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# TUCSON PLANNING COUNCIL FOR THE HOMELESS

## Continuum of Services Committee

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### June 24, 2009 Minutes

Chairs: Susanna Rodriguez, Val Quadros

<b>Next Meeting:</b> July 29, 2009 10:30 am – 12:00 p.m., Pantano Rm. Sentinel Building, 320 N. Commerce Park Loop
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<b>Report to TPCH General Meeting July 9<sup>th</sup></b>
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■ n/a
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### TOPICS DISCUSSED

1. **Minutes.** Nick Jones moved and Steve Nelson seconded to approve the minutes of the May meeting with the correction of Michael Mandel's affiliation to Primavera Foundation and the addition of Steve Nelson's email address to [steve.nelson@pima.gov](mailto:steve.nelson@pima.gov). **Motion passed.**
2. **Election of New Co-chair.** Linda Kot noted that Susanna Rodriguez has agreed to continue as Continuum of Care consultants' contact due to the unusually late HUD grant application date this year, and that the committee needs to elect a co-chair to serve with Val Quadros for 2009-2010. **Jennifer Andersen was elected co-chair by paper ballot.**
3. **TPCH Website Description.** Participants reviewed and discussed the existing web page description of the committee's work for the TPCH website and reached consensus on the following:

*The Continuum of Services Committee gathers and analyzes data concerning the inventory of housing and services available to homeless populations in Pima County to plan a seamless continuum of services. The Committee also leads the compilation and submission of the annual HUD grant application.*

*The Street Count Work Group organizes, implements and reports on a yearly count of unsheltered individuals and families in Pima County.*

4. **HUD Focus Groups.** Beth Carey reported that there will be a series of focus groups on January 21<sup>st</sup> and 22<sup>nd</sup> to assist HUD's development of guidelines for HEARTH Act Implementation. Beth needs the names and addresses of all TPCH members, and or all HUD grantees and sponsors, to forward to Phoenix for the groups' invitation list.
  - o **Next steps.** a.) Beth will relay the committee's request for a teleconference rather than an in-person meeting in Phoenix.
  - b.) Susanna will forward the list of grantees to Beth.
  - c.) Settle Madden will forward the TPCH membership list to Beth.
5. **HMIS.** Susanna requested participants' ideas on reporting and use of data from the Homeless Management Information System (HMIS). One suggestion was to produce reports on beds occupied by homeless persons in order to help verify the Housing Inventory Chart (HIC). This raised the question of whether the system should report all beds occupied by homeless persons versus the state's request to count only those beds reserved for homeless persons. Leslie Carlson suggested that participants consider what type of data HMIS could provide that would help the continuum with benchmarking and showing progress toward goals. It was noted that community needs assessment was not a purpose for which the HMIS' ServicePoint<sup>®</sup> software was designed, but that HMIS data might be used for this purpose if exported to and analyzed in a different

**HMIS cont'd.**

software program. It was noted that all agencies will need to ask the same questions to capture meaningful data.

- **Next steps. a.)** Susanna will refer to with the HMIS Committee the suggested uses, questions, and additional data needs (such as whether a person has needing homeless services multiple times) for discussion with the HMIS system administrators.
6. **2009 Application Preparation.** It was again noted that case management can be presented as an operating expense rather than a support expense. This would result in improved HUD grant application scores, and also require additional matching funds. The improved performance rating may be worth it.
  7. **New Business.** Steve Nelson noted that the webcast for HUD grant application continuum registration will include instructions for report preparation for SPC/SHC programs and will be on July 15<sup>th</sup>. TPCCH members may attend the webcast at the Tucson HUD Office.
  8. **Next Meeting.** Consensus was to reschedule the next meeting to the fifth Friday of July to avoid conflicting with the HUD webcast and HEARTH Act focus groups' schedules. The next meeting will be Wednesday, July 29<sup>th</sup>, 10:30 a.m. – 12:00 p.m., Pantano Room, Sentinel Building, 320 N. Commerce Park Loop.

Submitted by Settle Madden

**Attendance**

<b>Name</b>	<b>Organization</b>	<b>Email</b>
Beth Carey	Southern Arizona AIDS Foundation	bcarey@saaf.org
Leslie Carlson	Implementation Coordinator PTEH	lacarlson@cox.net
Pat Carnes	Compass Behavioral Health	pcarnes@compasshc.org
Nick Jones	Old Pueblo Community Foundation	nickjones@helptucson.org
Linda Kot	Primavera Foundation	lkot@primavera.org
Michael Mandel	COPE	mmandel@primavera.org
Barbara Montrose	CPSA	barbara.montrose@cpsa-rbha.org
Steven Nelson	Pima County, Jackson Employment Center	snelson@csd.gov
Susanna Rodriguez	City of Tucson	susanna.rodriguez@tucsonaz.gov
Mary Pat Sullivan	Comin' Home	mpsullivan@cox.net