

MINUTES OF THE  
MARICOPA ASSOCIATION OF GOVERNMENTS  
CONTINUUM OF CARE REGIONAL COMMITTEE ON HOMELESSNESS  
November 18, 2013  
MAG Office Building, Saguaro Room  
Phoenix, Arizona

MEMBERS ATTENDING

# Tammy Albright, City of Mesa  
Karia Basta, Arizona Department of Housing  
Deanna Jonovich for Libby Bissa, City of Phoenix Family Advocacy Center  
Donna Bleyle, Arizona Department of Economic Security  
\*Kathryn Brown, Arizona Department of Corrections  
\*Rick Buss, Town of Gila Bend, Town Manager  
Steve Capobres, Catholic Charities  
\*Kendra Cea, APS  
\*Michael Celaya, City of Surprise  
\*Krista Cornish, Town of Buckeye  
Catherine Rea Dunning, Community Information & Referral Services  
\*Shana Ellis, City of Tempe, Councilmember  
Kevin Hartke, City of Chandler, Councilmember, Chair  
\*Ian Hugh, City of Glendale, Councilmember  
Theresa James, City of Tempe  
Stephanie Knox, Magellan Health Services  
Nick Margiotta, Phoenix Police Department

David Bridge for Michael McQuaid, Human Services Campus  
Frank Migali, Arizona Department of Education  
Linda Mushkatel, Maricopa County  
Darlene Newsom, UMOM New Day Center  
Sean Price, Arizona Department of Veterans Services  
\*Gina Ramos Montes, City of Avondale  
Amy Schwabenlender, Valley of the Sun United Way  
Joan Serviss, Arizona Coalition to End Homelessness  
Ursula Strehans, Maricopa County Human Services Department  
Laura Skotniki for Jacki Taylor, Save the Family  
\*Margaret Trujillo, MG Trujillo Associates  
Ted Williams, Arizona Behavioral Health Corp.  
Thelda Williams, Councilmember, City of Phoenix, Vice Chair  
Diana Yazzie Devine, Native American Connections

\*Those members neither present nor represented by proxy.

#Attended by telephone conference call

+Attended by video conference.

## OTHERS PRESENT

Renee Ayres-Benavidez, A New Leaf  
Chris Bartz, Recovery Innovations  
Brent Babb, The Salvation Army  
Dana Bailey, Homeward Bound  
Mike Bell, St. Vincent de Paul  
Cynthia Boston, Native American Connections  
Marcus Sigler, TCAA  
Billie Cawley, Central Arizona Shelter Services  
David Clitheroe, The Salvation Army  
Jay Cory, Phoenix Rescue Mission  
Jenny Day, Basic Mission  
Mark Dobay, A New Leaf  
Esther Emadi, Southwest Behavioral Health  
Margaret Finn, Southwest Behavioral Health  
Angela Gallagher, City of Scottsdale  
Rosalie Hernandez, A New Leaf  
Tom Hutchinson, A New Leaf  
Chelsea Jarman, LCSA  
Miranda Jilek, Lifewell  
Tisha Jones, WINR Achievers  
Karen Kurtz, Community Bridges  
Terri Leveton, NOVA Safe Haven  
Gilbert Lopez, City of Glendale  
Mattie Lord, UMOM  
Suzie Martin, Homeward Bound  
Dana Martinez, A New Leaf  
Sam McAllen, City of Glendale

Kenneth McKinley, Tumbleweed  
Mary Alice McKone, The Salvation Army  
Laura Peters, LCSA  
Brian Petersen, HOM Inc.  
Christie Saracino, Central Arizona Shelter Services  
John Scott, U.S. Vets  
Jake Sedillo, LCSA  
Jeremiah Smith, The Salvation Army  
Rachelle Smith, House of Refuge  
Nikki Stevens, Arizona Behavioral Health Corp.  
Charles Sullivan, ABC Housing  
Michelle Thomas, Community Information and Referral  
Kim Van Nimwegan, Valley of the Sun United Way John Wall, Arizona Housing, Inc.  
Dorothy Watkins, Washington Elementary School District  
Patrick Winners, Tempe Community Action Agency  
Gene Wikle, Central Arizona Shelter Services  
Ted Williams, ABC  
  
Rachel Brito, MAG  
Brandee Mead, MAG  
Amy St. Peter, MAG

### 1. Call to Order and Introductions

Councilmember Kevin Hartke, City of Chandler, Chair, called the meeting to order at 1:38 p.m. Introductions of the Committee and audience ensued.

### 2. Call to the Audience

Audience members were given an opportunity to address the Committee on items that were not on the agenda that are within the jurisdiction of MAG, or non-action agenda items that are on the agenda for discussion or information only. There were no comments from the audience.

3. Approval of the August 19, 2013, Continuum of Care Regional Committee on Homelessness Meeting Minutes

A motion was requested to approve the August 19, 2013, meeting minutes. A motion to approve the minutes was made by Councilmember Thelda Williams, City of Phoenix, Vice Chair. The motion was seconded by Donna Bleyle, Arizona Department of Economic Security. The motion passed.

4. Regional Coordinated Assessment Implementation

Chair Hartke welcomed Brande Mead, MAG, to provide an update on development of the Regional Coordinated Assessment. Ms. Mead gave a presentation on the Continuum of Care Coordinated Assessment Implementation offering an overview of the goals and guiding principles. She advised the SPDAT and F-SPDAT were approved by the Continuum of Care (CoC) Committee in August 2013. Training on the pre-assessment and assessment tool were offered in August to UMOM, Family Partners, the Human Services Campus, and HEART partners. Community-wide training was offered in October to all interested agencies which included 98 attendees representing 34 agencies.

Ms. Mead provided a brief update on the multiple groups working to implement coordinated assessment. They include groups for Coordinated Assessment, Planning, Family Provider Collaborative, HEART Planning, Training, and Data Framework. A timeline of the implementation was provided with the meeting materials. David Bridge, Human Services Campus and Mattie Lord, UMOM New Day Center, were invited to offer pilot site updates.

Mr. Bridge advised since the August training, the Human Services Campus has begun implementing the pre-SPDAT using Quick Base to maintain a master housing list of all participating partners. Quick Base is being utilized while HMIS issues are resolved. Mr. Bridge advised the HEART meetings are continuing. HEART began as a pilot on the Campus using the Vulnerability Assessment Tool (VAT) to prioritize chronic homeless individuals. He noted with implementation of the SPDAT, the VAT is no longer being used however, all other frameworks have been maintained. Ms. Bridge commented the challenge is to implement the tool in a consistent manner to maintain the integrity of the tool. More than 1,700 people have been assessed using the new tool over the past few months. The goal is to utilize the tool on all new persons at the Campus through a single coordinated intake. Mr. Bridge advised results of using the SPDAT have been consistent with results seen from the previous tool.

Ms. Lord advised that UMOM began using the pre-screening tool for families who were seeking emergency shelter through UMOM, Watkins, and Vista Colina. Quick Base is also being utilized to track the data. Ms. Lord noted the SPDAT was developed and used internationally however; there are several local decisions that need to be made such as determining the scoring range within the pre-screening assessment for families and where that range would fall for transitional housing. Ms. Lord reviewed the timeline and discussed how UMOM is applying the scores to the proper interventions. UMOM is using the full comprehensive assessment as a case management tool with incoming families that have been

admitted to emergency shelter. Additionally, UMOM has used the tool to identify existing more vulnerable families.

UMOM addressed the Maricopa Family Provider group meeting to seek their interest in being the equivalent of the HEART group to address issues for singles. Maricopa Family Providers agreed to do so therefore UMOM is moving forward with an existing group used for quality control and training purposes related to the F-SPDAT. A train-the-training on the F-SPDAT will be held during the upcoming week with Save the Family and UMOM. Individuals participating in this training will be responsible for rolling out the training for the community to help build capacity. Trainings will occur the third Thursday of every month starting on January 16. Ms. Lord and Mr. Bridge provided a brief overview of the screening results thus far.

Ms. Mead acknowledged the Human Services Campus, Save the Family, UMOM, and the Family Providers groups for their effort. She noted new funding to support the overall implementation of coordinated assessment has not been identified but noted that UMOM and the Human Services Campus have reorganized and have worked with their staff on implementing the tool. Ms. Mead advised the working group has recommended rolling out coordinated assessment implementation in phases. Phase One Phoenix, would run from January through December 2014. An overview of the goals for phase one was provided. It was noted referrals and phase two would begin in July 2014. Ms. Mead advised this item is on the agenda for approval.

Ms. Bleyle raised a question on whether referrals would be made to other providers within the community during the roll out of phase one. Mr. Bridge advised the only units dedicated to the project on the Campus are units through AHI. HEART partners have also dedicated resources and units to this effort. CASS is in the process of working with rapid rehousing grants as another possible outlet. He noted there is a larger working group of 80 agencies, and one item not yet discussed is the referral and eligibility process along with the commitment from housing. Additional work needs to be done to define the process as the current focus was on establishing the assessment and prioritization for the Campus resources. Other agencies with units available are also encouraged to participate. He shared some examples of placements with Native American Connections' Stepping Stones and Encanto Point, as well as Arizona Behavioral Health Corporation (ABC). Mr. Bridge noted the community still has to make decisions on how to link the intake process to the housing resources available.

Ms. Bleyle expressed concern over assessments resulting in people placed on waiting lists when other providers are available. Additionally, she questioned how the remainder of Maricopa County will be served during this process. Ms. Lord advised that UMOM is continuing to refer to all of the family providers. The only change is in who is being referred. She noted there are still additional things to work through during the pilot phase. A question was raised by the Committee on whether the referral process from Community Information and Referral has changed. Ms. Mead advised this remains to be addressed through the working group on developing the time line, referral process and prioritization.

Clarification was requested on phase two. Ms. Mead advised phase two would expand the pilots throughout the region to implement coordinated assessment. Phase one allows an opportunity to learn from the existing pilots and then apply that knowledge when moving forward. Theresa James, City of Tempe, raised a question regarding determination of the coordinated assessment centers. Ms. Mead noted in Phoenix, the Human Services Campus is recommended to be the access point for singles, and UMOM for families. Further discussion ensued regarding families in other cities, such as Tempe, who may not want to go to Phoenix for assistance and whether they would have to wait a year before receiving assistance. Ms. Mead advised phase two would be rolled out in July. She noted there were previous discussions regarding a region-wide roll out however; the working group determined rolling it out in phases would be the best process.

Catherine Rea, Community Information and Referral Services, requested clarification on the motion proposed for phase one of implementation. She advised the CONTACTS shelter hotline currently refers to 60 shelters statewide adding that phase one will greatly impact their process for referring calls. Additionally, Ms. Rea questioned how information from the access points will be rolled over into HMIS. Mr. Bridge advised that work is underway to create a national standard tool however; the Campus is currently using Quick Base. Data can be easily transferred to HMIS when it becomes a viable option.

Mr. Bridge added part of the Campus' focus is to set up the infrastructure for a larger roll out and to set standards in training. Additionally, Mr. Bridge advised that all HEART assessors are asked to sign an agreement to participate in community projects during a quarter. Through this effort, outreach teams are sent to events to assess eligibility requirements to fill units committed for specific neighborhoods. He noted participation in up to six community events to help support the initiative in other communities. Noting concern regarding other populations, outreach groups, or communities, Mr. Bridge expressed commitment on behalf of the Campus' pilot project to reach out to other communities to include in their list.

Ms. Bleyle shared her preference for the implementation period to run from January through July. She noted the year-long period appears to ignore the remainder of the Continuum during which time many people will be overlooked. She shared additional concerns regarding CI&R's need to track data, ESG funding, and referrals to emergency shelters beyond Phoenix. Ms. Mead advised all providers throughout the region have been involved in the development of this process. She acknowledged that additional work is needed to determine how the referral process will link between 2-1-1, the Campus, and UMOM during phase one. Ms. Mead advised the timeline can be adjusted to run from January through July and noted training which begins in January will also involve other providers.

Ms. Rea inquired whether access points will still be identified geographically. Ms. Mead suggested the need for access points throughout the region but noted expanding across the region will be challenging due to a lack of dedicated funding. Ted Williams, Arizona Behavioral Health Corporation, advised that individuals housed through ABC are from throughout the county even though they are coming through restricted access points.

Chair Hartke called for a motion. Mr. Williams motioned to approve the next steps as identified for implementation of the Regional Coordinated Assessment System. Linda Mushkatel, Maricopa County, seconded the motion. Chair Hartke confirmed the motion includes the adjusted time from of January through July for phase one. The motion passed.

5. Community Initiatives

Chair Hartke advised updates will be presented on community initiatives that are in place throughout the community working toward a common goal of ending homelessness.

*Ending Homelessness Advisory Council and Rapid Results Accelerated Boot Camp*

Amy Schwabenlender, Valley of the Sun Untied Way, shared information on how these two groups are coming together and efforts to unify the CoC into these larger community efforts. A brief overview of the Ending Homelessness Advisory Council and their purpose was provided.

In 2009, VSUW advised they would contribute to the plan to end homelessness through the creating 1,000 units of permanent supportive housing action steps. Ms. Schwabenlender provided an update of the goal to reach 1,000 units noting that current results are at 76 percent. Many agencies have contributed toward this efforts and Virginia G. Piper Charitable Trust is evaluating the results. With a target date of December 15, VSUW is ahead of schedule to reach the goal. These results have been largely driven by NSP dollars, low-income housing tax credits, and housing first projects. Ms. Schwabenlender shared results of the individual projects participating in these efforts.

A brief overview of the Rapid Results Institute Boot Camp held in May was provided. The boot camp was attended by 18 individuals who then brought back to the community eight sub-goals to address within 100 days. A follow-up meeting was held in Chicago to review progress made among all communities that were participating. During this time, the group realized none of the work could be possible without having a common assessment tool Coordinated assessment had been placed as the priority sub-goal.

Getting to Zero Framework is the focus of the United States Interagency Council on Homelessness (USICH). Ms. Schwabenlender advised the CoC is on HUD's top ten list of Communities Dedicated to Ending Homelessness Initiative. Ms. Schwabenlender shared the Accelerator Model which used to calculate the continuous housing placement rate needed to achieve the goal by December 2015. Ms. Schwabenlender shared the strategies used to achieve the goal and recommendations to align the Continuum to the December 2015 goals. The recommendations were also shared with and approved by the United Way Advisory Council on November 7<sup>th</sup>.

A question was raised by Darlene Newsome, UMOM, on how youth are being considered under these efforts. Ms. Schwabenlender noted youth are not included unless they are a chronically homeless individual or member of a vulnerable family. She noted the focus for these efforts are on ending homelessness for the priority population. This is not intended to exclude youth, but to learn from these efforts and then determine how to include the number of homeless youth and develop a plan to address youth homelessness

Ms. Bleyle discussed the funding expenditures to address the needs of chronic and vulnerable families first. She commented if the need for these populations can be addressed, funding will then be available to focus towards other populations. This is not meant to diminish the needs of youth or other populations, but a way to address the more costly issues first. She added that much of the funding for youth comes from funding through Homeless, Youth and Families, the Arizona Department of Health Services, and many other sources aside from state and local homeless initiatives.

Chair Hartke requested comments from the Committee and/or public. Having none, a motion was requested. Ursula Strehphans, Maricopa County Human Services Department, made a motion to adopt the recommended goals as part of the Continuum. Deanna Jonovich, City of Phoenix, seconded the motion. The motion passed.

#### *Veteran's Ad Hoc Group*

The Veterans Ad Hoc group was created by the CoC to align the VA health system health care with the CoC and HUD funded ESG programs. Sean Price, Arizona Department of Veterans' Services, advised Components that have been opened at the Human Services Campus within the last year include the Community Resource and Referral Center, which is the central intake for homeless veterans in Maricopa County, and the Supportive Services for Veterans family grant which was awarded to US Vets and CASS vets. Mr. Price discussed how these components tie into the ad hoc group and implementation of Coordinated Assessment for homeless veterans.

The Veteran's Ad Hoc group has been working diligently to assess all homeless veterans through the central intake center at the HSC. Their focus is conducting outreach at CASS, Men's Overflow Shelter and the east lot working towards a goal of ending chronic homelessness by 2014 and ending homelessness for veterans by 2015. All veteran groups, including CASS, US Vets, Mana House, Cross Roads, and VA Healthcare System, are doing coordinated outreach through those locations. Mr. Price noted they now know who the veterans are at specific locations, and are therefore able to use SPDAT to enter them into the system and determine what programs they are eligible for. The ad hoc group will continue conducting outreach and working out a system between the HUD and VA funding sources.

With reference to Project H3 Vets, an outreach event was recently held to announce the final push to end chronic homelessness among veterans. Mr. Price noted they have identified 56 chronically homeless veterans living on the streets and another 30 living within shelter system. The focus of Project H3 Vets is to house chronic homeless veterans living on the streets by the end of this year. He added they will continue moving forward to meet the goal to end homelessness for chronic homeless veterans.

#### 6. Continuum of Care HEARTH Act Implementation Update: CoC Governance Charter

Chair Hartke welcomed Ms. Mead to provide an update on the CoC Governance Charter. Ms. Mead advised that the HEARTH Act requires a Continuum of Care to develop, follow and annually update a governance charter that develops policies and procedures, code of conduct, and responsibilities of the groups within the Continuum of Care. Ms. Mead proceeded with an overview of the HEARTH Act governance charter provided in the meeting handouts by

identifying each section and points covered within. She noted the three major duties of the Governance Charter are operating a Continuum of Care, designating and operating an HMIS, and the CoC planning responsibilities. The Governance structure was approved by the Continuum of Care on March 18<sup>th</sup>. Ms. Mead noted that the CoC Board categories were defined by a working group that met in June and presented at the last CoC meeting. An overview of the CoC board member selection process, planned meetings, conflict of interest, and the CoC membership categories, was also discussed. It was noted that the membership categories are HUD defined. The charter will be reviewed annually. Chair Hartke called for discussion noting nothing in the charter is tied to individual characters and anyone can apply to serve on the positions stated.

Theresa James, City of Tempe, requested clarification on the addition of a CoC Board, the regular Committee, and ad hoc group. Ms. Mead referred to page six of the Charter noting the CoC Board would be an additional group that is not currently in place. It will serve as a smaller decision making group of up to 13 different members with different board categories that are outlined in the Charter. The CoC Committee would need to expand to include all representatives listed on page nine. There would be additional ad hoc stakeholder groups, many of which are already in place.

Questions were raised on who would Chair the CoC Board, length of term, and who would decide who would serve as Chair of the Board. Ms. Mead advised the current CoC Chair is outlined in the charter to serve on the Board. Chair Hartke noted the policy in place now, would be the same MAG requirements for that position. Ms. Mead advised language can be added to the charter to include two year terms. Additionally, she noted the MAG Regional Council approved having co-chair positions so that the CoC would have a nonprofit representative as well as policy maker serving as the Chair and Co-Chair.

Clarification was requested on current members of the CoC serving as board members and the need for additional members to be added to the CoC. Chair Hartke noted the CoC membership will be different based upon the new requirements. Frank Migali, Arizona Department of Education, inquired if term limits will apply only for the chair or all members of the board. Ms. Mead advised all members of the board would have a two-year term but noted the charter states selection of the board and the charter would be reviewed at least every five years. The charter is in draft form and can be changed to reflect a two-year review period to be consistent with the term limits.

Chair Hartke inquired how this would apply to the board members and term limits. Ms. Mead advised the working group prefers to have multiple agencies engaged in the board. Therefore, a two-year term limit will allow more people an opportunity to participate in that capacity. Ms. Bleye discussed prior experience where board members are changed every two years. She noted having a longer term for members allows for any of those individuals to ascend to positions of leadership and maintains continuity. Amy St. Peter, MAG, suggested another option may be to stagger the term limits.

Ms. Schwablenlender noted CoC membership follows the agency. She requested clarification on whether the term limits apply to the individual or the agency. Ms. St. Peter noted the

membership, for a while, has followed the person, rather than the agency. However, the categories would remain the same and the membership would be based on agency. Upon ending the term limit, the membership would go to another agency within the same category. Ms. Schwabenlender suggested that as some members of the CoC move to the board, this would be a good opportunity to establish a selection process for expanding the CoC and also adding term limits. Ms. Mead advised a similar process can be implemented such as requesting nominations or letters of intent. Ms. Mushkatel recommended first defining criteria if staggered terms will be used.

Darlene Newsome inquired about the maximum number of members on the CoC and whether or not the final rules been released. Ms. Mead advised the final rule has not been released. , Ms. Mead advised the maximum number of members for the CoC is open for discussion as HUD does not define the maximum number. Ms. Mead advised in the charter, the board and the committee would be operating under open meeting law therefore would need to follow requirements for a quorum.

A question was raised on how to apply and who determines selection criteria for phase two. Ms. Mead advised the process is open to feedback, but could follow a similar process by requesting letters of interest. She noted there may be members of the CoC who want to apply for the Board, therefore the current structure of the CoC could change as well. Ms. Devine noted the importance of first establishing the governance board.

Catherine Rae, Community Information and Referral, inquired if Continuum's will be penalized for not having a governance board established last year. Ms. Mead advised there was no requirement at that time for the COC to have the board established. However, the CoC may score higher this year if the governance charter is in place. Ms. Rea stated it behoove the CoC to pass a motion and then ask that it be put on the agenda for the next meeting to address pending issues such as the term limits and nomination process.

Ms. St. Peter noted having the charter in place will help the CoC score higher, but stressed the importance of having the right language in place. She suggested a second option may be to schedule an additional meeting to further address pending questions adding that there was no requirement to pass a motion at this time. Karia Basta, Arizona Department of Housing, advised the NOFA has not yet been released and HUD does not requiring Continuums to have a charter in place until August of 2014. She added there is definitely time to meet again and make additional changes. There was further discussion on more input needed to help define the document. Ms. Devine recommended it may be helpful to have the document reviewed by a lawyer.

A question was raised on passing the Charter as a working draft pending final approval. There was consensus among the committee. Ms. Schwabenlender noted it is very worthwhile to take more time to answer some of the pending questions. She inquired why the Board wouldn't be the ones appointing this committee or making those decisions. She noted the chair would be the only person serving on both the board and the CoC. Vice Chair Thelda Williams, noted upon moving forward, there would be an opportunity for member to

apply to serve on both groups. There was further discussion on how selection for the CoC would be handled and the importance of establishing the process.

Ms. Mead noted with regard to having an attorney review the Charter, the lawyers from HOME Base, are currently reviewing the document and will offer feedback. Ms. St. Peter suggested requesting feedback broadly and encouraged members to distribute the information broadly to ensure an objective view. Ms. Mead advised this was discussed by the working group noting that their view on the community seat is that it can be a wide variety of individuals that can fill that position such as from the public housing authority, business, jail, hospital, or university. While there is a requirement to have a community seat represented, this position does not need to follow the agency once the term limit has expired.

Chair Hartke noted there are several options including passing the Charter, having a working document, or having further discussion at the January meeting. Mr. Williams suggested establishing a method for members to submit suggestions prior to the January meeting to help facilitate the discussion. Ms. James suggested convening a Planning Subcommittee meeting prior to the January CoC meeting.

Ms. Bleyl recommended distributing the document for public comment and depending on timeframe, calling a special meeting if necessary. Chair Hartke advised a Planning Subcommittee meeting can be held in December. He thanked everyone for their input. Ms. Mead confirmed no motion was required.

#### 7. Continuum of Care Program: 2013 Funding Application

Chair Hartke invited Ms. Mead to offer an overview of the 2013 Funding Application. Ms. Mead advised a handout was provided with the meeting materials that includes the HUD total funding award for 2012 CoC program. Ms. Mead proceeded with a PowerPoint presentation outlining HUD's priorities and an overview of how programs were ranked by performance in tier one and tier two. Considerations for 2013 were reviewed including performance ranking, unspent program funding, capacity, community needs, compliance with federal and local requirements and repurposing and reallocation.

Ms. Mead shared information on the total awarded for the 2012 CoC program by program type. She noted the total includes the funding award for planning, however the contract for planning funds is not yet in place. She noted an additional breakdown of the HUD funded programs broken down by population served by chronic versus non-chronic had been previously requested by the CoC to assist with setting funding priorities for the 2013 competition. Ms. Mead provided the breakdown for PSH, Transitional Housing, Supportive Service Only, singles and families by component type. Ms. Mead requested input on funding priorities for the next application cycle.

Ms. Mushkatel noted the difference in PSH going to singles versus a small percentage going to those who are chronically homeless. Ms. Mead noted some of the goals from the dedicating opportunities is prioritizing the turnover of PSH, prioritizing the chronically homeless in that type of housing intervention. Ms. Rea added that many of those singles are

disabled individuals that are not chronically homeless, but they are permanently disabled. It was noted per HUD's definition, individuals do need to be disabled to be eligible for PSH.

Ms. Mead advised that the CoC registration notice released earlier in the year indicates opportunities for reallocation and within that, it indicates we programs can be reallocated for PSH and that if the needs of chronically homeless in the community are being addressed, the CoC can then also reallocate to rapid rehousing programs for families. However, the registration notice is not clear on the definition of "addressing needs."

Mr. Williams discussed how percentages are arrived at and are accurate to what is reflected in the community. Ms. Mead noted housing placement reports generated by CI&R will help offer a better framework for whom is being served in PSH. She noted the Committee can make a determination to prioritize chronically homeless in PSH in the next application cycle. Ms. Schwabenlender suggested permanent housing providers that say they have a policy and have committed their turnover units to chronically homeless individuals and vulnerable families would be ranked first because they have an assigned policy in place committed moving forward.

It was noted that transitional housing programs willing to look at reducing length of stay, create a resources for those next in line much sooner. Ms. Schwabenlender advised United Way is looking at interim bridge housing noting clarity and commitment from a provider willing to take these steps would be ranked higher than a provider un-willing to do so. Ms. Mead noted within the performance evolution tool, there are bonus points for those providers that are working to make those changes. They would score higher for reducing length of stay or serving harder to serve population. A recommendation was made to establish a range for length of stay that seems appropriate.

Ms. St. Peter inquired if there is a minimum threshold for performance to rank higher performing agencies according to those criteria and then low performing agencies falling below that in the same order to allow for a funding strategy. It was noted there would be two tiers for high and low performance. Ms. Strophans inquired about unspent funding. Ms. Mead confirmed and advised the CoC will be asking providers to report their final draws going back three years to allow an opportunity to review past trends on unspent funds. She noted discrepancies in what was reported from HUD and what had been spent.

A question was raised on whether it would be helpful for agencies to report their compliance. Ms. Mead agreed in some instances agencies are able to house more than what is required by the grant, she noted the need to bring this item back for discussion with the ranking and review panel noting the opportunity to discuss during agency presentations. Ms. Mead noted Safe Haven was included in transitional housing. Ms. Mead noted Safe Haven has its own component type therefore there is nothing to compare it to. However, she offered to look at the HUD language to determine how to categorize and compare. Ms. Mead advised they will fund legacy Safe Haven projects, but not new ones.

A motion was requested. Ms. Mead advised the motion would be to continue the ranking by performance and comparing the programs to their like programs; within this framework,

priority programs that are serving chronically homeless and also those programs that have committed to adopting a policy in which their turnover units would be prioritized for chronically homeless. The CoC would then review the transitional housing programs with a note to look at range for length of stay rather than reducing length of stay and including the funding minimum thresholds for the scoring of the programs within each ranking. Supportive service only projects would fall at the bottom – there would be minimum standards for performance and prioritizing projects.

Ms. Mead advised the lowest performing in each category would then be placed in tier two. Ms. Schwabendlender noted the NOFA has not been released and inquired how to facilitate not cutting whole programs. She noted this question has been raised before. She added that other Continuums have conversations about reductions instead of cutting whole programs. Ms. Mead noted that is another possibility and added the ranking and review panel can be asked to make a recommendation after they have scored all of the programs. She noted this was on the agenda as the CoC wanted to have discussion on this item prior to release of the NOFA.

Chair Hartke noted an opportunity to either vote or add this item to the agenda for further discussion. Ms. St. Peter noted the importance for further discussion to address all unanswered questions, but encouraged coming to a decision soon. Ms. Basta commented there are several difficult decisions to be made in regards to performance, ranking and how the amount of funding not being drawn down.

Ms. Strehphans noted it would be helpful if the CoC were making a recommendation on the evaluation criteria and it included the priorities and rankings. She made a motion to table this item until the next meeting allowing staff to further develop the criteria, priorities and ranking and re-distribute to the CoC prior to the next meeting. There was a second to the motion. Ms. Bleye noted it would be helpful to determine and list the performance outcomes the CoC is seeking from each program.

#### 8. 2014 Homeless Point-in-Time Count

Ms. Mead advised the 2014 Homeless Point-in-Time Count is scheduled for January 28, 2014. The CoC had recommended using a similar methodology to be able to accurately compare data from the previous year. There have been some minor recommendations in changes to language of the survey. Ms. Mead noted the Coalition to End Homelessness has graciously agreed to help with volunteer recruitment from their website. There would be a special effort during the count to identify chronically homeless veterans that will include deploying outreach teams to where those individuals are located. This will help to meet the goal of ending chronic homelessness for veterans. Additionally, a working group meeting will be held in December to review the survey.

Joan Serviss inquired if the changes will still allow for an accurate comparison to last year's data. Ms. Mead confirmed the survey will follow the same methodology. The recommendations made were for minor language changes. However, there was a recommendation by the City of Phoenix to include a category for identifying LGBT

homeless individuals. Ms. Mead will be working with youth providers to determine how to appropriately ask questions to identify this population.

A motion was requested. Ms. Schwabenlender made a motion to proceed with the plans for the 2014 Homeless Point-in-Time Count. The motion was seconded by Ms. James. The motion passed.

Chair Hartke advised agenda items nine and ten would be tabled until the next meeting.

9. Homeless Management Information System (HMIS) Technical Assistance

This item was tabled to the next meeting due to lack of time.

10. Request for Future Agenda items

There were no future agenda items suggested.

11. Comments from the Committee

An opportunity was provided for Committee members to present a brief summary of current events. The Committee is not allowed to propose, discuss, deliberate or take action at the meeting on any matter in the summary, unless the specific matter is properly noticed for legal action.

Ms. Williams advised that the Department of Health Services believes they have funds that have been made available because of this missed Medicaid restoration. There is an interest from a policy point of view by the DHS Director to use some of those funds for housing. This would require legislative approval and approval by the governor. He noted interest in getting funding back for the housing trust fund and suggested Committee members consider these two issues.

Additionally, Mr. Williams noted ABC expended \$1.8 million last year because grant awards were not contracted in a timely manner. This year, if there are no changes, ABC estimates two million dollar expenditure. ABC has contacted their congressman for the past five years and is at a loss at getting HUD to do its job in timely manner. Mr. Williams asked members to consider whether the Continuum may want to try to address this issue.

Ms. Serviss agreed noting the Coalition is working with the Arizona Housing Alliance and other groups. They have formed a policy steering committee to look at how to refund the state housing trust fund and are ultimately advocating for an on-going sustainable source for the state housing trust fund.

Chair Hartke noted action cannot be taken on this item, but recommended that it be added to a future agenda for further discussion.

12. Adjourn

The meeting was adjourned at 3:54 p.m. The next Continuum of Care Regional Committee on Homelessness is scheduled for January 27, 2014.