



Leadership Council Meeting
May 14, 2024 | 1:30 p.m.
Boston Avenue Church/ Zoom

Meeting Minutes

1) Leadership Council Meeting Introduction

- Welcome & Call to Order, Ginny Hensley

2) Roll Call, Erin Velez

- Attendance is reflected after minutes.

3) Discussion & Approval of:

- Approval of March 2024 Minutes*
 - ⇒ Ginny Hensley called for a motion to approve the March minutes. Richard Alexander moved to approve. James Rea seconded the motion. Motion carried.
- NOFO Committee Approval*
 - ⇒ Erin Velez called for a motion to approve the NOFO Task Group. Lauren Sherry Moved to approve. Elizebeth Hall seconded the motion. Motion carried.
- TPD Representative Renewal*
 - ⇒ Ginny Hensley asked for a motion to reappoint Richard Alexander as our TPD At-Large Representative. Jessie Guardiola moved to approve. Cari Monday seconded the motion. Motion carried.

4) Lead Agency Updates

- Task Group Updates
 - ⇒ Strategic Planning, Erin Velez
 - ◆ We are currently working to analyze the data and accomplishments for the past 4 years and we give additional updates during upcoming meetings.
- Communications, Ginny Hensley
 - ⇒ We have developed a content calendar for all AWH4T agencies to use.
 - ⇒ Content creation responsibilities have been divided among team members.
 - ⇒ We aim to engage beyond our organization.
- Membership, Erin Velez
 - ⇒ We've studied other CoCs to understand their organizational structures.
 - ⇒ Orientation and training materials are being prepared for incoming agencies.
 - ⇒ Collaboration with Olivia for HIMS training is ongoing.
 - ⇒ The updated membership process will roll out in June.
- Updated Grievance Process, Jacob Beaumont/Len Dittmeier



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- ⇒ Vetting the internal complaint process to assess handling procedures.
- ⇒ We feel this will also help us isolate any issues in an agency that needs our assistance consistently.
- ⇒ Identifying consistent issues within agencies.
- ⇒ Establishing a comprehensive process.
- ⇒ Len Dittmeier will facilitate these meetings.
- ⇒ Will work on getting materials in Spanish.
- **Data Report**, Olivia Denton Koopman
 - ⇒ Reviewing of March data.
 - ⇒ Observing increased housing placements.
 - ⇒ The By Name list has been getting longer.
 - ⇒ Noted the continued higher rate of homelessness in the black community compared to the white community.
 - ⇒ Data report is included after minutes.

5) Meeting Topics

- Path to Home, Travis Hulse
 - ⇒ The city has committed to 33 specific actions. Details are available online at www.cityoftulsa.org/PathtoHome
 - ⇒ Housing Strategy Updates, Travis Hulse
 - ⇒ Discussion with councilors focuses on housing preservation and zoning codes.
 - ⇒ Exploring innovative approaches, including tenant-based rental subsidies.
 - ⇒ The collaboration between Outreach and the Day Center has been, Mack will give updates on that.
 - ⇒ Pre-approved development bypasses streamline the process, bypassing certain approvals.
- **NOFO Debrief**, Rhene Ritter, Olivia Denton Koopman
 - ⇒ CoC funding application window: Jan. to Mar.
 - ⇒ Cherokee approval secured, awaiting Muskogee's response.
 - ⇒ Inventory Grant worksheets were internally reviewed and submitted to HUD in April and May.
 - ⇒ Diligent efforts to maximize points in the CoC application.
 - ⇒ Funding increased by 6% in the past year.
 - ⇒ This Presentation will be included in the minutes.



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6) Meeting Wrap-Up

- Public Comments
 - ⇒ Concerns about the unsecured shelter, or “doubling up” and capturing accurate numbers.
 - ⇒ Discussion on federal legislation consolidating language on this topic.
 - ⇒ Clarification: Permanent supportive housing only includes apartments, on “site” within apartment complexes.
- Next Meeting – June 11, 2024, 1:30-3:00 PM
- Adjourn

*Items to be voted on by Leadership Council



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Attendance

	Name	Representing	Category	Term
<input checked="" type="checkbox"/>	Ginny Hensley, Chair	Tulsa Housing Authority	Fixed Position, Appointed	03/2024 - 02/2026
<input type="checkbox"/>	Mayor Bynum	City of Tulsa	Fixed Position, Appointed	09/2022 - 08/2024
<input checked="" type="checkbox"/>	James Rea	Tulsa County	Fixed Position, Appointed	09/2022 - 11/2024
<input checked="" type="checkbox"/>	Noe Rodriguez	Tulsa Day Center	Provider Representative, Elected	02/2024-01/2026
<input type="checkbox"/>	Claudia Brierre	INCOG	Fixed Position, Appointed	03/2024 - 02/2026
<input checked="" type="checkbox"/>	Rhonda Clemons	Cherokee Nation	Tribal Representative, Appointed	05/2023 - 04/2025
<input type="checkbox"/>		Muscogee Creek Nation	Tribal Representative, Appointed	
<input checked="" type="checkbox"/>	Sarah Grounds	City Lights Foundation	Provider Representative, Elected	010/2023 - 09/2025
<input checked="" type="checkbox"/>	Beth Svetlic	Youth Services of Tulsa	Provider Representative, Elected	04/2023 – 3/2025
<input checked="" type="checkbox"/>	Lacreshia Jackson	Participant Advisory Group	Consumer Representative, Elected	1/2024-12/2024
<input checked="" type="checkbox"/>	Cari Monday or Demeter Rande'y	Youth Advisory Board	Consumer Representative, Elected	1/2024-12/2024
<input checked="" type="checkbox"/>	Lauren Sherry	QuikTrip Corporation	Business/Commerce Representative, Invited	04/2023 - 03/2025
<input checked="" type="checkbox"/>	Elizabeth Hall	Burnstein Family Foundation	Funder Representative, Invited	04/2023 - 03/2025
<input checked="" type="checkbox"/>	Jesse Guardiola	Tulsa Area United Way	At-Large Representative, Invited	10/2023 - 09/2025
<input type="checkbox"/>			At-Large Representative, Invited	
<input checked="" type="checkbox"/>	Stephanie Horten	JusticeLink	At-Large Representative, Invited	10/2023 - 09/2025
<input checked="" type="checkbox"/>	Richard Alexander	Tulsa Police Department	At-Large Representative, Invited	05/2022 - 04/2024

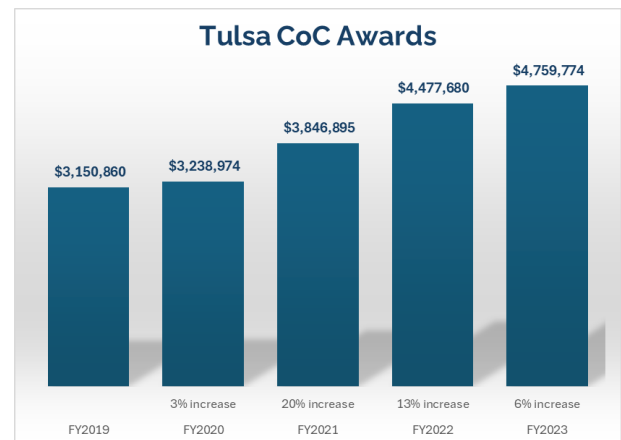
FY23 NOFO DEBRIEF

NOFO ROLES

Housing Solutions/Lead Agency	Governing Body/Leadership Council
CoC Registration, Grant Inventory Worksheet Coordinate NOFO Task Group Coordinate Local Project Competition Complete Collaborative Application Submit Application & Project Applications	Approve NOFO Task Group Approve Review & Rank Panel Approve Appeals Panel Approve Local Application Materials Approve Local Project Priority Listing

2023 FUNDING OVERVIEW

- Approximately \$3.1 billion available nationally to serve people experiencing homelessness.
- Approximately \$5,298,638 available for the Tulsa CoC – A Way Home for Tulsa (.002% of national amount)
 - \$4,359,951 Annual Renewal
 - \$305,197 CoC Bonus
 - \$415,444 Domestic Violence Bonus
 - \$217,998 CoC Planning



FY23 TULSA COC AWARD - \$4,759,774

Project Type*	Amount	Total Units
Transitional Housing	\$88,456	12
Joint Transitional-Rapid Rehousing	\$404,838	16
Rapid Rehousing	\$1,247,768	69
Permanent Supportive Housing	\$2,417,768	311
HMIS, Coordinated Entry & Planning	\$601,694	NA

*Includes three projects for survivors of domestic violence totaling \$1,278,277.

KEY TAKEAWAYS

- Public Housing Authority preference
- System Performance
- Formal partnerships with Early Childhood Education providers
- Coordination with Housing and Healthcare
- Continued focus on building Rapid Rehousing and Permanent Supportive Housing capacity

Leadership Council Meeting

May 2024



Coordinated by Housing Solutions

Agenda & Meeting Packet can be found at
www.housingsolutionstulsa.org/awh4t-partner-portal

A Way Home for Tulsa Leadership Council Meeting

1. Leadership Council Meeting Introduction

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- Roll Call, Erin Velez

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- NOFO Committee Approval*
- TPD Representative Renewal*

3. Lead Agency Updates

- Task Group Updates
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 - Membership, Erin Velez
- Updated Grievance Process, Jacob Beaumont/Len Dittmeier

4. Data Report, Olivia Denton Koopman

Membership Committee Updates

Coalition Partners

Organizations contributing to the homelessness response system, but not directly providing homeless services.

Types of Orgs

- Foundations/Grant-Making
- Research Institutions/Think Tanks
- Advocacy Groups
- Professional Associations
- Corporate Partners
- Community and Faith-Based Organizations
- Educational Institutions
- Housing Developers and Real Estate Professionals
- Media & Content Creators
- Technology Companies

Membership Committee Updates

Service Provider Partners

Direct providers of homeless services.

Types of Orgs

- Street Outreach
- Emergency Shelter
- Transitional Housing
- Permanent Supportive Housing
- Rapid Re-housing
- Case Management
- Job Training and Employment Services
- Health Services
- Substance Use Treatment
- Legal Services
- Education/Childcare Services
- Nutritional Services

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AWH4T SERVICE STANDARDS

COMPLAINT PROCESS

AWH4T Leadership Council
Tuesday, May 14, 2024

Presented by
Housing Solutions Tulsa





Form includes:

- Name, Pronouns & Date of Birth
- Contact Information & Preferences
- Previous Adjudication (if any)
- Complaint Details
- Consent to Share Complaint Detail

Important Features



Designating an advocate

Individuals filing a complaint may elect an advocate/representative to help them through the complaint process. This could be a friend, family member, case worker, or another trusted person.



Uploading relevant files

Participants may upload documents or reference materials that support their complaint. This may be notifications from the program, documentation of the internal complaint outcome, etc.



Complaint Process

01	Internal Complaint	Participant files and completes a complaint with the agency directly
02	AWH4T Complaint Form	May file via the form online, call to complete the form, or otherwise reach out to initiate
03	Threshold Screening	Completed by HS Compliance Coordinator / Determines if internal process was completed, if the complaint has been previously adjudicated
04	Notification of Complaint	Complaint info is sent to Investigation Panel and agency at issue to initiate investigation
05	Investigation	Investigation panel, aided by HS Compliance Coordinator, to review complaint

Investigation Panel

Membership



- Leadership Council Chair
- Leadership Council Vice Chair
- Participant Advisory Group Representative
- Youth Action Board Representative

Resolution



Recommended by the panel, signed off on by the complainant and the provider, then implemented.

Follow up conducted by HS Compliance Coordinator

☒ Document Review

☒ Interviews with participants & agency reps

☒ Meetings to deliberate

Conflict of Interest



All facilitators and panel members will be asked to disclose poten conflicts of interest, and recuse themselves as needed; replacement members will be selected from Leadership Council and/or Lived Experience group.

Role of Housing Solutions

Help with Complaint Submission

We aim to make the process as accessible as possible, so assistance may include calling participants to collect the form info, explaining the process, etc.

Facilitate Investigation Panel

Coordinate meeting times, distribution of materials, and attend Investigation Panel meetings to provide regulatory guidance (as needed).

Notification of All Relevant Parties

When the complaint is filed, the participant/advocate, the agency at issue, and the Investigation Panel members will be notified.

Documentation & Record-Keeping

Document all Investigation Panel meetings and determinations; keep records of complaints for trend-tracking purposes.

What's Next?



Launch Form on Web

This is ready to go this week; will be embedded in the “Get Help” section of the Housing Solutions site along with other resources.



Provide Training on Process

Provided to all member agencies so that they can inform participants of the process.



Evaluate & Evolve

No process will be perfect when first implemented, so we'll be looking at trends, issues, and successes to determine how to improve.

Questions?



Thank you!

Jacob Beaumont, Director of Criminal Justice Initiatives (he/him)
jbeaumont@housingolutionstulsa.org

Len Dittmeier, CoC Compliance Coordinator (they/them)
ldittmeier@housingolutionstulsa.org

Meeting Topics

- **Tulsa Housing Strategy**, Travis Hulse
- **Path to Home/3H Task Force**, Travis Hulse
- **NOFO Debrief**, Rhene Ritter, Olivia Denton Koopman, Laura Evanoff

Path to Home Goals & Actions

IMPACT NUMBERS:

50+
Programs and Strategies in Place

\$125.7M
Funding Secured

A comprehensive City initiative to better highlight the cumulative work being done to address homelessness at the intersection of housing and mental health.

01	Housing Production & Preservation	Increase housing choice and housing affordability across all income levels
02	Outreach & Early Intervention	Provide immediate programming and proactive assistance for those experiencing homelessness
03	Leverage & Align Funding	Adequately fund and prioritize resources needed to help address community needs
04	Community Standards & Resources	enhance community standards and coordination efforts between City of Tulsa and service providers

Strategy & Priority Action Summary

15 Priority
Actions

\$370M 10-year funding
target*

13-15K Housing Units
Supported over 10 yrs.

1

Fund the gap for new development, preservation, rehab, & renovation

1.a. Establish a **housing development grant program**.

1.b. Launch a **housing investment fund** to provide below-market, flexible financing.

1.c. Expand **local rental assistance funding** to support housing stability and prevent evictions.

1.d. Align and expand **landlord recruitment and incentives, landlord-tenant mediation** and related initiatives in Tulsa.

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Strategy & Priority Action Summary

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2

**Facilitate housing development
and redevelopment**

**2.a. Acquire and prepare sites and
vacant buildings** for housing develop-
ment.

**2.b. Build and regularly update a housing
suitability map.**

**2.c. Establish and fund city staff posi-
tions (housing project coordinators).**

**2.d. Establish a pre-approved plans
program** and pilot a small set of projects
with an established community partner.

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Double down on Tulsa's older commercial areas (Downtown & commercial corridors)

3.a. Prepare redevelopment strategies for sites and underutilized properties identified in the housing suitability map.

3.b. Acquire an under utilized commercial property to facilitate a housing pilot/demonstration project.

3.c. Support office conversions to residential Downtown.

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4

**Advocate, align policy, and make
process improvements**

4.a. Form a **Housing Coalition**.

4.b. **Improve the development review
and approval process.**

4.c. Continue to **amend the zoning code**
to remove barriers for housing.

4.d. Create an **affordable housing priority
program.**

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3.c. **Sup**
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Continuum of Care (CoC) Funding Application Process

CoC Registration

- The process of notifying HUD that the CoC plans to apply for funding. Usually January-March



Grant Inventory Worksheet

- HUD posts the Grant Inventory Worksheet (GIW) so that each CoC can review the projects that are up for renewal. Usually April-May
- HUD Posts final GIWs. Usually May-June



Notice of Funding Opportunity(NOFO) Released

- HUD posts NOFO and detailed instructions for various project types. Usually June-July



CoC Consolidated Application Submitted

- The CoC lead agency compiles Consolidated Application and submit to HUD. Usually September-October

Tulsa CoC – A Way Home for Tulsa Roles

Housing Solutions

(Lead agency)

CoC Registration & Grant Inventory Worksheet

Coordinate NOFO Task Group

Coordinate Local Project Competition

Complete Collaborative Application

Submit Collaborative Application & Project Applications

Leadership Council

(Governing
body)

Approve NOFO Task Group

Approve Review & Rank Panel

Approve Appeals Panel

Approve Local Application Materials

Approve Local Project Priority Listing

Consolidated Application

PART 1: CoC Application – provides information about the CoC planning body (Leadership Council), governance structure, overall performance, and the strategic planning process. The application scores the entire CoC on the following factors

- Coordination and Engagement with an inclusive structure and participation, and with federal, state, local and private organizations.
- CoC Local Competition including project review and ranking process and criteria.
- Homeless Management Information System (HMIS) – Implementation
- Point-in-Time (PIT) Count
- System Performance
- Coordination with Housing and Healthcare

Consolidated Application

PART 2: Project Applications – project applications must be completed by project applicants for all renewal, new, and CoC Planning. Project applications must include:

- 1) Population(s) and subpopulation(s) they will serve;
- 2) The type of housing and services they will provide; and
- 3) The budget activities they are requesting.

Consolidated Application

Part 3: CoC Priority Listing – The CoC Priority Listing must be completed by the Collaborative Applicant to reflect all Project Applications that met threshold and were reviewed and ranked. In addition, this part of the application must include the following attachments:

- ✓ Certification of Consistency with the Consolidated Plan (Form HUD-2991) from both the City of Tulsa and Tulsa County.
- ✓ Authorization from the Tribe(s) for which the CoC proposes to locate a project that is within their tribal jurisdiction. (Tulsa County includes portions of Cherokee and Muscogee Nation)

FY2023 Funding Overview

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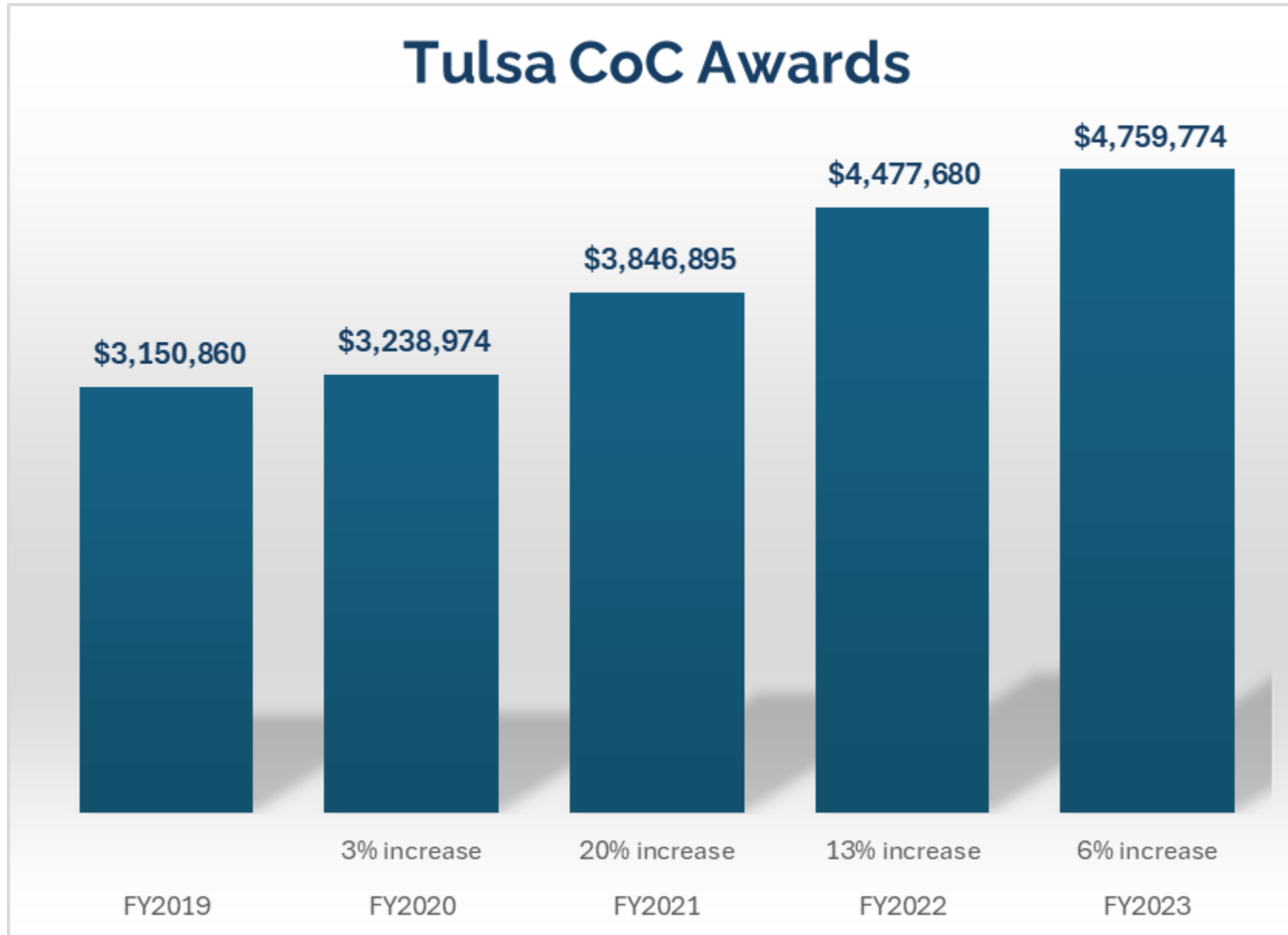
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- \$305,197 CoC Bonus

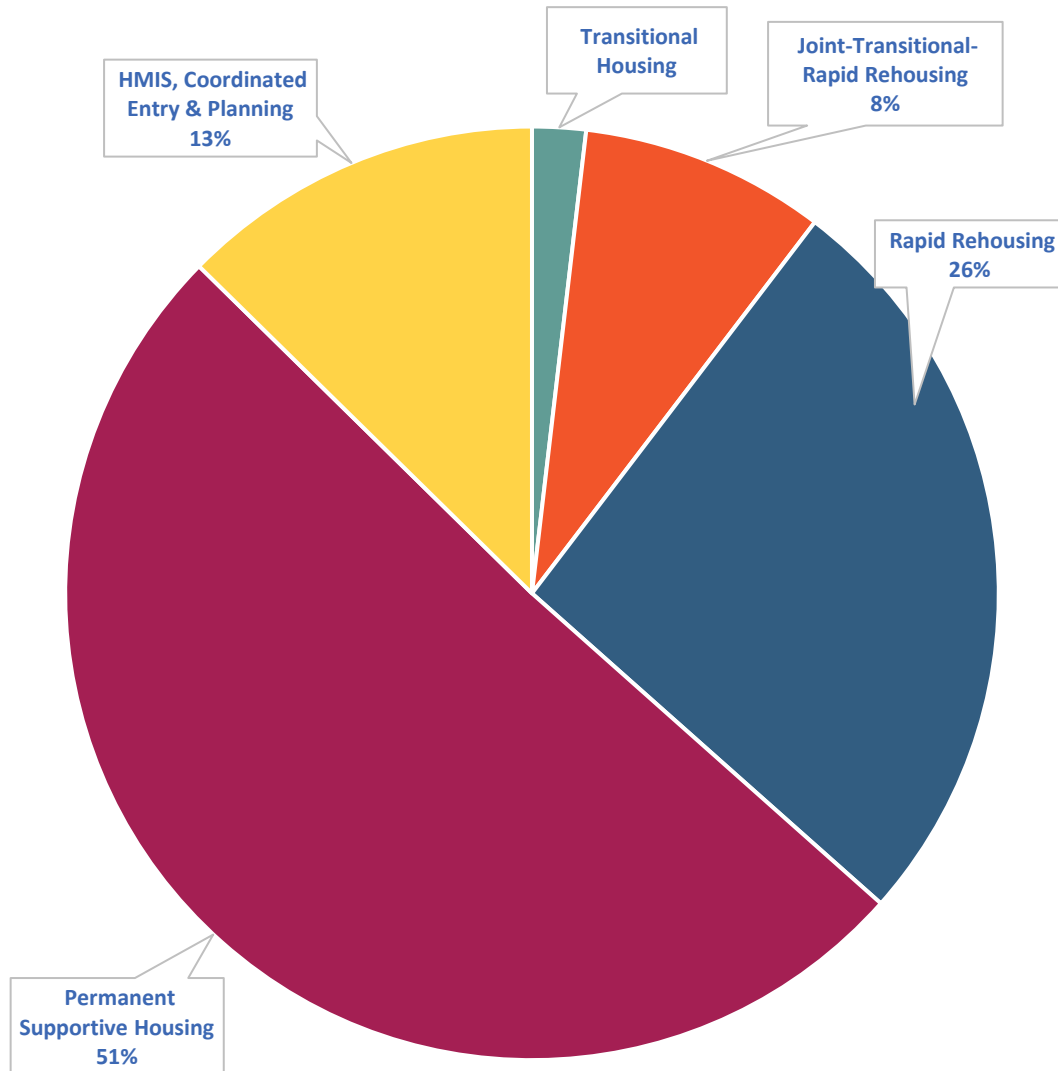
- \$415,444 Domestic Violence Bonus

- \$217,998 CoC Planning

FY2020-FY2023 Funding Overview



2023 HUD Continuum of Care Funding Competition



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*Includes three projects for survivors of domestic violence totaling \$1,278,277.

2023 Scoring Overview

Overall Scores for All CoCs		OK-501 Tulsa CoC Score
CoC Highest Score	185.5	159 out of 200
CoC Lowest Score	54.5	
CoC Median Score	151.5	

Strengths	Areas of Improvement
<ul style="list-style-type: none">- Diversity in membership, strong inclusive process- Racial equity assessment, and analyzing, strategizing and tracking racial disparities- Project Capacity, Review & Ranking- HMIS bed coverage rate- CoC Communitywide Training- Point-in-Time Count	<ul style="list-style-type: none">- State domestic violence and state sexual assault coalitions no longer in existence- PHA homeless preference and new admissions of people exiting homelessness- System Performance Measures<ul style="list-style-type: none">- Reduction in first time homeless- Exits to permanent housing- Returns to homelessness- Increasing employment cash income

2023 DV Bonus Overview

CoC Highest Score	94.98	OK-501 Tulsa CoC Score: 83.45
CoC Lowest Score	34.79	
Minimum Score to receive funding	86.13	

Strengths	Areas of Improvement
<ul style="list-style-type: none">- Inclusion of Survivor-Centered Practices- Inclusion of Survivors w/ Lived Expertise- Need for the project- DVIS DV Project boosted CoC's Score via Morton Partnership- 3 existing DV Bonus projects showing need by overserving (high performance)- CoC Projects added VAWA BLI during FY23 NOFO	<ul style="list-style-type: none">- Strengthen narrative sections- Strengthen VAWA Housing Protections – Emergency Transfer (confidentiality and access)

Key Takeaways

- ✓ Public Housing Authority preference
- ✓ System Performance
- ✓ Formal partnerships with Early Childhood Education providers
- ✓ Coordination with Housing and Healthcare
- ✓ Continued focus on building RRH and PSH capacity

Meeting Wrap-Up

- Public Comments
- Adjourn

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