

TUCSON PLANNING COUNCIL FOR THE HOMELESS

Executive Committee

May 24, 2011 Minutes – Draft

Co-chairs: Lisa Griffin and Steve Nelson

Next Meeting: Tuesday, June 28, 2011, 9:00-10:30 a.m.
LaVerna's Coffee Shop, 220 S. Plumer Avenue

Agenda items for TPCH General Meeting June 9th

- Chairperson's report will include the need to choose a new fiscal agent.
 - 5-minute presentation with vote on 2011 Annual Conference cover designs
 - 5-minute presentation on VA outreach
 - 5-minute presentation on TB Control Program
 - 15-minute presentation on the 2011 State-wide PIT Count
 - 10-minute presentation on the TPCH Public Awareness Campaign.
 - Vote during committee reports on PTEH Committee motion to that ongoing PTEH implementation be integrated throughout the work of TPCH, and in the future TPCH strategic plan.
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TOPICS DISCUSSED

1. **Minutes.** Lisa Griffin moved and Jodie Barnes seconded that the minutes of the previous meeting be approved with addition of the words "60%" under "FEMA funding". **Motion passed.**
2. **Presentations.**
 - **Conference Committee program cover art.** The TPCH Conference Committee held over the motion for a presentation and vote on the 12 cover designs created by students for this year's annual conference program cover. The procedure will be for the committee to present, pass voting slips to voting members, and announce results at the end of the presentations. Sylvia moved and Jodie seconded that the Executive Committee ask that the committee select 6 of the 12 submitted designs for the General Council's vote. **Motion passed.**
 - **Next steps.**
 - a.) Steve will relay the request to present only six covers to the committee chair.
 - b.) A five-minute presentation and vote on program cover designs will be placed on the June General Council agenda.
 - **VA outreach.** Vincent Fricano has asked to present how the Department of Veteran's Affairs' (VA) local five-year plan to end homelessness among veterans will work with the rest of the community. He commented that the VA will be working far more closely with other segments of the community, including agencies and hospitals, and would like five minutes to explain their community outreach. Consensus was to do this.
 - **Next step.** The VA Outreach presentation will have five minutes on the June General Council.
 - **TP Control Plans.** Anne Davis, R.N., Pima County TB Program Manager, has asked to present on the local TB Control Plan, which includes dropping the emergency shelter requirement for a TB card for admittance, and working more closely sheltered individuals as needed. Consensus was to allot her five minutes.
 - **Next step.** The TB Control Plan presentation will have five minutes on the June General Council agenda.
 - **2011 State-wide Point-in-time (PIT) Count.** State Homeless Coordinator Donna Bleyle has asked for 15 minutes to present the results of the 2011 state-wide PIT count. Consensus was to grant the request.

- **Next step.** The 2011 State-wide PIT Count will have 15 minutes on the June General Council agenda.
- **Public Awareness Campaign.** Linda Kot has requested 10 minutes to report on the public awareness campaign and, possibly, screen the campaign video, and to vote on the motion, “The PTEH Committee recommends that the ongoing implementation of the PTEH be integrated throughout the work of TPCH, and in the future TPCH strategic plan; therefore we move that the PTEH Committee be dissolved”. Several participants noted that it seemed odd to put forth such a motion at the same time as revealing the

Public Awareness Campaign cont’d.

materials for rolling out the public awareness campaign. Participants discussed how best – and at which point in the agenda – to present the motion. Consensus was to put the presentation on the agenda for 10 minutes and ask the committee to make the motion under “Committee Reports”.

- **Next steps:**
 - a.) The Public Awareness Campaign presentation will have 10 minutes on the June agenda.
 - b.) The PTEH motion will be placed under “Committee Reports” with the usual allotment of three minutes.
1. **CoC Debriefing Summary FY 2010.** Steve circulated the FY 2010 Continuum of Care (CoC) Debriefing Summary, and noted that – although TPCH met the funding threshold and received its bonus project dedicated to permanent supported housing – the TPCH score was only 0.5% higher than in the previous year. Registration for the next CoC competition must be done by June 31st, and HUD may release the details of the FY 2011 competition any time after that. He reviewed the facts that: the federal government continues to operate on continuing budget resolutions; Congress has not fully funded the HEARTH Act; and that this requires staged implementation of HEARTH. It currently seems that governance will be the fourth stage of HEARTH Act implementation, lessening the pressure on TPCH to select its method of establishing a collaborative applicant. He noted that TPCH still needs to select a new fiscal agent by June 30th, and that he will give emphasis to this fact in the chairs’ report.
 1. **CoC contractor consulting and technical contracts.** Steve noted that the City of Tucson increased its TPCH allocation by \$9,000, which will fund all of CoC contractor’s work on the HUD Data Exchange (HDX). The CoS Committee will discuss and establish the continuum’s unmet need tomorrow, allowing completion of all HDX entries well before the deadline. The remainder of the CoC contractor’s work will be funded by a \$20,000 Pima County allocation from Sullivan Jackson Employment Center funds.
 2. **Update on FY 2011 Homeless Grants.** Steve lead participants through a recent memo from HUD’s Ann Oliva regarding current appropriations for homeless services, and the fact that the Emergency Solutions Grants will be the first phase of HEARTH to be rolled out. It appears that government will be the final phase rolled out in 2012. This gives TPCH additional time to select the form of its collaborative applicant for future HUD funding.
 3. **City of Tucson FY2012 contracts.** Steve reviewed the City of Tucson allocations for the coming year.

The Homeless Planning and Coordination Grant for the previous year was \$30,000: \$23,500 for personnel, \$5,000 for professional outside services, and \$1,500 for maintenance and operations. This year’s amount will be \$24,500, but will not need to fund the \$5,000 for professional outside services that was previously dedicated to the PTEH coordinator.

The Seasonal Emergency Shelter and Services Grant has been reduced from \$30,000 for the past year to \$24,900 for the coming year. The previous breakdown was \$12,200 for personnel; Outside consultants, \$500; and maintenance and operation (consumables, rent, utilities, insurance, etc.) is \$8,300; travel is funded at \$6,000; and administrative costs at \$3,000. It will be up to the TPCH Emergency Services Committee to review the allocations by category. Participants noted that it is critical that TPCH have a fiscal agent by June 30th so that these, and any other contracts, can be properly executed.
 4. **Next Meeting.** Tuesday, June 28th, 9:00-10:30 a.m., LaVerna’s Coffee Shop, 220 S. Plumer Avenue.

Submitted by Settle Madden

Attendance

Name		Organization	Email
Jodie	Barnes	City of Tucson	jodie.barnes@tucsonaz.gov
Sylvia	Cuestas	Living Faith Christian Center	sylvia.cuestas@pima.gov
Lisa	Griffin	Open Inn	lgriffin@openinn.org
Kevin	Jackson	Wingspan	kjackson@wingspan.org
Steven	Nelson	Sullivan Jackson Employment Center	steve.nelson@pima.gov