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# TUCSON PLANNING COUNCIL FOR THE HOMELESS

## Executive Committee

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### August 27, 2009 Minutes

Co-chairs: Dia Barney and Linda Kot

<p><b>Next Meeting:</b> September 24, 2009, 3:00 – 4:30 p.m. SAAF, 375 S. Euclid Avenue</p>
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<p><b>Report to TPCCH General Meeting</b></p>
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| <ul style="list-style-type: none"><li>■ Motion to approve HUD application preparation timeline</li><li>■ Motion to approve holding a special meeting for HUD application preparation (with approximately 10 days notice) and approval if needed.</li><li>■ Discharge Planning -- \$800 to print brochure</li></ul> |
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### TOPICS DISCUSSED

1. **Minutes.** Steve Nelson moved to accept the July minutes as presented, Marty Twohill seconded. **Motion passed.**
  
- **Yearly Budget.** Beth Carey reported and distributed a draft budget prepared by fiscal agent Lori Block for executive committee and general council review. The overall operating budget, revenue sources, details of the General Treasury, and seasonal emergency shelter services were broken down separately. Revenue sources included anticipated revenues, which are conditional upon state budget and FEMA allotment finalizations. A separate approval will be needed for disbursement of funds from the general treasury toward projects that will need to spend before anticipated revenues are received.
  - **Next step.** Beth will ask Lori to reconcile the general treasury and overall budgets. Beth will email it committee members for review prior to distribution with the General Council reminder.
- **ADOH funding.** Linda submitted a request for funds per Mark Ludwig's suggestion. Funding requests to the Arizona Department of Housing (ADOH) cannot yet be answered due to the lack of an approved state budget.
- **Settle's Hours.** Consensus was to allow Settle to exceed 100 hours monthly in August and September to the extent that total allotted hours were underused in July.
  
3. **Churches as Shelters.** Participants reviewed both the need to assist a local church that has been providing overnight shelter and the responses to the TPCCH list serve request for assistance to those church/shelter guests. That organization has reported that they will continue to provide all services except nighttime shelter. There is some question as to whether the City of Tucson decision to bar that church from sheltering applies to all local churches, which might affect winter shelter program plans.
  - **Next steps: a.)** Co-chairs will alert the Emergency Services Committee that the city's decision might impact the TPCCH winter shelter programs. Further discussions will be held.
  
4. **Procedures to Approve Contracts.** Steve reported. The Operating Policies Workgroup met and discussed policies, including the contracts approval procedures. They recommend that the Executive Committee annually inform the general membership of all grant applications and contracts, amounts, services purchased, etc. in order that they understand what they are approving. Gary Bachman suggested that the Executive Committee should be empowered to approve and the General council asked to ratify.
  - **Next steps.** Workgroup will incorporate the suggestions into the 2009 revision of the TPCCH Operating Policies.

5. **FMRs.** Beth reported that HUD has issued the proposed 2010 fiscal year fair market rates (FMRs) for rental housing. The comment period is open through September 2, 2009. This is especially pleasing because the Pima County FMRs went down in each of the past two years. TPCH had contacted the public housing authority about their concerns, and they had submitted an appeal to HUD on that determination. TPCH supported it. The 2010 proposed rates have gone up significantly. Because the FMRs guide the amount assigned to each unit of Shelter Plus Care (SPC) grants, this will have a positive impact on local SPC programs. Steven noted that Supportive Housing Programs (SHP) have budgets based on the initial grant year's FMRs and are intended to receive annual cost-of-living adjustments (COLA). SHP must allow their residents to go up to the maximum FMR. Therefore, SHP programs may find that they are able to house fewer people when FMRs increase more than the COLA .
  - **Next step.** Dia will contact the public housing authority on behalf of TPCH to express appreciation and satisfaction with the new rates.
  
6. **Street Count.** Linda noted that several people have suggested that there should be a more formal and longer-standing body to plan and coordinate the annual street count. Participants discussed various tactics and structures. Sylvia suggested that perhaps the Community Outreach Service Alliance (COSA) would be willing to become the organizers of the street count. Sylvia, as a COSA member, volunteered to work with last year's street count co-chair Laurie Mazerbo to coordinate a street count with COSA if the organization agrees.
  - **Next step: a.)** Linda will contact the Continuum of Services Committee co-chairs and last Laurie regarding the suggestion.
    - b.)** Dia will contact Mary Pat at an appropriate time.
  
7. **TPCH and Image.** Linda noted that the issue of TPCH's image arose at the Homeless Prevention and Rapid Re-housing Program (HPRP) Design Group, where some members expressed the idea the TPCH serves only the chronically homeless. Members were asked to consider how to better inform the public about the full range of TPCH members' services.
  - **Next step.** The full range of TPCH members' services will be discussed at the executive directors' meeting.
  
6. **Discharge Planning.** Reporting on the community's plans for discharging individuals from hospitals, jails and prisons, and foster care is part of the annual HUD application. Consensus was that the Discharge Planning Committee should review and localize that plan.
  - **Next step.** Dia Barney will contact Discharge Planning Committee co-chair Dan Haley regarding having the committee review and update the plan.
  
7. **Committee Updates.**
  - **CoS.** The Continuum of Services Committee wishes to bring forward two motions. One is to approve the timeline for HUD application. The second is to approve an extra General Council meeting, if needed for application preparation and/or approvals for HUD Exhibit 1, with 10 days notice.
    - **Next step.** Motions will be added to the September General Council agenda.
  - **Discharge Planning.** The Discharge Planning Committee wishes to bring forward a motion to approve \$800 from the TPCH general treasury to cover half the expenses of printing the Guidelines on Getting Out in the event that CPSA, which is considering paying for half, does not do so.
    - **Next step.** Motion will be added to the September General Council agenda.
  - **Education.** The Education Committee reports that they plan to promote the annual conference at the General Council meeting.
  - **Emergency Services, HMIS, Homeless Youth, and Tucson Homeless Connect Committees.** Each committee will give a brief, general update.
  
8. **Old Business.**
  - **Request for Help Update.** Discussion completed.
  - **HPRP Update.** The request for proposals for HPRP implementation has been released.

- **CoC Registration Process.** TPCH is registered to respond to HUD's NOFA. HUD in Washington, D.C. did not have a record of one City of Tucson program. Reconciliation of records is in progress, and we are awaiting verification of authorization to apply.

**Old Business cont'd.**

- **Pima County Housing Website.** Gary requested that this presentation be combined with an HPRP presentation when the latter program is implemented.
- **Meeting with Margaret and EDs.** Linda, Dia, Albert Elias of the City of Tucson, and Margaret Kish are working on late September dates for the meeting. The four will meet prior to the larger meeting to plan the agenda.
- **Handclaps.** Participants suggested handclaps for: Noemi Ghirgi, of the Arizona HUD Office, who assisted with records reconciliation, if authorization to apply has come through; and Steven Wind of the continuum of care consultants LeCroy & Milligan Associates for helping put together what appears to be the most accurate TPCH housing chart ever.
- **Next Meeting Location.** Consensus was to meet in September at SAAF, 375 S. Euclid Avenue.

**10. Next Meeting.** Thursday, September 24<sup>th</sup> at SAAF, 375 S. Euclid Avenue

Submitted by Settle Madden

**Attendance**

Gary Bachman	Pima County CDNCD	gbachman@csd.pima.gov
Jodie Barnes	City of Tucson	jodie.barnes@tucsonaz.gov
Dia Barney	COPE Community Services	dbarney@copebhs.com
Beth Carey	Southern Arizona AIDS Foundation	bcarey@saaf.org
Sylvia Cuestas	Christian Faith Center	scuestas@csd.pima.gov
Lisa Griffin	Open Inn	lgriffin@openinn.org
Linda Kot	Primavera Foundation	lkot@primavera.org
Steven Nelson	Jackson Employment	snelson@pima.gov
Marty Twohill	Veterans Administration/SAVAHCS	martin.twohill@med.va.gov