

## Tucson Planning Council for the Homeless (TPCH) Workgroup Minutes

**March 2, 2010**

**Pima Conference Room, CPSA, 535 N. Wilmot, 2<sup>nd</sup> Floor**

**11:00 a.m. – 12:30 p.m.**

**Present:** Kevin Jackson (Wingspan), Lori Block (Interfaith Coalition for the Homeless), Don Blascak (Interfaith Coalition for the Homeless), Barbara Montrose (CPSA), Dia Barney (COPE), Mary Pat Sullivan (Comin' Home), Steven Nelson (Pima County Sullivan Jackson Employment Center), David Roun (CODAC), Melissa Fellure (CPSA)

	<b>Issue</b>	<b>Discussion</b>	<b>Suggestions/Actions</b>	<b>Responsible Party(ies)</b>	<b>Due Date</b>
1.	Minute Revision	<p>It was decided that section 4 of the 2/2/10 minutes be revised. At present it reads as:            TPCH leadership and consultants were discussed. One concern is that there is no consultant supervisor. It was suggested that a supervisor could make sure that better quality work is being completed by consultants and others.</p> <p>It will be changed to read:            TPCH leadership and consultants were discussed. One concern is that there is no consultant supervisor recognized by TPCH members. It was suggested that TPCH work to clarify the supervisor consultant protocol.</p>	The 2/3/10 workgroup minutes to be revised.	Melissa Fellure	ASAP.
2.	TPCH Operating Policies and Procedure	<p>There was discussion regarding a local unlicensed agency serving homeless youth. Discussion centered on what would be the most appropriate TPCH policy and procedure in situations like these.</p>	It was suggested that when such situations come to TPCH attention, they should be reported to the authorities. It was also decided that TPCH work to educate its members regarding how to advocate for themselves.		
3.	Other Business	<ul style="list-style-type: none"> <li>• No new information was available on the HEARTH Act.</li> <li>• Don Blascak reported that he had been told that a consultant is representing TPCH at the Homeless Village meetings without permission from the TPCH executive board.</li> </ul>	Information only.  The issue will be referred to the TPCH executive board.		

Issue	Discussion	Suggestions/Actions	Responsible Party(ies)	Due Date
Other Business (cont.)	<ul style="list-style-type: none"> <li>Individuals who have not attended any workgroup meetings are to be removed from the workgroup minutes email distribution list. However, it was noted that any individual interested in obtaining minutes from TPCW Workgroup meetings can do so by accessing the TPCW website.</li> <li>Melissa will arrange for a projector and computer for all future meetings. This will allow for easy viewing of policies and procedures being discussed or edited.</li> </ul>	Information only.		
4. Agenda for Next Meeting	TPCW Operating Policies and Procedure will be discussed in depth at the next workgroup meeting. It was decided that effort will be made to be realistic and work on one item at a time.	Meeting participants are to review each policy and procedure item and come prepared to discuss them at the next meeting.	Meeting attendees	3/16/10
<b>Next Meeting</b>		Tuesday, March 16, 2010 11:00 am – 12:30 pm CPWA Main Offices 535 N. Wilcox, Suite 201, Tucson, AZ 85711		

Minutes reviewed and approved by:

\_\_\_\_\_ Barbara Montrose, Director, Housing Services

Date \_\_\_\_\_