



Membership Council  
9/10/2018 | 1:00PM-3:00PM  
ECHO Office  
300 E. Highland Mall Blvd.

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**Chair** Dr. Virginia Brown  
Dell Medical School  
Virginia.brown@austin.utexas.edu

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**Co-Chair** Christy Moffett  
Travis County Health & Human Services  
Christy.moffett@traviscountytexas.gov

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**Present** Virginia Brown (Dell Med), Deborah King (CommUnity Care), Kathleen Casey (IC), Vella Karman (COA/HHS), Tod Marvin (Easter Seals), Greg McCormack (Front Steps), Kathleen Ridings (TSA), Josh Rudow (COA/NHCD), Ann Teich (AISD), Kelly White (SAFE), Stephanie Green (Caritas), Chris Laguna (IC), Dylan Shubitz (HACA), Awais Azhar (HousingWorks), Susan McDowell (Lifeworks), Ann Howard, Casey Soberon, Laura Evanoff, Melissa Wheeler, Andrea Brauer (ECHO Staff)

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## Minutes

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### 1:00-1:10 Welcome & Introductions (C. Moffett)

- Action Item: Review & Approve August 2018 Minutes
  - Minutes approved by consensus with no amendments

### 1:10-1:50 Continuum of Care Business

- **FY18 NOFA Process Debrief (C. Soberon)**
  - Collaborative Application almost ready for public review and will be posted for 2 days before the final submission.
  - Certificates of consistency with City, County, and City of Pflugerville.
  - After public review, ECHO will do an internal scoring of where our app may gain or lose points.
  - New questions around MOU's with various institutions and racial disparities assessment.
- **IRT Feedback (J. Rudow)**
  - Concern that there is a lot of time put into reviewing applications only to be limited to ranking by score. Time could be better used to automate some of the scoring for the areas of the app that are simply check boxes.
  - Frustration around project applications submissions, i.e. points lost for being unable to answer questions fully.
  - Would like to think of IRT as a resource as they provide a fresh pair of eyes of program evaluation.
  - C. Soberon to share IRT project feedback to individual applicants.
  - Consider how we can better support lower scoring programs that score consistently low, but are meeting performance threshold. Laura to follow up with lower scoring projects.
  - (C. Moffett) How to find the balance between policy and project application to better inform recommendations, as this has been a consistent conversation throughout the year. Should consider raising the threshold criteria to ensure that very high performing projects are ranked at the top and lower performing projects are getting the support they need prior to the NOFA process. IRT can see the difference in applications having spent so much time with the applications, but can feel frustrated in their limited scoring ability.
  - (K. Ridings) Suggestion to have the local application mirror the HUD application- i.e., word vs. character count in narrative pieces.

- Consider how we can be as competitive as can- why is the project scoring low? Is it meeting the needs of the clients? Is it a data issue? How does our current policy conflict with our ability to address this?
- (J. Rudow) Suggestion to not make changes to the IRT process until the PIP cycle is fully understood to address low performers.
- **Action: Identify 2019 Membership Council Slate Sub-Committee**
- **K. Ridings, K. Casey, K. White- C. Soberon to reach out to rolling off members to see if they have an interest in serving as well.**

**1:50-2:10 Quarterly Performance Review (L. Evanoff)**

- **Review summary of Q2 Performance Scorecards**
  - The group reviewed the latest scorecard summary.
  - Despite their improvement over time, HATC consistently scoring low- which is a large project of over \$900K dollars.
  - Consider that the quarterly review includes the previous 3 quarters as well, so low performance can follow a project for some time.
  - Changed the annual review question to yes/no, rather than average days of assessments.
  - Possible to include ELOCCS drawdowns to monitor compliance.
  - M. Wheeler and HMIS team in conversation about returns to homelessness report- the report looks 2 years back from the time the report is pulled. For TSA, one return counted against 6 exits rather than in the same time period, there was 28 exits. **M. Wheeler to submit AAQ on the reporting logic, with support from K. Ridings on the recommendations.**
  - The CoC & ESG Committee has been rolling out an appeals process. Suggested to wait to vote on the appeals process until it has been piloted. In short, if a program would like to appeal, the appeal would be sent to the CoC & ESG Committee to make a determination.
  - (C. Moffett) Request that the MC is notified of any changes in score due to appeal, as it may impact a potential PIP.
  - Request the PIP policy be put on the agenda for October in tandem with the recent scorecard.

**2:10-2:30 Action Plan Updates (A. Brauer)**

- <http://www.austinecho.org/wp-content/uploads/2018/08/180723-Action-Plan-to-end-Homelessness.pdf>
- A. Brauer distributed the recent update on Action Plan on implementation to prepare for the 6-month City of Austin follow up, with an April follow up in 2019.
- ECHO interns doing prevention research. Travis Co. HHS primarily focuses on prevention. BSS+ piloting a tool for prevention.
- FFH previously has a “homeless hotline” to provide personalized resources.
- Integral Care has a hotline with staff, policies, procedures- Anne Neglecurk (sp?)
- ECHO has hired Elise Yates on influence, media, and PR.

**2:30-3:00 Community Business (Community Members)**

- **RRH Case Management Memo:** The group reviewed the workgroup’s recommendations regarding criminal background it effects client eligibility.
  - #1- Agreed
  - #2- Agreed
  - #3- Agreed (compare data with re-entry roundtable regarding disparate impact)
  - #4- Agreed
- **ECHO Staffing Update – C. Soberon’s last day at ECHO will be Thursday, 9/20**
  - ~~TxDOT-I35-Mobility~~ – No Report
  - ~~YHDP-Update~~ – No Report
  - ~~iTeam~~ – No Report

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**Next Meeting:** **October 1, 2018 1:00PM – 3:00PM;** ECHO Training Room, 300 E. Highland Mall Blvd.