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CITY SECRETARY  
DALLAS, TEXAS

## Agenda

### 1. Call to Order – 3:04pm

### 2. Roll Call (see attachment)

A quorum was determined and Chair Webb commented on the following matters:

- Recognized Commissioner Owens' birthday.
- Recognition to Commissioner Owens for organizing and holding a homelessness forum at the Convention Center with 250 service providers which served 450 homeless individuals.

### 3. Approval of January 17, 2019 Minutes

- A motion was made by Commissioner Garner to approve the January 17<sup>th</sup> minutes. Commissioner Crews seconded. Motion passed unanimously.

### 4. Public Comment

Ernestine Anderson

Robert Ceccarelli

### 5. Metro Dallas Homeless Alliance: Intro to New Leadership and Continuum of Care Updates

- Metro Dallas Homeless Alliance President and CEO, Carl Falconer, gave an overview of his experience and previous positions.
- He mentioned the Point-In-Time Count conducted on January 24, 2019. He did not have specific numbers, but the preliminary results showed they exceeded 1,500 volunteers with the use of the newest technology for counting.
- Within the last 60 days, the Crisis Line took 1,453 calls and added 230 clients to the Housing Priority List.
- \$286,000 Flex Funds have been raised in the last 2 years; \$125K were spent between July 2017-January 2019. These unique set of funds are used to provide homeless individuals documents, employment, training, healthcare, housing, transportation and bus passes.
- Focus areas during his first 3 months included better addressing the homeless service system, addressing audit concerns for City of Dallas and HUD, and meeting with service providers.
- Metro Dallas Homeless Alliance intends to put out a Request For Proposals (RFP) for a fully functioning Homeless Management Information System (HMIS). Mr. Falconer requests from the Commission to have someone be on the HMIS RFP Review Taskforce.
- The vision moving forward is to conduct a system analysis to determine the right-size changes for the system in order to end homelessness here in Dallas and Collin County.
- The organization is currently trying to coordinate all homeless system strategies together to make sure all systems in the community are working together.
- Mr. Falconer requests from the Commission to have someone be on the HMIS RFP Review Taskforce.
- Commissioner Garner asked a question about reporting to the community. Mr. Falconer answered that the goal is to give a monthly report to those who fund the organization and by request to anyone in the community. The report will be posted on all social media and the website. The results shared will reveal anything that has to do with ending homelessness with a composition of 11 goals; 7 performance measures required by HUD and 4 additional measures based on Mr. Falconer's prior experience.
- Commissioner Garner recommends communicating what the organization does and what services are available in Dallas on social media. She also suggests breaking down the hotline crisis calls.
- Mr. Falconer answered Commissioner Merten's question about the key concerns after evaluating the HMIS system by responding that the system is not working the way it should. Among other things, better data is needed to support matching the types of housing being funded with the housing needs of persons experiencing homelessness.

- Commissioner Merten also asked if anything stood out that he wondered why is Dallas not doing. His response was the lack of rapid re-housing.
- The HMIS RFP timeline is expected to be released by the end of this month and the entire process will go through June. The organization hopes to sign the contract and have implementation date of July 1<sup>st</sup>. There will then be 4-6 months of transition and hope to have a fully functional, workable system by January 2020.
- Commissioner Ragan recommends if they have any intentions on coming before City Council to ask for money, then have the Audit [of Homeless Response System Effectiveness] completed.
- Mr. Falconer mentioned he has been able to effectively end homelessness in other places, such as veteran homelessness and almost ending chronic homelessness. He believes housing first is a great, evidence-based practice that produces results.

## 6. Briefing on Ethics and Parliamentary Procedure

- Theresa Pham provided a review on the Code of Ethics codified in Chapter 12 of the Dallas City Code and how it applied to the commission.

## 7. CHC Subcommittee Reports

- Coordination and Strategic Planning
  - Subcommittee Chair Crews reported on the following matters:
    - Office of Homeless Solutions and Office of Budget staff have discussed the development of the HUD Consolidated Plan for FY2019-2020 through FY2023-2024. This is done simultaneously with the first annual budget that will fall under that plan.
    - Commissioner Crews will take subcommittee recommendations to Community Development Commission (CDC) as they develop plan.
    - Specific recommendations for consolidated 5-year plan includes supporting the recommended ESG funds consistent with the Office of Homeless Solutions (OHS) Strategy Plan including using the maximum 7.5% allowed for Program Administration.
    - The subcommittee supports the recommended use of HOPWA funds consistent with the priorities established by the Ryan White Planning Council of the Dallas area with needs identified in their comprehensive HIV Needs Assessment and including the maximum 3% allowed for program administration.
    - Subcommittee recommendations will include that in each area where the consolidated plan includes a list of populations or sub-populations eligible for funding in any way, the homeless population be included in that list in order to encourage and facilitate the inclusion of persons experiencing homelessness in programs included in annual plans adopted under the five-year plan.
    - The CDC's initial recommendation on the use of CDBG and HOME funds is that such funds be consistent with the City's Comprehensive Housing Policy. The Subcommittee will recommend that, to the extent that any of such funds are used for rental units dedicated for households in the 30%-60% AMI range, those units be included in the proposed landlord incentive/tenant assistance program contemplated by Track 3 of the OHS Strategy Plan.
    - Commissioner Crews will communicate all recommendations along with additional feedback to the Office of Budget and Community Development Commission. He will go before the CoC General Assembly to discuss the recommendations on February 26<sup>th</sup>. March-May the subcommittee will continue to monitor the CDC's proceedings relating to the development of the five-year plan and the annual plan for the next fiscal year. Final Adoption will be close to the end of the year.
- Housing
  - Subcommittee Chair Culak reported on the following matters:
    - All Housing Forums conducted over the last month focused on Bond Implementation.
    - Next Tuesday's Housing Subcommittee Meeting is postponed to March 19, 2019.
    - Director Hardman provided updates on the development of an RFP relating to Track 4 of the Strategy Plan and next steps on when it will be released. Staff continues to work with the consultant, Cloudburst, to create an initial draft.
    - As part of the contract, OHS has asked Cloudburst to do some developer listening sessions. The Notice Of Funding Availability (NOFA) is anticipated for release in April.

Chair Webb mentioned the two (2) RFPs that were released in the last 2 weeks: 1) Track 3 Landlord Subsidized Leasing Assistance Program totaling \$1.3 million & 2) \$1.4 million for system enhancements. Both RFPs are scheduled to run through end of February. Commission will look for updates at the March meeting.

- **Short-Term Solutions**

Subcommittee Chair Ragan reported on the following matters:

- The RFP for system enhancements, which includes the proposed shuttle service, was released on January 31 and responses are due on February 28. Based on the proposals received staff will determine the next steps.
- Subcommittee recommendations for an Inclement Weather Policy along with any other items are scheduled for Human and Social Needs Council Committee on March 18<sup>th</sup> with the expectation to move forward to City Council on April 17<sup>th</sup>.
- No RFP can be scheduled or circulated prior to City Council approval. The results of the City Council meeting on April 17<sup>th</sup> will determine that schedule.
- Homeless Crisis Hotline is another item recently added to the subcommittee's agenda for relatively quick implementation. At the last subcommittee meeting, MDHA staff person, Shavon Moore, presented details of the hotline.

## **8. Upcoming Events**

Chair Webb commented on the following matters:

- City Plan Commission has a meeting on March 7<sup>th</sup> at which it will consider the Salvation Army's zoning request relating to its proposed new Community Resource Campus. This CHC adopted a resolution recommending approval of that project last year and Chair Webb intends to attend that meeting to remind the City Plan Commission of that and express his personal support for the project.
- Monica Hardman mentioned this past Saturday the Office of Homeless Solutions and Dallas Animal Services hosted a joint pet support event for homeless companions. It included micro-chipping, immunizations, pet food and pet supplies. The event was from 10am-12pm in the Bridge's parking lot.

## **9. Adjourn – 4:42pm**

**APPROVED BY:**

A handwritten signature in black ink, appearing to read 'Kenn Webb', is written over a horizontal line.

Kenn Webb, Chair  
Citizen Homelessness Commission

**CITIZEN HOMELESSNESS COMMISSION  
MINUTES ATTENDANCE SHEET  
DALLAS CITY HALL, L1FN AUDITORIUM  
THURSDAY, FEBRUARY 14, 2019  
3:00 PM – 4:30 PM**

**Attendance Sheet**

**Commissioners Present**

Kenn Webb, Chair  
Chris Culak, District 1  
Linda Garner, District 2  
LeTitia Owens, District 3  
Tanya Ragan, District 6  
Louis Henry, District 7  
Sam Merten, District 10  
Alan Tallis, District 11  
Chad Crews, District 14

**Commissioners Absent**

VACANT, District 4  
VACANT, District 5  
VACANT, District 8  
Chase Headley, District 9  
VACANT, District 12  
Casey McManemin, District 13

**Staff Present**

Monica Hardman  
Shamaere Ashby  
Lori Davidson  
Theresa Pham  
Charletra Sharp  
Gloria Sandoval  
Elizzebeth Loomis  
Latrisce Johnson  
Nadia Chandler-Hardy  
Barbara Martinez  
Zena Palmer