STATE HOMELESS COORDINATING COMMITTEE
MINUTES
February 20, 2019, at 2 pm
State Capitol – Capitol Board Room

Committee	Staff	Guests
Lt. Gov. Spencer Cox, Chair	Alex Hartvigsen	Amy Russel
Jonathan Hardy, Acting Chair	Casey Cameron	Anne Burkholder
Ann Williamson	Christina Davis	Ashley Tolman
Bill Hulterstrom	Debi Carty	Bill Tibbitts
Debra Kurzban	Doug Lee	Brad Drake
Dr. Joseph Miner	Jennifer Domenici	Christine Nguyen
Duncan Evans	Joseph Jensen (excused)	David Litvack
Gail Miller (excused)	Kayl Smith	Desmond Lomax
Jeffrey Ojeda (excused)	Lynn Sharpe	Jess Van Noy
Jennifer Steele	Michele Kennington	Joni Clark
Jon Pierpont	Michelle Walton	Kallie McKoun
Jonathan Hanks	Pema Chagzoetsang	Kelly Jorgensen
Kathy Bray	Rebecca Banner	Kristina Olivas
Kris Mecham	Sarah Moore	Laura Michalski
Lynell Smith (excused)	Tricia Davis	Matt Melville
Mayor Cherie Wood		Michelle Eining
Mayor Jackie Biskupski		Pauline Zvonkovic
Mayor Jenny Wilson		Pete Caldwell
Mayor Jon Pike		Preston Cochrane
Mayor Mike Caldwell		Rose Olivas
Mayor Robert Hale		Sahil Oberoi
Michael Martinez		Shawn McMillen
Mike Haddon		Tonya Hales
Pamela Atkinson		Valerie Walton
Rob Wesemann		
Stefanie Jones		

I. Welcome and Introductions (Jonathan Hardy)

At 2:00 pm, Jonathan Hardy, Acting Chair and Director of the Housing and Community Development (HCD) Division, welcomed everyone and introductions were made around the table. Mayor Jon Pike attended via conference phone.

II. Approval of Minutes – November 14, 2018 (Jonathan Hardy)

Jonathan Hardy asked for a motion to approve the meeting minutes from the State Homeless Coordinating Committee (SHCC) meeting held on November 14, 2018.

Mayor Robert Hale made and Dr. Joseph Miner seconded the motion to approve the minutes. The motion carried unanimously.

III. Utah Homeless Services Audit Update (Jonathan Hardy)

Jonathan Hardy presented to the committee the Utah Homeless Services Audit Update. On December 11, 2018, he sent a final copy of the legislative audit to the members of the State Homeless Coordinating Committee (SHCC). The audit made recommendations to change the SHCC and improve our homeless services system, including: formulating a statewide strategic plan with performance bench marks for the State and local homeless service providers, to be monitored and evaluated on a regular basis; designate local agencies to provide technical assistance in accomplishing the State's strategic plan; and develop a budget centered around the statewide strategic plan.

Jonathan Hardy presented House Bill 342 to the committee. For detailed information, please refer to the public information handout titled, "H.B. 342, Legislative General Counsel, Approved for Filing: P. Asplund, 02-14-19 12:23 PM, Homeless Provider Oversight Amendments, 2019 General Session, State of Utah, Chief Sponsor: Brian S. King". With HB 342, the legislature is implementing the recommended changes from the audit - primarily focusing on developing a statewide strategic plan through the SHCC to minimize homelessness in Utah. In May 2019, it is expect to have a draft timeline for completing the strategic plan. It is expected to have a complete timeline for the strategic plan by November 2019.

Jonathan Hardy asked if the State Homeless Coordinating Committee (SHCC) would like to endorse House Bill 342 in response to the Legislative Audit.

Mayor Jackie Biskupski made and Mike Haddon seconded the motion to endorse House Bill 342. The motion carried unanimously.

IV. Shelter the Homeless (Preston Cochrane)

a. Salt Lake Area Resource Center Transition Steering Team

Preston Cochrane, Executive Director of Shelter the Homeless (STH), presented to the committee on behalf of STH. Up-to-date information on the Homeless Resource Centers (HRC), the transition teams, and timelines can be found at https://homelessutah.org/.

There are several HRC transition teams that meet on a bimonthly basis. The goal of the Transition Steering Committee is to ensure a smooth transition from the downtown shelter to the new resource center model. The team consists of members from the following organizations: Shelter the Homeless, The Road Home, Department of Workforce Services (DWS), Catholic Community Services, Volunteers of America, Salt Lake City, Salt Lake County, South Salt Lake City, Community Advocates, and the Department of Public Safety (DPS). The goal of the Client Transition Task Group is to lower the number of sheltered and unsheltered homeless before June 30, 2019, and to make recommendations to the Transition Steering Committee. The goal of the Public Safety Task Group, led by DPS, is to ensure a safe transition for The Road Home clients moving to the resource centers, and to make safety recommendations for the HRC. The Funders and Contract Coordination Task Group execute MOUs between the service providers, Shelter the Homeless and the resource centers. The goal of the Communications Task Group, led by DWS, is to create a communications plan for the HRC transition and to

ensure information remains consistent across organizations. The goal of the Infrastructure and Technology Task Group is to ensure that the Safe Space discontinues in a timely manner, to ensure the Rio Grande area maintains functionality, and to assist with the technology and infrastructure transition plan from the downtown shelter.

Chairman Lt. Governor Spencer Cox joined the meeting at 2:15 pm.

b. Homeless Resource Centers (HRC) Update

Preston Cochrane presented an update on the HRC construction timeline. The two Salt Lake sites are on schedule to be completed in June, to be opened in July. Construction at the South Salt Lake site is making good progress and is expected to be completed in September.

V. Funding Requests and Staff Recommendations (Tricia Davis)

a. Shelter the Homeless Budget Request

Tricia Davis, Homelessness Programs Manager of the DWS, HCD, presented to the committee the STH request. She handed the committee public information handouts titled, "Homeless Coordinating Committee Agenda Item, Executive Summary, Meeting Date: February 20, 2019, Subject: Shelter the Homeless, Submitted By: Housing and Community Development (HCD)", and "DWS Housing and Community Development – Homelessness Programs Office (HPO), HPO Grant Budget Narrative and Itemization Form, Feb 21, 2019 – June 30, 2019, Organization: Shelter the Homeless". For detailed information, please refer to the public information handouts.

A) STH submitted a request totaling $837,806, which includes the following needs for the HRC transition:

1. Catholic Community Services: $149,893 for meals, licensing, equipment and staffing
2. Shelter the Homeless: $100,000 for administrative support, utility payments, insurance, contingency
3. The Road Home: $83,733 for moving supplies, staffing, open houses, transportation
4. Utah Community Action: $174,050 for diversion staffing, individualized client transition support, equipment
5. Volunteers of America: $330,130 for staff, training, equipment, transportation

Staff Recommendations:

Staff recommends funding STH a total of $837,806 to support the HRC transition, to be fully expended by June 30, 2019.

Lt. Governor Spencer Cox asked for a motion to approve the request totaling $837,806 to Shelter the Homeless for the Homeless Resource Center transition.

Dr. Joseph Miner made and Mayor Jackie Biskupski seconded the motion to approve the funding request as outlined. The motion carried unanimously.

B) Contingency/Funding release request for HRC construction costs:
A portion of funding, allocated by the SHCC from the FY19 H2H account, for the construction of the three HRCs has not yet been released – contingent upon STH raising capital funds. STH is requesting the release of these funds to use for the remaining FY19 construction expenses of the three HRCs. This will ensure construction is completed on time. STH is continuing to fundraise for the remaining capital needs.

Staff Recommendations:

Staff recommends the remaining funding be released in contract to Shelter the Homeless.

Lt. Governor Spencer Cox asked for a motion to approve, as outlined, releasing FY19 H2H funds to Shelter the Homeless for the remaining construction costs of the Homeless Resource Centers.

Mayor Jackie Biskupski made and Mayor Cherie Wood seconded the motion to approve staff recommendations, as outlined in line item "B". The motion carried unanimously.

b. Fourth Street Mobile Clinic Update

Tricia Davis presented to the committee the Fourth Street Mobile Clinic Update. In August 2018, the SHCC approved a motion to allocate $234,312 from the Pamela Atkinson Homeless Trust Fund account for FY19 mobile clinic operations. In order to align this funding with the funding allocated for other mobile clinic expenses, HCD is requesting to contract this funding with STH, rather than directly with Fourth Street Clinic. STH will subcontract with Fourth Street Clinic.

Lt. Governor Spencer Cox asked for a motion to approve the request.

Mayor Jenny Wilson made and Dr. Joseph Miner seconded the motion to approve the pass-through funding, as outlined. The motion carried unanimously.

VI. Performance Measures and State Homelessness Funding

a. FY19 Homelessness Programs Funding Performance Measures (Tricia Davis, Michelle Walton)

Tricia Davis and Michelle Walton, Utah Homeless Management Information System (UHMIS) Program Specialist, presented the FY19 Homelessness Programs Funding Performance Measures to the committee. For detailed information, refer to the public information zip file titled, "Q2 Homelessness Funding Reports for SHCC", found on the Utah Public Notice Website at https://www.utah.gov/pmn/index.html. These handouts detail every agency receiving FY19 Homelessness Funding and their Quarter 2 Performance Measure Report generated from UHMIS data. HCD staff is tasked to align each Homelessness Programs contract with the System Performance Measures outlined by HUD (https://www.hudexchange.info/resources/documents/System-Performance-Measures-HMIS-Programming-Specifications.pdf) and described in the 2018 State of Utah Annual Report on Homelessness (https://jobs.utah.gov/housing/scso/documents/homelessness2018.pdf).

b. FY20 State Homelessness Funding RFP and Priorities (Tricia)

Tricia Davis presented the proposed FY20 State Homelessness Funding (SHF) RFP and Priorities to the committee.

SHF Tentative Timeline:

- RFP Released: March 8, 2019
- Mandatory Grant Training: March 14 or 15, 2019
- Grant Applications Due: April 8, 2019
- SHCC Allocation Committee:
  - Review Applications: April 12-23, 2019
  - Score Applications: April 24, 2019
- SHCC Funding Approval: May 8, 2019

SHF Priorities

- Street Outreach
- Emergency Shelter
- Rapid Re-Housing
- Homelessness Prevention
- HMIS Comparable Database
- Transitional Housing
- Permanent Supportive Housing for Persons with Disabilities
- Single Room Occupancy
- Diversion
- Other: Projects benefiting persons experiencing homelessness that do not fit these categories

Definitions for each category can be found on the public information handout titled, “Department of Workforce Services, Housing and Community Development, FY20 Project Types Quick Reference”.

c. FY20 State Homelessness Funding Allocation Committee Members

Proposed SHF Allocation Committee Members

- Alan Pruhs, AUCH
- Annie Dayton, Salt Lake CoC
- Brenna Malone, DWS
- Desmond Lomax, Dept. of Corrections
- Elizabeth Buehler, Salt Lake City
- Heather Hogue, Mountainland CoC
- Heidi DeMarco, Mountainland CoC
- Jan Zogmaister, Business Owner
- Jeff Ojeda, Board of Education
- Jen Domenici, Balance of State CoC
- Jen Oxboro, Domestic Violence Coalition
- Katherine Fife, Salt Lake County
- Loggins Merrill, DWS
- Pete Caldwell, DHS
- Rob Wesemann, NAMI

- Robert Snarr, DHS
- Tara McFadden, Salt Lake CoC
- Tara Rollins, Utah Housing Coalition
- Tony Milner, Salt Lake City

Lt. Governor Spencer Cox asked for a motion to approve the FY20 SHF Priorities and Allocation Committee Members.

Mike Haddon made and Dr. Joseph Miner seconded the motion to approve the FY20 SHF Priorities and Allocation Committee Members as outlined. The motion carried unanimously.

VII. Pamela Atkinson Homeless Trust Fund Tax Campaign (Christina Davis)

Christina Davis, DWS Public Information Officer, presented to the committee the Pamela Atkinson Homeless Trust Fund Tax Campaign. The kick-off was held earlier this morning with Governor Gary Herbert and Pamela Atkinson as the guest speakers. It is now possible to donate online at jobs.utah.gov/htf. For more information, refer to the public information handout titled, “Pamela Atkinson Homeless Trust Fund, Making a Difference for Our Homeless Friends Statewide”.

VIII. Calendar:

2019 SHCC meetings take place at 2:00 pm in the Capitol Board Room, unless otherwise announced:

- Wednesday, February 20
- Wednesday, May 8
- Wednesday, August 14
- Wednesday, November 13

Lt. Governor Spencer Cox asked for a motion to adjourn the State Homeless Coordinating Committee Meeting.

Mayor Jackie Biskupski made and Mayor Jenny Wilson seconded the motion to adjourn the meeting. The motion carried and the meeting adjourned at 2:52 pm.

Submitted by Michele Kennington