



**ARIZONA BALANCE OF STATE CONTINUUM OF CARE  
 AZBOSCOC Governance Advisory Board –  
 October 18, 2023, 12:30pm – 2:00 pm – Pinal County/Virtual**

TOPIC	Person Responsible	OUTCOME/NOTES
Welcome and Introductions	David	<p><b>Membership</b>            David Bridge (ADOH)_Chair-present            Cristina Benitez (ADOH)-present            Camie Rasband (Catholic Charities)_Co-chair, Subrecipient, LCEH Lead-present            Carole Benedict (U.S. Veterans Initiative)_Subrecipient-present            Clayton Abernathy Idea’l Institute, At Large, Developer            Kelly Tanner (AZYP)_At Large            Lt. Governor Monica Antone (Gila River Indian Community)_At Large-present            Katelyn Murphy (AHCCCS)_State Partner            Pam Moseley (DES)_State Partner, ESG-present            Joselyn Wilkinson (AHC)_At Large-present            Maria-Elena Ochoa (Against Abuse)_At Large, DV            Nay Rush/Kelly Williams (Mohave County)- Subrecipient, LCEH-present            Ross Schaefer (FSS)_At large, LCEH Co-Lead            Rita Rodriguez_(AZED Homeless Liaison)_State Partner            Terrance Watkins (Community Partners)_Subrecipient, LCEH Lead            Jenna Panas (ACESDV)At Large  <b>Other Participants</b>            Heather Patel –Pinal County-present            Shannon Haines (ADOH)-present            Connie Howell (ADOH)</p>
Review and approval of minutes from 9.7.23	David/Camie	<p><b>Tabled—no quorum present, Governance Advisory Board followed up with a vote my email in January. The minutes/notes were approved. Camie Rasband abstained as she was not present at the meeting.</b></p>
<p><b>HUD updates            Status of Audit-            Debrief on 2023 NOFO            Upcoming HUD NOFO related to            construction of new units</b></p>	David/Cristina	<p>Audit: David indicated that the responses to the HUD audit that started in 2021 were submitted in June 2023. On a preliminary basis –HUD has accepted the policies updates. We are still waiting for the audit closeout.</p> <p>2023 NOFO: David thanked everyone’s involvement in the NOFO. Two bonus projects were submitted and were included in Tier 2. Renewal projects were scored based on objective data from the APR, information from the Housing Specialists, and items that were self-scored by the subrecipients. In forming the ranking, two agencies volunteered to place projects in Tier II to ensure a project which covers multiple counties remained in Tier 1. Usually the information about the NOFO outcomes is announced in the Spring.</p> <p>David indicated that the NOFO is like a report card and there were several places of emphasis.</p> <ul style="list-style-type: none"> <li>• Survivors of DV are considered in tier one in terms of priority like households experiencing homelessness. The AZBOSCOC will be working on ensuring the processes align with priority.</li> <li>• Another priority is engaging with tribal communities.</li> <li>• Youth continue to be a priority.</li> <li>• Individuals who identify as LGBTQ+ are a priority and they represent the emphasis that HUD is focusing on equity and the priority that CoCs are implementing policies and procedures that promote and ensure</li> </ul>

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		<p>equity.</p> <ul style="list-style-type: none"> <li>• Realigning resources was a focus—including how CoCs are working with Medicaid and how other resources are leveraged.</li> <li>• HUD expects that CoCs are working with education system providers at all levels from local to statewide.</li> </ul> <p>The AZBOSCOC was not able to spend almost 8% of the allocation from last year’s (2021) contracts. The CoC is assessing new strategies related to reallocation and other strategies that can be used to ensure expenditure of funds take place.</p> <p>The application also looked at system performance measures—</p> <ul style="list-style-type: none"> <li>• For the AZBOSCOC, overall homelessness went up just a little bit, but unsheltered homelessness was less than those households in shelter and transitional housing.</li> <li>• Retention went down just a little bit—and the CoC will look at strategies to maintain and increase retention.</li> <li>• Employment and benefits incomes numbers went down for leavers and stayers. The reasons are not clear. David indicated that employment is high and Social Security went up. This issue will need to be addressed. It could be a data quality issue and the CoC will need to look at data and other information points to develop strategies to address this issue.</li> </ul> <p>Camie indicated that the NOFO process went smoothly. She agreed that data should be reviewed to see if there are issues related to employment income.</p> <p>Candee thanked the subrecipients for their responsiveness. David thanked the LCEHs for their input through responding to the Request For Information to provide the broader information required to respond to the NOFO questions..</p> <p><b>HUD NOFO and other funding opportunities</b></p> <ul style="list-style-type: none"> <li>• David indicated that there was capacity building funds that were available with applications due last month.</li> <li>• He also indicated that HUD will be issuing a NOFO for construction in the next few months which might provide opportunities to expand housing stock in the AZBOSCOC geographic area.</li> <li>• He indicated that ADOH will be issuing RFP/NOFO related to the Housing Trust Fund and for shelter. Funds will be available for LIHTC as well there will be set asides for <ul style="list-style-type: none"> <li>○ balance of state,</li> <li>○ hotels to housing,</li> <li>○ RRH,</li> <li>○ innovation</li> <li>○ Other buckets.</li> </ul> </li> </ul> <p>Those ADOH RFP will be available beginning in November. This RFP is a result of the feedback provided by organizations that responded to the Request for Information process that took place earlier this year.</p> <p>United Funding Agency (UFA)—ADOH received UFA status two years ago. The funds from the 2022 NOFO were the first ones received that came under the auspices of the UFA—the major change was that ADOH received the funds on behalf of the AZBOSCOC as a single grant rather than individual grants for each project.</p>

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<b>Committee Reports</b> <b>HMIS</b> <b>Coordinated Entry</b> <b>JEDI</b> <b>Veterans</b>	<b>David/Cristina</b>	<p>The following are updates from the committees:</p> <p>HMIS—Cristina indicated that three policies are being revised and will be approved by the committee prior to them coming to the Governance Advisory Board for final approval.</p> <p>David provided some additional updates about HMIS. ADOH is the HMIS Lead Agency and Solari is the HMIS Systems Administrator. ADOH contract with Solari for activities including—ensuring the AZBOSCOG HMIS system conforms with HUD standards, generating required reports, and ensuring that the AZBOSCOG HMIS system is in conformance with the new HMIS data standards that were implemented October 1<sup>st</sup>.</p> <p>David provided information to Board members about a recent issue. Solari, which is also the systems administrator for the Maricopa County CoC, is required as part of its contracts to develop and submit a series of reports for the HUD Longitudinal Systems Analysis (LSA) Report which is required each year. The data from this report is used to produce the nationwide Annual Homeless Assessment Report (AHAR) which is sent to Congress as well as providing information for the System Performance Measures generated by HUD.</p> <p>HUD notified both Maricopa and the AZBOSCOG that the LSA reports submitted did not conform with the requirements. This impacted scoring on the NOFO. Both Maricopa staff and David and Cristina had significant discussions with Solari about this failure. It was especially concerning, since it had never happened before.</p> <p>Solari took the following actions: It is in the process of correcting the data for the reports and will continue to work with HUD until the revised reports are accepted. Solari terminated the employee responsible for inadequate data. Solari is restructuring staff organization on the HMIS to improve accountability. Solari is returning to a previous staffing model that includes a dedicated staff person for the AZBOSCOG who is familiar with the unique situations in a BOS geographic area.</p> <p>David provided a brief recap from the meeting this morning. Chris Pritcher and Alissa Parrish who provide TA for HUD were engaged for the AZ Data Landscape Project. The consultants conducted a review and assessment of HMIS and related data operations serving the three AZ CoCs. Generally, David indicated that system administration and actual HMIS users are working well. The biggest issue is with the HMIS software—Wellsky where there are issues with responsiveness and timely compliance with HUD requirements.</p> <p>The consultants will be producing a final report in November but provided a snapshot of recommendations at a virtual meeting held this morning (October 18<sup>th</sup>). Recommendations included:</p> <ul style="list-style-type: none"> <li>• The three CoCs come together and use a single HMIS software system.</li> <li>• Protocols could be developed to streamline data interchange with other systems.</li> <li>• Some advantages to making changes would include better prices, systems processes more closely aligned to each CoC’s needs, responsiveness to HUD data standards and accountability.</li> <li>• David indicated that the AZBOSCOG data needs have grown and that Wellsky was designed for something very different than what HMIS looks like today. Two examples include requirements related to information from survivors of DV and the fact that the By Name List (BNL) is generated manually and uses an Excel worksheet to manage complex and highly sensitive data.</li> <li>• David indicated that aligning the HMIS systems with current needs will be a major initiative for the</li> </ul>

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		<p>AZBOSCOG in the coming year. The Power Point presented at that meeting is attached to the notes (see below).</p> <p>Coordinated Entry Committee is conducting a series of meetings for the purposes of updating the policy. It kicked off with an in-person meeting in May. The first of the policy meetings was in August and focused on prioritization. The second meeting took place in October and focused on case conferencing. The meeting in November will focus on assessment and the VI-SPDAT and the 4<sup>th</sup> meeting will be after the first of the year to start the review of the revised policy that Candee will draft.</p> <p>JEDI Committee—Cristina indicated that the next meeting is being scheduled and they are looking to recruit member to expand the committee membership.</p> <p>Veterans Committee—no updates available.</p>
<b>SPM Update (CoC Performance)</b>	<b>David</b>	<b>See above</b>
<b>Review of Board member term limits/survey of board members</b>	<b>David/Cristina</b>	<p>David and Cristina reviewed the current status of board member tenure. At the February and March meetings, the Board made the following decisions:</p> <ul style="list-style-type: none"> <li>• Expand the Board to 15 members which includes a permanent member of the AZ Coalition to End Sexual and Domestic Violence</li> <li>• Because of COVID and to establish continuity, current Board members at the time terms were extended until December 2024.</li> <li>• To begin staggering terms again new members as of the Spring of 2023 would serve 1.5 years for their first term and two years for their second term.</li> <li>• Permanent membership, which is not subject to terms, includes DES, AHCCCS, ADOH, AzED, ACESDV, and the AZ Housing Coalition.</li> <li>• Up to five members can be subrecipients.</li> <li>• Priority for other at-large members include Tribal Communities, Youth, Individuals with Lived Experience, and other members that can bring diverse voices to the Governance Advisory Board.</li> </ul> <p>David indicated that based on these decisions no members have terms that are ending, but wanted members to know, to contact Cristina if they feel like they need to end their membership because of conflicting priorities or time constraints. David shared that the current board membership is the most dynamic and energized since the inception and that current board members are making invaluable contributions to the AZBOSCOG.</p> <p>As a related item, Nay announced that she is moving out of state and brief discussion took place of the intent for Kelly to continue the representation related to Mohave’s County status as a subrecipient.</p>
<b>Other Items</b>	<b>Members</b>	<p>Jocelyn indicated that the AZ Housing Coalition conducted a closed RFP related to the \$1.5 million of ARPA funds set aside for the BOS geographic area (AHC received a total of \$10 million in ARPA to RFP for housing related services.. A total of 12 organizations were invited to apply. Six made application. The review process is taking place and Jocelyn will keep the Board updated on the final decisions. Contracts will be for a minimum of \$100,000 and a maximum of \$350,000.</p>

Note New Board Members joined in April 2023- This list reflects current board members and does not include members that left the board. Please see older agendas/notes as needed.	2/10/2023	3/7/2023	Retreat April 2023	6/14/2023	7/26/2023	8/9/2023	9/7/2023	10/18/23
David Bridge (ADOH)	X	X	X	X	X	X	X	X
Cristina Benitez (ADOH)	X	X	X	X	X	X	X	X
Camie Rasband (Catholic Charities)	X	X	X	X		X		X
Carole Benedict U.S. Veterans Initiative			X		X	X	X	X
Clayton Abernathy Idea'l Institute			X	X	X	X		
Kelly Tanner AZYP			X		X	X	X	
Lt. Governor Monica Antone Gila River Indian Community				X	X		X	
Katelyn Murphy AHCCCS				X	X	X	X	
Pam Mosely DES	X	X	X	X		X	X	X
Joselyn Wilkinson AHC (previous attendance by J. Carr)	X	X	X	X	X		X	X
Maria-Elena Ochoa At Large		X	X	X	X		X	
Nay Rush/Kelly Williams (Mohave County)	X	X	X		X	X	X	X
Rita Rodriguez AZ Department of Education	X		X	X	X			
Ross Schaefer (Flagstaff Shelter Services)		X	X	X		X		
Terrance Watkins (Community Partners)	X	X	X	X	X	X	X	
Jenna Panas ACESDV					X	X	X	

<p><b>Arizona Department of Housing</b>  <b>Contact Information</b>  1-Cristina Benitez  Continuum of Care Coordinator  <a href="mailto:Cristina.Benitez@azhousing.gov">Cristina.Benitez@azhousing.gov</a>  602-771-1017</p> <p>2-David Bridge  Special Needs Program Administrator  <a href="mailto:David.Bridge@azhousing.gov">David.Bridge@azhousing.gov</a>  (602) 309-6542</p> <p><b>Link to ADOH Bulletin List Serve</b>  <a href="https://visitor.r20.constantcontact.com/manage/optin?v=001jarSHX2McaSRycGIQd2zdIkxkSWYEQC-MuzYbNIJBZGWeXqaUpUTOPciYTxRW_hI0MACBdDhOjfZuyjAeuNAu300I63kKkqAwNuJ9moVyXg10ivkFNKnG-4Zry2dA34qGqhDyXB26kVzRfREQ2MnZIDiLBNYUBixMCNuqmUWdG-Ujg-KZQavPaZhbsziPBoCdh4zrG9EGas%3D">https://visitor.r20.constantcontact.com/manage/optin?v=001jarSHX2McaSRycGIQd2zdIkxkSWYEQC-MuzYbNIJBZGWeXqaUpUTOPciYTxRW_hI0MACBdDhOjfZuyjAeuNAu300I63kKkqAwNuJ9moVyXg10ivkFNKnG-4Zry2dA34qGqhDyXB26kVzRfREQ2MnZIDiLBNYUBixMCNuqmUWdG-Ujg-KZQavPaZhbsziPBoCdh4zrG9EGas%3D</a></p> <p><b>ADOH website:</b> <a href="https://housing.az.gov/documents-links/forms/special-needs-continuum">https://housing.az.gov/documents-links/forms/special-needs-continuum</a>  Special Needs-Continuum -What you will find are updates regarding NOFO  AZBOSCOC Policies/guidelines/initiatives/Governance Charter, AZBOSCOC annual meetings note; Coordinated  Entry Committee; Governance Advisory Board agenda's/notes; HMIS committee/  <b>Special Needs Portal:</b> <a href="https://housing.az.gov/portals/document-upload-portals/special-needs-portal">https://housing.az.gov/portals/document-upload-portals/special-needs-portal</a></p> <p><b>Special Needs:</b>  <b>Special Needs Housing Manual &amp; Forms- HUD and Housing related</b>  <a href="https://housing.az.gov/documents-links/forms/special-needs-forms">Arizona Landlord Incentive Program- https://housing.az.gov/documents-links/forms/special-needs-forms</a>  <a href="#">Az Landlord Incentive Program documents</a></p> <p><b>System Performance Measure Link</b>  <a href="https://public.tableau.com/app/profile/hmisaz/viz/BOS-SystemPerformanceMeasures/CountyComparison">https://public.tableau.com/app/profile/hmisaz/viz/BOS-SystemPerformanceMeasures/CountyComparison</a>  <a href="https://public.tableau.com/app/profile/hmisaz">https://public.tableau.com/app/profile/hmisaz</a></p>	<p>Resources for Funding and information—many of them have list-serves so you will be updated on information:</p> <p>USICH resource tool for funding for Social and other related Services  <a href="https://www.usich.gov/tools-for-action/federal-health-and-social-service-programs-that-support-people-experiencing-homelessness/">https://www.usich.gov/tools-for-action/federal-health-and-social-service-programs-that-support-people-experiencing-homelessness/</a></p> <p>National Alliance to End Homelessness  <a href="https://endhomelessness.org/">https://endhomelessness.org/</a></p> <p>All things HUD  <a href="https://www.hudexchange.info/">https://www.hudexchange.info/</a></p> <p>United States Interagency Council on Homelessness  <a href="https://endhomelessness.org/ending-homelessness/policy/united-states-interagency-council-homelessness/">https://endhomelessness.org/ending-homelessness/policy/united-states-interagency-council-homelessness/</a></p> <p>Housing Assistance Council—focus on rural areas  <a href="https://ruralhome.org/">https://ruralhome.org/</a></p> <p>Local First Arizona –Rural Development  <a href="https://localfirstaz.com/rural-development">https://localfirstaz.com/rural-development</a></p> <p><a href="https://www.azhousingcoalition.org/">Arizona Housing Coalition- https://www.azhousingcoalition.org/</a></p> <p><a href="http://vitalysthealth.org/">Vitalyst Health Foundation- http://vitalysthealth.org/</a></p>
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