

**HOUSING AND HEALTH SERVICES COORDINATION COUNCIL
COUNCIL MEETING**

**Meeting Minutes
May 15, 2012, 10:00 am**

Meeting began: 10:05am

CALL TO ORDER, ROLL CALL

Paula Margeson, Vice Chair

The quarterly meeting of the Housing and Health Services Coordination Council (HHSCC) on May 15, 2012 was called to order by Chair Tim Irvine at 10:04am. The meeting was held at the Brown Heatly Building, Room 3501 at 4900 N. Lamar Blvd., Austin, TX 78751

Members Present:

Tim Irvine, Chair
Paula Margeson, Vice Chair
Amy Granberry, Member
David Danenfelzer, Member
Doni Van Ryswyk, Member
Jean Langendorf, Member
Jim Hanophy, Member
Jonas Schwartz, Member
Kenneth Darden, Member
Laura Vanoni, Member
Mike Goodwin, Member
Marc Gold, Member
Mark Wyatt, Member

Members Absent:

Felix Briones, Member
Sherri Gothart-Barron, Member

TDHCA Staff Present:

Michael Lyttle, Chief of External Affairs
Elena Peinado, TDHCA Legislative Liaison
Elizabeth Yevich, Director of Housing Resource Center
Ashley Schweickart, Coordinator of HHSCC

AGENDA

Public Testimony

There was no general public testimony provided at the meeting.

Approval of March 5th Meeting Minutes

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There were no changes made to the March 5th meeting minutes. Approval was motioned by Mr. Goodwin and seconded by Mr. Hanophy. Minutes were approved unanimously.

HHSCC Budget Recommendations - Guidance of Legislative Budget Board

TDHCA Legislative Liaison Elena Peinado shared with the Council information regarding the use of state General Revenue (GR) funding appropriated to TDHCA for the purpose of providing support to the Council. Ms. Peinado received guidance from the Legislative Budget Board (LBB) regarding the degree of latitude the Department had in using GR funds. Ms. Peinado stated that the state GR which TDHCA receives for Council support has very specific time constraints. State GR appropriations for any given state fiscal year – and the State FY runs from September 1st through August 31st - must be obligated by August 31st of that fiscal year and expended by August 31st of the following year. So that means that GR that TDHCA has received for State FY 2012 to provide support to the Council must be under contract or obligated by Board decision no later than August 31st of this year and fully expended by August 31st of 2013.

Ms. Peinado stated that the LBB expressed the need for the Council to determine whether or not it had fulfilled its statutory purpose. If the Department wished to explore using these funds for direct assistance instead of the support functions for which they had been appropriated, the Department would have to be able to establish that the duties and purposes of the Council had already been achieved. As the Council was already considering securing a consultant, using State Fiscal Year 2012 Council support funds, to look into best practices in other states and to make specific recommendations related to service-enriched housing finance and development, Ms. Peinado advised both the Council and TDHCA to act sooner rather than later given the limited time available for expending these funds.

Council members asked about the number of FTEs associated with the Council and Chair Irvine stated that currently one FTE serves the Council, additional FTEs are available, but that TDHCA does not see a present need for additional staffing at this time. Funding has been re-budgeted from salaries to be spent on other Council activities, such as procurement of a vendor to fulfill some of the specific, enumerated tasks of the Council.

HHSCC Budget Recommendations - Request for Proposals

Per Council recommendations made during the March 5th meeting, Council Coordinator Ashley Schweickart presented a draft scope of work for a Comprehensive Analysis of Service Enriched Housing Financing Practices Request for Proposal (RFP). The scope of work contains three main components: (1) An analysis of nationwide best practices in service-enriched housing finance and development, (2) Development of recommended actions to address regulatory, administrative, and financial barriers to service-enriched housing in Texas, and (3) Development of training materials to educate both state agency staff as well as local organizations interested in pursuing service-enriched housing.

Council members recommended using the phrase “persons of all ages with disabilities” in the RFP to be inclusive of the elderly. Members also recommended including a requirement that the vendor provide a draft report of best practices and recommendations that the Council can review and provide feedback on prior to the final document submission. Another recommendation was made to include identification of non-public funding sources that can be utilized for service-enriched housing. Finally,

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the Council recommended specifying that the vendor research service-enriched housing opportunities specifically for persons at or below 30% of AMI, in order to observe programs serving persons on SSI/SSDI.

Ms. Schweickart stated that potential applicants for this RFP have been identified and that a review team will be created for scoring the applications once they are submitted. Mr. Schwartz asked that the review team include Council members. Mr. Goodwin motioned that the RFP be finalized by Friday, May 18th, submitted to CATRAD, and then released. Ms. Granberry seconded the motion and it was approved unanimously.

Draft HHSCC 2012-2013 Biennial Plan

Council Coordinator Ashley Schweickart presented the draft 2012-2013 Biennial Plan. The Plan is broken into four sections: (1) History of the Council and its current progress, including the impacts of the 82nd Session; (2) Research undertaken to fulfill statutory directives, including the provider capacity survey, financial feasibility case studies, and online public forum regarding on-going barriers to service-enriched housing; (3) Recommendations section; and (4) Next steps and future efforts, including the CMS Real Choice Systems Change Grant and application for the new Section 811 Project Rental Assistance Demonstration Program. Ms. Schweickart stated that the next step for the draft Plan is to submit to the Texas Register for public comment and post online for the public to access in advance on the four public forums.

Council members decided to provide any edits or updates to the draft Plan by email to Ms. Schweickart by close of business on Friday, May 18th. The draft Plan will be ready for posting by Wednesday, May 23rd. Ms. Schweickart also reminded Council members that a Save the Date flyer for the public forums was released to local partners in Austin, Corpus Christi, Lubbock, and Plano to get the word out. Ms. Schweickart asked that Council members notify her of their attendance at the public forums so that she can coordinate travel arrangements.

Utilization of Biennial Plan & Role of Council Staff

Ms. Schweickart asked the Council members how they would like to utilize the 2012-2013 Biennial Plan, once it is finalized, to achieve its full potential. Mr. Lyttle stated that the Attorney General's Office could advise the Council on how to appropriately disseminate and advocate for the Plan without conducting lobbying activities. Mr. Irvine stated that actions such as vendor procurement to fulfill statutory obligations and the launching of cross-agency training and education are concrete steps which do not implicate lobbying issues.

Mr. Schwartz recommended that a small group of Council members make a brief presentation of the Biennial Plan to the Governor's policy staff. Mr. Hanophy pointed out that Council members, and not Council staff, should present the final Biennial Plan, as the Plan is part of the statutory charge of the members themselves.

Discussion of Letter to TDHCA Board - LAR Exceptional Item

Chair Irvine recused himself from this item and exited the meeting. Ms. Schweickart provided background on this agenda item, stating that the Housing Issues Committee requested that staff draft a letter to be read to TDHCA's Governing Board on behalf of the Council which requests an exceptional

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item be placed in TDHCA's Legislative Appropriations Request (LAR) to appropriate state funding for service-enriched housing.

Council members discussed that the draft Biennial Plan recommends two separate funding mechanisms, one for direct assistance to develop housing and a second to provide project-based rental assistance. Council members discussed whether or not this letter would recommend a one-time funding supplement or a recurring subsidy. Mr. Danenfelzer recommended that the Council vote to approve the submission of the letter to the Governing Board with the stipulation that the Housing Committee provides revisions to the letter prior to the June 14th TDHCA Board meeting. The Council decided not to put forward any dollar amounts associated with the exceptional item. Ms. Green then made a motion to proceed with submission of a request for a TDHCA exceptional item for service-enriched housing consistent with the 2012-2013 Biennial Plan recommendations, as revised by the Housing Committee. Ms. Granberry seconded the motion and the motion carried, with Marc Gold abstaining.

Discussion of Next Steps & Staff Assignments

Ms. Schweickart stated that the Council should decide whether or not to reconvene in person in July for final approval of the 2012-2013 Biennial Plan. She reminded Council members that the 2010-2011 Biennial Plan was approved by conference call. Mr. Goodwin motioned that Council members approve the 2012-2013 Biennial Plan by electronic vote. Mr. Danenfelzer seconded the motion and the motion carried.

The Council decided that the next quarterly meeting would take place on Monday, September 10th, 2012 at 10am. Ms. Yevich also asked if the Council would be amenable to allowing members of the public to attend the meeting by conference call. Mr. Gold recommended that members of the public should be in listening mode only.

Finally, Mr. Gold made an announcement that the Centers for Medicare and Medicaid Services (CMS) are soliciting public comment concerning the definition of qualified housing residences. DADS will submit comment through HHSC and he urged Council members to submit comment before July 7th.

ADJOURN

There being no further business before the Council, the meeting was adjourned at 12:20pm.