



Thursday, April 12, 2018 | 8:00 a.m. to 9:30 a.m.
Embassy Suites (3100 Town Center Trail, Denton TX 76201)

Agenda

I.	Welcome & Consideration of February 2018 Minutes	C. Watts	2 min.
II.	2018 Point-In-Time Count Report	C. Cross/D. Shaw	15 min.
III.	Doors for Denton County	C. Cross	15 min.
IV.	Workgroup Updates		30 min.
	<ul style="list-style-type: none"> • DCHLT Workgroup Reorganization • Ad Hoc Committee • Data Workgroup • Housing Workgroup • Community Conversations Workgroup 	<ul style="list-style-type: none"> C. Cross C. Cross K. Gonzales/S. Coffey T. Widmer C. Cross 	
V.	Denton County Homeless Coalition Update	M. Jones	10 min.
	<ul style="list-style-type: none"> • Barriers Fund • 2018 PIT Count Reveal Exhibition 		
VI.	Backbone Support Update	C. Cross	10 min.
	<ul style="list-style-type: none"> • DCHLT Logo Update • Appointee Terms • Denton Housing Authority Impact Grant 		
VII.	New Business	C. Watts	
VIII.	Adjourn	C. Watts	

Next Meeting Date:
Thursday, June 14, 2018 | 8:00 a.m. to 9:30 a.m. |
United Way of Denton County, Inc. (1314 Teasley Lane, Denton, TX 76205)





Thursday, February 8, 2018 | 8:00 a.m. to 9:30 a.m.

United Way of Denton County, Inc. (1314 Teasley Lane, Denton, TX 76205)

Appointees/Ex-Officios Present: Alice Mankoff, Chasz Parker, Councilman TJ Gilmore, Councilwoman Keely Briggs, Courtney Cross (Ex-Officio), Cynthia Harris, Dani Shaw (Ex-Officio), Gary Henderson (Ex-Officio), Herman Oosterwijk, Isabel Rodriguez, Jessica DeRoche, Mary Jones, Roy Metzler, Sandra Robinson, Terry Widmer, Thomas Muir,

Appointees Absent: Barton Duffy, Chief Lee Howell, Commissioner Bobbie Mitchell, Kathy Srokosz, Mayor Chris Watts, Monica Glenn, Sherri McDade, Stephen Coffey, Valerie Foster

Guests: Savannah Peeples (representing Monica Glenn), Chris Martin, Alyssa Mostaffa (UWDC Intern), Karina Salas (UWDC Intern), Margaret Reams (UWDC Intern)

Welcome & Consideration of December Minutes

Courtney Cross called the meeting to order at 8:02 a.m. as the Chair was not in attendance, and the Secretary had not yet arrived due to traffic.

Workgroup Updates

Ad Hoc Committee

Courtney provided an update on the Ad Hoc Exploratory Committee. The committee met in January to establish goals and a timeline. The short-term action plan is as follows:

- 30 days – backbone support provide research of housing solutions and identify existing resources to execute large-scale housing affordable/permanent supportive housing development in Denton County
- 60-90 days – make necessary visits/connections with key stakeholders to further vet potential housing solutions
- 90-120 days – make recommendations to the DCHLT

Data Workgroup

Katherine Gonzales provided an update for the Data Workgroup. She presented updated data, and reported that the group is scheduled to begin holding Case Conferencing meetings, wherein they will utilize data from the Housing Priority List to prioritize people for available housing assistance resources. The group now has a working Veteran By-Name List. Current data below (per the Homeless Management Information System):

- Total number of households experiencing homelessness – 635
- Total number of Veterans experiencing homelessness – 45
- Total number of referrals made for housing/shelter – 379
- Total number of people housed – 3



Housing Workgroup

Terry Widmer provided an update for the Housing Workgroup. The Doors for Denton County landlord outreach continues to progress, and the workgroup will continue to finalize the program design with local landlords and property management groups. Members expressed concern piloting the initiative with limited resources in the Barriers Fund and will collaborate with the Denton County Homeless Coalition to promote the fund.

Gary Henderson asked for a projected dollar amount allocation per household under the Doors for Denton County model. Backbone support will get those numbers for the next meeting. Backbone support continues to seek funding to support a Housing Navigator who will act as liaison for between nonprofit housing assistance programs and local landlords.

Community Conversations

Backbone support continues to partner with the Denton County Homeless Coalition to obtain community feedback.

Denton County Homeless Coalition Update

Dr. Mary Jones, the new Chair of the Denton County Homeless Coalition, provided an update. She reported on the 2018 Point-In-Time Count. Ninety-six volunteers canvassed the county from 6:00 a.m. to 10:00 p.m., and there were two count headquarters in Denton and Lewisville.

Dani Shaw informed the group of a data collective opportunity, Built for Zero, led by Community Solutions. Membership will expose Denton County to advanced practices for prioritization of people experiencing homelessness for limited community resources.

Backbone Support Update

Backbone support informed the group that they submitted a letter of support for an affordable housing development in Denton. UWDC also submitted a collaborative grant application to Health and Human Services for increased mental health services in the county.

New Business

Councilman TJ Gilmore requested a motion to approve the December 2017 minutes.

Motion: Terry Widmer

2nd: Isabel Rodriguez

Motion was approved.

Councilman Gilmore adjourned the meeting at 9:26 a.m.

Next Meeting Date:

Thursday, April 12, 2018 | 8:00 a.m. to 9:30 a.m. |

United Way of Denton County, Inc. (1314 Teasley Lane, Denton, TX 76205)

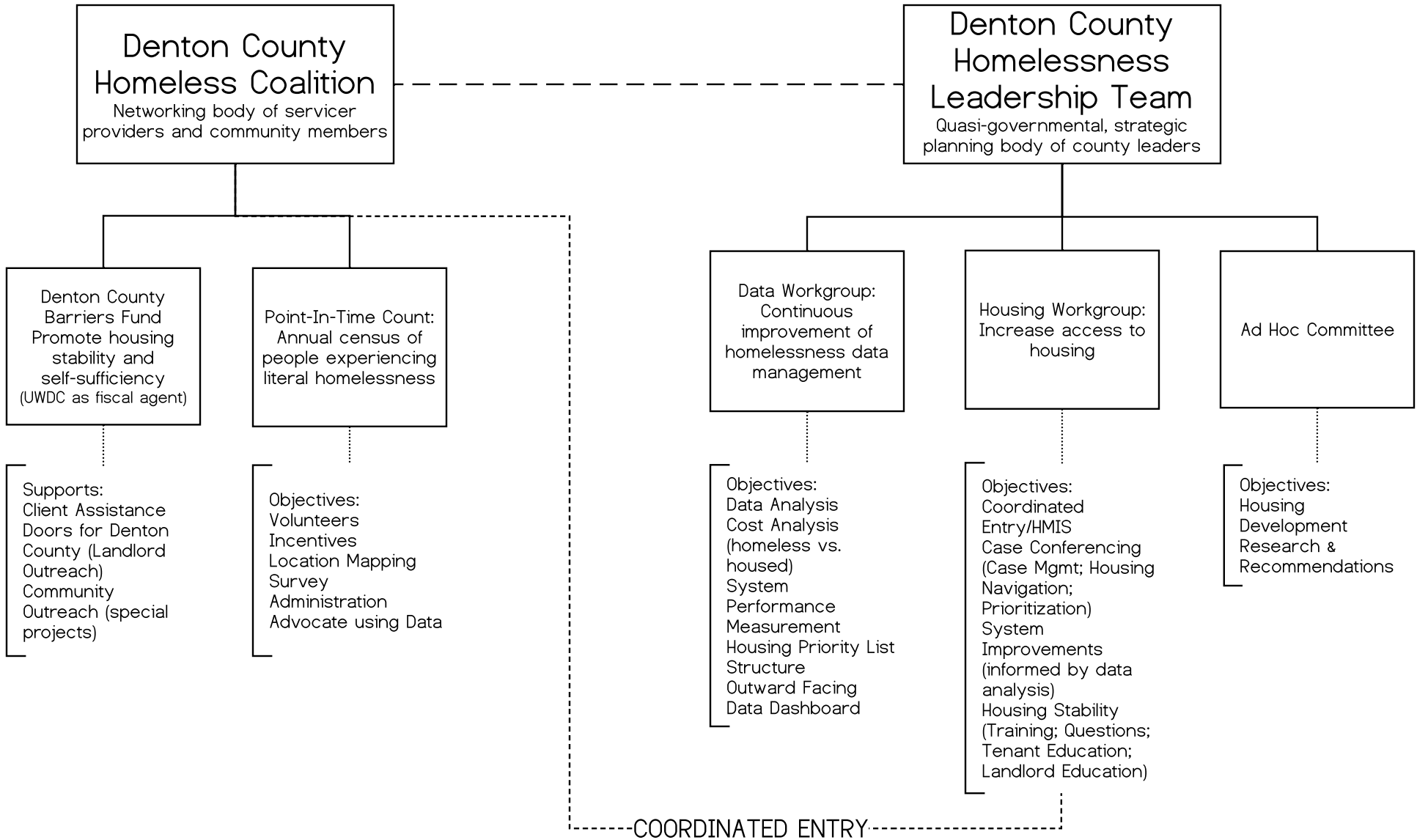


Secretary

Date



Denton County Housing Crisis Response System Planning Entities



Position Title: Housing Navigator, Doors for Denton County

Reports to: Director of Homelessness Initiatives, United Way of Denton County

General Description:

The Doors for Denton County initiative was developed to assist nonprofit housing providers and Case Managers as they work to connect people experiencing homelessness in Denton County to permanent housing opportunities. This will be done primarily through the work of a Housing Navigator, who will act as the liaison between renters, landlords, and service providers.

The Housing Navigator will increase access to private market owned rental property for persons moving from homelessness to permanent housing throughout Denton County, and provide individual housing location for participants in various housing programs at nonprofits across the county. This role will provide ongoing support and customer service to landlords to balance the interests and expectations of varying stakeholders. Anticipating future trends in housing and identifying traditional and non-traditional housing options will also be responsibilities of the Housing Navigator, as well as providing administrative support to programs by maintaining files, entering data, and completing required documentation.

The Housing Navigator fills the gap of timely and effective communication between the nonprofit and real estate sectors. By taking on the role of housing search and placement, the Housing Navigator effectively increases the capacity of case managers at housing and homeless service agencies by approximately 25%.

Responsibilities:

- Establish relationships with landlords to assist in locating appropriate housing for clients who may have multiple barriers to obtaining permanent housing
- Maintain landlord relationships and develop/maintain database on properties and landlord contacts
- Develop outreach materials and agreements with landlords that will provide rental units to help homeless young adults access and maintain permanent housing
- Work with providers to identify and leverage clients' strengths as part of housing location and support to help clients achieve their self-defined goals and maintain stable housing
- Collaborate with various community programs and agencies to advocate for client population needs and provide referrals
- Communicate regularly with housing case managers to support housing placement efforts
- Develop/coordinate training events for landlords
- Maintain statistics and provide reports monthly
- Participate in community meetings related to housing

Qualifications:

- Bachelor's degree in social work, administrative or closely related field
- Experience working in area of social services or intensive customer service
- Experience locating housing for households experiencing homelessness or other disadvantaged populations, OR
- Experience working in property management, leasing, marketing, or sales
- Experience conducting data-focused social and behavioral human service program performance measurement and evaluation preferred
- Strong oral and written communication skills including experience making formal presentations to diverse audiences, strong problem solving and interpersonal skills; ability to work independently
- Self-starter who thrives in a fast-paced environment

Community Partners:

This position will support the following nonprofit service providers in housing search and placement for their clients as needed:

- Salvation Army Lewisville
- Salvation Army Denton
- Giving Hope, Inc.
- Monsignor King Outreach Center
- Christian Community Action
- Denton County Friends of the Family
- Denton County MHMR
- Journey to Dream – Kyle’s Place

Cost Breakdown:

Cost	Year One	Year Two	Total
Salary	\$40,000	\$41,200	\$81,200
Health Insurance	\$6,000	\$6,000	\$12,000
Dental/Vision/Life	\$830	\$830	\$1,660
Retirement	\$4,000	\$4,000	\$8,000
Cell Phone/Mileage	\$3,500	\$3,500	\$7,000
Computer	\$1,000	-	\$1,000
		Total	\$110,860

DCHLT Workgroup Reports

March 2018

DCHLT AD HOC COMMITTEE | HOUSING SOLUTIONS

Meeting Summary – 3/20/2018

Attendees:

The Ad Hoc Committee convened in March to discuss housing solutions in Denton County. The committee discussed differences in supportive housing and affordable housing solutions. The group facilitator walked the group through examples of successful programs around the United States. The majority of the conversation focused on funding solutions and how the example programs could fit into the Denton County community. The group talked about the effects housing has on a community level and what already exist in the community.

The group facilitator walked the group through example housing solutions and discussed the pros of each example program. The group concluded that the “best-practice” for housing solutions is a public/private partnership. The group discussed what that partnership could look like in Denton County.

The group discussed funding opportunities and ones that will best fit the community. Members discuss the pros and cons of funding opportunities from inside and outside of the county. The members decided it would be best to pursue all types of funding, but mentioned the appeal of finding funding within the county. It may motivate potential funders more because it directly affects their community. This led to a conversation about how the group could appeal to certain funders and how housing truly affects all areas of the community. For example, housing affects the school systems and more. Members discussed using data to prove that housing solutions will help the community at large.

The members discussed the necessary stakeholders that should be in this conversation about housing solutions within the county. Members posed the question of supportive housing versus affordable housing. Overall the group felt that they needed more information about both models to make a more informed and educated decision. Members discussed that they would be open to either model at this point.

Members discussed if there is already a program in the works, or if this group is starting from square one. The workgroup came to the conclusion that this committee is starting from square one, but there is a project between DHA and a contractor for affordable housing units. There was discussion surrounding the Denton Housing Authority model and if it could be applicable within this group.

Short-term action items

- Develop Supportive & Affordable Housing Program Models
- Develop Pro Forma for incentivized development of affordable housing
- Research CDFI history and potential for establishment in Denton County

Accomplishments

- Reviewed successful housing solutions/programs in detail (models/funding sources)
- Opened the conversation about next steps and potential funding sources

Concerns

- Ability to conduct research and make recommendations in a timely manner
- Inclusion of necessary stakeholders

Next Meeting Dates

April 2018

DCHLT Workgroup Reports

February/ March 2018

DCHLT DATA WORKGROUP | CHAIR: STEPHEN COFFEY

Meeting Summary: 2/23/2018 & 3/23/2018

February 23, 2018

Members Present: Stephen Coffee (Chair), Danielle Shaw, Katherine Gonzales, Keith Henderson, David Mays, Jordan McCarty,

Guests: Katie Chapman, Hope Nordon, Daisy Martinez, Myles Wood, Wendy Noble, Damita Harris

Workgroup kicked off with a team building exercise where members participated in a trivia game about the Vulnerability Index – Service Prioritization Assessment Tool (VI-SPDAT). Questions were crafted to assist Coordinated Entry (CE) Assessors to use the tool more effectively. The group reviewed the updated HMIS report that includes the total number of people experiencing homelessness, the total number of people with a housing need, and the total number people housed since the implementation of CE in Denton County.

Dani Shaw gave the group an update of the Built for Zero initiative and how we will improve the utilization of our homelessness data to reduce the number of actively homeless households in Denton County. The group also discussed improving the quality of data that is imputed into the HMIS. The group reviewed a HUD Data Quality Report and made a goal to reach a 80% accuracy rate. The Local HMIS Administrator will support agencies improve data by running Data Quality Reports and coaching through edits.

Agencies were provided lists of client assessments that need updating. Agencies will attempt to contact individuals and households for re-assessment. If agencies are unable to contact households they will be identified as inactive. Once assessments have been updated we will have the number of active and inactive households experiencing homelessness, and baseline data to start measuring systems performance that will inform the community data dashboard. UWDC interns will be placed where agencies lack capacity.

The topic of re-assessments lead the group to discuss concerns of the VI-SPDAT assessment. Agencies have expressed concerns of the assessment unable to capture enough information to determine the vulnerability of chronically homeless households. UWDC Homeless Initiatives team is in contact with OrgCode, the creator of the VI-SPDAT, to schedule a phone call to discuss how the tool can be utilized more effectively to reflect the vulnerability of people experiencing homelessness.

March 23, 2018

The workgroup met shortly to discuss the re-organization of the DCHLT workgroups. The Data Workgroup will return to it's initial purpose of data aggregation, analysis and visualization. Housing Workgroup and Case Conferencing Committee will combine to focus on Housing Focused Best Practices and Training as well as case conferencing to prioritize families to receive available housing assistance.

Additionally the workgroup voted to approve the Housing Priority List Inactive Policy and submit to Texas Homeless Network for final approval. This policy aims to increase the accuracy of Denton County's Housing Priority List. Currently the list includes all households that have completed a Coordinated Entry Assessment. In some cases households may solve their own homelessness or have left the Denton County service area. Therefore, to ensure that capacity is spent as efficiently as possible, households that have not been active in the past 30-90 days will

be identified as inactive on the Housing Priority List. This should reduce the amount of time case managers spend contacting households when assistance becomes available. Households may return as active anytime they return to receive homeless or housing services. Households will remain on the Inactive list for one year before being pulled from the Housing Priority List.

Short-term action items

First Case Conferencing Committee Meeting

Agency Re-assessment of households on Housing Priority List

Accomplishments

Data Workgroup Approval of Housing Priority List Inactive Policy

Concerns

Time and capacity required to contact households to update HPL/ VI-SPDAT assessments

Next Meeting Dates

TBD

DCHLT Workgroup Reports

February/March 2018

DCHLT HOUSING WORKGROUP | CHAIR: TERRY WIDMER

Meeting Summary – 2/26/2018 & 3/19/2018

February 26, 2018

Attendees: Alyssa Mostaffa, Christy Daniel, Courtney Cross, Daisy Martinez, Dani Shaw, Daphne Adams, Katherine Gonzales, Katie Chapman, LeMaya Woods, Taylor Cameron, Tyheshia Scott, Terry Widmer (Chair).

The workgroup convened in February to discuss next steps in the landlord outreach initiative known as Doors for Denton County (DFDC). The group discussed the program design and policies for DFDC. Group members expressed their concerns and gave feedback; the goal is to have the program design approved in March. The workgroup reviewed Built for Zero, updates for the Denton County Barriers Fund and updates to Doors for Denton County.

The meeting started off with an overview of Built for Zero, a program that helps communities address homelessness in their communities using data and other strategies. Then the workgroup members reviewed updates about the Denton County Barriers Fund. There will be an official launch of a fundraising campaign in March. The fund has a donor willing to match donations at \$7,500. The Denton County Homeless Coalition Steering Committee will approve the Barriers Fund Overview next meeting Wednesday, February 28, 2018.

Members reviewed a Gantt chart implementation timeline for Doors for Denton County. The timeline includes dates for final program design approval, soft launch, fundraising kick-off, housing navigator hiring and full launch of DFDC. The chart shows all the work completed, needing to be completed and future work.

Workgroup members discussed overall updates for Doors for Denton County; including a review of meetings with case managers and a property managing group. The group discussed pros and cons of working with property management groups, overall the group agreed to not limit the program to just working with landlords. The group reviewed the updated Doors for Denton County Summary Framework draft; the highlights were a process map, forms, policies and parameters for risk mitigation funds and for barrier busting funds.

Members gave feedback and discussed ways to fine tune the program design. Members suggested adding more policies and ways to implement the program. The meeting ended with the announcement of wanting to approve the program at the next housing workgroup meeting.

March 19, 2018

Attendees: Alyssa Mostaffa, Christy Daniel, Courtney Cross, Daisy Martinez, Dani Shaw, Daphne Adams, Katherine Gonzales, Katie Chapman, LeMaya Woods, Taylor Cameron, Tyheshia Scott, Terry Widmer (Chair).

The workgroup met in March to approve the Doors for Denton County program framework and policies. The group discussed and approved changes made in reorganizing workgroups for the Denton County Homelessness Coalition, changes made to the Doors' framework and next steps in implementing the program.

The changes discussed centered on the client interface with the Housing Navigator. While in the past the group argued that it would be best for the Housing Navigator to have no interface with clients directly, through research group members found that for the program to work it will not be possible to have no interface with the client. The group discussed the pros and cons of this,

they came to the agreement that the Housing Navigator will have interface with clients but with clear and set boundaries with all parties involved.

The group discussed changes that still need to happen in the framework, mostly consisting of clarification of language used. The group approved the framework with the suggested edits to the framework. The group discussed concerns with only having one Housing Navigator for all the housing providers in Denton County. Backbone support assured the group that the Housing Navigator will have a lot of support from UWDC.

The workgroup discussed next steps in implementing Doors for Denton County. The plan is to have the Intern Housing Navigator work with Giving Hope Inc. to start housing people from their caseload. It was discussed that the purpose of the soft pilot is to work out any "kinks" in the program so that when the program is fully implemented, it works smoothly.

Short-term action items

Add suggested polices and forms to the program design

Intern Housing Navigator Shadow Case Managers at Giving Hope, Inc.

Meet with potential Partner Properties

Accomplishments

Approved the reorganization of workgroups for the DCHC

Approved the Doors for Denton County framework and policies

Concerns

Funding to Implement Doors for Denton County on a large scale (for Housing Navigator and Risk Mitigation Funds)

Housing Navigator having support and not becoming overwhelmed with a large case load

Next Meeting Dates

April 23, 2018

DCHLT Workgroup Reports

March 2018

DCHLT DATA WORKGROUP CASE CONFERENCING COMMITTEE

Meeting Summary: 3/2/2018 & 3/16/2018

Members: Katie Chapman, Hope Nordon, Daisy Martinez, Tyheshia Scott, Wendy Noble, Damita Harris, Katherine Gonzales, Alice Massareli, Nicole Roberts, Taylor Cameron, Myles Wood, Dave Mays,

March 2, 2018

The Case Conferencing Committee began with introductions of group members and an overview of the Coordinated Entry Process. The group discussed how to make appropriate referrals within the HMIS and following-up on referrals with a phone call or email. The group also reviewed the prioritization standards that have been adopted by the DCHLT Data Workgroup from Texas Homeless Network's Coordinated Entry Written Standards. These standards will be utilized regularly throughout meeting to prioritize individuals and families for available financial assistance.

For the remainder of the meeting the group members worked on identifying individuals and families that have been housed on Denton County's Housing Priority List (HPL). The HPL includes all individual and families that complete a VI-SPDAT/ F-VISPDAT assessment within the Coordinated Entry Process. Families are prioritized to receive assistance based on their VI-SPDAT scores and severity of service needs. At the end of the meeting the group identified 90 people that have been housed or have permanently moved out of the Denton County service area.

The group will continue to meet on a bi-weekly basis to prioritize individuals and families to receive housing assistance, coordinated wrap-around services to stabilize families to stay housed, and participate in housing focused case management training.

March 16, 2018

The Case Conferencing Committee meeting began with identifying households that have been housed since the last committee meeting. There were no housing updates to be made, but Giving Hope Rapid Re-Housing case manager is currently working with a few households to secure housing. The committee also participated in Diversion training to assist Emergency Shelters and Housing Providers help mediate families back into housing with little to no funding. The Committee also reviewed the Coordinated Entry Inactive Policy draft that will improve the way we track actively homeless households currently seeking housing assistance. The committee approved that the draft policy be taken to the Data Workgroup for final approval. Lastly, the Committee provided feedback on the data elements that should be included on our community Master Housing Priority List. Suggestions will be submitted to Texas Homeless Network to inform the development of the Master HPL within HMIS. In the meantime, the Master Housing Priority List will be maintained within Excel and used in CCC meetings as a tool to prioritize households to receive available housing assistance.

Short-term action items

Exit households taken off Housing Priority List from Coordinated Entry and program enrollments

Re-assess families that have not completed a VI-SPDAT within the last 6 months

Creating Maser Housing Priority List in Excel

Accomplishments

90 households taken off Housing Priority List

Concerns

Improved VI-SPDAT training

Next Meeting Dates

TBD