

# 4.09.26 CoC Board Mtg Minutes

## Lubbock City & County Continuum of Care (CoC) TX-625 Board Meeting

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

Date: April 9, 2026

Time: 12:00pm

### **PRESENT:**

#### CoC Board Members:

*Cole Watts - Chair, Executive Committee*

*Dr. Raymond Falcón - Vice Chair, Executive Committee (left meeting at 12:39pm)*

*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*

*Seydia Adkins - CoC Program Coordinator*

*Bill Howerton, COL Deputy City manager*

*Corina Gonzales, Management Financial Coordinator, Community Development COL*

## **MINUTES**

**START: 12:11pm**

### **Action Items:**

#### **1.1 Approval of Minutes- February 24, 2026**

Discussion: Cole Watts made a motion for February minutes to reflect “proposal” for United Way versus what is written, “discussion” for United way.

**Motion to approve amendment:** Karen Murfee

**Second:** Monica Martin

**Motion:** Unanimously passed

Dr. Falcon added the need to add “24th” to the date on the agenda. The date was added on site (above)

**Motion for Approval of amended February minutes:** Dr. Falcon

**Second:** Monica Martin

**Approved:** Unanimously passed

## **1.2 Motion to approve any discussion items**

- **United Funding Agency (UFA application)**

Motion to move UFA items to “Work Session” as item 2.1 was made.

**Motion to move UFA item to “Work Session” as item 2.1:** Dr. Falcon

**Second:** Monica

**Approved:** Unanimously passed

**Motion to move from Collaborative applicant to UFA applicant and designating City of Lubbock, Community Development as the UFA:** Monica

**Second:** Katherine

**Approved:** Unanimously passed

## **Work Session:**

### **2.1 United Funding Agency (UFA application)**

Valerie Longoria provided an overview of UFA (reference handout): role/responsibilities of ECHO WTX and COL Community Development. Warned the coming NOFO is service heavy, not housing heavy. Valerie also discussed the possibility of merging committees (HMIS/CE, for example) later down the road.

Karen Murfee added the registration application for UFA is due by April 23, 2026; if/when Community Development is designated as the UFA, “then the work starts”: reevaluate governing/policy documents; how to do UFA (logistics). The UFA will be more sustainable under the city because of the infrastructure it provides (Karen) and the trust the community has in the city (Katherine).

Monica Martin offered support of the UFA from a small agency perspective.

### **2.2 Discuss Potential Board Retreat**

This item was combined with item 2.7 because it was redundant. *Please see 2.7 for discussion notes.*

### **2.3 Recap of March 31<sup>st</sup> CoC Member & Open Community Meeting**

The board was pleased with the presentation, saying, “Everyone did great” and “Thought it

went well.” Edward Grady, Systems Administrator, was also praised for his presentation.

Valerie shared some information about the PIT count: access to the PIT report and presentation slides has been made available (website, newsletter). Will need to revisit voting member status, active/non-active.

Cole suggested revisiting the charter to reevaluate member attendance requirements.

Questions were asked about the survey’s. Valerie reported that 10 surveys have been completed for HRS Survey (Gaps) and 6 surveys have been completed for Funding Survey. A funded agency survey was sent to the funded agency with two funded projects for their feedback as well.

## **2.4 Update of CoC Committees (Q&P, IFC, HMIS, CECE, & CAC)**

Valerie provided a quick snapshot of each committee’s work thus far:

IFC - scoring off old metrics (HUD); practice scoring in preparation of the coming NOFO (funded projects).

HMIS - will add cost of funding module that’s coming in June

CECE - changes in process and procedures; currently the team is training with HUD (coordinated entry)

CAC - next meeting is April 10; a youth focused discussion. Building leadership, metrics/benchmarks for HUD; met with LISD on 4/8 for their input and to encourage their participation in the discussion/planning.

Q&P - reviewing process and procedures for monitoring; committee believes it is very important providers understand the expectations of the NOFO if a funded project and plan to offer a workshop at the next CoC Member and Committee meeting.

## **2.5 Discuss HUD timeline**

*This item was added by Dr. Falcon. He was not present to lead this discussion.*

Cole identified April 23, 2026 - registration for UFA

Valerie shared June 23, 2026 - the next CoC Member & Community meeting

## **2.6 HUD TA**

*This item was added by Dr. Falcon. He was not present to lead this discussion.*

Valerie offered some insight into her ongoing communication with the HUD TA - to check in, review MOU & charter; to help with questions, issues. The TA has been very helpful.

## **2.7 CoC Board retreat**

*This item was added by Dr. Falcon. He was not present to lead the discussion.*

It was determined the bulleted items were to be included in a board retreat to help complete needed tasks and for clarity. For example, Robert's Rule of Order, and its place in the CoC Charter of Governance.

A date for the board retreat was set: July 28 and 29. Karen offered Civitas as the guest facilitator for the retreat. Agreement was unanimous.

- MOU & charter
- Roles/Responsibilities
- Streamline Process & Procedures
- CoC Board Assessments

## **Closing Remarks & Adjournment**

**ADJOURNMENT:** 1:27 pm

Next COC Board meeting is scheduled for May 14, 2026 at 12:00 p.m.