

TPCH CoS Meeting Minutes 9/25/18

8:30-10:00 am, Tuesday, Sept. 25, 2018, Sullivan Jackson Employment Center, 400 E. 26th St.

Agenda Item	Who	Discussion/Motions/Decisions	Next Steps/Responsible
8/28 Minutes draft		Minutes tabled by consensus	
Written Standards	Dan	<p>Participants stated concerns that the PSH section of the current draft violates Housing First principles.</p> <p>Cindy Diaz circulated a suggested new Chronically Homeless section (attached).</p> <p>Dan stated that he finds the use of layman’s terms confusing and would prefer to return the document to HUD-used language. He would like a re-review of the Written Standards over the next two meetings. Consensus was to do this.</p>	Committee will re-review the Written Standards over the next two meetings.
Gaps Analysis		<p>Participants discussed that the Gaps Analysis RFP stated no budget number and not all vendors included costs/budgets. Workgroup members reported that they used the published scoring rubric to evaluate the submitted proposals and gave the highest score to CSH, which provided no budget. Consensus was that a request for “best & final” offers is required. Dan urged that TPCH adopt a standardized RFP & budget through the Board or General Council. Both items were agreed on by consensus.</p> <p>Laurie Mazerbo reported that Our Family Services is currently working on a Youth Needs Assessment RFP. Dan suggested that it might be a model for a standard RFP/</p>	<p>CoS recommends that the TPCH Board of Directors:</p> <ul style="list-style-type: none"> • require “best & final” 2019 gaps analysis offers, and • adopt both a budget and standardized RFP process.
Discharge Planning	Dan	<p>Dan requested a volunteer to run the discharge planning workgroup, or workgroups for each discharge population: jail, prison, hospital/rehabilitation, and foster care. This needs to be a person or persons who can identify and bring stakeholders together in relevant conversations, then bring results back to TPCH.</p> <p>One suggestion was that next year’s conference could be cross training in systems & discharge planning. This committee will explore youth discharge planning.</p> <p>The group discussed also having a legislative or advocacy workgroup.</p>	
ESG Subcommittee		DeDe emailed a report on subcommittee activities (attached).	

Next Meeting: Tues., Oct. 16, 8:30-10:00am, Sullivan Jackson Employment Center, 400 E. 26th St.

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Attendance

Name		Organization	Email Address
Danna	Auriana	SAVAHCS	danna.auriana@va.gov
Karen	Caldwell	Primavera	kcaldwell@primavera.org
Chris	Charles	SAAF	ccharles@saaf.org
Yvette	Cruz	SER Jobs for Progress	yvette.cruz@pima.gov
Heidi	DeDanaan	TPCH	heidi.dedanaan@communitypartnersinc.org
Cindy	Diaz	COPE	cdiaz@copecommunityservices.org
Bill	Finch	Salvation Army	bill.finch@usw.salvationarmy.org
Korene	Jacobs-Sulger	CODAC	kjacobs-silger@codac.org
Settle	Madden	TPCH	settle.madden@communitypartnersinc.org
Laurie	Mazerbo	Our Family Services	lmazerbo@ourfamilyservices.org
Pam	Moseley	Pima County	pamela.moseley@pima.gov
Steve	Nelson	Pima County	steve.nelson@pima.gov
Janelle	Robles	TMM Family Services	jrobles@tmmfs.org
Melissa	Scaff	City of Tucson	melissa.scaff@tucsonaz.gov
Dan	Sullivan	Pima County	daniel.sullivan@pima.gov

Submitted by Heidi DeDanaan

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Chronic Homelessness (CH)

See the key terms section for the definition of Chronic Homelessness.

In order to be accepted into a CH-dedicated project, persons must meet the CH definition. Should the applicant not have third-party documentation of their (Category 1) homeless status or their disabling condition(s) at the time of program intake, the documents may be obtained after the household has moved in, provided the follow occurs prior to the household entering the project:

- The person self-certifies in writing that they are currently literally homeless and have been for at least 12 months (either continuously or episodically over the previous 3 years); **and**
- The intake worker observes and documents the disabling condition(s).

Once this occurs, the project has **180 days** from project entry (not move-in date) to obtain third-party documentation of CH and **45 days** from project entry (not move-in date) to obtain third-party documentation of disabling condition(s). The

Disability Documentation: This can be in the form of a signed statement by a service provider qualified to determine or treat the disabling condition(s); documents from institutions such as hospitals or treatment facilities when they include a diagnosis of a disabling condition and are sign by institution staff; disability benefit letters (SSDI, VA, Workers Compensation, etc) when they include that they are payment for a disability. This is the only level of documentation acceptable for verifying disabling condition(s). Self-certification and/or intake worker observation is not sufficient.

Level 1 Homeless Documentation: This can be in the form of outreach worker observations (written); written referral by another housing or service provider; documentation from institutions such as hospitals, correctional facilities, etc., when they include length of stay and are signed by the institution staff; HMIS data when it contains the information required of third-party documentation. A minimum of 9 months is required.

Level 2 Homeless Documentation: Observation and documentation by the intake worker of the person's homelessness. A minimum of 9 months is required.

Level 3 Homeless Documentation: Signed self-certification (from program intake); **and** documentation of due diligence. (A minimum of 5 attempts must be made by the housing project, and documented, to entities that may be able to provide third-party documentation.)

Breaks in homelessness do not require third-party documentation; they can be self-reported.

100% of households must have third-party documentation of disabling condition(s).

A project may have up to 25% of all household at any given time may have Level 3 documentation of homelessness. At least 75% of all household at any given time must have Level 2 or Level 3 documentation of homelessness.

For more information, see the "Sample Chronic HOMeless Documentation Checklist" at : ... [COPY & PASTE URL HERE]

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ESS committee had not yet met before the July CoS meeting.

Much of our July meeting was discussing Emergency Shelter for families and how to best address it. We talked of needing to identify and address the need for shelter year-round & expanding service hours based on that need.

Our Family Services has hotel vouchers. Salvation Army requires birth certificates for children for hotel vouchers.

August meeting: We are in good shape with publications Guidelines to Getting Out and Needs Help. Blankets will not be shipped from DOD until October, we should receive in November. Hopefully, we will have a mild November!! What blankets we do have are being held for winter distribution, so we don't run out.

Pam Moseley attended and gave us voluminous information to consider. We don't have a lot of information on how many people have been turned away. There are 13 units to serve families fleeing domestic violence and 60 units throughout the county, including motel vouchers, which are not always available. We have 328 families waiting for housing right now. They are in shelters, cars, on the street or staying elsewhere. Bottom line is we need more family dedicated shelter.

The fact that 27% of the people in families needing emergency shelter are under 5 years of age, just cracked my heart in two!!

We want to create a master list of agencies and organizations that offer emergency shelter, & make it known in the community. Settle will be contacting Linda Leatherman to see if she already has this information.

September meeting:

No new blanket updates. Blankets won't be distributed until colder weather starts up.

Getting low on Needs Help brochures, down to about 3500.

In other items:

The ground floor of the development project on University Blvd at Trinity will be an El Rio Clinic site.

Gospel Rescue Mission has furnishing and clothing they will need to give out by the end of September.

Priscilla (Pima County HMIS) is looking into other communities facing similar issues as Tucson and how they are working on meeting these needs.

I will be calling around to several churches to see if they offer motel vouchers and if not, would they consider that as an outreach of their ministry.

(Submitted by email by Emergency Solutions Subcommittee Chair DeDe Markin)