



# Minutes

**Committee:** Membership Council

**Date:** 9/9/2019

**Duration:** 1:00 – 3:00

**Meeting Place:** ECHO 300  
E. Highland Mall Blvd

**Presiding:**

**Attendance:**

P = Present

TC = Attended via Dial in

A = Absent

Membership Council Members							
P	Dr. Virginia Brown	A	Esther Johnson	P	Kelly White	A	Steven James Potter
P	Christy Moffett	P	Greg McCormack	A	Kimberly Weinberg	P	Gretchen Nelson
A	Alex Zapata	P	Jason Bryant	P	Laura Ward	P	Vella Karman
P	Ann Teich	P	Jessie Metcalf	P	Lisa Garcia	P	Yvonne Camarena
P	Catherina Conte	P	Josh Rudow	P	Lyric Wardlow		
P	Donna Ward	P	Kathleen Casey	A	Peggy Davis Braun		
A		A	Kathleen Ridings	A	Steve Brothers		
Committee Chairs							
P	Chris Laguna	P	Dylan Shubitz	P	Kali Holyfield	P	Susan McDowell
A	Erin Whelan						
Advisors							
P	Awais Azhar	P	Bill Brice	A	Sarah Cook		
P	Adelita Winshester	A	Paul Caudero	A	Thomas Visco		
A	Cacki Young	P	Phil Session	A	Jason Philips	A	Blake Smith
A	Henry Carr						
P	Matt Mollica	P	Kate Moore	P	Sharyn Malatok		
P	Laura Evanoff	P	Tim Long	P	Melissa Wheeler	P	Preston Petty
		P	Axton Nichols	P	Whitney Bright		

AGENDA			DISCUSSION	ACTION ITEMS
<b>I. Welcome &amp; July Minutes</b>	Dr Brown	1:00-1:10	<b>Review and Approve August 2019 Minutes</b> <ul style="list-style-type: none"> <li>Action item: Review and approve August 2019 minutes</li> </ul>	<ul style="list-style-type: none"> <li>August minutes approved with no changes</li> </ul>
<b>II. Continuum of Care Business</b>	Dr Brown K Moore	1:10-1:40	<b>Education Policy</b> <ul style="list-style-type: none"> <li>Education services policy created to meet requirements for 2019 NOFA competition                             <ul style="list-style-type: none"> <li>This policy includes policies/practices already in place in various places and puts everything in one policy document</li> </ul> </li> </ul> <i>Action Item: Review and approve Education Policy</i>	<ul style="list-style-type: none"> <li>Education Policy approved</li> <li>Anti-Discrimination Policy approved</li> </ul>

AGENDA		DISCUSSION		ACTION
	M Mollica		<p><b>Anti-Discrimination Policy</b></p> <ul style="list-style-type: none"> <li>• Purpose of this policy is to make clarifications to our CoC rules based on recent guidance in the 2019 CoC NOFA</li> <li>• This policy combines policies</li> <li>• Policy clarifies that all CoC providers are responsible for their staff annually attending “Fair Housing” training, whether the training is provided by ECHO or individual CoC agencies.</li> </ul> <p><i>Action Item: Review and approve Anti-Discrimination Policy</i></p> <p><b>Discussion of Governance Changes for 2020</b></p> <ul style="list-style-type: none"> <li>• ECHO will begin conducting research on how different communities structure their Continuums of Care with an eye for potentially reorganizing the Austin/Travis County CoC governance structure <ul style="list-style-type: none"> <li>○ Potentially re-structuring our CoC Board (Membership Council)</li> <li>○ No changes taking place currently. Looking to implement changes next year.</li> <li>○ Looking to better define the different roles around Membership Council (e.g. Members vs Stakeholder)</li> </ul> </li> </ul>	
<b>III. Data Analysis</b>	T Long	1:40 – 2:00	<p><b>Disparities Study</b></p> <ul style="list-style-type: none"> <li>• 2018 NOFA required CoC’s to examine racial disparities in their homeless system</li> <li>• This is now the second year for Austin/Travis County CoC to report on disparities</li> <li>• Black/African Americans experience homelessness at a much higher rate in Austin/Travis county than would be expected based on their percentage of the total area population</li> <li>• Clients who identify as white have been scoring, on average, higher on the Coordinated Entry assessment (VI-SPDAT) than other groups <ul style="list-style-type: none"> <li>○ This trend has existed since Coordinated Entry assessment was implemented in 2014</li> </ul> </li> <li>• Local Equity Taskgroup was created this year to try to address these disparities including re-tooling the assessment tool</li> <li>• Shelter population has similar racial/ethnic breakdown as the general homeless population in Austin/Travis County</li> <li>• Racial/ethnic breakdown of persons entering housing programs similar to general population demographics</li> <li>• Difficult to examine racial/ethnic disparities of exits from shelters due to high rate of “unknown destination” exits</li> </ul>	

AGENDA		DISCUSSION		ACTION
			<ul style="list-style-type: none"> <li>No strong racial/ethnic disparities/trends in people exiting housing programs to permanent housing.</li> <li>African Americans experience returns to homelessness at a higher rate than other racial/ethnic groups               <ul style="list-style-type: none"> <li>No strong racial/ethnic trends for “days before returning to homelessness”</li> </ul> </li> <li></li> </ul>	
<b>IV. FY19 CoC NOFA</b>	J Rudow	2:00 – 2:40	<p><b>IRT NOFA Policy Recommendations</b></p> <ul style="list-style-type: none"> <li>2019 IRT composition (6 people)               <ul style="list-style-type: none"> <li>City of Austin</li> <li>Travis County</li> <li>United Way</li> <li>St. David’s</li> <li>Membership Council</li> <li>Lived experience</li> </ul> </li> <li>Changes for 2019 IRT process               <ul style="list-style-type: none"> <li>Only applicants for new programs came in to speak with IRT</li> <li>Shortened application</li> <li>Reduced the amount of “checking boxes” required for IRT</li> </ul> </li> <li>Scoring for renewal projects               <ul style="list-style-type: none"> <li>65% of project’s score is based on yearly CoC scorecard</li> <li>35% of project’s score based on their local application (reviewed by IRT)</li> </ul> </li> <li>Scoring for new projects based exclusively on local application scores</li> <li>Recommended changes for local application               <ul style="list-style-type: none"> <li>Standardized (anonymize) how projects show participation of people with lived homelessness experience</li> <li>Start working on best practices for racial and equity work</li> <li>Remove unnecessary components from the ranking process</li> </ul> </li> <li>Current Membership Council Ranking Policy               <ul style="list-style-type: none"> <li>Renewal projects that have a scorecard that meets or exceeds 60% will be prioritized in project ranking above any new projects submitted.</li> <li>All new projects will be ranked lower than Renewal projects who meet or exceed threshold performance</li> </ul> </li> <li>Recommendations for changes to policy               <ul style="list-style-type: none"> <li>Create Strategic Goals                   <ul style="list-style-type: none"> <li>Current funding priorities are too broad to be useful in the ranking process</li> <li>Need metrics and strategic goals on how to reach functional zero</li> </ul> </li> </ul> </li> </ul>	

AGENDA		DISCUSSION		ACTION
			<ul style="list-style-type: none"> <li>• What is the current community inventory for RRH, PSH, and TH beds, and how many of each type of beds are needed to meet goals?</li> <li>○ Year-round Rank and Review Committee <ul style="list-style-type: none"> <li>▪ Rethink the governance of the Continuum of Care</li> <li>▪ Need an independent group that meets on a regular basis to analyze data and set strategic goals</li> </ul> </li> <li>○ Reallocation Policy <ul style="list-style-type: none"> <li>▪ More tools are needed to bring in new projects and phase out those that are not performing well or do not meet strategic goals</li> <li>▪ Deobligating projects with tenants will need an exit strategy, especially for PSH programs</li> </ul> </li> <li>○ HMIS project application <ul style="list-style-type: none"> <li>▪ Address the conflict of interest of ECHO managing the IRT process and competing for funds (HMIS project)</li> <li>▪ Potential solutions: <ul style="list-style-type: none"> <li>• Another entity manages the Rank and Review process</li> <li>• HMIS application automatically placed in Tier 1</li> <li>• Another entity runs HMIS</li> </ul> </li> </ul> </li> </ul>	
<b>Five Minute Break</b>		2:40 – 2:45	<b>All CoC funded agency staff, board, or other with a conflict of interest must depart prior to discussion on IRT Priority Listing recommendations</b>	
<b>V. FY19 CoC NOFA (continued)</b>	J Rudow	2:45 – 3:00	<b>IRT Priority Listing Recommendations</b> <ul style="list-style-type: none"> <li>• Non-conflicted Membership Council members voting on IRT Priority Listings <ul style="list-style-type: none"> <li>○ Josh Rudow</li> <li>○ Virginia Brown</li> <li>○ Jessie Metcalf</li> <li>○ Ann Teich</li> <li>○ Vella Karman</li> <li>○ Donna Ware</li> <li>○ Catherina Conte</li> <li>○ Laura Ward</li> <li>○ Christy Moffett</li> </ul> </li> <li>• Non-conflicted made motion to accept project Priority Listing as ranked and allow ECHO staff to conduct minor, non-substantive, adjustments that will not affect ranking, if necessary, before submittal <ul style="list-style-type: none"> <li>○ Motion made by C Moffett</li> <li>○ Motion seconded by A Teich</li> <li>○ Motion approved unanimously</li> </ul> </li> </ul>	Membership Council approved Final Priority Listing for 2019 CoC NOFA Competition with no changes

AGENDA	DISCUSSION	ACTION
		<p><i>Action Item: Review and approve Final Priority Listing for 2019 CoC NOFA competition</i></p>
<p><b>Adjournment</b></p>		<p><b>Next Meeting: October 7, 2019</b> 1:00PM – 3:00PM; ECHO Training Room, 300 E. Highland Mall Blvd</p> <p><b>2019 Meetings (all meetings are from 1:00 – 3:00PM)</b>            January 7, 2019            February 4, 2019            March 4, 2019            April 1, 2019            May 6, 2019            June 3, 2019            July 1, 2019            August 5, 2019            September 9, 2019  <b>October 7, 2019</b>            November 4, 2019            December 2, 2019</p> <p><b>REMINDER: Starting in 2019, the meeting materials will not be printed in an effort to go green.</b></p>