

Governance Advisory Board Meeting Minutes

January 14, 2020

Members Present:

Adriane Clarke (<i>City of Surprise</i>)	Jessi Hans (<i>CCJ</i>)
Betsy Long (<i>DES</i>)	Karia Basta (<i>ADOH</i>)
Camie Rasband (<i>Catholic Charities</i>)	Nay Covington (<i>Mohave County</i>)- phone
Carole Benedict (<i>U.S. Vets</i>)	Ricardo Fernando (<i>DHS</i>)- phone
Cristina Benitez (<i>AZCH</i>)- phone	Ross Altenbaugh (<i>Flagstaff Shelter Services</i>)
Denise Cox (<i>Steward</i>)	Terrance Watkins (<i>Community Partners</i>)

Members Absent:

Silvia Chavez (*AZDE*)

Staff & Guests

Candee Stanton (<i>Consultant</i>)	Ryan Vernick (<i>ADOH</i>)
Chavon Woods (<i>ADOH</i>)	Ruby Dhillon-Williams
Melissa Swain (<i>ADOH</i>)	

Everyone was welcomed, and the meeting was called to order at 10:03 p.m. Everyone introduced themselves. The minutes from the previous meeting were reviewed; a motion was made by Cristina to approve the minutes, seconded by Terrance, with unanimous approval. The action items from the last meeting were as follows:

- Ryan will develop a one-page synopsis of what the LCEH's do that can be handed out as a recruitment tool. *Will be sent out in the next week or so.*
- Ryan will verify with Betsy if she will be the DV representative or if someone else from DES will fill that role. *Laura Guild with DES will be the DV consultant, but Betsy will still be the official GAB member.*
- Karia/Ryan/Candee will draft language regarding membership and voting rights/duties to present to the board at the next meeting. *Deferred to the next meeting scheduled from April 21-23, 2020.*
- HMIS folks will be invited to the next meeting and can bring up on screen a BNL to discuss a random sampling of notes to see if there are trends. *Deferred to the next meeting scheduled from April 21-23, 2020.*

- Ryan will find out why SMI is excluded in the diversion training. *SMI is not excluded from diversion training, but there was a slide in the AHC PowerPoint presentation that says diversion is not appropriate for someone with an SMI.*

Action Item: Ryan will get clarification from AHC the reasons why diversion is not appropriate for someone with an SMI.

- Joy will follow-up with Adam Robson with AHCCCS to see if this [SOAR Medicaid code] is a fully active process and how much it bills per hour. *The Medicaid code through AHCCCS is only available for behavioral health agencies, and is part of case management, which has limited time that can be spent and coded for this activity. SOAR is a time-heavy and time-sensitive endeavor, so limiting the time that can be spent will either impact other aspects of case management or SOAR, since they are competing for the same billable time.*

Action Item: Karia will ask David Bridge w/ AHCCCS what the next step is to get broader Medicaid coding allowances.

Unified Funding Agency Status:

Karia discussed what UFA status means, and that ADOH has applied two years in a row without being awarded; only 5 out of 400+ CoCs have been granted UFA status. A motion was made by Cristina, seconded by Adriane, with unanimous approval to keep trying.

Action Item: Karia will contact Idaho to see how they were successful in being granted UFA status.

PIT Update for 2020:

The PIT survey was finalized and sent to area leads where everyone is training volunteers to assist with the count. Coverage in the BoS should be pretty thorough. Candee cautioned because everyone seems so organized and dedicated this year, to not be surprised if numbers go up do to more inclusive coverage of areas normally not covered.

Coordinated Entry Policy:

The CE policy was briefly discussed, with no substantive changes required. Cristina made a motion to approve, seconded by Camie, with unanimous approval.

Action Item: Candee will finalize technical edits.

Action Item: ADOH will post an Informational Bulletin with the CE Policy as an approved policy.

Other Committee Updates:

Ryan gave an update on what the HMIS and Veterans committees have been accomplishing. The HMIS committee has finalized the privacy policy and are working on the governance charter, and doing an annual review of the data sharing and security policies. At the next Veterans meeting on January 22, 2020 there will be a presentation on what a commitment to Built for Zero entails.

***Action Item:* Denise will send Ryan the link for the AHC PowerPoint presentation on Built for Zero.**

A new co-chair also needs to be nominated.

New Sub-Committees:

At the Sub-Recipient meeting held in December, 2019, two new sub-committees were formed to help tackle a couple of issues: Training and NOFA Scoring. The first meetings for these two new sub-committees will be scheduled hopefully before the end of January.

CoC Planning Contracts:

Each funded contract needs to have the plan for using the Planning Grant in 2020 to Karia by January 24th or risk losing their planning grant for the next cycle. Spending in Planning Grant-approved ways has been sporadic, and in some cases non-existent, so ADOH is requiring a justification/commitment to use planning funds for the next cycle or it will not be funded.

GAB Retreat in April:

Carole's position will expire at the end of June, 2020, so a bulletin seeking applications from CoC-funded agencies should go out by the end of this week. Applications will be discarded if they do not meet the criteria, then applications will be sent to the GAB members for scoring. Voting will take place at the retreat, where a new co-chair will also be voted on. Send Ryan any agenda items you want included for the retreat.

Other Updates:

The Provider/County dashboards will be disseminated in the next couple of weeks.

With no further business, the meeting was motioned for conclusion by Cristina and seconded by Camie, with a unanimous vote, and was concluded at 11:53 a.m.

	01/14/2020
Adriane Clarke (<i>City of Surprise</i>)	X
Denise Cox (<i>Steward Health Choice</i>)	X
Betsy Long (<i>ADES</i>)	X
Camie Rasband (<i>Catholic Charities</i>)	X
Carole Benedict (<i>US Vets</i>)	X
Cristina Benitez (<i>AZCH</i>)	X
Jessi Hans (<i>CCJ</i>)	X
Karia Basta (<i>ADOH</i>)	X
Nay Covington (<i>Mohave County</i>)	X
Ricardo Fernando (<i>DHS</i>)	X
Ross Altenbaugh (<i>Flagstaff Shelter Services</i>)	X
Silvia Chavez (<i>AZDE</i>)	
Terrance Watkins (<i>Community Partners</i>)	X

Commonly used acronyms:

Achieve= ACHIEVE Human Services, Inc.

ADOH= Arizona Department of Housing

AHCCCS= Arizona Health Care Cost Containment System

AZBoSCoC= Arizona Balance of State Continuum of Care

AZCH= Arizona Complete Health

AZDE= Arizona Department of Education

BNL= By-Name List

CAHRA= Community Action Human Resources Agency

Catholic Charities Community Services

CE= Coordinated Entry

CRN= Crises Response Network (HMIS Managers)

DES= Arizona Department of Economic Security

DHS= Arizona Department of Health Services

DV= Domestic Violence

ESG= Emergency Solutions Grant

GAB= Governance Advisory Board

HMIS= Homeless Management Information System

HUD= U.S. Department of Housing and Urban Development

JAVC= Jerry Ambrose Veterans Council

NAVAHCS= Northern Arizona VA Health Care System

NOFA= Notice of Funding Available from HUD

OAT= Online Application Tracking (part of SOAR)

OCCAC= Old Concho Community Assistance Center

PIT= Point-in-Time Count

Primavera Foundation

PSH= Permanent Supportive Housing

RBHA= Regional Behavioral Health Authority

RFI= Request for Information

RFP= Request for Proposal

ROI= Release of Information

RRH= Rapid Rehousing

SAMHSA= Substance Abuse & Mental Health Services

SAVAHCS= Southern Arizona VA Health Care System

SOAR= SSI/SSDI Outreach, Access, and Recovery

SSVF= Supportive Services for Veterans Families

Steward= Steward Health Choice

TA= Technical Assistance

UFA= Unified Funding Agency

US Vets= U. S. Veterans Initiative

VA= U.S. Department Veterans Affairs

VAWA= The Violence Against Women Act of 1994

VI-SPDAT= Vulnerability Index- Service Prioritization Decision Assistance Tool

VOCA= Victims of Crime Act

WACOG= Western Arizona Council of Governments