homeless surveys; and then to also work to fix the previous errors in order to provide meaningful and accurate local data.

Participants reached consensus that: all persons who fill out the survey need to understand the definitions of terms used in survey questions; that the discussed Tucson training for the survey participants should be "mandatory"; that last year's survey submitters will be asked to review the 2008 HIC for accuracy, probably at a meeting for that purpose; and that the unmet need will be recalculated after that review. The resulting document can be retained as the "Corrected 2008 Housing Inventory Chart."

Participants reached further consensus that it is critical to accuracy to identify which individual at each agency should fill out the survey; to invite those individuals a mandatory Tucson training; to ask that DES mail the surveys to those individuals in order to assure that data is accurate and promptly submitted; and to ask to hold the training before the January 15th General Council meeting, beginning at 1:00 p.m.. The following persons were identified during the meeting or soon thereafter as the appropriate survey recipients.

Emerge! – Kelly Evans

Compass –Pat Carnes

The Giving Tree –Libby Wright

Gospel Rescue Mission – Stan Hamnett for the men's shelter; check on women's shelter

New Beginnings for Women and Children – Jennifer Andersen

Open Inn – Nancy Panico

Our Family Services – Laurie Mazerbo – Teens in Transition; Regina Barnes-Gillis – Common Unity;
Rhanda Mejia or Norma Brige – Reunion House

Primavera Foundation– Linda Kot

Salvation Army – Kim Ward

Arizona Housing & Prevention – John Barnes

Comin' Home – check with Mary Pat Sullivan for the new designee

COPE – Dia Barney

Esperanza en Escalante – Phyllis Russell

Unmet Need, cont'd. – shelter survey list

La Frontera – Val Quadros
 Old Pueblo Community Services – Check with Nick Jones (probably Tom Litwicki)
 Pio Decimo – check with Joyce Walker
 SAAF – Beth Carey
 TMM Family -- Susanna will call Don Strauch. Rosanna Rodriguez is the contact person
 CODAC – David Roun
 Veterans Administration Homeless Services – Charles Learned
 Genesis House, Green Valley – Dina Miller

It was noted that once last year's numbers are corrected, there may still need to be a discussion of the exact needs of homeless persons for emergency, transitional, and/or permanent housing. It was noted that some individuals in need of permanent supported housing may not be counted as homeless because they are living in boarding homes. This situation may not meet their needs, but also places them outside the HUD definition of "homeless". Other issues that should also be addressed are those of: beds versus housing units, such as multiple bedroom apartments; and how much need for emergency housing is being and will be created by the foreclosure crisis.

- o **Next steps: a.)** Susanna will contact DES to let them know that the CoS Committee will provide Tucson area shelter recipient names, and ask that that mail shelter surveys to those individuals specifically.
 - b.) Susanna will ask Jennifer to request the DES shelter survey training on January 15th at 1:00 p.m.
 - c.) A "Save the Date" reminder about the shelter survey training will be e-mailed to those individuals identified as survey recipients.

7. **New Business.** Adam Ragsdale noted this will be his last meeting. He has accepted the position of Operations Director for the Missoula Housing Authority and will leave the Primavera Foundation on December 30th.
8. **Next Meeting:** After discussion that the usual meeting date of January 28th might pose difficulties for Street Count participants, the committee agreed to meet Wednesday, January 21st, 10:30 a.m.-12:00 p.m., in the City Sentinel Building at 320 N. Commerce Park Loop if a room is available. Beth Carey offered the SAAF meeting room if a Sentinel Building room is not available.

Submitted by Settle Madden

Attendance

Name	Organization	Email
Jennifer Andersen	New Beginnings for Women & Children	jandersen@nbwtucson.org
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	lacarlson@cox.net
Pat Carnes	Compass Health Care	pcarnes@compasshc.org
Kelly Evans	<i>Emerge!</i> Center against Domestic Violence	Kellye@emergecenter.org
Meghan Gilliland	<i>Emerge!</i> Center against Domestic Violence	meghan@emergecenter.org
Barbara Montrose	Community Partnership of Southern Arizona	barbara.montrose@cpsa-rbha.org
Steven Nelson	Pima County, Jackson Employment	snelson@csd.pima.gov
Val Quadros	La Frontera	vquadros@lafrontera.org
Adam Ragsdale	Primavera Foundation	aragsdale@primavera.org
Susanna Rodriguez	City of Tucson	Susanna.Rodriguez@tucsonaz.gov