
TUCSON PLANNING COUNCIL FOR THE HOMELESS

Executive Committee

November 6, 2008 Minutes

Co-chairs: Dia Barney and Linda Kot

<p>Next Meeting: December 4, 2008, 3:00-4:30p.m. COPE, 1101 E. Broadway Blvd.</p>
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<p>Report to TPCCH General Meeting</p>

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| <ul style="list-style-type: none">■ Discussion of how to encourage non-SHP programs to use the HMIS system■ Request from Tucson Homeless Connect for \$2,000 from the TPCCH General Fund■ Presentation on plans for Neighborhood Stabilization Funds■ Discussion on how to encourage HMIS participation by non-HUD funded agencies■ Gospel Rescue Mission resource fair presentation |
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TOPICS DISCUSSED

1. **Minutes.** Kevin Jackson moved, and Don Blascak seconded that the minutes of the previous meeting be approved as presented. **Motion passed.**
2. **Comments on PPP and HUD submittal.** Participants discussed the process of the annual HUD submittal, the experience working with Pima Prevention Partnership (PPP), and the feedback on the process that PPP provided.
3. **Contracts.** Participants discussed the Plan to End Homeless Implementation Coordinator contract. It appears that there are currently funds for 50 coordinator hours monthly for the remainder of the fiscal year. Steve Nelson noted that the existing contract extension with the coordinator did not reflect the additional \$7,500 granted by Pima County for the Plan implementation. The contract appeared to have a \$0 value, and must be amended to reflect the associated funding.
 - o **Next steps. a.)** Co-chairs will double-check with the fiscal agent to ensure that the additional Pima County funds have already been accounted for in the budget process.
 - b.)** Steve Nelson will draft the Implementation Coordinator contract amendment to extend through the end of October, 2008.
 - c.)** Steve will modify the new Implementation Coordinator contract to appropriately reflect the goals in the Pima County contract extension.
4. **RFP process update.** Beth Carey reported on the process for releasing a request for proposal (RFP) for the coming year's Continuum of Care (CoC) consultant. The TPCCH fiscal agent has signed the contract with the Arizona Department of Housing granting \$35,000 total for CoC consultant contracting (\$2,000 for administration plus \$33,000 for the CoC consultant contract). She noted that these funds may not be available in future years because of the current state budget crisis. The CoS Committee is moving forward on the RFP. The committee has discussed breaking the RFP into separate scopes of work for compilation and submission of the HUD application. This would allow for awarding the contract to either one or two consultants. The committee requested a revision of the draft RFP. The assigned work group has revised the draft. Committee Co-chair Susanna Rodriguez will distribute the revised draft. A final decision regarding the RFP is on the committee's November 19th agenda. The committee will have an RFP and recommendation for consideration at the December General Council meeting.

5. **Comments from an executive director.** Dia Barney read to participants a letter from Primavera Foundation Executive Director Peggy Hutchinson. It expressed frustration with the 2008 rating process, and recommended hiring one individual to provide continuity in both the CoC process and Plan To End Homelessness implementation. The letter suggested funding this position by having each HUD-funded TPCCH member contribute an amount of non-governmental agency funds equal to a small percentage of their HUD funding. Participants discussed the difficulties in the 2008 rating process, the hiring suggestion, and its viability in the current economic climate. It was noted that statutes would prevent contribution by public sector TPCCH members. It was also noted that the current economic climate would likely make it difficult for private sector members to find the funds.
- Participants also discussed the CoC consultant position history and duties. Consensus was reached that: the CoC contract must be for at least 10 months; the current process should go forward; and TPCCH's reply to the letter should agree that this year's ratings process was less than satisfactory and note that it is being examined and refined by the CoS Committee, with the intent of begin ratings earlier next year.
- **Next steps: a.)** Dia will draft a reply expressing the Executive Committee's agreement and the CoS Committee's review of the rating process.
 - b.)** Beth and Lori will prepare a budget for CoC consultant alternatives for presentation to and consideration by the General Council.
6. **TPCH Goals.** Linda Kot noted that this year the HUD application allowed insertion of only the HUD-required goals. There was no way to submit continuum-specific goals. Continuum goals were developed, however. The CoS Committee will review these goals in order to meet the TPCCH mission, and then refer them to the General Council.
7. **Report/agenda prep: standing committees.** Kevin Jackson reported.
- **HMIS.** The HMIS Committee asked to bring forward a discussion about encouraging non-SHP agencies to participate in the HMIS system, which state, county, and city funding generally requires.
 - **Next step:** Item will be placed on the General Council agenda.
 - **THC.** The Tucson Homeless Connect (THC) Committee brings forward a request for allotment of \$2,000 from the TPCCH general treasury for the presentation of the next THC event. Part of the money is contingency funding.
 - **Next step:** A vote on the request will be placed on the General Council agenda.
8. **Old Business.**
- **Neighborhood Stabilization Funds (NSF).** The City and County presented their draft plan for expenditure of Neighborhood Stabilization Funds (intended to reduce the blight of foreclosures in areas where the average income is below 50% of the area's median income) to the public on Monday. The City Council addressed the plan Tuesday. The County Board of Supervisors will address the plan at its next meeting. Both plans are available on the respective websites for the 15-day public comment period. The next November 13th meeting is during this period. Participants' consensus was that the plan should be reviewed, and the public comment period noted at the General Council meeting.
 - **Next steps: a.)** Dia will invite Margaret Kish and Ron Koenig to present on the NSF at the General Council meeting.
 - b.)** TPCCH will send an email to the list serve encouraging members to review and comment on the NSF plans.
 - **Membership Committee.** Kevin Jackson reported. The committee asks whether any agencies were grandfathered in with voting rights without committee participation. The general consensus was "no". Don Blascak noted that Caridad-de Porres was individually exempted from General Council attendance because of its many contributions to TPCCH programs combined with a mission that does not make General Council attendance especially pertinent to them.

Kevin relayed the committee's question as to whether the City and Tucson Police Department (TPC) should have separate voting status. Don noted that TPD cooperates with the emergency shelter programs. Participants discussed the issue, and asked the membership committee to consider a recommend regarding voting status of members that have multiple components with widely differing missions.

Old Business cont'd.

- **HMIS progress.** Beth announced that the lawsuit regarding the HMIS has been dismissed.
- **Winter shelter update.** Don Blascak reported. The Interfaith Coalition for the Homeless (ICH) will sponsor the congregational training for One Step Beyond (OSB) and Project Hospitality (PH) this Saturday afternoon, November 8th, at Our Savior's Lutheran Church. A total of 48 people have signed up. Subscribed bed nights are 1,274 for OSB, and 3,195 for PH beds, for a total of 4,469 bed nights. Overall, 47 nights are fully subscribed at 45 bed per night for PH. There is only one night for which no beds are subscribed. Cots and blankets have been delivered already to seven congregations.

Debbie Purdom of Caridad is working on blanket distribution, and has sent a notice to the TPCH list serve. TPCH has a total of 29,000 blankets in five locations. The mini-mobile storage unit parked last year at the National Guard armory is being moved to the Salvation Army. The Salvation Army is in possession of the contract for winter shelter services. It will be signed soon. Staff for the programs has been hired. Kim Ward and Kathleen Joy will lead them. Jerry Brillo will act as assistant Operation Deep Freeze coordinator. Don will meet Monday with the Salvation Army personnel about improving last year's procedures.

- **Guiding principles.** Deferred.
- **Structure and strategic planning.** Deferred.

9. New Business.

- **Steve Sachs' retirement.** Linda noted that on November 20th HUD Region 9 Director Steve Sachs will retire. Arizona's HUD director John Enos will retire on January 30th.
San Francisco is having a farewell for Steve on November 20th and has invited people to attend and/or send cards, pictures, and mementos. Participants discussed what to do in Steve's honor. John's farewell will be discussed at the December meeting.
 - **Next steps:** a.) Don will prepare a framed FEMA blanket presentation
 - b.) Settle will prepare a certificate
 - c.) Linda will bring a card to pass at General Council
 - d.) The retirement announcement will be part of the co-chairs' presentation.
- **Gospel Rescue Mission (GRM) resource fair.** Participants' consensus was that GRM should be asked to make a presentation to the General Council regarding the resource fair in conjunction with their November 26th street banquet.
 - **Next steps:** a.) Don will invite a GRM representative to make the presentation.
 - b.) The resource fair presentation will be placed on the General Council agenda.

10. **Next meeting.** Thursday, December 4th, 3:00-4:30 p.m., COPE, 1101 E. Broadway Blvd.

Submitted by Settle Madden

Attendance

Jodie Barnes	City of Tucson	Jodie.barnes@tucsonaz.gov
Dia Barney	COPE Community services	dbarney@copebhs.com
Don Blascak	Interfaith Coalition for the Homeless	dblascak@comcast.net
Beth Carey	Southern Arizona AIDS Foundation	bcarey@saaf.org
Kevin Jackson	Our Family Services	kjackson@ourfamilyservices.org
Linda Kot	Primavera Foundation	lkot@primavera.org
Steve Nelson	Jackson Employment Center	snelson@pima.gov