

Lived Experience Committee (LEC)
Meeting Minutes

[Blue underlined](#) text is hyperlinked. Press Ctrl and Click to follow link.

Meeting: Wednesday, September 6, 2023

Location: [Zoom link](#)

Time: 3:00 – 4:30 PM

Attendees

	Members	Agency	Email
A	Brenda Merz	Family Promise of Lubbock	brenda@familypromiselubbock.org
A	John Cockrell	Salvation Army	john.cockrell@uss.salvationarmy.org
P	Rebecca Shahady	Christian Community Action	rebecca.shahady@ccahelps.org
A	Tammy Chan	Grand Prairie Homeless Outreach Organization	Tchan@gphoo.org
P	Kraig Blaize-Fiero	Texas Homeless Network	kraig@thn.org
P	Mary Stahlke	Texas Homeless Network	Mary@thn.org
P	Jen Beardsley	Texas Homeless Network	jen@thn.org

Discussion

I. Introduction

- [Group agreements](#) and [anonymous suggestion box](#) link made available. Lived Experience Committee purpose reviewed.
- Intro to TX BoS CoC and the LEC
- New member introductions

II. Year in Review

- 2022-23 LEC accomplishments

August 2022	Signed letter of support for "CoC Plan to Serve People Experiencing Homelessness with Severe Service Needs"
September	Discussed goal setting
October	Finalized group agreements and discussed goal setting
November	Gave input on the 2023 Point in Time (PIT) Count
December	<ul style="list-style-type: none">Established goals for the committee to achieve in 2023Reviewed 2023 CoC Action Plan (part of the CoC Strategic Plan)
January 2023	Gave input on 2023 CoC Action Plan
February	<ul style="list-style-type: none">Began developing the Board Action Request proposing that each of the CoC Committees have at least one seat designated to be filled by a person with lived experience of homelessnessSome members helped to develop and deliver a webinar on Authentic Engagement with People with Lived Experience
March	Discussed advocating against the criminalization of homelessness, discussed advocacy vs. lobbying
April	CoC Board approved the committee's Board Action Request that each CoC committee must have at least one member with lived experience of homelessness
June	Meeting not held because quorum was not reached

- Status of 2022-23 goals

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Goal	Progress Since Last Meeting	Next Step
Committee Representation - Have at least one person with lived experience of homelessness serve on each CoC Committee	The changes have been made and presented to the Executive Committee of the CoC Board.	Review the document created from committee member feedback, and feedback from the Executive Committee of the CoC Board.
Storytelling Project - Add value with our stories; use our stories to help the larger community better understand that we have a lot to offer; stories about struggles, dignity, what we have to offer, and how we can make the world a better place	Staff talked to the Communications Director about the project.	Discuss committee member capacity and interest in this project.
Policy Input – Give input into revision of the CoC Written Standards	THN has received Technical Assistance from an organization called ICF.	The THN planning team will let the rest of THN staff know what they discussed with ICF, and will provide that info to LEC members.
Review topics from the 2023 CoC Action Plan - LEC members will use their knowledge of the Action Plan topics, their lived experience, and other skills and knowledge to provide input into the 2024 CoC Action Plan and the 2025-27 CoC Strategic Plan	We are reviewing parts of the plan at each LEC meeting.	Review actions related to working with Public Housing Authorities and increasing coordination with "mainstream" resources.

- i. Rebecca: we should prepare folks to practice telling their story and remind them they do not need to share their story when they are not comfortable.

III. Letter of Support for CoC Program competition priorities

a. Priorities:

- i. Community-wide commitment to the project
- ii. Leverage housing and healthcare resources in the projects
- iii. Landlord recruitment/engagement strategy
- iv. Employ staff trained in SOAR (assisting clients in applying for federal benefits Supplemental Security Income, Social Security Disability Insurance)
- v. Use Housing First principles and practices
- vi. Target people who are unsheltered, or with histories of unsheltered homelessness, or people with severe service needs
- vii. Involve PLE in program design, service delivery, and decision-making
- viii. Identify and serve underserved communities

b. Rebecca: priorities reflect needs of clients well

IV. 2023 CoC Action Plan Progress Updates

- a. Requirement for one person with lived experience of homelessness on each committee approved by board in April
- b. Supplemental Notice of Funding Opportunities results
 - i. One application awarded funding: Amarillo's Panhandle Community Services. Serves 20 counties in the Panhandle
- c. CoC Action Plan Progress Reports for Quarter 1 and Quarter 2

V. 2023 Action Plan updates

- a. Coordinated Entry receiving technical assistance and has new CE Lead positions
- b. More monitoring of CoC Program-funded projects

- c. More trainings are being planned, to be offered for anyone to attend
 - d. Analyzing System Performance Measures (SPMs), including for racial disparities
 - e. Staff developed webinar on how to read PIT Count data
 - f. CoC Orientation webinar held in March
 - g. Coordinated Entry prioritization standards changed to pre-COVID ones
 - h. VISTA member has connected the CoC more closely with foster care, criminal legal system, and homeless education system
 - i. Staff and newly-funded project participated in SOAR Leadership Academy
 - j. Local Homeless Coalitions (LHCs) have begun a workgroup focused on working with local elected officials
 - k. Staff continued Racial Equity Partners' training and identifying racial disparities
- VI. 2023-24 Activities**
- a. What would you like to work on over the next year? We will talk about that at the next meeting.
 - b. Ideas:
 - i. Rebecca: Increase peer support at agencies. Case management not popular among clients because of bureaucratic nature. Peer support could take workload off case managers and provide needed support to clients transitioning out of homelessness.
- VII. Administrative Tasks**
- a. [Code of Conduct](#) and [Conflict of Interest Statement](#)
 - b. Compensation for attending meetings
 - c. Equipment
 - d. Next steps
 - i. Next meeting discussion topics
 - 1. Rebecca suggestions:
 - a. Review Coordinated Entry intake questions to suggest edits.
 - b. Create conference session on "humanizing Coordinated Entry" (service intake process)
 - e. [Post-meeting survey](#)
- VIII. Other business**
- a. Celebration: Rebecca approved to do Substance Use Peer Support Certification through Via Hope.

Follow Up Needed

Topic	Details	Responsible Party
Send 2022-23 goals to Rebecca		Mary
Sign letter of support	Document will be sent via email from Docusign via engagement@thn.org. Please sign by 9/30.	Kraig will send, provide tech support LEC members will sign if approve of CoC priorities
2023-24 LEC activities	Reflect on what you would like to see the LEC work on this year (Sept. 2023 – Aug. 2024)	LEC members

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Post-meeting follow-up email	Presentation, minutes, related links, recording, ask LEC members about next meeting date	Mary
Sign Code of Conduct document	https://thn.wufoo.com/forms/r11i41620le3rau/	Mary will share link in meeting follow-up email LEC members will sign if in agreement
Sign Conflict of Interest Statement	https://thn.wufoo.com/forms/r14ts9ne1agawvq/	Mary will share link in meeting follow-up email LEC members will sign if in agreement
Compensation	Share (1) if you would like to be compensated for being an LEC member, (2) how you would like to be compensated (CashApp, Venmo, Zelle, or Visa gift card), and (3) your payment app handle or mailing address	Kraig LEC members will share this info directly with Kraig via email (kraig@thn.org) or phone (512-861-2193)
Post minutes	Post minutes to https://www.thn.org/tx-bos-coc-committees/	Jen

Tabled Items/Parking Lot

- None

Meeting Adjourned: 4:07 PM

Next meeting Scheduled: Wednesday, October 4th, 3:00-4:30 PM (tentative)

Minutes prepared by: Jen Beardsley