November 08, 2017 at 11:30am  
Broadway Baptist Church

305 W. Broadway

Fort Worth, Texas 76104

*Board Members in Attendance: Tim McKinney, Toby Owen, Judge Brent Carr, Victoria* *Farrar-Myers, Robyn Michalove, Brian Villegas, Patricia Ward, James Tapscott, Naomi Byrne, Kathryn Jacob*

1. Call to Order Robyn Michalove 11:38
2. Reports and Discussion
   1. Tarrant County Homeless Coalition (TCHC)
      1. Otis Thornton: TCHC was selected by Texas Homeless Network to receive VISTA volunteer to work on a supported employment project. The volunteer will start next year.
      2. TCHC hired a new Executive Director, Tammy McGhee, who will begin on Nov 20, 2017. Otis’s last day will be November 21, 2017.
   2. Standing Committees
      1. CoC Board Executive Committee
         1. Thornton reported the CoC Board meeting in September was cancelled due to lack of quorum, therefore, when the Executive Committee convened they passed a non- discrimination & fair housing policy that had to be included in CoC NOFA application. Passing of the policy does not have to be ratified by larger CoC Board because it is not required by CoC Charter. As the Board looks to rewrite the charter it intends to clarify the powers of subcommittees.
      2. CoC Governance and Advocacy Committee
         1. Toby Owen stated the committee did not meet as a whole but the Nominating Committee did meet and is ready to present nominations to the Board today.
      3. Ad hoc Committee on Governance Structure
         1. Toby Owen provided a recap of the Ad Hoc committee purpose and progress. Last year, discussion began regarding merging the CoC and TCHC boards. The Ad Hoc Committee was formed and appointed Fritz Ritsch as chair. Initial conversations were about merging boards. Then the committee decided not to merge the boards. There has been positive energy around how CoC & public officials (Fort Worth, Arlington, and Tarrant County) could work closer together. The committee has met many times and has discussed multiple structures and proposals of a new CoC Charter that would allow the CoC and public officials to create a more combined CoC process with governing officials’ involvement. Two issues remain: To inquire with HUD to ensure that legally the proposed structure can move forward. And everyone felt the CPRC policy needs to be updated and revised. The committee will wait for Tammy to start to begin CPRC policy update. The Ad Hoc committee hopes a community wide strategic plan around homelessness will come of this revised Charter.
      4. HMIS Governance Committee
         1. Thomas Brittain reported the HMIS conversion timeline is behind schedule but not off target and the committee is still planning for a new HMIS system in 2018. TCHC is getting ready to submit the Annual Homeless Assessment Report (AHAR) to HUD. There are issues with 4 of 12 categories and TCHC has action plans to address those final four categories. TCHC has created a standard custom report request form that is available for programs to request reports. Data Quality is holding steady overall. Data quality has improved greatly currently reflecting 14 data errors per user verses 400 errors per user 2 years ago.
         2. Carr: What did we do for errors?
         3. Jacob: It’s a metric on the program CoC scorecard with increased weight last year
         4. Thornton: Each agency program manager gets monthly data quality report
         5. Farrar-Myers: Are there plans for future training on Data Quality management?
         6. Thornton: TCHC provides 6 hours of training per week and offers specialized training per agency as needed
      5. Community Projects Review Committee
         1. TCHC held a post NOFA debriefing session with grant writers and CPRC for feedback session. Applicant comments focused on how TCHC provides info – FAQ online, appreciated length of application process, would like CPRC to provide specific feedback per application. CPRC requested 2 weeks to review applications. Overall applications improved over last year. Frustration that applications addressed why agencies can’t accomplish the work as the CPRC would prefer agencies show how they can make progress.
         2. Michalove: Would like to add importance of meeting deadlines and timeliness of project submission
      6. Improvement, Coordination, and Training Committee
         1. Committee met and reviewed NOFA awards and Point In Time methodology
            1. Byrne: On PIT, would like to better identify families and go to specific motels. In addition, Jay Semple has recommended more depth with street outreach teams. Some communities have done events in past to draw people into to count.
            2. Jacob: An event could alter self-report of homeless whereas finding them in their location almost validates their homeless status
            3. Tapscott: If in motel people are not technically homeless which is not what federal count is about
            4. Jacob: Do schools count kids?
            5. Byrne: Yes but doesn’t catch kids under 5 not in school
            6. Thornton: TCHC works extensively with outreach and PD to pre-id known locations of campsites
            7. Farrar-Myers: I can help w Arlington get word out, work with more than one contact, public info campaign, get more help ID Arlington camps
      7. Ad hoc Committee on Coordinated Entry
         * 1. Carla Storey stated the Coordinated Entry Implementation Workgroup meets twice a month to ensure full Coordinated Entry Implementation by the HUD deadline of 1/23/2018. They have been working on marketing materials and FAQs to help case managers explain the CE process to clients. City Fort Worth has been helpful with creating a new pocket pal that includes consumer council feedback. The new pocket pal will be ready for distribution in January 2018. The group also discussed a concern that Rapid Rehousing has 100 open beds. Navigators have difficulty locating many people on list.
           2. Thornton: TCHC keeps working to refine data to benchmark outcomes. Process working well for PSH, but RRH still being tweaked.
           3. Tapscott: If navigator gets name and can’t find, when do they move on?
           4. Storey: 7 business days
           5. Byrne: When you look at any waiting list there is always a percent you can’t find? Are we compensating for that gap? Assign higher load knowing many can’t be found?
           6. Thornton: absolutely, the case conferencing meeting today they discussed ideas on how to ramp up for interim period. Once hit 90% occupancy rate will go back to regular process
           7. Owen: How many navigators and how many people are assigned to them from the list?
           8. Storey: 5 navigators that are assigned 80 people from the list per week.

1. Board Action Items
   1. Approval of CoC Board Meeting Minutes from July 12, 2017
      1. Michalove: Call for motion
      2. Byrne: Motion to approve
      3. McKinney: Second
      4. All approved
   2. Election of New Board Members and Officers
      1. Presentation of nominations slate from the Governance and Advocacy Committee

Owen: Governance committee presents new members & leaders

* + - 1. Board members: CoC Board will max out at 21 members with new members. Announced new members: TD Smyers, Jesse Aguillera, Pat Jacob (Patricia Ward has been Mayors Council representative, she is being moved to county representative so sitting Mayor Council Chair can take Mayors Council slot), Tori Sisk, Bill Coppola. Each may serve 2, 3 year terms
         1. Carr: Move to approve
         2. Byrne: Second
         3. Michalove: Nominations from floor. None
         4. All approved
      2. Leadership
         1. Owen: Presented Executive Committee Nominations: Naomi Byrne Chair, Victoria Farrar-Myers Vice Chair, James Tapscott Secretary, Paula Robinson CPRC Chair, Dawn Zieger HMIS Chair, Toby Owen Governance Chair, Kathryn Jacob ICT Committee Chair
         2. Owen: There has been a great level of conversation from committee and public regarding this slate of officers. Lets be transparent at meeting to discuss. Concern about Naomi being chair in regards to position at FWHS and if there will be good working relationship with public officials. Has been discussed with Naomi multiple times. Still feel important to bring forward. Goes hand in hand with board restructure, new Executive Director at TCHC. Need all opinions at table to be discussed. Any comments
         3. McKinney: Would like to hear Naomi’s thoughts
         4. Byrne: Have no hard feelings towards FWHS and fully support affordable housing. If elected will represent CoC and its best interest. I have strong feelings about things, but with CoC there is a board and no one in that role can have dictatorial decisions, all collaborate effort. Never want to be a detriment. Will work with Victoria as vice chair to increase communication with City & County and work with Tammy to increase transparency. I am first to say, if group feels my serving is detriment, will step back; it’s not about me it’s about the CoC.
         5. Michalove- How long term?
         6. Owen: One year, Chair & Vice Chair may only serve 2 terms
         7. Tim: Motion to approve
         8. Carr: Second
         9. Michalove: Nominations from floor. None
         10. All approved
  1. 2018 Point-in-time Count Methodology
     1. Michalove: Call for a motion
     2. Tapscott: Move to approve
     3. Carr: Second
     4. All approved

IV) Request for Future Agenda Items Michalove

1. Owen: Does current chair have ability to sit on Executive committee as ex-officio?
   1. Byrne: Current charter doesn’t call for that
   2. Owen: We have much happening, would be helpful for continuity to keep Jason on for at least first few meetings to transfer knowledge. Can we approve that?
   3. Ward: Don’t need to vote just invite him to meetings
   4. Byrne: Jason has been Voluntold to be at meetings
2. Byrne: If any follow proposed tax bill, significant impact is repeal of 4% tax credit and private activity bonds, limits ability to develop affordable housing, could devastate affordable housing production in US could drop 50-75% in coming years. Corporate tax rate decrease corporations won’t buy the same amount of affordable housing tax credits. Not sure what is appropriate stance for the Board.
   1. Ward: Could we have letters and fact sheets to delegation and county representatives
   2. Farrar-Myers: All local officials are mobilized. 2 from TX delegation have a big say
3. Carr: Sheriff instituted veterans pod in jail and has reentry pod in jail. Monday will be meeting on how to coordinate criminal justice reentry. Jail based reentry including housing-based assets. Email [bacarr@tarrantcounty.com](mailto:bacarr@tarrantcounty.com) if interested in going to meeting. 11:30 – 1:00 Monday
4. Michalove: Homeless connect is set in April
5. Michalove: Thornton’s last board meeting

Thornton: Thank Trevin, Jason, and Robyn for service

1. Public Comment Michalove
2. Adjournment Michalove 12:56

*The Fort Worth/ Arlington/ Tarrant County Continuum of Care (also known by its HUD designation, “TX-601”) serves as the planning and coordinating body for the efforts to prevent and end homelessness in Tarrant and Parker Counties. Meetings may be recorded. General Membership and Continuum of Care (CoC) Board meetings are open to the public. CoC Board Members are selected annually in accordance with the* [*CoC Charter*](http://www.ahomewithhope.org/tchc-services/continuum-of-care-program/coc-policies-procedures/) *and after a public call for nominations. The Tarrant County Homeless Coalition (TCHC) serves as the Lead Agency, Collaborative Applicant, and HMIS Administrator for TX-601.*

*More information is available at* [*www.AHomeWithHope.org*](http://www.AHomeWithHope.org)*.*