



# Contra Costa Council on Homelessness EXECUTIVE BOARD MEETING

*The Contra Costa Council on Homelessness Executive Board provides advice and input on the operations of homeless services, program operations, and program development efforts in Contra Costa County.*

## MINUTES

**Tuesday, August 25, 2015, 3:30 pm – 5:00 pm**

**HP Conference Room, 1350 Arnold Drive, Suite 202, Martinez CA**

**Attendance (Board Members):** Kevin Corrigan, Doug Stewart, Megan Monahan, Valerie Sloven, Teri House, Joseph Villarreal, Sean Connors, Brenda Kain, Janet Kennedy

**Absent:** none

**Public Attendance:** Jennifer Baha, Lavonna Martin, Jaime Jenett, Amanda Stempson, Josh Jacobs, Dominic Aliano, Doug Leich, Lindy Lavender, Doug Sibley, Julia Surges, Rachel Birch, Sharon Bernhus, Dana Ewing, Guita Bahramipour

### 1. Welcome and Introductions

- Call to order by Teri House

### 2. Health Care for the Homeless Update

- Rachel Birch, HCH, presented out on Health Care for the Homeless progress
- Dental services are being offered 16 hours a week at the Concord Respite Clinic
- Opened a homeless-client only health ambulatory clinic and are actively taking referrals at George and Cynthia Martinez Wellness Center
- Partnering with AODS division to get an HRSA grant to work with opioid dependent clients

### 3. Zero: 2016 Update

- Jennifer Baha, Zero: 2016 coordinator, presented update on Zero: 2016 progress
- The Leadership Committee, cohosted with the Multi Faith Action Committee, has been convening monthly meetings and assisting with the coordination of the subcommittees
- Upcoming events
  - Communications Subcommittee meeting – tomorrow, 8/26
  - Clergy events to engage with the general community around ending veteran and chronic homelessness
    - Presentation on Tiny Homes model in Seattle  
Wednesday, August 26, 2015  
8:00 a.m. - 9:30 a.m. (Breakfast will be served)  
Community Presbyterian Church  
200 E Leland Rd., Pittsburg



## EXECUTIVE BOARD MEETING MINUTES

- Noon- 1:30 p.m. (Lunch will be served)  
First Christian Church (Disciples of Christ)  
3039 Willow Pass Road, Concord
- 6:00 p.m. - 7:30 p.m. (Dinner will be served)  
Richmond Community Foundation  
1014 Florida Avenue, Richmond

### 4. Committee Updates

- Coordinated Entry Committee
  - Launched a Housing Placement Committee pilot in July
    - The pilot ran 33 names with scores from 13-18
    - Tested an “Eligibility Screening Tool”
    - Approved 8 clients for housing
  - Next steps
    - Continue to utilize the PSH Housing Placement Committee allowing for adjustments as they come up. Identified the need for housing navigators and housing locators to ensure successful placements
    - Leverage Zero: 2016 efforts
    - Roll out coordinated entry system-wide through additional pilots over the year
    - Design a parallel system for DV survivors
  - Coordinated Entry Cmte meets 2nd Mondays, 2-3:30
  - Next meeting: Monday, September 14<sup>th</sup>, 2-3:30pm, Homeless Program Conference Room
- Performance Measurement Committee
  - Began monthly meetings in March to develop system wide Performance Measurements broken down by program component: Emergency Shelter, Transitional Housing, Rapid Re-Housing, Permanent Supportive Housing, Street Outreach, and Supportive Services Only
  - New guidance released by HUD in May includes detailed HMIS specifications now being built out in ServicePoint
  - Next steps: review report templates drafted based on committee feedback and begin to implement reporting structure
    - Reporting includes benchmarks, goals, and evaluation questions for each performance measure by program component
  - Next Performance Measurement Committee meeting: Wednesday, September 16<sup>th</sup>, 10-12pm, Homeless Program Conference Room
- HMIS Policy Committee
  - HMIS participation has increased to over 80 programs
  - County will be hiring another HMIS specialist
  - Trainings for new staff will be offered in early fall



## EXECUTIVE BOARD MEETING MINUTES

- In the interim, [HUD Exchange](#) website provides HMIS tutorials
- Tutorials available on the [County Homeless Program](#) website
- Next HMIS Committee meeting: September 1, 2015, 2-4pm, Homeless Program Conference Room

### 5. FY2015 NOFA Competition

- Amanda Stempson, HomeBase, presented on the next steps to prepare for the FY2015 CoC Program Competition
- Preparations underway for FY2015 competition
  - CoC Registration and Review have been submitted by County Homeless Program as the collaborative applicant
  - Collected needed information to develop PRESTO program profiles for the Review and Rank process
  - Waiting for NOFA to be released to begin next phases
- NOFA/HUD Grantees Committee will meet on 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays 1-3pm in Homeless Program Conference Room throughout competition to orient applicants and prepare applications

### 6. Governance Charter

- Josh Jacobs, HomeBase, presented on the progress of the Governance Charter and solicited feedback on community members to target outreach for open positions
- Doug, Janet, Teri, and Kevin agreed to be part of an ad hoc committee for targeted outreach
- Motion:
  - Statement of motion:
    - We move to convene an ad hoc committee for board recruitment and review of applications
  - Procedural Record:
    - Motion made by Joseph Villarreal
    - Seconded by: Sean Connors
    - AYES: Doug Stewart, Megan Monahan, Valerie Sloven, Teri House, Janet Kennedy, Kevin Corrigan, Brenda Kain
    - NOES: zero
    - ABSTAINS: zero
    - ABSENTS: zero

### 7. Housing Authority Homeless Preference

- The HUD Grantees and NOFA Committee have held two meetings to discuss setting a homeless admission preference for the Housing Authority of Contra Costa County
- Proposed homeless preference uses a PSH graduation strategy for Housing Choice Vouchers, with the goal of increasing PSH turnover by providing housing subsidies to clients who are ready to graduate to less intensive services
  - The Coordinated Entry Housing Placement Committee would identify existing PSH clients who are ready for less intensive services using criteria to be determined (e.g., SPDAT)
  - Number of vouchers estimated at 25-50 (final number TBD)
  - Would have initial push of referrals then open the waitlist regularly (e.g., quarterly)
- The following next steps were identified:
  - Researching homeless preference models from other communities
  - Reviewing HMIS data to begin to identify likely PSH graduation candidates
  - Discuss the role of the Housing Placement Committee with the Coordinated Entry Committee
  - Evaluate the fair housing implications and obtain HUD approval for chosen preference

### 8. Nuts and Bolts

- Housing Authority
  - Opening public housing waitlist in November
  - Discussion of how to implement homeless preference by November
- Stand Down on the Delta
  - Sept 11-14, 2015 - Antioch County Fairgrounds, 10-10pm
  - [www.deltaveteransgroup.org](http://www.deltaveteransgroup.org)

### 9. Pin It

- Next Executive Board Meeting: September 22, 2015, 3:30-5:00pm
- Next Full Membership Meeting: October 16, 2015, 10-12pm