
TUCSON PLANNING COUNCIL FOR THE HOMELESS

Executive Committee

July 30, 2009 Minutes

Co-chairs: Dia Barney and Linda Kot

Next Meeting: August 27, 2009, 3:00 – 4:30 p.m. Jackson Employment Center, 400 E 26 th Street
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Report to TPCCH General Meeting
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| <ul style="list-style-type: none">■ Operating Principles Workgroup■ New Projects List circulation■ Annual Conference contract vote■ TPCCH banner creation vote■ HPRP Update |
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TOPICS DISCUSSED

1. **Minutes.** Jodie Barnes moved and Steve Nelson seconded that the minutes of the previous meeting be accepted as presented. **Motion passed.**
2. **City of Tucson Requests.** Linda Kot noted that the City of Tucson requested that TPCCH develop a contingency plan to assist clients of a local agency in the event said agency was to close due to zoning violations.
 - **Next step:** A memo will be sent to the TPCCH list serve if such assistance is needed.
3. **Membership Committee Report.** Jodie and Marty Twohill reported. Members are currently sharing responsibilities without naming a chairperson. They will follow up with emails and letters as appropriate to voting members whose attendance does not appear to conform to voting membership requirements.

The committee suggests that sign-in at General Council meetings be moved from the end of the meeting to the middle. Consensus was to do this.

The committee noted that there are TPCCH members who may be unable to attend meetings because they are completing assigned tasks in lieu of attendance or are working from home. The committee will verify same with the various committee chairs in accordance with the current Operating Policies.

The next meeting will be September 16th at Wingspan on 7th Street.

 - **Next steps. a.)** Committee will send notification emails and letters.
 - b.)** General Council sign-in will be circulated mid-meeting.
4. **Guiding Principles/Operating Policies.** Steve reported, and circulated a draft of revised guiding principles for potential inclusion in the TPCCH Operating Policies revision. He noted that workgroup members would like broad input on revisions of the guiding principles and operating policies. Participants discussed how best to obtain such input. Consensus was to send a request for feedback, with a deadline, to all committee chairs. Steve noted that the policies outline the Executive Committee's contract review and reporting duties, and that these reviews and reports should be appropriately tracked and presented to the General Council.
 - **Next steps. a.)** Steve will prepare a request to TPCCH Committee Chairs for input into the Operating Policies.
 - b.)** TPCCH Administrative Coordinator will email said request to 2009-2010 Committee chairs.
 - c.)** Steve will draft a contract review/report outline for the Executive Committee.

5. Committee Reports.

- **CoS.** Steve reported. The CoS Committee met yesterday. Registration for the 2009 HUD application cycle is currently open. Linda will be chief contract. Dia will be secondary contact. The continuum of care consultants will be listed as additional contacts. All renewals must apply and will be treated differently from Exhibit 1 and the permanent housing bonus this year. HUD has announced that, if the community affirms that all renewal projects are needed and should be funded, they intend to fund all renewals for one year. TPCH will remain in “hold harmless” status, meaning that the amount of money needed to fund all renewals for the whole year exceeds the pro rata need. Any bonus program will be funded at the level of 15% of pro rata need. The committee discussed the process for accepting bonus program applications and conducting the rating and ranking process. They established a workgroup to develop and bring to the committee a plan for same.

The committee asks to circulate a list for new and in-process housing projects not funded by HUD to assist in Exhibit 1 preparation. Consensus was to do this.

- **Next step.** CoS Committee will circulate the form at the August General Council.
- **Education.** Dia reported. The Education Committee has negotiated a contract for annual conference services with the Holiday Inn Palo Verde that keep the costs at last year’s level, and waives the \$10 fee for each resource fair table.
 - **Next step.** Presentation of and vote on the annual conference contract will be placed on the August General Council agenda.
- **Homeless Youth.** The committee requests a vote to create a TPCH banner with space for attaching interchangeable committee names. Consensus was to schedule this vote.
 - **Next step.** A vote on creating a TPCH banner will be scheduled at General Council.

6. **Future of TPCH.** Linda reported that county administrator Margaret Kish has agreed to convene a meeting of agency executive directors in September to discuss how TPCH can meet the challenge of maintaining its work and consultants as budget shrink and regulations for HEARTH Act implementation change operations. She noted the Primavera Foundation Executive Director Peggy Hutchison has agreed to follow up Margaret’s invitation with phone calls to urge executive directors to attend.

7. HPRP and Pima County Housing Search.

- **HPRP.** Beth noted that city/county and the HPRP Design Group is maintaining communication with TPCH as the local continuum of care in accordance with the authorizing legislation. The design group facilitator has requested time for a monthly report to the TPCH General Council as part of this communication. Consensus was to schedule a TPCH member who also serves on the design group to report to General Council each month that the process lasts.
 - **Next step.** HPRP update will be added to the General Council agenda.
- **Pima County Housing Search.org Presentation.** Deferred.

8. **HEARTH Act.** Steve noted that the HEARTH Act has a “conflict of interest” statement regarding board members that states that no member may vote on an issue from which they would financially profit. Because “board” is not defined, the impact of this clause on TPCH is currently unknown. Participants’ consensus was to wait to address the HEARTH “conflict of interest” provision in the operating policies until the implementation regulations are released.

The act also allots collaborative agency applicants, such as TPCH an amount for administrative expenses equal to 3% of the community award; and unifying agencies, which write and monitor contracts, an amount equal to 6% of the community award. It is unclear whether this is in addition to or from the community award.

Steve added that the act also combines the SHP, Shelter Plus Care and SRO efforts under one program, which will provide consistency in match requirements among the programs. This may reduce the one-to-one match requirement for Shelter Plus efforts.

9. Old Business.

- **Handclaps.** Handclaps were suggested for Pima County for its completion of its first “green” building, the new Jackson Employment Center; and to the Tucson Homeless Connect Committee for its third successful event.

10. Next Meeting. Thursday, August 27th, 3:00-4:30 p.m., Jackson Employment Center, 700 E. 26th Street. Steve will conduct a tour of the building beginning at 2:30 p.m.

Submitted by Settle Madden

Attendance

Jodie Barnes	City of Tucson	jodie.barnes@tucsonaz.gov
Dia Barney	COPE	dbarney@copebhs.com
Beth Carey	SAAF	bcarey@saaf.org
Lisa Griffin	Open Inn	lgriffin@openinn.org
Linda Kot	Primavera Foundation	lkot@primavera.org
Steve Nelson	Jackson Employment Center	snelson@pima.gov
Martin Twohill	VA Homeless Program	martin.twohill@med.va.gov