
TUCSON PLANNING COUNCIL FOR THE HOMELESS

Continuum of Services Committee

March 25, 2009 Minutes

Co-chairs: Susanna Rodriguez, Val Quadros

Next Meeting: April 22, 2009, 10:30 a.m.-12:00 p.m., Pantano Rm. Sentinel Bldg., 320 N. Commerce Park Loop
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Report to TPCCH General Meeting April 9th

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| ■ 2009 Street Count Report presentation and adoption vote. |
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TOPICS DISCUSSED

1. **Minutes.** Leslie Carlson provided by email written corrections to the minutes draft item #6 to improve the accuracy of reporting regarding the ARRA homelessness prevention funding provisions. Beth Carey asked to remove the word “all” regarding public housing programs under item #5. **Corrected minutes were accepted by consensus.**
2. **2009 Application Preparation.** Jan Daley and Steven Wind of CoC Consultants LeCroy & Milligan presented.
 - **Gaps Analysis.** Jan distributed a summary of the consultants’ understanding of the 2008 gaps analysis process; an outline of recommendations for the 2009 process’ and alternate timelines. Participants discussed same. Steve Nelson noted that the results of the gaps analysis process also become part of the annual city/county consolidated plan. This year, those results will be important to both HUD and local jurisdictions’ participation in American Recovery and Reinvestment Act (ARRA) funding. Consensus was that the gaps analysis timeline cannot be finalized until after the 2009 NOFA is release.
 - **HIC.** Steve Wind reported that he has almost completed inserting data from the shelter survey counts into a spreadsheet reproducing last year’s Housing Inventory Count (HIC). He noted that DES has verified and corrected some of the previous discrepancies. He has made contact with the HMIS system administrators in preparation for requesting the addition of needed HMIS data to the chart. Jan Daley noted that they are creating a map for last year’s HUD application document in order to pinpoint sources of information more quickly and provide direction for future years.
 - **Next steps. a.)** Committee and TPCCH co-chairs will work with CoC Consultants to complete the Exhibit 1 data sources map. .
 - b.)** CoC consultants will identify data needing verification before creating an HIC survey.
 - c.)** To complete Exhibit 1 information not available through HMIS and APRs, CoC Consultants will survey HUD-funded TPCCH members; follow up with phone calls; and use the City of Tucson housing survey report to help document new housing programs in planning and construction.
 - **Exhibit II Timeline.** It was noted that Exhibit 2s will need to be completed within 45 days of the NOFA release. The exact timeline is dependent on the release date.
 - **Review of 2008 PIT Counts.** Susanna read an email from Leslie Carlson expressing concern that the TPCCH HUD 2008 Exhibit 1 under-reported the PIT homeless population, and that the figures are undoubtedly being repeated in expressions of need. A chart showing the actual 2008 numbers was included. Discussion noted that the 2008 Exhibit 1 probably cannot be changed, but that an errata statement can be posted on the TPCCH website the corrections included in the Consolidate Plan.
 - **Next steps: a.)** Susanna will forward Leslie’s email to the CoC consultants.
 - b.)** CoC consultants will ensure that the 2009 numbers are proofread multiple times.
 - c.)** Co-chairs will ask Lori how she would go about creating the executive summary.

3. **Goals/Objectives.** Participants reviewed copies of the 2008 Exhibit I Continuum of Care (CoC) 10-Year Plan, Objectives and Action Steps. It was noted that the objectives are HUD-mandated and action steps are selected from a drop-down menu. It was also noted that the fact that the TPCH Rapid Re-housing Project was not funded does not eliminate the continuum's commitment to the "decrease the number of homeless households with children." The committee must review and appropriately identify the lead person for steps. Further action was tabled until the 2009 Notice Of Fund Availability (NOFA) release.
4. **Rating/Ranking Review (R&R) Committee.** This process remains HUD-mandated. It is obsolete for renewals within "hold harmless" continua such as TPCH, but helpful for proposed new projects. The committee tabled action on forming a 2009 R&R Committee until HUD provides the continuum's 2008 final scores and releases the 2009 NOFA.
5. **Street Count Final Numbers/Report.** The numbers are final. Street Count Co-chair Laurie Mazerbo present a draft narrative by email.
 - o **Next step:** a.) 2009 Street Count Report will be finalized.
 - b.) 2009 Street Count Report will be presented at the April General Council and a motion to accept brought forward.
6. **Next Meeting:** Wednesday, April 22nd, 10:30 a.m.-12:00 p.m., Pantano Room, Sentinel Building, 320 N. Commerce Park Loop.

Submitted by Settle Madden

Attendance – OLD, UPDATE

Name	Organization	Email
Jennifer Andersen	New Beginning for Women & Children	jandersen@nbwctucson.org
Beth Carey	SAAF	bcarey@saaf.org
Jan Daley	LeCroy & Milligan, CoC Consultants	jdaley@lecroymilligan.com
Kelly Evans	Emerge!	kellye@emergecenter.org
Barbara Montrose	CPSA	barbara.montrose@cpsa-rbha.org
Steven Nelson	Jackson Employment Center	snelson@pima.gov
Val Quadros	La Frontera	vquadros@lafrontera.org
Raquel Ramirez	CPSA	rramirez@compasshc.org
Susanna Rodriguez	City of Tucson	susanna.rodriguez@tucsonaz.gov
Steve Wind	LeCroy & Milligan, CoC Consultants	steven@lecroymilligan.com