



## TUCSON PIMA COLLABORATION TO END HOMELESSNESS GENERAL COUNCIL MEETING MINUTES **DRAFT** 02/15/2024

### MINUTES OF MEETING

#### Roll Call and Consent Agenda

Jocelyn Muzzin, Continuum of Care (CoC) Board Chairperson, opened the Faith community, Racial/Ethnic Identity Communities, SES community, and conducted roll call for voting members. A quorum was obtained with 25 of 32 voting members present (*attendance recorded below*).

#### Community Celebrations

- All CoC Projects were renewed with an increase to over \$13 million including adjustments for Fair Market Rent (FMR).
- Funding from the Arizona Department of Housing (ADOH) is expanding emergency shelter programming and addressing extreme weather. Some extreme weather programming will impact Operation Deep Freeze (ODF) and cooling centers during the summer.
- The Veterans Affairs (VA) and its partners housed over 503 veterans in 2023. The St. Francis Community Shelter has been doing soup patrol at Caridad Community Kitchen as well as distributing blankets to those in need. Pima County obtained an additional millions of dollars in rapid rehousing (RRH) programming.
- The University of Arizona Southwest Institute for Research on Women (UA SIROW) got awarded a grant as well family acceptance and caregivers to approve LGBTQ youth.

Continuum of Care (CoC) Board Chairperson Jocelyn Muzzin opened the floor for community introductions and brought the first motion to approve the agenda and previous meeting minutes for a vote.

**Motion:** To approve the current agenda and previous General Council minutes from November 9, 2023. Made by Terrance Watkins of Community Partners Inc., seconded by Phil Pierce of Old Pueblo Community Services.

Motion passes with 25 in favor, 0 opposed, and 0 abstentions.

#### CoC Lead Updates

CoC Lead staff person Elaine MacPherson gave an update on current and upcoming TPCH activities. She reported that the 2024 CoC Program Competition Registration was due on March 7, 2024 but was submitted by the CoC Lead on March 6, 2024.

Elaine M. reported that at the Point-in-Time Count (PIT Count) debrief earlier today, the planning committee reflected on successes, including the registration of 500 volunteers, of which 300 were needed. Some of the volunteers had to be turned away and this can be leveraged next year.

Elaine M. reminded the General Council of the two kinds of funds that exist:

CoC Planning Funds (operated by the CoC Lead):

- FUNDING SOURCE
  - Renewed annually via the Department of Housing and Urban Development (HUD) Notice of Funding Opportunity (NOFO) process.
  - HUD determines the maximum amount of this grant based on community funding (from the FY 2023 NOFO Cycle, up to 5% of total community funding)
- ALLOWABLE COSTS:
  - Coordination activities
  - Project evaluation
  - Project monitoring
  - Participating in the consolidated plan
  - CoC application activities
  - Developing a CoC System
  - HUD Compliance Activities
- PERFORMANCE PERIOD:
  - July 1, 2023-June 30, 2024
- AVAILABLE AMOUNTS:
  - Total FY 22 Budget: \$326,266

TPCH General Fund (also operated by the CoC Lead, via an MOU with TPCH as the fiduciary):

- FUNDING SOURCE
  - Donations
  - Account interest
- ALLOWABLE COSTS:
  - Approved purchases that are otherwise ineligible CoC Planning Grant costs, as authorized by the CoC Board
    - food
    - supplies,
    - PIT Gift cards
- PERFORMANCE PERIOD:
  - October 1, 2023-September 30, 2024
- THIS QUARTER'S EXPENDITURES:
  - General Fund Account Total as of 2/14/2024: \$36,611
    - Outgoing: \$13,167.90 (PIT Gift cards, catering for committee and Lived Experience Council events, and Coordinated Entry Test gift cards)
    - Incoming: \$10,350 (Donations)

After reviewing the funds, Elaine M. shared some general expenses out of the General Fund. Here are the key points:

- There is a Fiduciary fund that is used to pay for items like the Pit Count cards (e.g. McDonald's gift cards), transportation costs, etc. This fund is funded by donations from the community.
- \$10,500 has been donated to the fund so far.
- \$13,000 has been spent from the fund on things like food, gift cards, and transportation.
- The Pit Team agreed to increase the McDonald's gift card amount from \$5 to \$10.
- The organization is not a 501(c)(3) nonprofit, and the boards is looking into making this a 501(c)(3).
- There are efforts at the Board level to create a fundraising team to raise more money for this fund.

## **Board Updates**

Jocelyn Muzzin reports that we are looking at being a more responsive board to adjust and make changes for the better in real time to help house people more quickly. Making sure that committees can do things that they approve of instead of waiting on the board to pass the new regulations.

Motion: to add the following language to the TPCB Governance Charter clarifying the purpose of TPCB Committees:

“While each committee is operating within its domain, they are able to make decisions on behalf of the CoC with the following exceptions:

- a) decisions that would also impact another committee's domain, and
- b) decisions with financial implications.” Made by Jocelyn M., seconded by Betty Bitgood.

*Motion passed with 25 in favor, 0 opposed, and 0 abstentions.*

## **Housing Central Command (HCC) Updates**

Austina, Brandi and Mari provided an update on 2 housing grants given to Community Bridges Incorporated (CBI) and Old Pueblo Community Services (OPCS) along with an outreach team. HCC is the companion initiative to the \$7.8 million in supplemental funding to address unsheltered homelessness that was awarded to our community during the Supplemental Notice of Funding Opportunity (SNOFO). This initiative uses an emergency response model to address homelessness through real-time system improvements. This includes finding unsheltered individuals, identifying eligible housing units that meet standards, and assisting with case management. The team meets 3 times a week for 1.5 hours, focusing on assessing, prioritizing, and determining housing outcomes. An unsheltered assessment process was created that the team has authority over. The HMIS (Homeless Management Information System) Lead helps narrow down the process for housing individuals, but there were issues with the vendor causing problems with HMIS reports. The overall goal is to house people experiencing homelessness.

Outcomes and Actions: 111 assessments completed. 109 prioritizations made. 26 individuals were documented ready for housing. 3 move-ins have occurred so far. One individual was assessed on February 9 and signed a lease just six days later on February 15.

The Housing Engagement Acquisition Team (HEAT) has met with large scale developers asking them how many units they have and what their background process is. The HEAT team created a unit map using excel that shows housing available in Tucson. The HEAT created a Landlord Engagement Training and has trained 18 people as of today. The training is one in a half hour. Austin P., Brandi C., and Mari V. will be providing an update next week to Mayor and Council. Anyone in the community who is a provider or very active in the community can attend HCC meetings. HMIS team has stepped up so this initiative can happen. They were able to upload the new housing assessment into HMIS and a dashboard that is updated daily.

## **Pima County Public Library Presentation**

Jessica Meisner presented on the Pima County Public Library's efforts to address homelessness in the community at the libraries. Libraries are providing resources like fentanyl test kits and Narcan at all 27 branch locations. A mobile health clinic comes to library branches. At the Main Library, El Rio nurses provide health services like blood pressure checkups and STI testing every Thursday from 12:30-3:30pm. Workforce development support is offered by Carl at

8 different branches monthly, helping with things like SSI paperwork, getting phones, and resume assistance. The "Our Space" program at the Main Library takes place on the 2nd and 4th Thursday of the month from 11am-12pm, provides food from the food bank, entertainment, and a safe space for the attendees to build community. The health department also attends to provide Narcan and assess needs. The last event had 55 participants with live music. After school meals are also provided for kids 18 and under. The library is working on getting dedicated snacks for adults. The Vulnerable Population team focuses on poverty issues in the community. There are no barriers to 4-hour computer access passes at the libraries.

## **Committee and Coalition Updates**

### **Community Outreach and Housing Navigation Coalition –**

Brandi Champion gave an update on the Outreach Coalition's activities. The Outreach Coalition continues to meet every 4th Tuesday of the month and includes representatives from various outreach agencies, navigation services, youth outreach, the City of Tucson Outreach and Navigation team, and the Tucson Police Department CORE team. On a weekly basis, homeless outreach activities take place where 5 to 10 agencies collaborate on a massive scheduled outreach every Wednesday. Participating agencies include the City of Tucson, OPCS, TPD CBI, El Rio, Cornerstone, independent outreach providers, and other agencies when available. Planned outreach coordination and collaboration between community outreach teams are integral to any successful community engagement strategy. These efforts involve deliberate planning, communication, and cooperation among various stakeholders to maximize the impact of outreach, navigation initiatives, and effectively address the needs of the community.

### **HMIS Committee –**

Valerie Grothe provided the committee update. Updating the policies and procedures was put on hold due to working with the HCC initiative. There was a table discussion about vendors of the HMIS system. Eva's role involves interpreting HUD's policies and how to implement them into the community. There was a 4-month recommendation related to sharing data from HMIS to the University of Arizona Southwest Institute for Research on Women (UA SIROW).

### **System Performance Evaluation Committee -**

Ana Lucero gave an update. Two motions went to the board and were passed that involved ESG monitoring and system level recommendations. We do evaluations twice a year instead of quarterly because it gives us more time. We moved back monitoring to the spring and was happening once a year in winter, but HUD requests us to do it once every year. The committee is thinking about what they can do more strategically. GAP analysis stated that we need a lot of money to help end homelessness in our community. In the next 3 months we will create a plan for the next round of GAP analysis and begin HMIS monitoring. We gave feedback to evaluations that are being done.

### **Youth Action Committee –**

Darius Miles reported on the Youth Action Committee (YAC). The YAC has been reviewing the TPCH Government Charter to redefine how they can best contribute to the continuum. Each month, the group reviews a different governing document and receives support from the CoC team in understanding them. At the TPCH YAC meeting on January 29, 2024, they voted to have a structured agenda format including approving prior meeting minutes. Darius Miles reached out to Youth on Their Own (YOTO) to have a YOTO member attend the next YAC meeting to analyze and review the current budget. On February 7, a vote was held on

the YESSI grant proposal. This grant will allow them to work with local YACs to better understand the role of the YAC.

#### **Built for Zero Coalition –**

Jocelyn Muzzin reported that the coalition has postponed meetings due to HCC meetings. Waiting to see the evaluations for the changes made and waiting to see what comes out of that.

#### **CoC Program Grant Committee –**

Taylor Miranda reported that the Program Governance Committee (PGC) met twice last quarter. They provided a quarterly update on data during those meetings. The PGC brought new members into the loop and explained what the program does. They are working on grant funding to spend all of it efficiently. The PGC plans to schedule another group meeting to discuss how they can help organizations use their funding efficiently. There will be a follow-up with the Continuum of Care (CoC) and the Homelessness Coordinated Care (HCC) initiatives to provide an update to the community on where things currently stand and the path forward. The focus seems to be ensuring grant funds are fully utilized, using the funding efficiently across programs, onboarding new members, providing data updates, and coordinating with the CoC and HCC to align efforts and report progress to the community.

#### **Coordinated Entry Committee –**

Valerie Grothe reported in early December; 7 providers combined to have train 10 assessors to administer the new assessment. The goal is to have 50 youth assessments, 50 families and 50 adults completed. Participants will be given a \$10 gift card. The questions of the assessment are being asked in a trauma informed way. Assessors and clients like the way questions are asked and the clarity for certain questions.

#### **Diversity, Equity, and Inclusion Committee-**

Cat Polston reported that the DEI had been diligently working on getting the Lived Experience Council (LEC) started and is happy to report that the first-ever meeting was on December 19th, 2023! The first LEC was incredibly successful and had presentations from Housing Central Command. LEC had a subsequent meeting held on January 5th, 2024, for an impromptu discussion with HCC. DEI had HCC attend a meeting and provide valuable feedback to DEI regarding structure, intentions, and responsibilities. DEI picked five goals to work on for the year and started reworking Annual Action Plan goals utilizing HCC's feedback. DEI had robust discussion and decision-making progress for increasing PLE wage compensation and DEI voted to increase wage compensation for PLE advocates and changed travel barrier compensation to reflect increase. DEI had two new members join but also had two resignations due to those individuals being at their personal capacity and unable to continue to serve. DEI will be voting for a new vice chair due to the departure in the position. DEI will be working on changing currently written annual action plan goals into SMARTIE goals meaning goals that were broader in their interpretation will be realigned to address Specific, Measurable, Attainable, Relevant, Time-Bound, Inclusive, and Equitable goals. DEI will then start working towards newly created Annual Action Plan Goals starting with the five goals that the committee had previously voted to prioritize.

#### **New Business/Announcements**

No one had any announcements to report.

*Meeting adjourned at 2:30pm*

*Minutes prepared by Jesus Federico*

**Attendance:** Quorum was reached with 25 of 32 total TPCB members with voting privileges.  
 Members with active voting status are indicated with an asterisk.

What organization are you representing today (if applicable)?	Name:	Today's Date:
Arizona Behavioral Health Corporation	Kris Weaver-Gould	2/15/2024
Arizona Pet Project	Margaret Palmer	2/15/2024
Az. Complete Health*	Patricia Scott-Lopez	2/15/2024
Banner University Health Plan*	SHELIA HILL	2/15/2024
Catholic Community Services *	Rhanda Mejia	2/15/2024
CBI *	Bernadette Unterbrink	2/15/2024
City of Tucson*	Mayra Gamez	2/15/2024
City of Tucson	Austin Puca	2/15/2024
City of Tucson	Cat Polston	2/15/2024
City of Tucson	Kimberly Noble	2/15/2024
City of Tucson Housing First	Fernando Ortiz	2/15/2024
CoC	Megan Sanes	2/15/2024
Community Member	John Roldan	2/15/2024
Compass Affordable Housing *	Louisa Osborn	2/15/2024
Connections Health Solutions	Taylor Miranda	2/15/2024
CoT	Cristina Hernandez	2/15/2024
CPSA*	Terrance Watkins	2/15/2024
COT/PC	Mari Vasquez	2/15/2024
DEI Committee, CoC Programming Grant Committee		Steph Santiago
Department of Economic Security	Victor Bueno	2/15/2024
DKA	Raeleen Francisco	2/15/2024
DKA	Annette Mejia-Benitez	2/15/2024
Emerge Center Against Domestic Abuse *		Lori Aldecoa
Esperanza En Escalate *	Suzanne Bond	2/15/2024
Family Housing Resources Inc (FHR)		David Blanco
HOM, Inc.*	Dia Nonaka	2/15/2024

Hope of Glory Ministries*	Betty Bitgood	2/15/2024
Interfaith Community Services*	April Schiller	2/15/2024
La Frontera*	Valerie Grothe	2/15/2024
MHC*	Doreen Peters	2/15/2024
N/A	John Heyl	2/15/2024
OPCS*	Philip Pierce	2/15/2024
Our Family Services*	Maria Marco	2/15/2024
Our family services	Kaitlyn Dowding	2/15/2024
Our family services	Colleen McDonald	2/15/2024
Pima Council on Aging *	Rae Vermeal	2/15/2024
Pima County*	Magali Lopez	2/15/2024
Pima county BH DV Legal Services	Breanna Milburg	2/15/2024
Pima County Public Defender's Office	Ashley Flores	
Pima County Public Library	Jessica Miesner	2/15/2024
Pima County Public Library	Christine Russell	2/15/2024
Primavera Foundation *	Randi Arnett	2/15/2024
Salvation Army*	Steven Adams	2/15/2024
Savahcs*	Jocelyn Muzzin	2/15/2024
Self	Lee Barnhill	2/15/2024
Sister Jose Woman's Center*	Tia Nichols	2/15/2024
Sister Jose Women's center	Penny Buckley	2/15/2024
St. Francis Shelter Community *	Shawn Milligan	2/15/2024
Town of Marana*	Christine Byler	2/15/2024
TPCH Yac Co chair	Darius miles	2/15/2024
UA SIROW	Shannon Fowler	2/15/2024
UA-SIROW*	Zach Simmons	2/15/2024
United Healthcare	Jesus Camacho	2/15/2024