



**Dallas City & County/Irving Continuum of Care Assembly
October 27, 2020 9:00 a.m.
Virtual Meeting-Webex**

MINUTES

Welcome/Mission Moment

The meeting was called to order at 9:05 a.m. by Vice Chair, Dr. David Woody, who welcomed everyone to the meeting and read the mission statement and values.

The Mission Moment was provided by Sharmeene Hayes, Senior Director of Operations at Austin Street Center. Sharmeene stated that the main thing she understands about the needs of the homeless is that all need a support system and encouragement. She believes that everyone deserves to have their needs met.

First time attendees included:

- Alondra Hoyos-VISTA w/MDHA
- Brondalyn Coleman, Program Director for Endeavors
- Megan Starnes Training Coordinator w/MDHA
- Dulce Martinez, Program Manager at Brighter Tomorrows
- Ruby Sevcik, Resource Coordinator for Bridges Safehouse

Approval of the October 2020 Meeting Minutes

A motion to approve the minutes was made by Dr. Woody and seconded by Kelvin Brown. The motion passed by hand vote.

Town Hall

Dr. Woody informed everyone that this meeting would serve as a Town Hall to present information and receive feedback on the proposed government structure of the Continuum of Care.

Dr. Woody introduced Karen Hughes who serves as the current CoC Board Chair and the President & CEO of Vogel Alcove.

The proposed structure includes a collective action plan with system goals and strategy, changes to the current Board Charter and structure and development of a CoC Assembly Executive Council.

Following the presentation, Karen asked for feedback. The following was received:

- Sue Heseltine reminded everyone that family & youth homelessness talks about helping families yet not specific support for youth, emphasizing that all youth are not connected to families and need unique help.
- An explanation of how the Members At Large would be selected for the Board. It was explained that those seats would be filled by the Nominating Committee as needed or identified.
- A suggestion was made to add seats for the local Public Housing Authorities and the justice-based/incarceration/reentry entities.
- A suggestion to ensure CoC governance membership reflects the community served in terms of things like race and gender was made.

Please see PowerPoint presentation attached for more information on the proposed CoC government structure.

Announcements & Adjournment

Elections will be in January for the full CoC Assembly Executive Council. This includes the Chair and Vice Chair positions.

Endeavors has received a grant from the Texans Veterans Commission (TVC) to assist with car payments and registration, and mortgage assistance. For assistance, please call 214-932-6276 or email Subrina Johnson at smjohnson@endeavors.org.

A reminder to vote in the upcoming Presidential Election which will be held Tuesday, November 3, 2020.

Case Manager of the Year Luncheon will be held virtually Wednesday, December 9, 2020.

The meeting adjourned at 10:22 a.m.



Proposed CoC Governance Changes

Public Comment

Overview of Information

- Shared System Mission and Goals
- Timeline of System Transformation
- Overview of CoC Board Transition Workgroups
- Proposed Evolved Governance Structure
 - MDHA Board
 - CoC Board
- CoC Board Duties and Committees
- CoC Assembly Executive Council
 - Structure
 - Leadership
 - Relationship to workgroups
 - Relationship to policy



Shared Mission: Achieve Measurable Reductions in Homelessness

System Values

- Every person Experiencing Homelessness Has Access to an Appropriate Exit Pathway
- Exit Pathways are Scaled to Meet Demand and Targeted to Meet the Needs of Specific Populations
- Accountability and Success is Demonstrated Using Data
- Engagement and Transparency are Central Behaviors in All Collective Efforts



**Supplemental Homeless System
Collective Action Plan**

Homeless System Collective Action Plan

System Goals and Strategy

Effectively End Veteran
Homelessness by 2021

Measurably Reduce
Chronic & Unsheltered
Homelessness by 2023

Measurably Reduce
Family and Youth
Homelessness by 2025

Exit Pathways

- Identify and Triage All Homeless Veterans Using a Standardized Process that Defines an Exit Pathway

Exit Pathways

- Identify and Triage All Unsheltered Homeless Using a Standardized Process that Defines an Exit Pathway

Exit Pathways

- Identify and Triage All youth and family Homeless Using a Standardized Process that Defines an Exit Pathway

Targeted & Scaled

- Target Homeless Veterans for Existing Permanent Housing Interventions

Targeted & Scaled

- Target Bridge and Permanent Housing Interventions for the Chronic Unsheltered Population

Targeted & Scaled

- Target Diversion and RRH Housing Interventions for the youth and family Populations

Account with Data

- Track and Drive Toward Faster Matching and Lease Up Rates

Account with Data

- Track and Drive Toward Faster Matching and Lease Up Rates – Repurposing case managers to navigate

Account with Data

- Improve system-wide coordination and connections with community resources to support family stability and prevent returns to homelessness

Engagement & Transparency

- Create a Leadership and Implementation Work Group of Stakeholders to Execute as a System
- Report Progress Publicly

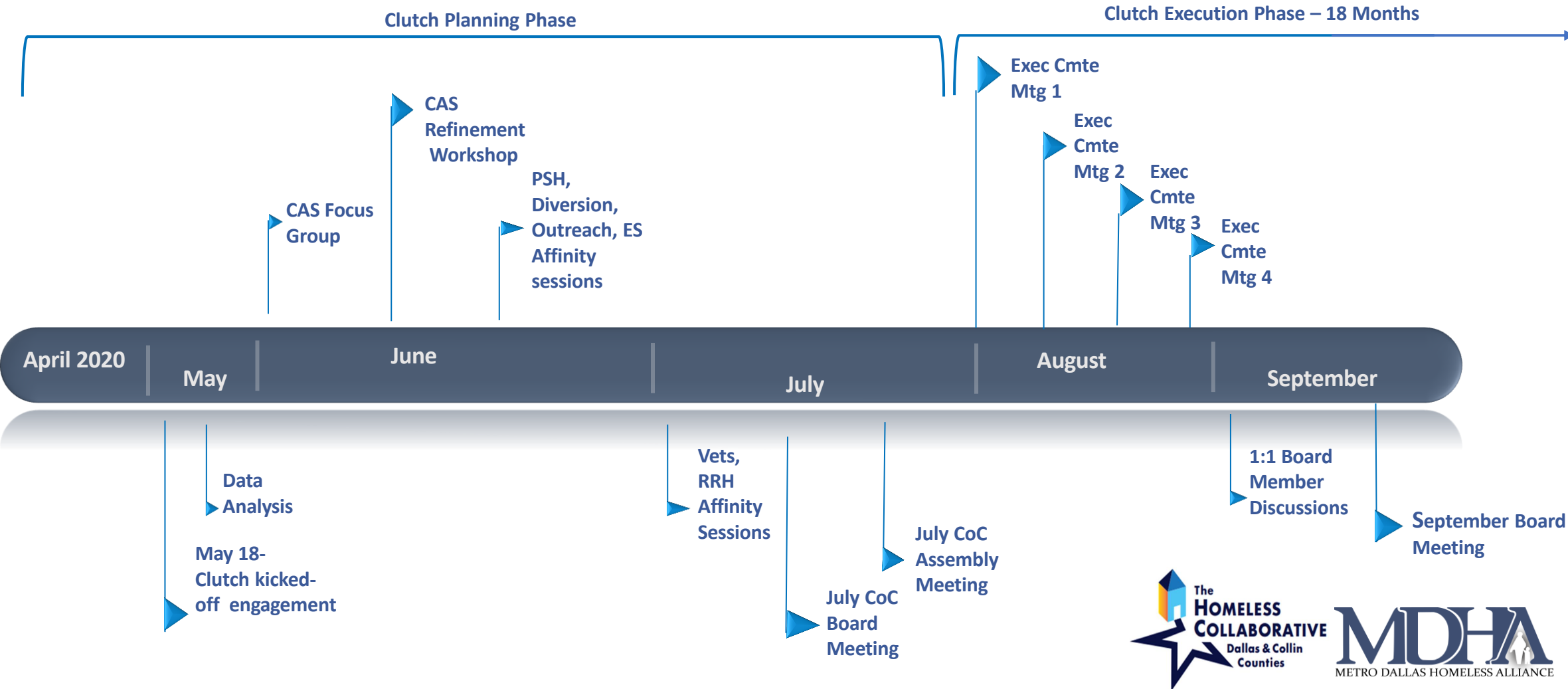
Engagement & Transparency

- Create a Leadership and Implementation Work Group of Stakeholders to Execute as a System
- Report Progress Publicly

Engagement & Transparency

- Create a Leadership and Implementation Work Group of Stakeholders to Execute as a System
- Report Progress Publicly

Timeline to date



Governance Transition Workgroups Overview

CoC Workgroup

Chair: Karen Hughes

- Draft Charter
- Draft lead agency MOU
- Stewardship and nomination of members

MDHA Workgroup

Chair: Ashley Brundage

- Revise MDHA Charter
- Draft policies and procedures
- Stewardship and nomination of members



Organizing Governance to Support Collective Goals

CoC BOARD



WHAT: Federally mandated representative Governance Board



PURPOSE: Single table for all systems and funders to align investments, standardize performance, and approve operating policies

MDHA



WHAT: Backbone organization(s) for the homeless response system



PURPOSE: Create & maintain an infrastructure to drive the creation and implementation of system strategies and policies

WORK GROUPS

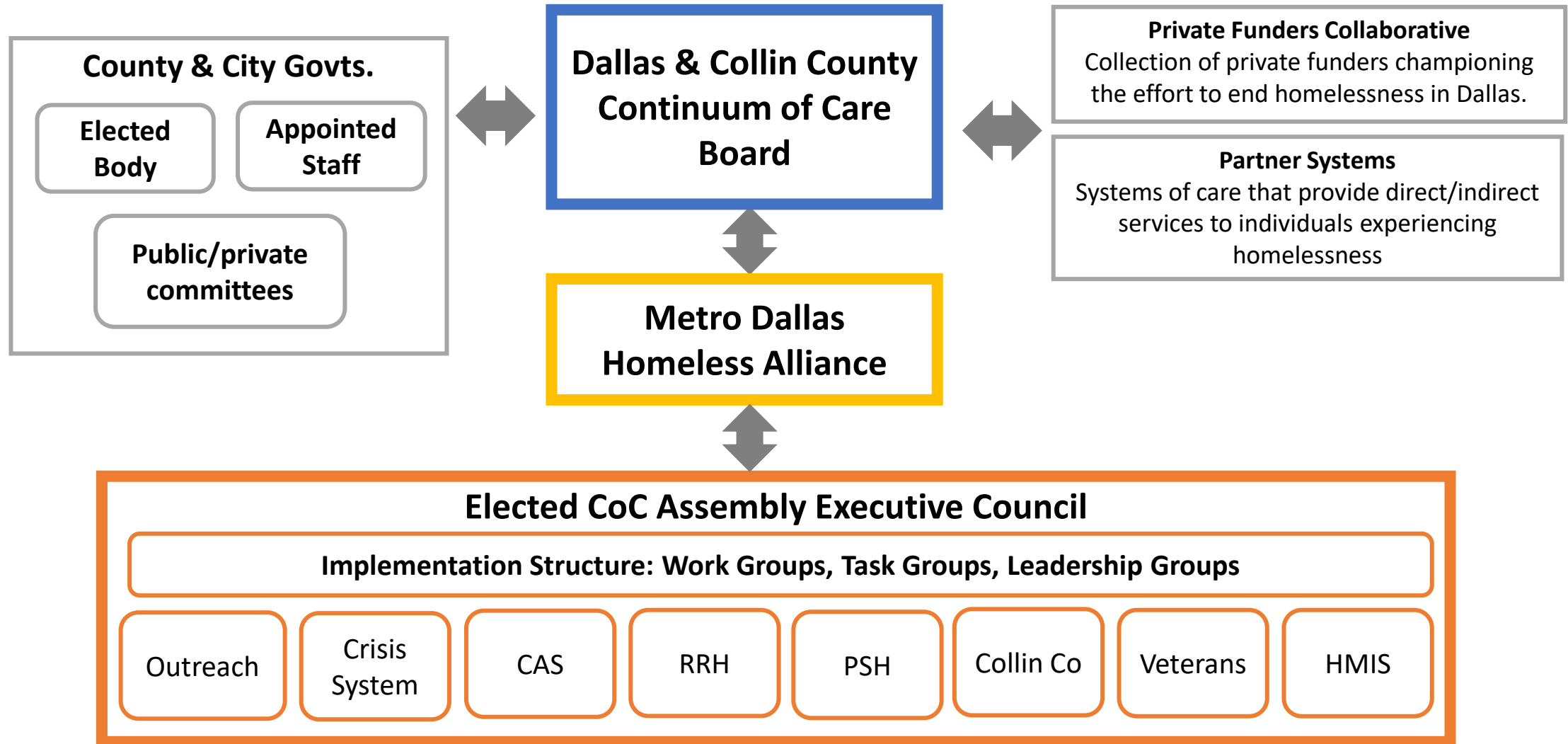


WHAT: Collection of standing and ad hoc work groups organized to support implementation and policy creation



PURPOSE: Inform and test planning, oversight and implementation policies in real time

Proposed Evolved Governance Structure



Proposed Changes to Dallas & Collin County Continuum of Care Board Charter

The CoC Board will consist of twenty-seven (27) members. The composition of the CoC Board shall include community representatives within the geographic area served by the CoC who are:

Municipalities Places 1 – 5

- 1) Dallas County- HHS, Health Authority, or designee
- 2) Collin County- HHS, Health Authority, or designee
- 3) City of Dallas- Office of Homeless Solutions, Director, or designee
- 4) Rotating seat for another city with a population larger than 100,000 within Dallas Co, Director level for homeless initiatives
- 5) Rotating seat for another city with a population larger than 100,000 within Collin Co, Director level for homeless initiatives

Places 6 - 23

- 6) School District, Director, Special Programs, or designee
- 7) Dallas Housing Solutions for North Texas, President, or designee
- 8) Parkland Hospital, Chief Executive Officer, or designee
- 9) Workforce Solutions of Greater Dallas, Executive Director, or designee
- 10) United Way of Metropolitan Dallas, President/Chief Executive Officer, or designee
- 11) North Texas Behavioral Health Authority, Executive Director, or designee
- 12) US Department of Veteran's Affairs, Director or designee
- 13) Collin Co Homeless Coalition, Chair
- 14) Service provider serving homeless subpopulations, Chair of CoC Assembly Executive Council

- 15) Service provider serving homeless subpopulations, Chief Executive Officer, Appointed by Nominating Committee
- 16) Affordable housing developer, Appointed by Nominating Committee
- 17) Dallas Co Business leader, Appointed by Nominating committee
- 18) Collin Co Business leader, Appointed by Nominating Committee
- 19) Person with lived experience, Appointed by Nominating Committee
- 20) Person with lived experience, Appointed by Nominating Committee
- 21) Faith-based institution, Appointed by Nominating Committee
- 22) Charitable Foundation, Appointed by Nominating Committee
- 23) Criminal Justice Representative, Appointed by Nominating Committee

At-large Members

- 24) At-large member
- 25) At-large member

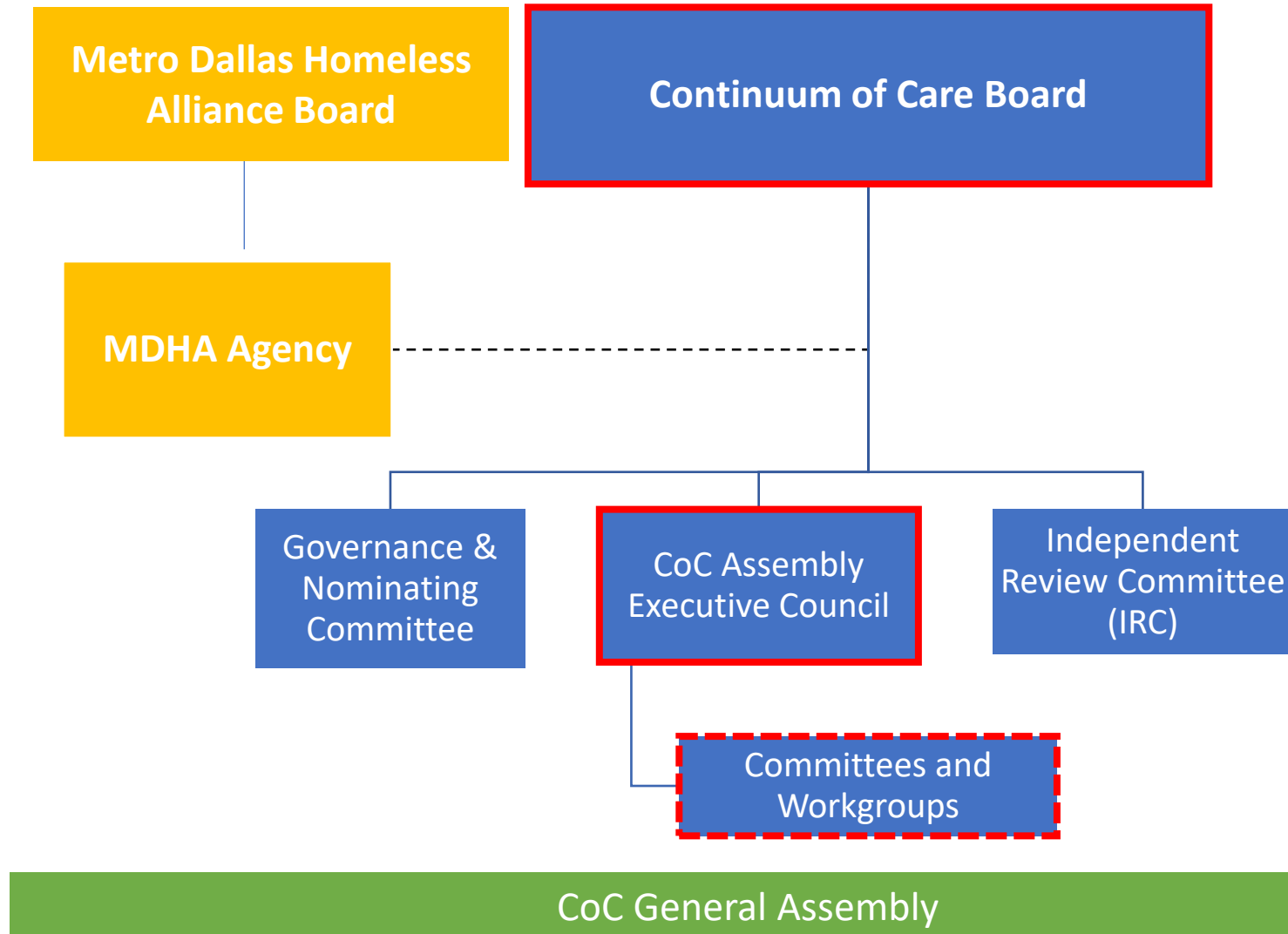
Places 26-27 (Ex officio, non-voting members)

- 26) Continuum of Care Lead Agency Board Chair
- 27) Past Chair of CoC Board



Evolved Dallas Governance Structure

- **Overarching Community Plan:**
 - D-One with supplemental Homeless System Collective Action Plan
 - C-One with supplemental Homeless System Collective Action Plan
- **Lead decision-making body:** Continuum of Care Board
- **Lead Agency:** Metro Dallas Homeless Alliance



Continuum of Care Board and Committees

- Composed of representatives from across the community
- Membership consists of designated seats as outlined in the charter
- Three standing committees:
 - Governance/Nominating
 - Responsible for:
 - Annual Nominations Process
 - Annual CoC PnP Review
 - Independent Review Committee (IRC)
 - Responsible for:
 - CoC NOFA Allocations
 - State ESG Allocations
 - CoC Assembly Executive Council
 - Responsible for:
 - CoC Operations Policy and Procedures

Promote
community-wide
goal of ending
homelessness

Manage
Community
Planning Process

Lead Decision
Making Body

Coordinate and
Evaluate the
System

Recommend
funding to re-
house homeless

Execute MOU with
MDHA



CoC Assembly Executive Council

- 5-7 Members
- Elected by the CoC General Assembly
- Serves as the Executive Committee of the CoC Assembly
- CEO or senior level leadership- direct report to CEO, agency decision making power
- Members representing different components of system- Collin Co, SSO, Prevention, Crisis Services, and Housing reps
- An elected Chair and Vice Chair
- Chair would fill one provider seat on CoC Board
- Oversight of Workgroups and Operational Policy Development
- Continual coordination with workgroup chairs and leaders

CoC Assembly Annual Elections

CoC Assembly Executive Council

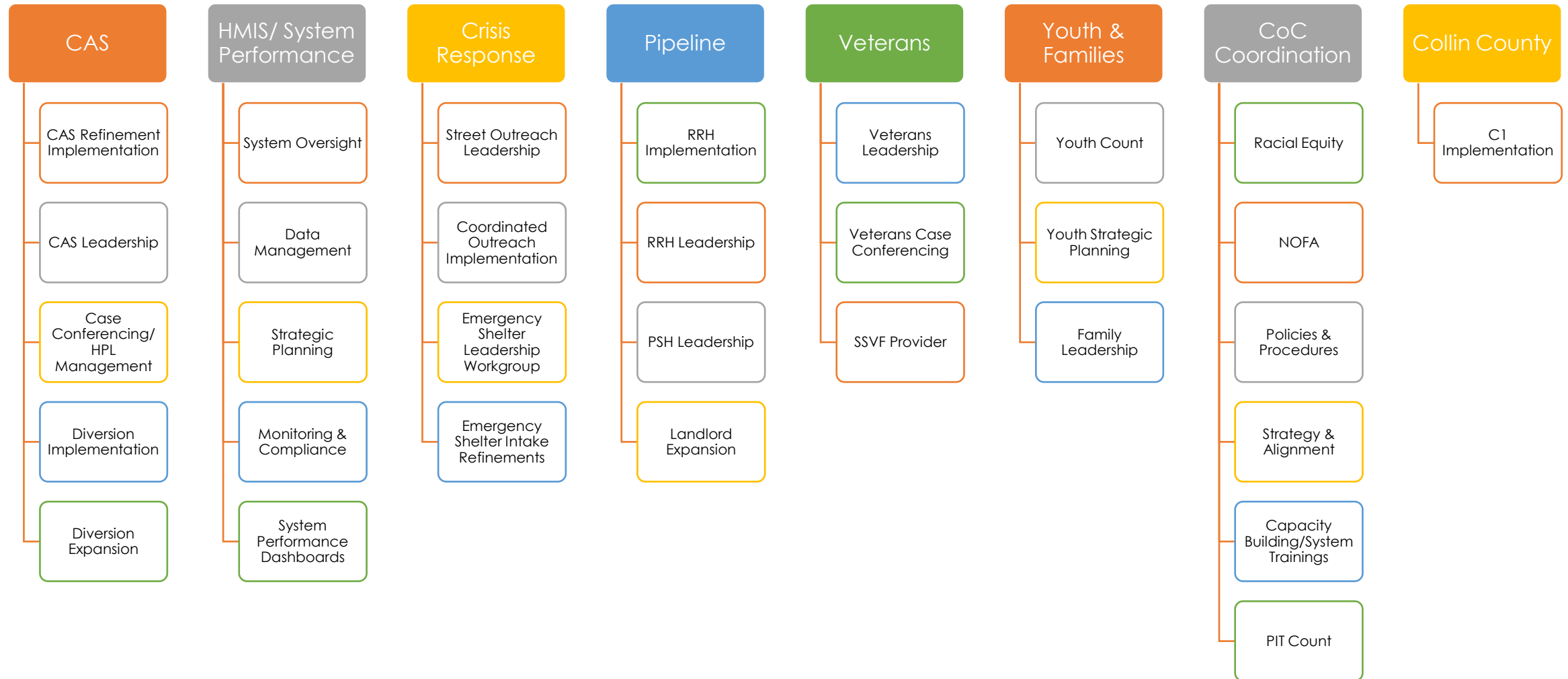
- Staggered 2-year terms
- 5-7 Members
- CEO or senior level leadership- direct report to CEO, agency decision making power
- Members representing different components of system- Collin Co, SSO, Prevention, Crisis Services, and Housing reps
- An elected Chair and Vice Chair

Workgroup Chairs

- The CoC Assembly Executive Council will provide input to the selection of chairs and committee, sub-committee, and workgroup/taskforce members. Committees, sub-committees, and workgroups/taskforces will be established as needed to fulfill the CoC Strategic Plan.

Possible Implementation Workgroups

Report to CoC Assembly Executive Council



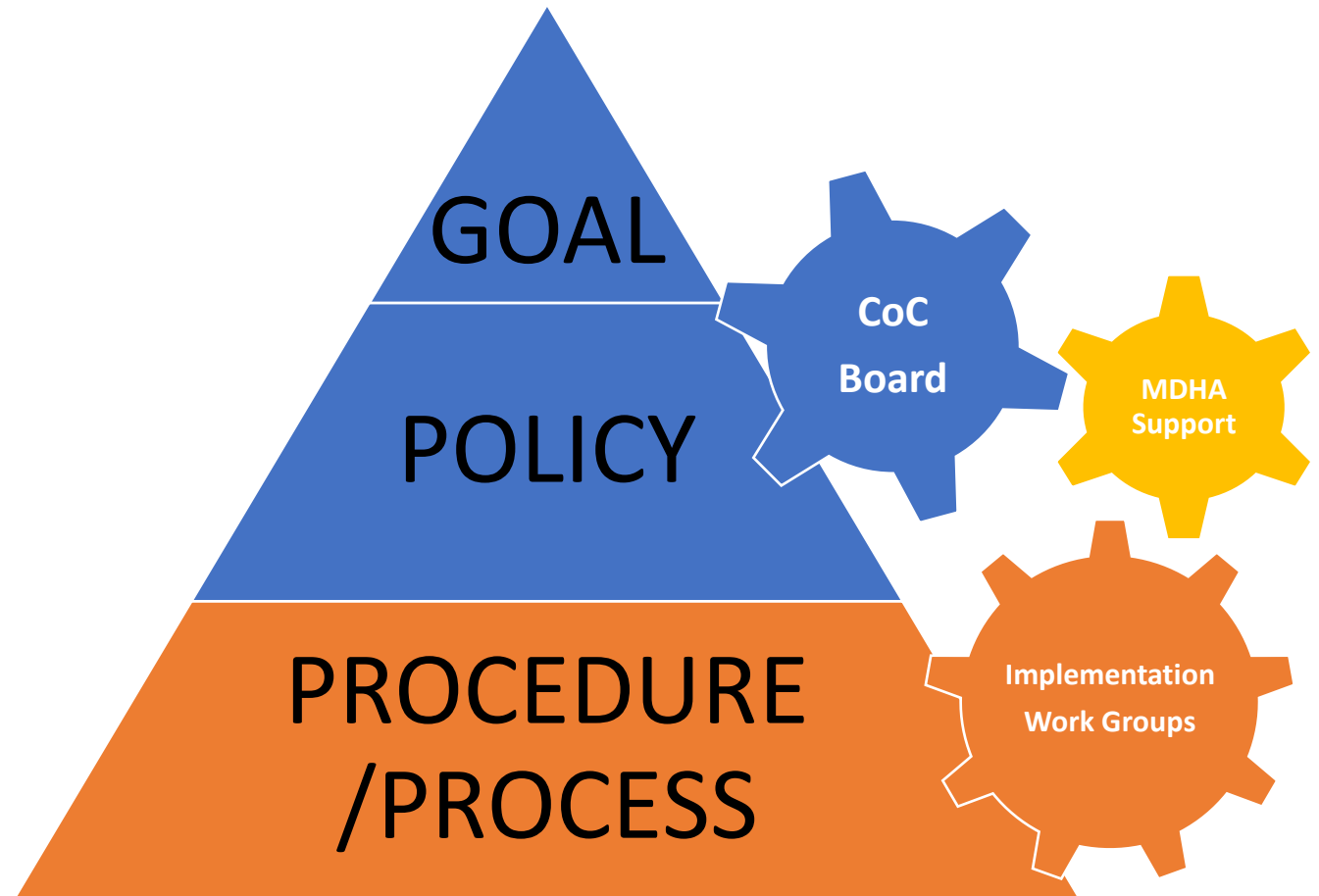
Policy and Procedure Development Overview

Policy: Rules and Standards

- Identifies problem and scope- what
- Tells us why an action needs to be performed
- Widespread application
- Usually expressed in broad terms
- Answer major operational issues
- Change less frequently

Procedure: How and Where

- Evolve over time as new tactics and tools emerge, new processes are designed, and the risks associated with an area change in response to internal or external changes
- Narrow application
- Often include high level of detail
- Focus on the how, when and who
- Describe a process
- Prone to change



POTENTIAL Policies and Procedures activities for system transformation

Charter: CoC Board votes to revise; changes proposed by Governance Cmte of CoC Board

Lead Agency MOU: CoC Board and MDHA board vote to revise

CoC Operations Policy: CoC Board votes to revise; changes proposed by CoC Assembly Executive Council but originates in workgroups

Full manual approved annually by CoC Board

Table of Contents

CoC Board Charter

Section 1: Continuum of Care Board Governance and Charter	4
1.1 CoC Board of Director Qualifications	4
1.2 Election of Individuals to the CoC Board of Directors	4
1.3 Vacancies in Any Director Positions	5
1.4 Meetings	6
1.5 Compensation	6
1.6 Removal	7
1.7 Resignation	7
1.8 Conflicts of Interest	7
1.9 Continuum of Care Program Grant and Emergency Solutions Grant Allocation.....	8
1.10 CoC Board Committees	8

Section 2: Continuum of Care Membership	10
2.1 Membership in the CoC Assembly	10
2.2 CoC Assembly Meetings	11
2.3 Establishing Committees, Subcommittees, and Workgroups/Taskforces	12
2.4 CoC Assembly Officers	12
2.5 CoC Assembly Committees	12

Section 3: Designate and Operate HMIS	14
3.1 Review of the HMIS Administrator	14
3.2 HMIS Governance Committee Responsibilities.....	14
3.3 HMIS Administrator Responsibilities	15

Section 4: Continuum of Care Planning and Operations	16
4.1 Establishing the Continuum of Care Geographic Area	16
4.2 Selection and Review of the Collaborative Applicant	16
4.3 Year Round CoC Planning and Coordination	17
4.4 CoC Assembly	17
4.5 Point-in-Time (PIT) Count.....	18
4.6 Continuum of Care Roundtable and CoC Training	19
4.7 Categories of Service Provision	19
4.8 CoC Annual Strategic Plan.....	23
4.9 Progress Reporting	24
4.10 Emergency Solutions Grant.....	24

Section 5: Continuum of Care Collaborative Application	25
5.1 Review of Renewal Project Performance.....	25
5.2 CoC Program Local Competition Process	26
5.3 Performance Review and Allocations Committee Responsibilities.....	26
5.4 Notice of Project Priority List	27
5.5 CoC Board of Directors Approval	27
5.6 Appeals by Project Applicants	27

5.7 Conflicts of Interest	27
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Section 6: Continuum of Care Performance and Monitoring	29
6.1 Monitoring and Annual Evaluation	29
6.2 Emergency Solutions Grant Projects.....	33
6.3 System Performance Measures and Reporting.....	33
6.4 Agency Performance Issues	33

Section 7: Continuum of Care Coordinated Assessment	35
7.1 CAS Coverage Parameters.....	35
7.2 Training on CAS Best Practices	35
7.3 CAS Accessibility.....	36
7.4 CAS Advertising	36
7.5 CAS Assessment Tools.....	36
7.6 CAS and Domestic Violence Victims/Privacy Protections	36
7.7 CAS Access Model	37
7.8 Housing Priority List	40
7.9 Documentation of Priority Status and Housing Priority List Parameters	42
7.10 Housing Search and Placement.....	46

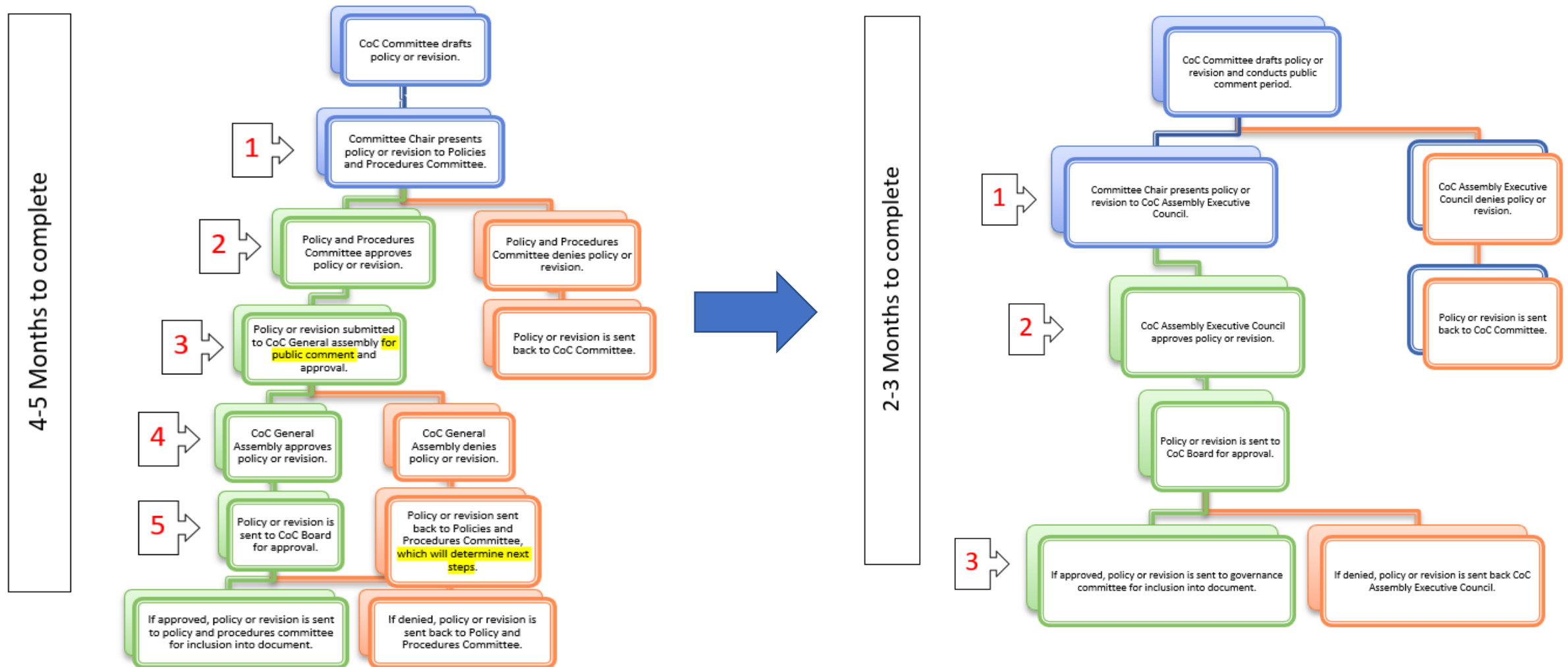
Section 8: Written Standards - CoC Assistance and Care	47
8.1 Housing First Approach	47
8.2 Minimum Standard of Care for Case Management in Permanent Supportive Housing	48
8.3 Continuum of Care Program Rapid Re-Housing Assistance Policies and Procedures	52
8.4 Victims of Crime Act and Violence Against Women Act Compliance	55
8.5 ESG Rapid Re-Housing Standards of Care	55
8.6 Street Outreach Standards of Care	55
8.7 Transitional Housing Standards of Care	55
8.8 Emergency Shelter Standards of Care.....	55

Section 9: Emergency Solutions Grant (ESG) Administration and Consultation	56
9.1 CoC Consultation with ESG Recipients	56
9.2 TDHCA ESG Coordination	57
9.3 ESG Program Performance.....	58

Section 10: Administrative Requirements	60
10.1 Applicability of Uniform Administrative Requirements	61
10.2 Record Keeping	61
10.3 Conflicts of Interest.....	63
10.4 Procurement	64
10.5 Fair Housing, Equal Opportunity, and Non-Discrimination.....	74
10.6 Environmental Review	78
10.7 Displacement, Relocation, and Acquisition.....	79
10.8 Lead Based Paint Requirements	81
10.9 Hatch Act.....	82

CoC Operations

Proposed CoC Operations Policy Approval Process Revision



MDHA Board Roles & Responsibilities

- Composed of representatives from across the community
- Membership consists of nominated seats as outlined in the MDHA Bylaws
- Two standing committees:
 - Governance/Nominating
 - Audit/Finance

Establish MDHA
identity and
direction

Determine MDHA
strategic priorities

Ensure necessary
financial resources
for MDHA
operations

Provide oversight of
MDHA leadership
and operations

Monitor progress
toward achievement
of organizational
goals

Set organizational
policy

MDHA Lead Agency Roles & Responsibilities

- Empowered lead agency with dedicated project management staff and technical experts
- Designated through an MOU with CoC Board
- Responsible for staffing the CoC Board, committees and workgroups.
- CoC Planning, Collaborative Applications, and HMIS Lead responsibilities
- Leads and maintains the system transformation

Data Infrastructure,
Management &
Analytics

Active
Implementation
Project
Management

Select System
Operations

Funding
Administration

Research & System
Capacity Building

Public Education



Governance Transition Plan Timeline- Next Steps

September Board Meeting

- 1) Present the proposed governance model
- 2) Approve move forward with finalizing the proposed governance model through the work groups and Executive committee work group
- 3) Approve chairs and members of work groups

November Board Meeting

- 1) Workgroups present transition plan and details for full board vote
- 2) Board votes to approve the governance structure

January 2021

MDHA and CoC Boards begin separate meetings and operations



Questions or Comments

Please submit public questions and comments to:

Karen Hughes

CoC Board Chair

214-265-2032

khughes@vogelalcove.org

Submission Date	Name >> First Name	Name >> Last Name
2020/10/27 16:55:21	Alexis	Willis
2020/10/27 13:35:29	Ruby	Sevcik
2020/10/27 11:28:12	Kathy	Smith
2020/10/27 11:24:42	Tamara	Monroe
2020/10/27 11:10:24	Jennifer	Lajoie
2020/10/27 11:08:56	Carla	Latcher
2020/10/27 11:07:54	Diana	Romagnoli
2020/10/27 11:04:17	Janet	Collinsworth
2020/10/27 11:04:01	Sue	Hesseltine
2020/10/27 11:03:55	Subrina	Johnson
2020/10/27 11:00:47	Sarah	Carroll
2020/10/27 11:00:45	Natalie	Evans
2020/10/27 10:47:20	David	Gruber
2020/10/27 10:43:39	Aceil	Rashid
2020/10/27 10:36:59	Kimmy	Watt
2020/10/27 10:34:24	Joni	Wilson
2020/10/27 10:32:57	Ellen	Parr
2020/10/27 10:29:23	Sarah	LawsonPitler
2020/10/27 10:29:14	Cindy	Duran
2020/10/27 10:28:15	Luis	Moreno
2020/10/27 10:28:09	Christina	Coultas
2020/10/27 10:18:46	Dulce	Martinez
2020/10/27 10:15:06	Janet	Peery
2020/10/27 10:13:48	Libby	Woolverton
2020/10/27 10:13:33	Alexandra	Hartfield
2020/10/27 10:13:17	Brondalyn	Coleman
2020/10/27 10:13:11	Miranda	Grant
2020/10/27 10:11:06	nissy	new
2020/10/27 10:07:15	Allie	Martinez
2020/10/27 10:06:58	Cindy	Alvarado
2020/10/27 10:05:36	Stephanie	Demar
2020/10/27 10:05:23	Valerie	Walker
2020/10/27 10:05:22	Megan	Starnes
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2020/10/27 10:04:40	Marcie	Himes
2020/10/27 10:04:39	Amanda	Dycus
2020/10/27 10:04:30	Verna	Jones
2020/10/27 10:04:25	Mary Kate	Bevel
2020/10/27 10:04:18	Deanna	Adams
2020/10/27 10:04:15	Lori	Davidson
2020/10/27 10:04:10	Camille	Smith

2020/10/27 10:04:03	Anjena	Young
2020/10/27 10:04:02	Leah	Wetzig
2020/10/27 10:03:51	Alondra	Hoyos
2020/10/27 10:03:47	Edd	Eason
2020/10/27 10:03:47	Brenda	Snitzer
2020/10/27 10:03:44	David	Woody
2020/10/27 10:03:33	Darius	Ahmadi
2020/10/27 10:03:30	Valerie	Sanders
2020/10/27 10:03:30	Delois	Ford
2020/10/27 10:03:29	Daniel	Roby
2020/10/27 10:03:24	Kelvin	Brown
2020/10/27 10:03:20	Shanee	Weston
2020/10/27 10:03:20	Amanda	Aykanian
2020/10/27 10:03:14	Phil	Force
2020/10/27 10:03:12	Karen	Hughes
2020/10/27 10:03:11	Logan	Tate
2020/10/27 10:03:10	Ashley	Miller
2020/10/27 10:03:07	Dustin	Perkins
2020/10/27 10:03:03	Alex	Abraham
2020/10/27 10:02:54	Madeline	Reedy
2020/10/27 10:02:44	Rosie	Garcia
2020/10/27 10:02:41	Lexi	Wilkins
2020/10/27 10:02:38	Gina	Norman
2020/10/27 10:02:34	Rebecca	Cox
2020/10/27 10:02:23	Yolanda	Williams
2020/10/27 10:02:13	Rosa	Greenlee
2020/10/27 10:02:10	Kayla	Modesto

Meeting Date	Agency E-mail	Agency Name
10 27 2020	alexis.willis@mdhadallas.org	Metro Dallas Homeless Alliance
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10 27 2020	clatcher@citysquare.org	CitySquare
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10 27 2020	rmgreenlee@familyplace.org	The Family Place
10 27 2020	kmodesto@hdnbc.org	Hopes Door New Beginning Cer

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