

**Lubbock CoC Board
Regular Meeting MINUTES**

Location: Lubbock Housing Authority
1708 Crickets Ave., Lubbock TX 79401

Date: May 14, 2026

Time: 12:00pm

PRESENT:

CoC Board Members:

Cole Watts - Chair; Executive Committee

Dr. Raymond Falcón - Vice Chair; Executive Committee

Katherine Youniacutt - Secretary, Executive Committee

Monica Martin - General Member

Karen Murfee - Consolidated Plan Jurisdiction Member

CoC Lead Agency - ECHO West Texas:

Valerie Longoria - Executive Director

Sydia Adkins - CoC Program Coordinator

Corina Gonzales, Management Financial Coordinator; Community Development COL

MINUTES

Call to Order: 12:07 pm

Action Items:

1.1 Approval of Minutes- April 9, 2026

Motion to approve: Dr. Falcon

Second: Katherine Youniacutt

Approved: Unanimously

1.2 Motion to approve any discussion items

Work Session, Item 2.2: CoC Members - Active & Non-Active Communications

Motion to approve moving voting members to non-voting members as outlined in the charter made:
Dr. Falcon

Second: Monica Martin

Approved: Unanimously

Work Session:

2.1 ALICE Training - Libby Linker (virtual 5 minute presentation)

Libby notified Seydia at 12:28pm that she is unable to attend as planned and asked to reschedule or send an information sheet. Seydia responded that an information sheet would be good. Seydia will forward to board members once received.

- **CoC Board Discussion about ALICE Training**

Monica provided a brief overview of ALICE; both she and Karen shared that ALICE data and information can be found on the United Way website and that national data on ALICE can be found on-line as well. It was concluded that ALICE training was not necessary at this time.

Valerie reiterated to the board that the training was not required or mandatory and that the invitation was extended to them, if they would like to attend. ECHO Staff will attend an ALICE Training with Libby on June 15, 2026 at 10:00am.

2.2 Coc Member and Community Meeting - June 23, 2026

- **Topics for Agenda:**

- **NOFO**

- The idea of NOFO training is to present pertinent information that will help equalize the playing field for all interested parties ahead of opening the application process.
 - Provide information about the application process and timelines.
- The 2026 NOFO should be released by June 1, 2026

- **UFA-CA (Dual lead agency model)**

- CoC Board UFA Communications
 - As of 5/14/26, the City has not received notification of UFA status. Karen encouraged everyone to move forward as though the City is not the UFA and that what is in place now should continue.

- **Presenters & Timeline**

Cole will open the CoC Member and Community Meeting.

Monica will close the meeting

Timelines for the meeting will be worked out later.

- October 22, 2026 meeting date

The board locked down this date for the Annual CoC Member meeting. It was later proposed in Work Session, Item 2.3 - Conflict of Interest, that a vote for additional CoC Board Members could be scheduled for this meeting.

- CoC Members- Active & Non-Active Communications

The item was voted on and approved, Action Item 1.2.

2.3 CoC Policies & Lead Agency Agreements

- MOU's & Charter - reflect for structure changes, clarity and division of responsibilities

Valarie offered work on these items will provide clarity for the ECHO Board and community; provide a clear structure for everyone involved.

- CoC NOFO Process and Procedures

Valarie mentioned understanding details on how services should play out (case management, for example) - "What am I required to do?" - will be helpful. The board agreed the NOFO will be the focused topic of discussion during the June 23, 2026 member meeting.

- Written Standards - revision process, involved, proposed deadline

The board agreed a third party should be involved in the review and editing process of the current CoC Written Standards. Karen, Valerie, and a third party will oversee this process. The new NOFO was also considered and will require changes in the Written Standards, specifically in monitoring.

The board considered June 11, 2026 as the proposed deadline. The goal, as suggested by Karen via Civitas, is to review the standards, submit proposed changes by June 11th, and then forward to Civitas.

- Conflict of Interest

Dr. Falcon raised the issue of the conflict of interest if the City maintains a voting seat on the CoC Board should they be designated the UFA. Karen shared that she is already working on that so that there is no conflict of interest should the City be approved as the UFA.

Monica shared the importance of the 30 year history of the CoC conversation believing this understanding is helpful for context.

Additionally, Karen offered that the board needs to be bigger. The board was in agreement. Dr. Falcon suggested gauging board interest during the June 23rd member meeting, and voting for new board members during the October 22, 2026 Annual meeting.

- Overall Roles and Responsibilities

It was agreed that roles and responsibilities for both ECHO and the CoC will be helpful. More work to do in this area.

- Civitas Training (July 28 & 29)

Karen reported that after sending materials to Civitas, they suggested the CoC review and edit materials then send the materials to them (as noted in Written Standards section above). As shared earlier, Karen, Valerie, and a third party will review and tweak the standards. Valerie cautioned the board that some items need to remain listed in the standards in order to capture dollars. Karen hopes to build a more concise, clear document. Cole offered a creative approach to editing and suggested adding “addendums”, if needed.

Karen and Valerie also considered concerns about TDHCA and CoC funding. The former voiced concern about double benefits as well as geographic issues and the latter highlighted the importance in monitoring to help address double benefits..

2.4 ECHO West Texas Updates

Valerie provided updates on the following items:

- HMIS/CE - right now, there is missing and incomplete information in reporting; this is a critical time for monitoring because new NOFO is coming up. ECHO is stepping into the position of “getting under the hood.” This will be good practice for monitoring. The goal is to present a clear picture to the CoC Board about the monitoring process, have the process down ahead of the new funded projects in the future.
- ECHO monitoring letter to Open Door. Val checked in with the board to let them know ECHO is ready to move forward with monitoring two funded projects with Open Door. Val will send the monitoring letter to the board for their review and approval ahead of sending it to Open Door. Valerie also shared Open Door should receive their contract renewal within a week or two. ECHO will monitor based on Open Doors grant goals - a check and balance.

2.5 CoC Goals - Tracking

Valarie encouraged the board to begin thinking about what they would like to track as ECHO works on a community facing dashboard for the website.

Karen asked about the funding module in Wellsky - good for grant tracking, client tracking, and billables.

Closing Remarks & Adjournment

No closing remarks.

ADJOURNED: 1:32 pm

ACTION ITEMS:

- Valerie, Karen, and third party will review/edit standards. Due by June 11, 2026
- Seydia will send the following to the board:
 - Active/Non-Active Member Lists
 - Monitoring Letter to Open Door
 - Next Board meeting will adjust the meeting time from 12:00pm - 1:30pm

Next CoC Board meeting is scheduled for June 11, 2026 at 12:00 p.m.