# Amarillo Continuum of Care
# (CoC TX-611)
## Board of Directors' Meeting Agenda

**Date of Meeting:** June 10th, 2026, at 9:00am
**Location:** Hillside Christian Church, Amarillo North Grand Campus, 3508 NE 24th Ave

1. **Call to Order**

2. **Consent Agenda**

   a. Consider approval of minutes
      - May 13th Board Meeting
      - May 13th General Membership Meeting
      - May 22nd Board Meeting (Virtual)

   b. Written Committee Reports:
      - Executive Committee (Board Nominating Committee)
      - Shelter Committee *(Virginia reported that no meeting was held)*
      - Lived Experience Advisory Subcommittee (LEAS)

   c. Collaborative Applicant Written Report

3. **Discussion Items**

   a. Introduction of new Board Members (Michelle)
      - Dianne Samaniego (Ridgway), Amarillo Children's Home
      - Janell Evans, 2-1-1 Texas Panhandle United Way Helpline
      - Robert Burton, Faith City Mission (update)

   b. TA Provider, Nick Mitchell, Homebase
      - Board capacity overview with feedback from Board

   c. PIT Presentation- Requested Data Review (Shaira Joyce)

   d. NOFO- Review of timeline and upcoming needs from the Board
      - Determine board meeting date to review local policies and scoring tools
      - Scoring and Ranking Committee appointment
      - Appeals Committee appointment

   e. Reschedule of July Meeting to accommodate Homebase CoC Board Training

4. **Non Consent Agenda**

5. **Announcements**

6. **Adjournment**

# CoC Committee Report to Board

**Committee Name**: Executive Committee- Report on Nominating Committee

**Report Prepared By**: Audra Rea, CoC Vice Chair

**Meeting Date**: May 22, 2026

1. **Summary of Activities**

   *Provide a brief overview of any meetings and key work completed since the last report. Include meeting/activity dates.*

   The Executive Committee as well as several members of the board on Friday, May 22nd.

   Prior to this meeting, phone calls were made to the nominees asking some additional questions. only 2 people did not answer/respond to the additional questions

2. **Attendance**

   *Note meeting attendance. Specifically note key participants presence/absence.*

   Present = Lacey Korn, Virginia Williams Trice, Audra Rea, James Bellar, Michelle Shields,

   Stefanie Rodarte-Suto

   Absent = Rudy Maldonado, Juan Montano, Steve Smart

3. **Key Updates / Highlights**

   *Include major accomplishments, partnerships, or important developments.*

   We voted to approve 3 new board members: Janell Evans, Robert Burton, and Dianne Samaniego

4. **Board Discussion Items**

   *Topics the committee would like Board input or discussion.*

   We discussed the challenges of having a board larger and meeting quorum. It was decided to only add 3 members at this time.

5. **Challenges/Gaps**
   *Identify challenges or gaps identified by the committee.*
   We still need a better application process

6. **Next Steps**
   *Outline what the committee will focus on prior to or during the next meeting.*
   While these 3 new members can attend the next board meeting, they are not actually seated until the general membership votes.

   *** Upon receiving the email that he had been nominated, Robert Burton said that he could not do Wednesday meetings. There was some confusion during the phone call about what day of the week the meeting is held. He has withdrew his nomination

7. **Upcoming Dates/Events**
   Next Board meeting is June 10$^{th}$ @ 9am

Lived Experience Advocacy Subcommittee Report 6/5/26

Report prepared by: Lacey Epperson subcommittee chair

1) **Summary of activities:** We met on May 12th and May 26th.
2) **Attendance:** We had Community Development come and present on May 12th Heather Neely was the main presenter. May 26th our meeting was held at the Chief of police's office. I was absent on May 26th due to a last minute family emergency trip. We won't have the full discussion of what all was discussed until our next Lived experience meeting on Tuesday June 9th.
3) **Key Updates/Highlights:** We are evolving into hopefully progressing and partnering with the police department, the mayor and other entities to try and build some sort of system to address and identify certain individuals that are recurring offenders that are getting arrested over and over that need to be diverted or given other options. It's been identified and acknowledged that there are laws protecting some of these individuals and the police department are working on creating a new team for the displaced/un-housed folks. There's a lot of moving parts and I know it's not going to happen overnight but it's getting progressive and we are going to help build a portfolio of folks we want to help advocate for in this process. We are also partnering with Food not Bombs on Saturday June 27th for a memorial for our friends, family and brothers and sisters that have passed away over the last year. We held one last year but we were just getting started and weren't really recognized or as supported as a committee so we are hoping that this year will be more successful and have a better turn out. At our next meeting on June 9th we will have Maggie Garcia come and present from RHN.
4) **Board Discussion Items:** We welcome any input or resources we can access to help with the memorial service on June 27th as we don't have funding?
5) **Challenges/Gaps:** Transportation resources are still a huge issue! Also appropriate housing resources for folks that are requiring long term medical care. More and more people are ending up on the streets with significant medical issues......What's the solution?! Is there a solution?! Still not enough shelter for the amount of people out in the streets in our community.
6) **Next Steps:** We will continue to focus on tangible and practical solutions to help alleviate some of the criminalization of our mentally unstable and physically disabled peers with building partnerships with other advocates and agencies. We will be planning for the memorial on June 27th.
7) **Lived Experience Meetings:** **June 9th and 23rd 10:00 AM @ The Hub**
   **July 7th and 21st 10:00 AM @ The Hub**
   **Memorial Service June 27th @ 3 PM at Elwood**

# CoC Collaborative Applicant Report

**Report Prepared By**: Stefanie Rodarte-Suto, Collaborative Applicant Representative

**Meeting Date**: June 10, 2026

1. **Summary of Activities**
   Provide a brief overview of major activities, meetings, submissions, monitoring activities, technical assistance, or coordination efforts completed since the last report.

   Board Applicants: CA staff reached out to each applicant to follow up with additional questions prior to the May 22 Board meeting. Each applicant responded to the additional questions and a summary of applicant responses was provided to the Executive Committee and the Board.

   Homebase TA: CA continues to meet with Nick Mitchell of Homebase each month to discuss Board needs and upcoming training. Nick Mitchell will join the June Board meeting to propose capacity plans and solicit feedback from the Board. Nick will provide a Board training in July, so it is recommended the Board schedule a separate meeting date/time to accommodate training.

   Meeting with APD: CA met with Chief Hover to discuss appointment to CoC Board. Chief Hover does not have an officer with availability to dedicate to Board membership at this time. The Chief has agreed to send officers on an alternating basis to enhance APD engagement with the CoC. CA shared remaining 2026 meeting dates and times with Chief Hover.

   HMIS admin attended the Clarity Connect conference in June as continuuing education for HMIS administration. Clarity will discontinue the current software version this fall, so HMIS admin will focus on training users on the updated platform.

   FY2026 HUD NOFO: The FY2026 NOFO was released June 1, 2026. CA is analyzingthe new NOFO and participating in a variety of webinars and Homebase TA (paid for by the CoC Planning Award) to accurately break down the NOFO and its requirements while developing a local competition process. The CA requests (1) the

Board identify a non-conflicted ranking and scoring committee of 3-5 members and an appeals committee of 3 members and (2) a subsequent Board meeting in the coming days to review and vote on our local competition policy and scoring documents. This review and vote must happen prior to announicng a local competition. The NOFO closes on 8/26/26.

2. **Key Updates**

*HUD/NOFO guidance, PIT/HIC activities, HMIS, Technical assistance, Monitoring or compliance, Funding opportunities, System coordination activities*

HMIS admin will continue to contact agencies with inactive users to verify whether training should to be scheduled for those users.

FY2025 CoC Awards: These awards are being allocated quarterly. Last month, three of the four awards were confirmed. On June 1st, the fourth award was confirmed (Coming Home is added this month to the grants described below.). CA will reach out to partnering agencies and EC Board members to complete match documents required to execute FY2025 CoC awards. CoC requires 25% in-kind match. The following awards were renewed for FY2025:

**Shelter Plus Care: $70,536- Shelter Plus Care is a permanent supportive housing project, with TPC providing referrals and ongoing client support/case management once individuals are on the program.

**HMIS: $183,408- HMIS supports the yearly software cost that includes the platform, 25 agencies, 77 users, 2 manager licenses, 2 administrator licences, and technical support from the vendor. Additionally, the fund provides salary dollars for staff who administer HMIS. The Collaborative Applicant is the HMIS Lead.

**Planning: $96,835- Planning dollars support the coordination of the CoC. These dollars fund the annual Point-in-Time count (software and supplies), technical assistance for the annual NOFO process, printing and supplies for CoC meetings, and salary dollars for CoC administrative staff. This funding is allocated by HUD to the Collaborative Applicant.

**Coming Home: $200,052- this is a permanent supportive housing project that provides housing dollars for 4 households and supportive services for those households. This PSH program supports those who are chronically homeless.

3. **Board Discussion Items**

   *Topics the CA is submitting for Board input or discussion.*

   1. Name non-conflicted Scoring and Ranking committee members (3-5)

   2. Name non-conflicted Appeals committee members who are not on the Scoring and Ranking committee (3)

   3. Identify a meeting date for the Board to review and vote on FY26 NOFO policies and scoing tools.

   4. Select a July meeting date/time to accommodate a longer Board training session with Homebase.

4. **Challenges or System Needs**

   *Identify barriers, gaps, risks, or capacity concerns impacting CoC operations or system performance.*

   Coordinated Entry (CE): As the CoC still needs a CE system, CA staff are currently engaging in HUD provided community workshops focused on developing CE.

5. **Upcoming Dates/Events**

   *List important meetings, HUD deadlines, trainings, competitions, or community events.*

   June TBD: Board engagement is necessary to review NOFO policies and scoring tools

   July TBD: Scoring and Ranking of local project applications; Appeals committee available as needed

   August 26, 2026: Completed Collaborative Application is due to HUD for the FY2026 NOFO.

# Amarillo Continuum of Care (CoC TX-611)

## Board of Directors' Meeting Minutes

**Date of Meeting:** May 13th, 2026, at 9:00am
**Location:** Salvation Army, 400 S. Harrison, Amarillo, TX 79101

- **Board Members Present**
  - James Bellar, Major Tex Ellis, Lacey Korn, Audra Rea, Michelle Shields, Steve Smart, Virginia Williams Trice, Stefanie Rodarte-Suto
- **Board Members Absent**
  - Juan Maldonado, Rudy Montano
- **Observers in Attendance**
  - Shaira Joyce, Jackie Simmons, Rusty Donaldson, Shane Tyree

1. **Call to Order**
   a. The meeting was called to order at 9:07am by James Bellar.
2. **Consent Agenda**
   a. *Consider Approval of Minutes*
      i. Michelle Shields motioned to approve the April 8th board meeting minutes. Audra Rea seconded the motion. All were in favor, with none opposed. The motion carried, and the minutes were approved.
   b. *Written Committee Reports*
      i. The board discussed the upcoming shelter meeting. Members discussed sending out another round of potential meeting dates to improve attendance and gather responses. Virginia Williams Trice will coordinate the shelter meetings.
      ii. Lived Experience (LEAS): Lacey Korn stated she had nothing further to add beyond the written report.
   c. *Collaborative Applicant Written Report*
      i. The board met with Nick Mitchell (with Homebase) last week regarding upcoming TA-Homebase activities. Nick Mitchell will be available in

May and plans to meet with the board in the coming months to provide additional feedback regarding potential governance changes, board best practices, and more in-depth training opportunities led by Homebase.

3. **Discussion Items**
    a. *Election of Executive Committee Members (James Bellar)*
        i. James Bellar reviewed the results of the vote for Executive Committee positions, noting that all board members participated in the vote. Audra Rea was elected as the new Vice Chair, and Michelle Shields was elected as the new Secretary.
    b. *PIT Presentation (Shaira Joyce)*
        i. Shaira Joyce presented the PIT count data to the board and explained the purpose and structure of the PIT count. She reviewed the methodology used, how the data informs decision-making, and highlighted this year's unusual finding that sheltered count numbers exceeded unsheltered counts.
        ii. The board discussed questions regarding what qualifies as sheltered versus unsheltered. Members also reviewed demographic changes over the four-year comparison period and discussed variances in the data. The board agreed further review and discussion of the PIT count would be beneficial to identify potential gaps and determine appropriate next steps.
    c. *Steve Smart motioned to approve the consent agenda reports. Michelle Shields seconded the motion. All board members present voted in favor, with none opposed.*
4. **Non-Consent Agenda**
    **a.** The board discussed leadership changes, noting that Major Tex Ellis will no longer serve in his current role. He shared that he will remain through Father's Day and confirmed that staff will remain the same. He thanked the board for their support and partnership. The board also noted increased shelter usage and expressed appreciation for his work and leadership**.**
    b. *Location of remaining 2026 meetings (James Bellar)*
        i. The board discussed potentially holding general meetings at North Grand Hillside Church to allow for greater participation, including Juan Maldonado's attendance, and to encourage engagement opportunities since lunch would be provided.
        ii. Lacey Korn expressed concern regarding low engagement and participation in lived experience meetings, noting that transportation continues to be a significant barrier. She also shared frustration regarding ongoing communication challenges and the difficulty of encouraging attendance.

        iii. *Audra Rea motioned to move the general meetings to North Grand Hillside Christian Church. Major Tex Ellis seconded. All in favor, none opposed. Motion passed.*

   c. *Nominating Committee Recommendations, 2026 Board applicants (Audra Rea)*
        i. It was noted that planned conversations with applicants were unable to take place due to illness. The board discussed accepting current applicants to help restore full board membership, while also considering improvements to the interview process with support from Nick Mitchell. Members emphasized the importance of engaged participation, maintaining law enforcement representation, and potentially allowing applicants to attend a future board meeting before final decisions are made. The possibility of waiting for a larger pool of applicants was also discussed.
        *ii.* The board discussed that while a larger board may improve representation, it can also make achieving quorum more difficult. Members emphasized the importance of commitment and active participation, including attendance at general membership meetings.

5. **Adjournment**
   a. *Audra Rea made the motion to adjourn, Steve Smart seconded. Meeting adjourned at 10am.*

**Amarillo CoC (COCTX-611)**
**General Membership Meeting**

May 13, 2026
10:00 AM
Salvation Army
400 S Harrison St
Amarillo, TX 79101

**Meeting Minutes**

The meeting was called to order by James Bellar at 10:07 AM.

**Routine Agenda Items:**

- *Committee Reports*
    - Shelter Report:
        - It was reported that the Shelter Committee has not yet met. An email survey was previously sent to determine meeting availability; however, no suitable meeting date was identified. Another scheduling survey will be distributed in an effort to establish a meeting time that accommodates committee members.
    - Lived Experience Advocacy Subcommittee (LEAS) Report:

        The LEAS Committee reported continued success in providing a space for service providers and nonprofit organizations to present available community resources and services. The committee also highlighted positive community engagement efforts and support from Housing First and community development partners.

        The committee meets every other Tuesday. It was announced that the next meeting will include dialogue with the Chief of Police regarding decriminalization of homelessness and community collaboration efforts.

        Transportation was identified as a significant service gap. Questions from community members regarding housing funding, resource allocation, eligibility, and timelines were also discussed.

Plans for a memorial event honoring a deceased community member on June 27 were announced.

- *Collaborative Applicant Update*
  - An update was provided regarding ongoing work with Homebase, which is providing technical assistance and support to the Continuum of Care. Homebase was recognized for its role in helping establish the LEAS Committee and will continue working with the community during June and July to strengthen local strategies and collaboration efforts.
  - Members were informed that questions regarding the PIT Report may be submitted via email.
- *2026 Annual Membership Renewal:*
  - Members were reminded to complete annual membership renewals. A QR code was provided for renewal access. It was emphasized that members must be registered voting members in order for votes to be counted.
    - Discussion followed regarding the status of a potential decriminalization committee. It was clarified that discussions with Homebase have primarily focused on collaboration with LEAS rather than the formation of a separate committee. The board members stated they did not recommend creating a separate committee and expressed that collaborative partnership efforts would likely be more effective.
- *Agency Spotlight:*
  - Representatives from PARC (Panhandle Adult Rehabilitation Center) presented information regarding the organization and its mission during its 11th anniversary year.
    - PARC described its role as a daytime resource center designed to fill service gaps within the Amarillo community without duplicating existing services. The organization provides opportunities for relationship-building, productivity, creativity, and support through various daily group activities including recovery groups, crafts, and educational opportunities.
  - PARC emphasized its collaborative approach with other agencies and its commitment to empowering participants to take active steps toward accessing community resources and services.
  - Core organizational values discussed included:
    - Hospitality and creating an environment where individuals feel valued and known by name
    - Maintaining expectations centered on productivity and engagement

        - Providing grace-based accountability without permanent bans or trespassing policies
        - Encouraging creativity and personal growth as tools for confidence-building and recovery
    - Representatives emphasized the importance of maintaining a safe, clean, and welcoming environment for all participants and thanked community agencies for their ongoing partnership and collaboration.

**New Business and Discussion Agenda Items:**

- *Governance Charter Updates:*
    - James Bellar reviewed proposed updates to the governance charter and outlined revisions made between the previous and updated versions.
        - Updates discussed included:
            - Inclusion of up to three elected public officials
            - Law enforcement representation
            - Use of proxy voting for elected officials with required proxy forms
            - Addition of the LEAS Committee to the charter structure
    - Paper ballots were distributed to voting members for consideration of the governance charter updates. Ballots were collected following completion. It was stated that votes would be verified against the membership roster before official results are announced. *(NOTE: 9 designated voting members cast ballots. Proposed Governance Charter revision was approved unanimously by designated voting members. Additional votes include 9 votes in favor and 1 abstention. Only those registered as designated voting members may be counted in a vote of the General Membership. The result of this ballot will be presented to the General Membership in July.)*
- *2026 PIT Report:*
    - Shaira Joyce presented the 2026 PIT (Point-in-Time) Count Report and reviewed the purpose, methodology, and structure of the PIT count process. She explained how PIT data is used to support planning and decision-making efforts and noted that this year's sheltered count exceeded unsheltered count numbers.
        - Discussion followed regarding concerns about the accuracy and frequency of PIT reporting. Concerns were raised that PIT data may not fully reflect the true number of individuals experiencing homelessness.
        - In response, it was clarified that:

        - PIT data is intended to provide directional rather than absolute data
        - HMIS data offers more comprehensive long-term tracking
        - HUD requires PIT counts every other year, though the local Continuum of Care elects to conduct them annually
    - It was announced that the completed PIT report will be publicly available on the organization's website once finalized.

**Old Business or Agenda Items Needing Discussion:**

- *Announcements:*
    - The next membership meeting will be held Wednesday, July 8 at 10:00 AM at North Grand Hillside Church.
        - Discussion was held regarding the benefits of the new meeting location, including opportunities for expanded participation, access to larger meeting spaces, and community lunch services available through the developmental center.
        - Members also discussed the importance of consistency in meeting scheduling and being mindful of holidays when selecting future meeting dates. Attendees were encouraged to invite additional community members and agencies to future meetings.
    - Audra Rea announced that Bridge Builders events will take place the following week and distributed informational cards for interested attendees.
    - Recognition of Major Tex Ellis
        - Board members and attendees recognized Major Tex Ellis for his service, participation, wisdom, and ongoing support of the organization as he prepares for relocation to Texarkana.
        - Major Tex Ellis announced that Majors Robert and Shannon Winters will be relocating from Houston to Amarillo. He expressed confidence in the continued leadership and work of the organization.
        - It was also announced that it was National Salvation Army Week and that an open house event with free lunch and attendance by the mayor would begin at 12:00 PM that day.

The meeting was adjourned by James Bellar at 10:51 AM.

# Amarillo Continuum of Care (CoC TX-611)

## Board of Directors' Meeting Minutes

**Date of Meeting:** May 22nd, 2026, at 10:30am
**Location: Microsoft Teams meeting**
**Join:** https://teams.microsoft.com/meet/222408293737508?p=T8cXQEPBAxfoqROI3k
Meeting ID: 222 408 293 737 508
Passcode: hV7Qq2wx

**Board Members Present:**

- Lacey Korn, Virginia Williams Trice, Audra Rea, James Bellar, Michelle Shields, Stefanie Rodarte-Suto

**Board Members Absent:**

- Rudy Maldonado, Juan Montano, Steve Smart

**Observers in Attendance:**

- Jackie Simmons

1. **Call to Order**
   a. Board Chair James Bellar called the meeting to order at 10:40 AM after quorum was confirmed.
2. **Non-Consent Agenda**
   a. Board Membership and Expansion Discussion
      - Members discussed the desire to maintain open Board positions for law enforcement representation due to ongoing community discussions surrounding homelessness and decriminalization efforts. The Board agreed to reserve at least one seat, and potentially more, for law enforcement representation in the future.
      - The Board also discussed the importance of youth-focused homelessness initiatives and strengthening collaboration with shelters, outreach organizations, faith-based organizations, and community partners.

   b. Discussion of Applicants
      - The following applicants were discussed favorably due to their community involvement and potential contributions:
        - Janell Evans (211): Recognized for strengthening collaboration among community organizations and increasing interagency coordination.

- Dianne Samaniego (Amarillo Children's Home): Recognized for helping fill gaps related to youth and family services, which may strengthen future funding opportunities.
- Robert Burton (FCM): Recognized for his involvement with shelters and interest in the Shelter Subcommittee.

- Stefanie Rodarte-Suto noted that although faith-based representation is not specifically required, the CoC must demonstrate community outreach and collaboration with faith-based organizations.
- The Board also discussed encouraging other applicants to remain active within the General Membership before future consideration for Board positions.

c. Motion to Add Three Board Seats
- Audra Rea expressed concern regarding expanding the Board too quickly and emphasized the importance of growing incrementally to avoid ongoing quorum challenges. Several members discussed historical difficulties achieving quorum and the resulting delays in moving agenda items forward.
- Members agreed the focus should remain on consistent attendance, effective governance, and organizational progress.
- Michelle Shields emphasized the importance of bringing on members who can actively contribute to accomplishing organizational objectives and building a stronger foundation for the CoC.
- **Motion:** Audra Rea made a motion to add three board seats at this time.
  - Vote: All in favor. None opposed. Motion carried.
  - Stefanie Rodarte-Suto requested that all votes also be documented in the meeting chat for recordkeeping purposes.

d. Board Member Appointments
- **Janell Evans – 211**
  - Michelle Shields made a motion to appoint Janell Evans to the Board.
  - Virginia Williams Trice seconded the motion.
  - Vote: All in favor. None opposed. Motion carried.
- **Dianne Samaniego – Amarillo Children's Home**
  - Stefanie Rodarte-Suto made a motion to appoint Dianne Samaniego to the Board.
  - Lacey Korn seconded the motion.
  - Vote: All in favor. None opposed. Motion carried.
- **Robert Burton – Faith City Mission**
  - Audra Rea made a motion to appoint Robert Burton to the Board.
  - Michelle Shields seconded the motion.
  - Vote: All in favor. None opposed. Motion carried.

e. Membership Approval Notes
- Stefanie Rodarte-Suto clarified that while the Board approved the applicants, the General Membership must also vote to finalize their appointments. The anticipated vote will occur in July.
- The newly approved applicants may begin attending meetings immediately; however, they will not yet count toward quorum and will not have voting privileges until final approval by the General Membership.

f. Action Items
    - The Board discussed contacting all applicants regarding their status and encouraging continued participation within the General Membership.
    - Michelle Shields volunteered to contact the three selected applicants to invite them to upcoming meetings.
    - Stefanie Rodarte-Suto stated that her team would contact the remaining applicants to encourage continued involvement and participation in General Membership meetings.

g. Public Outreach
    - Michelle Shields emphasized the effectiveness of personal invitations and word-of-mouth outreach in increasing General Membership participation.
    - The Board discussed additional strategies for increasing community engagement and attendance.

**3. Adjournment**

a. James Bellar left at 11:03am, however there was no motion to adjourn the meeting.

**4. Post Adjournment Discussion**

a. Following adjournment, members informally discussed administrative matters, including management of the organization's Facebook page.

b. The next General Membership meeting is scheduled for:
    - Date: June 10
    - Time: 9:00 AM
    - Location: Hillside North Grand Church

c. Stefanie Rodarte-Suto stated that she will create a graphic containing upcoming meeting information and distribute it to Board members for sharing and outreach purposes.