**Meeting Minutes**

**Renters’ Solutions Subcommittee (RSS)**

October 6, 2022 5:30 PM Meadows at Bentley Drive, 8004 Bentley Dr.

**Subcommittee Members Present:**

* Kristin Davila, *Co-chair*
* Nikki Johnson, *Co-chair*
* Tina Aranda, *Member*
* Brian Birdy, *Member*
* Toni Cambria, *Member*
* Latoyia Coleman, *Member*
* Andre Greene, *Member*
* Dan Rossiter, *Member*

**Subcommittee Members Absent:**

* Nicole Murray, *Member-elect*

**City Staff Members Present:**

* Sara Wamsley-Estrada, *Housing Policy Administrator*
* James McKenzie, *Housing Policy Project Manager*
* Connie Tobe, *NHSD Eviction Intervention Team Supervisor*
* Joe Gonzalez, *NHSD Eviction Intervention Team*

**Meeting called to order**

1. Commissioner Johnson called the meeting to order at 5:31 PM.
2. Commissioner Johnson and Commissioner Davila provided a welcome the public and reviewed public participation protocols
3. James McKenzie with NHSD provided an overview of housing resources available at the Welcome Table

**Staff Updates**

* James McKenzie with NHSD provided an update: a Trauma Informed Care Workshop for subcommittee members takes place on Monday October 17th, from 11:30-1:00 PM.
* James McKenzie with NHSD provided an update: San Antonio’s Landlord Summit will be held on October 27th, from 8:30 AM – 4:30 PM.
* James McKenzie with NHSD provided a reminder: next Renters’ Solutions Subcommittee meeting will be on Thursday November 3rd, 2022, from 5:30 – 7:00 PM.
  + The meeting will be conducted virtually
  + The next three monthly-meetings will be conducted virtually (November 3rd, December 1st, and January 5th)

**Briefing on the following items**

1. Briefing by James McKenzie with NHSD on Agenda Item: “Gap Analysis”
   * Subcommittee members were briefed on the ways the RSS could contribute to the on-going work with SHIP strategies PPN 5: System-wide Eviction and Foreclosure Program or CHS 1: Develop a One-Stop Housing Shop
   * Subcommittee members were able to ask clarifying questions on SHIP strategies
   * Brian Birdy proposed scaling up the Know Your Rights Training to include information sessions for landlords
   * Commissioner Davila proposed including the question, “Is there a resident coordinator on-site?” to improve communication between tenants, landlords, and city staff regarding eviction prevention measures
   * Dan Rossiter proposed increased virtual appointment options available for One-Stop Housing Shop
   * Tina Aranda proposed leveraging stakeholders to determine what organizations and partnering agencies would be included in the project
   * Commissioner Davila requested follow-up from subcommittee members to create a list of questions regarding the One Stop Housing Shop:
     1. to inform the development of a Scope of Work for a hiring a consultant for the project
     2. to determine what organizations and partnering agencies would be included in the project
2. Briefing by Lizbeth Parra Davila from Texas RioGrande Legal Aid on Agenda Item: “Overview of TRLA Eviction Prevention Services”
   * Subcommittee members were briefed on Legal Services (Counsel & Advice, Negotiations, Representation in court, or administrative hearing) and Outreach (Presence in Justice Courts or partner events, and Know Your Rights presentations)
   * Subcommittee members were able to ask clarifying questions on program specifics and requirements

**Public Comments**

No public comment submitted before the meeting or on the meeting sign-up sheet.

**Adjournment**

There being no further business, Co-chair Johnson thanked our hosts at The Meadows at Bentley Drive and adjourned the meeting. The meeting adjourned at 6:43 PM.