

## **SPECIAL NOTICE REGARDING PUBLIC MEETINGS**

Due to the risks to public health caused by the possible spread of the COVID-19 virus at public gatherings, the Maricopa Association of Governments has determined that public meetings will be indefinitely held through technological means. Meetings will be open to the public through technological means. In reliance on, and compliance with, the March 13, 2020, Opinion issued by Attorney General Mark Brnovich, the Maricopa Association of Governments provides this special advance notice of the technological means through which public meetings may be accessed. While this special notice is in effect, public comment at meetings will only be accepted through written submissions, which may or may not be read aloud during meetings.

**To attend the meeting noticed below by technological means, members the public may follow the steps below:**

1. Please access the link to watch a live video stream on YouTube by clicking

[https://www.youtube.com/channel/UC1spon0RV2ibMmrk\\_gndhbA](https://www.youtube.com/channel/UC1spon0RV2ibMmrk_gndhbA)

2. Members of the public may submit written comments relating to this meeting to [azmag.gov/comment](http://azmag.gov/comment) within one hour of the posted start time for the meeting.

If any member of the public has difficulty connecting to the meeting, please contact MAG at (602) 254-6300 for support.

August 20, 2020

TO: Members of the Maricopa Regional Continuum of Care Board

FROM: Sergeant Rob Ferraro, City of Tempe Police, Co-Chair  
Tamara Wright, Community Solutions, Co-Chair

SUBJECT: MEETING NOTIFICATION AND TRANSMITTAL OF TENTATIVE AGENDA

**Meeting—1:30 p.m.**

Monday, August 24, 2020

**VIRTUAL MEETING**

The Maricopa Regional Continuum of Care Board meeting has been scheduled at the time noted above. The meeting will be **held as a virtual meeting only**, with no in-person attendance options available at this time. Instructions on how to participate will be provided via email to members of the committee. Members of the public will be able to view and listen to the meeting via a live video stream on YouTube by clicking

[https://www.youtube.com/channel/UC1spon0RV2ibMmrk\\_gndhbA](https://www.youtube.com/channel/UC1spon0RV2ibMmrk_gndhbA)

Public comments can be provided in written format through the MAG website at [azmag.gov/comment](http://azmag.gov/comment). If you have questions, please contact the MAG office at (602) 254-6300.

In 1996, the Regional Council approved a simple majority quorum for all MAG advisory committees. If the Transportation Safety Committee does not meet the quorum requirement, members who have joined the meeting will be notified that a legal meeting cannot occur and the meeting will end. Your participation in the meeting is strongly encouraged.

Pursuant to Title II of the Americans with Disabilities Act (ADA), MAG does not discriminate on the basis of disability in admissions to or participation in its public meetings. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the MAG office. Requests should be made as early as possible to allow time to arrange the accommodation.

If you have any questions regarding the meeting, please contact MAG at (602) 254-6300.





# Maricopa Regional Continuum of Care Board

## TENTATIVE AGENDA

August 24, 2020

### 1. **Call to Order**

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### 2. **Call to the Audience**

An opportunity was provided, via the MAG website, to members of the public to address the Maricopa Regional Continuum of Care Board on items that are not on the agenda that are within the jurisdiction of MAG, or on items on the agenda for discussion but not for action. Please note that comments on agenda items posted for action will be read and answered at the time the item is heard.

**Action Requested:**  
Information.

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### 3. **Approval of Consent Agenda (5 minutes)**

Board members may request that an item be removed from the consent agenda. Prior to action on the consent agenda, members of the audience will be provided an opportunity to comment on consent items. Consent items are marked with an asterisk (\*).

**Action Requested:**  
Approval of the Consent Agenda.

## ITEMS PROPOSED FOR CONSENT \*

### \*3. **Approval of the July 27, 2020 Meeting Minutes**

Draft meeting minutes were distributed with the meeting materials.

**Action Requested:**

Approval of the July 27, 2020 meeting minutes.

## ITEMS PROPOSED TO BE HEARD

### 4. **NOFA Rank and Review Update (5 minutes)**

MAG staff will provide an update on the NOFA Rank and Review Process in anticipation of the 2020 NOFA.

**Action Requested:**

Information and Discussion

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### 5. **City of Scottsdale/AZ Dept. of Child Safety MOU Request (20 Minutes)**

Irma Hollamby, City of Scottsdale and Susan Smith, AZDCS, will present a proposed MOU between them and the CoC to collaborate on the Tenant Protection Vouchers for Foster Youth to Independence Initiative (FY/TPV). The draft MOU was sent with the meeting materials.

**Action Requested**

Information/Discussion/Next Steps

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**6. City of Phoenix Homeless Plan (20 minutes)**

Marchelle Franklin, City of Phoenix and Tamyra Spendley, City of Phoenix, will present on the city's proposed homeless plan.

**Action Requested:**

Information and discussion

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**7. Shelter Availability Portal for City of Phoenix ( 20 minutes)**

Ty Rosensteel, CRN, will present on CRN's proposed contract with the City of Phoenix for a shelter availability portal tool. The proposed contract was sent with the meeting materials.

**Action Requested:**

Information and discussion.

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**8. Legislative Update (10 Minutes)**

Joan Serviss, AZ Housing Coalition, will provide a legislative update.

**Action Requested:**

Information and Discussion.

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**9. Racial Equity Update (10 minutes)**

MAG CoC staff will provide an update on the Racial Equity work.

**Action Requested:**

Information and discussion

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**10. Request for Future Agenda Items (5 minutes)**

Topics or issues of interest that the Maricopa Regional Continuum of Care Board would like to have considered for discussion at a future meeting will be requested.

**Action Requested:**

Information and discussion.

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**11. Comments from the Board (5 minutes)**

An opportunity will be provided for the Maricopa Regional Continuum of Care Board members to present a brief summary of current events. The Board 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.

**Action Requested:**

Information

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## 12. **Adjournment**

### **Action Requested:**

Motion to adjourn the meeting.

MINUTES OF THE  
MARICOPA REGIONAL  
CONTINUUM OF CARE BOARD  
ZOOM Meeting  
July 27, 2020

MEMBERS ATTENDING

Riann Balch, City of Chandler  
Erik Cole, Arizona State University  
Elizabeth da Costa, Community Bridges  
Diana Yazzie Devine, NAC  
\*Sergeant Rob Ferraro, City of  
Tempe Police, Co-Chair  
\*Marchelle Franklin, City of Phoenix  
Tad Gary, Mercy Care  
Nicki Stevens, City of Tempe

Samantha Jackson, Downtown Phoenix  
Partnership  
Bruce Liggett, Maricopa County  
Joan Serviss, Arizona Housing Coalition  
Charles Sullivan, ABC  
Jacki Taylor, Save the Family  
Tamara Wright, Community Solutions,  
Co-Chair

\*Did not Attend

MAG Staff

Steve Dudasik  
Julie Montoya  
Brande Meade  
Tina Lopez  
Sarah Kent

1. Welcome and Introductions

Tamara Wright, Community Solutions, CoC Board Co-Chair, called the meeting to order at 1:31 p.m. Introductions ensued.

2. Call to the Audience

There were no public comments submitted via the MAG website.

### 3. Approval of Consent Agenda

Jacki Taylor, Save the Family, moved to approve the June 15, 2020 meeting minutes. Samantha Jackson, Downtown Phoenix Partnership, seconded the motion. Motion passed unanimously.

### 4. NOFA Timeline and Scorecard

Julie Montoya, MAG, presented the updates on the NOFA Timeline and Scorecard. There has been no announcement from HUD on NOFA or timeline. Ms. Montoya, shared the updated NOFA scorecard to the members. There were two workgroup discussion meetings to review the current NOFA scorecard. Question 1B of the NOFA scorecard was eliminated. Discussion from board members and providers determined that 6A/B illustrates a similar scoring measure. Questions 2A/2B, increasing stability, the workgroup determined that the percentages and ranges needed an update to reflect current system performance averages. Updates to percentages in PSH to receive maximum points went from 98% to 90% and for RRH the updated percentages to receive maximum points went from 85% to 80%. Ranges were updated from the top at a 1-point variance in comparison to 2-point variance on the 2019 NOFA scorecard. Updated language in questions 2A and 2B is as follows: "excluding those persons exiting to a foster care home or foster care group home, hospital or other residential non-psychiatric medical facility, or long term care facility or nursing home, and any participants who passed away". Question 3A, increasing total income, the percentages to receive maximum points went from 60% to 55% in PSH and from 45% to 40% in RRH. In PSH, language "maintaining non zero-income" was added to help reflect fixed income like social security.

DeDe Devine, Native American Connections (NAC), thanked Julie Montoya, MAG, for capturing the explanations in her NOFA scorecard update. Ms. Devine reminded the Board about the addition of a bonus question asking providers if they had a Racial Equity action plan. Julie Montoya, MAG, agreed that it was determined this year to have a discretionary point for this in the interview process. For the 2021 NOFA scorecard, there will be continued discussion on the discretionary point for a more meaningful provider action plan.

### Motion for the Approval the 2020 NOFA Scorecard

A motion to approve the 2020 NOFA scorecard made by Jacki Taylor, Save the Family and a second motion to approve was Erik Cole, Arizona State University. The approval of the 2020 NOFA scorecard passed unanimously.

### 5. NOFA Rank and Review

Julie Montoya, MAG, updated the Board on NOFA Rank and Review process. There has been no word from HUD. The three-phase process will be the same as last year.

## 6. Racial Equity Discussion

Nicky Stevens, City of Tempe, shared data on the Race and Equity survey. There were 240 responses and the survey is closed. Community stakeholder interviews were also completed by the consultants. The consultants will extract both qualitative and quantitative data from these efforts and report on them. Erik Cole, Arizona State University, commented that it is positive momentum. There was workgroups representing youth, family and single adults. DeDe Devine, NAC, inquired about Phase 2 with the consultant firm. Steven Dudasik, MAG, stated that the consultants would work beyond September. The consultant firm will provide strategies, training for Racial Equity. Jacki Taylor, Save the Family, commented that future training would be meaningful for management and staff. Jacki Taylor, Save the Family, thanked both DeDe, NAC, and Nicky Stevens, City of Tempe, for their race and equity work.

## 7. Legislative Update

Joan Serviss, Arizona Housing Coalition (AZHC) stated everything is in a holding pattern now at the Federal level with the Senate yet to vote on the Heroes Act.

The AZ Department of Housing reallocated the 5 million dollar-housing fund to bolster their COVID19 eviction protection program. Funds may be available when the eviction moratorium lifts. Joan thanked Joanna Carr from her staff for encouraging communication between tenant and landlord and for the Eviction preventative tool kits.

The AZ Department of Housing is set to issue a qualified allocations for plan for the low income tax credit. The AZ Housing Coalition requests feedback. DeDe Devine, NAC, added that the timeline should be supportive and match the federal process and the CoC funded projects and offered to have a workgroup for more conversation and sharing regarding QAP work. Several Board members stated their willingness to attend.

AZHC also engaged in virtual meetings with the offices of Senator McSally and Senator Sinema. Topics included rental assistance, low income tax credits, and more funding for the Emergency Solutions Grant.

The HUD equal access rule was mentioned. Board members were encouraged to be aware of its possible ramifications. The AZHC is utilizing several media sites to raise awareness and seek comments that will be presented to HUD.

Riann Balch, City of Chandler, asked about changes to fair housing. HUD abolished the Obama Era furthering fair housing with the proposal of "reserving community and housing choice" There were questions on future housing discrimination practices. Joan Serviss, AZHC, asked for feedback from the Board members.

## 8. Maricopa County Update

Bruce Liggett, Maricopa County, updated the Board on heat relief including evening heat relief now available serving 250 people through September. Tent lots may be available beyond October

1, 2020. There is nutrition available at the tent lots and they are working on an exit strategy. Positive COVID19 people were relocated to Phoenix Inn at 17 Highway and Northern. It was reported that stated NAC opened The Lodge and it is at full capacity. DeDe Devine, NAC, added that there were two permanent housing placements in the first week of operation. Riann Balch, City of Chandler, commended the county for providing a safe place, food and building trust in the system for the homeless during COVID-19 and her city is striving for positive outcomes with the current strategy. She stated that there are quicker outcomes with these resources and systems in place.

Tamara Wright, Community Solutions, CoC Board Co-Chair, encouraged Board members to track outcomes and concentrate on data collection while resources and funding is in place during the pandemic. The data collected can benefit the approach to funders for bridge housing. Erik Cole, Arizona State University, agreed and complimented the incredible work that the system has done. He stated that the planning done in the early stages of the pandemic has shown to be effective.

Tad Gary, Mercy Care, complimented everyone on the important changes made and great crisis work.

DeDe Divine, NAC, complimented the county's response to COVID19 testing and quick results. Bruce Liggett, Maricopa County, added that the media is always inquiring on how many of the homeless is positive for COVID19.

#### 9. Future Agenda Items

City of Phoenix/CRN Shelter Portal presentation from Ty Rosensteel.

City of Phoenix presentation from Marchelle Franklin.

#### 10. Adjournment

Tamara Wright, Chair motion for adjournment. Erik Cole, Arizona State University, moved to adjourn. Samantha Jackson, seconded the motion. Motion passed unanimously.

# MEMORANDUM OF UNDERSTANDING

BETWEEN

Scottsdale Housing Agency (PHA)

AND

Arizona State Department of Child Safety (PCWA)

AND

Maricopa Regional Continuum of Care (CoC)

The parties of this Memorandum of Understanding hereby agree to collaborate on the Tenant Protection Vouchers for Foster Youth to Independence Initiative (FY/TPV).

This Memorandum of Understanding is dated \_\_\_\_\_.

**Background:** *Home Together:* The Federal Strategic Plan to Prevent and End Homelessness calls for federal, state, and local partners to work together to end homelessness in America. This includes ending homelessness among unaccompanied youth and other young adults. Young adults aging out of foster care, or with histories of involvement with foster care, are at a high risk of homelessness. It is estimated that between approximately 20,000-25,000 youth age out of foster care every year. Of those, approximately 25% experience homelessness within four years of aging out, and an even higher percentage will experience some form of precarious housing. Through the FY/TPV, HUD is investing in local, cross-system collaborative efforts to prevent and end homelessness among youth with a current or prior history of child welfare involvement. The success of this effort requires that community partners coordinate effectively to identify, target, and connect eligible youth at-risk of or experiencing homelessness to housing and related supports. This notice calls for public housing agencies (PHAs), public child welfare agencies (PCWAs), and continuums of care (CoCs) to work together to determine the most appropriate intervention for each young person.

**Purpose:** The purpose of this agreement is to outline a working relationship between all parties to promote the successful operation of the Tenant Protection Vouchers for Foster Youth to Independence Initiative. Through the Foster Youth to Independence (FYI) initiative HUD will provide Tenant Protection Vouchers (TPVs) for eligible youth.

**Eligible Youth:** The population eligible to be assisted by the Tenant Protection Vouchers for Foster Youth to Independence Initiative funding are youth certified by a PCWA as meeting the following conditions:

1. Has attained at least 18 years and not more than 24 years of age;
2. Left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in section 475(5)(h) of the Social Security Act at age 16 or older; and
3. Is homeless or is at risk of becoming homeless. Homeless refers to the population included in the definition of this term at 24 CFR 578.3. At Risk of Becoming Homeless means the population defined as "At Risk of Homelessness" at 24 CFR 576.2.

## MEMORANDUM OF UNDERSTANDING

Eligibility is not limited to single persons. A pregnant and/or parenting youth are eligible to receive assistance by the Tenant Protection Vouchers for Foster Youth to Independence Initiative assuming they otherwise meet eligibility requirements.

**Length of Assistance.** As required by statute, a FY/TPV may only be used to provide housing assistance for youth for a maximum of 36 months.

**Triggering Event:** A triggering event for eligibility under the FY/TPV is the receipt of a referral from the PCWA to the PHA certifying to the eligibility of a youth.

### **PHA Roles and Responsibilities:**

1. PHA must currently administer the Housing Choice Voucher (HCV) Program. The PHA must have an existing ACC with HUD for HCVs.
2. Partnership with a PCWA. The PHA must have a partnership with a PCWA. This partnership must assist the PHA in using assistance under the FY/TPV.
3. Accept FY/TPV-eligible youth referral. The PHA must accept referrals of youth certified by the PCWA as eligible for assistance under this notice. A request for assistance may not be made until the PHA has received a referral of a FY/TPV-eligible youth from the partnering PCWA.
4. Determine eligibility. The PHA must determine if youth referred by the PCWA are eligible for HCV assistance.
5. Administrative Plan update. The PHA must amend the Administrative Plan in accordance with applicable program regulations and requirements, if needed.
6. PHA will encourage enrollment of FY/TPV eligible households into its existing HUD Family Self Sufficiency program.

### **PCWA Roles and Responsibilities:**

1. Identify FY/TPV-eligible Youth. The PCWA must have a system for identifying FY/TPV-eligible youth within the agency's caseload and review referrals from the PHA and CoC.
2. System of Prioritization. The PCWA must have a system of prioritization for FY/TPV-eligible youth.
3. Written Certification. The PCWA must provide written certification to the PHA that a youth is FY/TPV-eligible.
4. Supportive Services. The PCWA must provide or secure a commitment for the provision of required supportive services for a period of 36 months to eligible youth receiving rental assistance through FY/TPV. Supportive Services includes:
  - a. Basic life skills information/counseling on money management, use of credit, housekeeping, proper nutrition/meal preparation; and access to health care (e.g., doctors, medication, and mental and behavioral health services).
  - b. Counseling on compliance with rental lease requirements and with HCV program participant requirements, including assistance/referrals for assistance on security deposits, utility hook-up fees, and utility deposits.
  - c. Providing such assurances to owners of rental property as are reasonable and necessary to assist a FY/TPV-eligible youth to rent a unit with a voucher.
  - d. Job preparation and attainment counseling (where to look/how to apply, dress, grooming and relationships with supervisory personnel, etc.)

## MEMORANDUM OF UNDERSTANDING

- e. Educational and career advancement counseling regarding attainment of general equivalency diploma (GED); attendance/financing of education at a technical school, trade school or college; including successful worth ethic and attitude models.

FY/TPV-eligible youth cannot be required to participate in these services as condition of receipt of the voucher.

### **CoC Roles and Responsibilities:**

1. Integrate the prioritization and referral process for FY/TPV eligible youth into the CoC's coordinated entry process.
2. Identify services, if any, to be provided using CoC program funds to youth who qualify for CoC program assistance.
3. Make referrals of FY/TPV eligible youth in the community at risk of or experiencing homelessness that are no longer part of the child welfare system. Through the CoC's coordinated entry process, referrals of FY/TPV eligible youth are able to be made based on prioritization of need and appropriateness of the intervention. Further, CoC recipients may provide supportive services using CoC program funds to youth who qualify for CoC program assistance.

This MOU becomes legal and binding when all parties' signatures are affixed.

**INSERT SIGNATURE LINES**

**EXHIBIT A – SCOPE OF WORK  
WEB-BASED EMERGENCY SHELTER AVAILABILITY  
PORTAL DEVELOPMENT SERVICES**

**1. OBJECTIVE**

- 1.1.** The City of Phoenix, through the Human Services Department (HSD), seeks to contract for services for the design, development, and management of a web-based emergency shelter availability portal (Portal). Accurate shelter availability will assist community service providers in the coordination of emergency shelter and housing services for individuals and families experiencing homelessness. Additionally, immediate access to available shelter information will aid in the reduction of the spread of COVID-19 amongst the highly vulnerable homeless individuals. The Portal's collection of daily availability data and the recording of provider use of the portal will create a fuller, more accurate depiction of the varying stakeholders that make up the homeless services continuum, as well as capture the gaps in available shelter. The ability to map where services are most needed will aid in policy and funding purposes.
- 1.2.** One-time funding in an amount up to \$200,000 is made available for the design, development, and management of a web-based emergency shelter availability portal.

**2. EMERGENCY SHELTER AVAILABILITY PORTAL ACCESS SERVICES**

- 2.1.** Contractor will design and build a dashboard that will display data relevant to emergency shelter bed availability for the general public. Data displayed on the dashboard will be from facilities that constitute established emergency shelters. All such facilities will have a roof, walls, electricity and running water. Emergency Overflow, weather relief shelters and urban campsites will not be considered facilities for the purposes of establishing emergency shelter bed availability. Contractor will collect the following information from participating emergency shelters in Maricopa County:
- Name
  - Address
  - Eligibility Information
  - Primary Contact Numbers
  - Average Nightly Occupancy
  - Intake Procedures
- 2.2.** The Contractor will build a backend interface to display publicly available information for homeless services first responders which includes but is

not limited to: City of Phoenix caseworkers, Fire, Police, Parks department personnel, as well as other City of Phoenix designees and other street outreach providers. Additionally, the backend interface will offer log in access to perform data entry. Data collection for mapping where services are most needed will also be available for policy and funding purposes. The following data will be collected:

- Designee job title
- Information type of shelter needed
- Zip Code
- Gender
- Family Type
- Eligibility Barriers

**2.3.** No personally identifiable information will be collected from persons experiencing homelessness.

### **3. SERVICES AND ELIGIBLE COSTS**

**3.1.** Eligible Costs include: Salaries and employee related expenses; initial and ongoing web development and hosting expenses incurred or sub-contracted; direct program support expenses including IT Infrastructure, equipment, training, travel; and up to 10% of the overall contract may be used for administrative expenses of the organization.

**3.2.** Following the implementation of the Portal, Contractor will provide four hours of support per month to address requests submitted by HSD designee to revise the Portal and its functionalities.

### **4. PERFORMANCE GOALS AND INDICATORS**

**4.1.** The Contractor and the City will collaboratively design a Requirements Document which will set forth the functional features, non-functional requirements and timeline for implementation. Within 60 days of contract execution, Contractor will submit Requirements Document for City approval.

**4.2.** Contractor will collect agency names, address, eligibility information, primary contact numbers, average nightly occupancy and intake procedures for all emergency shelters in Maricopa County.

**4.3.** The Portal will be maintained by the Contractor 24/7, 365 days a year with a 99.8% uptime annually. Outages will be reported to the City within one hour of its discovery and resolved by the Contractor within 2 hours of the discovery. In the event Contractor cannot meet this deadline, Contractor

shall communicate with HSD designee any barriers preventing Contractor from meeting the resolution requirement outlines herein.

- 4.4. The Portal will be updated by the Contractor four times a day with information provided to the Contractor by the shelters and include a last update timestamp.
- 4.5. The Portal will track the zip codes of the locations of where services are being requested.
- 4.6. The Portal must render correctly on mobile devices. (use responsive design).
- 4.7. Users must be able to view availability for one or more shelters.
- 4.8. The Portal must contain reset or forgot password capability.
- 4.9. The Portal must contain a Helpdesk function to allow users to report issues and receive technical assistance.
- 4.10. Within 6 months following contract execution, Contractor will deliver the finalized and fully functional Portal and backend for approval to the City.

## 5. REPORTING REQUIREMENTS

- 5.1. Contractor will submit a monthly payment request, supporting documentation and program reports via email to: [lizabeth.duncan@phoenix.gov](mailto:lizabeth.duncan@phoenix.gov) for reimbursement no later than the 15th day following the end of the month being reported (i.e. February 15th for January report) to include:
  - Average Number of Shelter Bed that were available per month
  - Number of times the Portal is utilized
  - Department and their designees utilized the Portal for data input
  - Dashboard utilization by time of day
  - Dashboard utilization day of the week
  - List of top 10 zip codes requesting shelter beds
- 5.2. The parties shall work together to add, remove or revise reporting requirements for the purpose of improving access to services.

## 6. CONTRACTOR RESPONSIBILITIES

The Contractor shall:

- 6.1. Work with the City to develop final specifications for the design and functionalities of the Portal.
- 6.2. Work with the City to encourage City designated emergency shelters to use the Portal.
- 6.3. Provide training as part of the initial implementation of the Portal to City designated emergency shelters and City staff on how to use the Portal.

- 6.4. Request clarification from City designee to resolve barriers to service in a timely manner.

## **7. CITY RESPONSIBILITIES**

The City shall:

- 7.1. Provide Payment Request Form
- 7.2. Perform monthly fiscal and programmatic desktop monitoring of Contractor.
- 7.3. Conduct onsite fiscal and programmatic monitoring review or prior to the end of the contract term.
- 7.4. Process payments upon receipt of complete and accurate reports and Payment Request Form.
- 7.5. Inform the Contractor of any concerns or potential changes in a timely manner.
- 7.6. Provide ongoing training and support to City staff regarding the Portal after its initial implementation.