

Community Supports Sub-Committee Meeting Minutes
1 Civic Plaza, 9th Floor, City Council Meeting Room
November 14, 2017 from 5-7

Members Present:

Kathy Finch, Chair, Nancy Jo Archer, Vice-Chair, Laura Tuzinowski, Verner Westerberg, Melissa Beery, John Schoeppner, Hanson Scott, Paul Hopkins, Michaela Cadena

Technical Advisors:

William Narrow, Ellen Braden COA, Sun Vega BHI Advisor; Hyde & Associates, Miriam Verploegh UNM/ISR, Alex Tonigan UNM/ISR, Mike Robertson COA, Margarita Chavez BC

Members Excused:

Robin Connell

1. Call to Order

- a. Chair, Kathy Finch called the meeting to order at 5:06 pm with a quorum present

2. Discussion to Approve Agenda

- a. The agenda was reviewed and adopted.

3. Discussion to Approve Minutes

- a. The previous meeting minutes were reviewed and approved.

4. Key Items of Discussion

a. Old Business

The question was raised concerning who's responsibility is it to have a discussion on the overview of the plan, what remains in the business plan and what is being leveraged. Margarita Chavez stated this is on the agenda for the small working group and that the small working group will report back next meeting.

b. New Business

- a. Presentation of changes to the previously presentation of the youth transitional living proposal from the Housing committee to reflect changes to the budget. (Margarita Chavez)

- Margarita discussed in completing the transitional living proposal, the scoring committee found that there is a subset of youth who are being detained, usually on the front end, because there is not a place for them to be safely housed. The intention is to be able to do an extension of existing RFP's target population to include this sub-population, and increase the RFP by \$150,000 for housing this population.

- There was a committee discussion that involved these expanded populations who are high need populations with low risk assessment scores. Expanding the target population and increasing the dollar amount would not

exclude any agencies that did not apply to the original RFP. The \$150,000 would support between 2 and 4 bed nights at any one time. Additional discussion involved an explanation of how the budget was derived.

- b. The Committee voted to approve extending the target population and increase the RFP by \$150,000 for bed nights, with two members abstaining, Nancy Jo Archer and John Schoeppner, due to potential conflict of interest.
 - During the discussion of the youth transitional living proposal expansion, there were several process questions also addressed: is there room to change the template to more closely resemble the RFP? Is there a deadline of when committees receive information prior to the committee meeting so that we can bring the document to the next meeting, having reviewed it?
 - These issues were discussed. Margarita informed the committee that the small working group is reviewing the template and if anyone has recommendations to the template format, to please send those recommendations to Ellen.
 - There were no explicit deadlines set for receiving information, nor for providing feedback in tracked changes form. However, the intention is to send and receive documents as quickly as possible.
- c. Review of Behavioral Health Initiative Guide Book (Margarita Chavez)
 - Margarita provide a general reviewed of the guide book, and asked if there are any questions or points of clarifications needed.
 - Also discussed was the new Subcommittee RFP Input Process. Once an RFP is published, the RFP will be sent electronically to the committee. It is up to the chair to determine if a special meeting is needed to discuss the RFP, as timing is an issue. The proposals coming out of the committee are to inform the RFP. This new process is in place in order to ensure the RFP adequately represents the intention of the RFP.
- d. Update on City of Albuquerque Substance Abuse Case Management RFP. (Ellen Braden)
 - The RFP was issued Sunday, November 5, 2017. The mandatory pre-proposal conference was November 13, 2017.
 - Nancy Jo and Laura from the sub-committee have volunteered to be on the RFP scoring committee.
 - There were no recommended amendments by the committee.

8. Public Comment

There were no public comment.

9. Announcements and Miscellaneous

- a. Alex Tonigan introduced herself, and her role within the subcommittee.
- b. Discussion surrounding Tenderlove presenting at the next meeting. There was a request for Tenderlove to present from Isaac Benton. The discussion was that any presentations that occur by agencies and providers will occur during Public

Comment – with a 10 minute time limit for the presentation and 5 minutes for questions.

- c. Margarita asked that if anyone who is interested in serving on committees to please let the staffers know. We are in need of youth, persons of color and persons with lived experience, to more accurately represent the population.
- d. Miriam was recognized for her role in crafting proposals and implementing the changes to proposals that were recommended by the committee.

10. Next Meeting and Adjourn

- a. The next meeting was scheduled for December 12, 2017. The committee adjourned at 6:22pm.