
TUCSON PLANNING COUNCIL FOR THE HOMELESS

Executive Committee

July 20, 2010 Minutes

Co-chairs: Lisa Griffin and Steve Nelson

Next Meeting: Tuesday, August 31, 2010, 3:00 – 4:00 p.m. Sullivan Jackson Employment Center, 400 E. 26 th St.
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Report to TPCCH General Council August 12th

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| <ul style="list-style-type: none">■ Motion to request \$1,000 for printing of the Guidelines on Getting Out.■ 10-minutes presentation on Project Action■ Vote to approve the proposed 2010-2011 TPCCH budget.■ Vote to approve HMIS Standard Reports recommendations |
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TOPICS DISCUSSED

1. **Minutes.** Martin Twohill moved and Sylvia Cuestas seconded that the minutes of the June meeting be approved as presented. **Motion passed.**
2. **Proposed motions and presentations.**
 - **Discharge Planning/Guidelines on Getting Out.** The Discharge Planning Committee brought forth a motion requesting \$1,893 from the TPCCH general fund for printing of 5,000 copies of the 2010 Guidelines on Getting Out. It was noted that the amount seemed to be disproportionate to the successful bidder's price for 3,000 copies. Consensus was to put the motion on the agenda and in the TPCCH budget at \$1,000.
 - **Next steps. a.)** The apparent discrepancy will be researched and discussed if needed.
 - **b.)** A motion to allot up to \$1,000 for printing the 2010 Guidelines on Getting Out will be placed on the August General Council agenda.
 - **Transportation funds request from refugee program.** Lori Block requested by email guidance regarding responding to a request from a refugee resettlement group for matching TPCCH transportation funds. Consensus was that the General Council has already voted to have such funds distributed among TPCCH members only.
 - **HPRP/Project Action reporting.** Steve Nelson noted that reports to the federal government on Homeless Prevention and Rapid Re-housing Projects (HPRP) were due July 14th and it would be a good time for a report to the TPCCH General Council.
 - **Next step.** Ten minutes on the August 12th General Council agenda will be allotted for a report on the local HPRP effort, Project Action, by Jodie Barnes and Jane Kroesen.
 - **HMIS Reporting Recommendations.** The HMIS Committee brought forward the HMIS Reports Workgroup report and recommendations (attached) that they have approved with the motion that they be approved by the General Council.
 - **Next step.** A motion that "The TPCCH General Council accepts the four recommendations of the HMIS Committee's Reporting Workgroup with regard to the data readiness, standard report format, standard report subgroup, and process for creating twice-a-year standard HMIS reports" will be placed on the August General Council agenda.
3. **Proposed Budget.** Copies of the proposed fiscal year 2010-2011 TPCCH operating budget were distributed and discussed. It was noted that there is currently no source of funds for a continuum of care (CoC) consultant for fiscal 2010-2011. The current consultants (LeCroy Milligan & Associates) are contracted for completion of the 2010 HUD application. Participants discussed how funds might be found for future continuum of care

Proposed Budget cont'd

consultant assistance. Ideas included: learning, when possible, whether the administrative funds to be allowed under HEARTH Act implementation may be used for CoC consultants; asking for contributions from each HUD grantee; and seeking alternate sources of CoC consultant funding. It was also noted that approximately \$9,247, initially earmarked for a public awareness campaign, has been awaiting expenditure since 2007. Also noted was that two items were omitted from the draft budget: the \$4,000 voted by the General Council to fund the 2010-2011 Tucson Homeless Connect; and the funds raised by that committee for those events.

- o **Next steps. a.)** Steve will ask the fiscal agent to revise the proposed budget to include omitted items.

b.) A vote on the revised, proposed budget (which will be distributed with the meeting reminder) will be placed on the August General Council agenda.

- 6. Next Meeting.** Participants discussed how to best time Executive Committee meetings so that all committees will have the most time to meet and report, and reached consensus to meet on the final Tuesday of each month.

The next meeting will be Tuesday, August 31st, 3:00-4:30 p.m. at Sullivan Jackson Employment Center, 400 E. 26th Street.

Submitted by Settle Madden

Attendance

Jodie Earll Barnes	City of Tucson	jodie.barnes@tucsonaz.gov
Sylvia Cuestas	Christian Faith Center	sylvia.cuestas@pima.gov
Lisa Griffin	Open Inn	lgriffin@openinn.org
Steve Nelson	Sullivan Jackson Employment Center	steve.nelson@pima.gov
David Roun	CODAC	droun@codac.org
Martin Twohill	SAVAHCS	martin.twohill@va.gov