



# STEERING COMMITTEE MEETING

09/27/2017

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## MEETING DETAILS

Location: Denton Public Safety Training Center, 719 E. Hickory Street Denton, Texas 76205

## WELCOME/INTRODUCTIONS

Jessica Pool called the meeting to order at 9:12 a.m. and asked attendees to introduce themselves.

## PREVIOUS MEETING MINUTES –

**Dani Shaw moved that the Minutes of the 8/30/2017 meeting be approved. Roxanne Del Rio seconded and the minutes were approved.**

**Dani Shaw moved that the Minutes of the 7/26/2017 meeting be approved and Jessica Pool seconded. Mary Jones moved that an error be corrected under Advocacy & Action to reflect that Katie Chapman was named as the 2018 PIT Count Chair. Dani Shaw seconded and the correction was approved. The minutes as corrected were then approved.**

## REPORTS

- CoC Representative, CoC Meeting – Jordan McCarty
  - No CoC report because the CoC meetings for August and September were cancelled. Jordan reminded attendees that the THN annual meeting would be held October 4-6.
- Denton County Homeless Leadership Team – Jessica Pool
  - There was no DCHLT meeting in September, thus there was no report. Courtney Cross reminded attendees about the Landlord Summit to be held October 18.
- Coordinated Entry Report – Katherine Gonzales
  - Katherine Gonzales reported that she has been named as the Denton County HMIS Administrator. She has submitted the draft of the CE policy/process document to THN and a meeting is set to review this and receive feedback. She continues to work on a data quality improvement plan for front door agencies in Denton County. She was able to report HMIS data about housing needs. Data currently shows there are 460 households overall on the housing priority list and that 200 referrals have been made. Courtney Cross noted that the average number that can be assisted with rapid rehousing is 13 per month, while the average number of requests for rapid rehousing is 29 per month. It was noted that CE enabling agencies to better see the data is an important step toward increasing referrals and documenting gaps between need and availability. The next step is ensuring complete data capture and updates across front door agencies.
- Special Project Reports (as needed/can be in writing) –
  - Jessica Pool reported on the 2018 PIT Count progress. The committee is meeting and has formed subcommittees that have begun work in location mapping, incentive/donation collection, and securing volunteers for data entry. Incentives this year will focus on bus passes, \$5 gift cards for fuel and possibly fast food, and socks



rather than the incentive bags that have been used in the past. Feedback from those surveyed and those conducting the surveys in 2017 has helped to guide this decision.

- Courtney Cross reported that the Barriers Fund Committee is finalizing the process/guidelines document for the Client Assistance part of the fund and will next develop the process/guidelines document for the Risk Mitigation part of the fund. She has a meeting with the Mayor of Denton to further discuss the Risk Mitigation part and ideas for funding it.
- Roxanne Del Rio provided the document that the Speakers Bureau has drafted and it was decided that SC members would provide feedback to her about this by Oct 6 so that a draft can be circulated at the Oct 11 General Body Meeting.

## **MISSION FOCUS**

### **Listen, Learn & Act to End Homelessness**

*DCHC will be Systems Oriented, Mission Focused, Data Driven and Goal Specific through Special Projects, Resource Development Support, Community Engagement and Education, and Information Sharing.*

## **ADVOCACY & ACTION**

- **Brenda Jackson moved that the Steering Committee vote to approve presenting the bylaw changes (that had been previously circulated to and discussed by the Steering Committee) to the General Body for vote. Alice Mascarelli seconded and the motion was approved.**
- **Alice Mascarelli moved that the Steering Committee vote to approve presenting the Steering Committee slate (that had been previously circulated to and discussed by the Steering Committee) to fill vacant seats and will be sent to the General Body for vote. Brenda Jackson seconded and the motion was approved.**
- Jessica Pool called for October Content Calendar items around the theme of Domestic Violence month. The 2018 PIT Count will also be promoted in the October content calendar.
- October General Body meeting details were discussed.
- **BEFORE THE NEXT MEETING – ACTION STEPS**
  - Provide Roxanne with feedback on the speakers bureau slides
  - Courtney will work to find an intern to help with the Content Calendar

Jessica Pool adjourned the meeting at 10:25 a.m.

**NEXT MEETING** Christian Community Action, 200 S Mill St. Lewisville Texas 75057 (1st floor Boardroom)  
October 25, 2017 from 9:00 – 10:30 a.m.