



CONTRA COSTA COUNCIL ON HOMELESSNESS MEETING MINUTES

The Contra Costa Council on Homelessness provides a forum for communication and coordination about the implementation of the County's Strategic Plan to prevent and end homelessness, and for orchestrating a vision on ending homelessness in the County, educating the community on homeless issues, and advocating on federal, state, and local policy issues affecting people who are homeless or at-risk of homelessness. The Council provides advice and input on the operations of homeless services, program operations, and program development efforts in Contra Costa County. Items may be taken out of order based on the business of the day and preference of the Council.

Date, Time: Friday, January 20, 2017, 12:00 pm – 2:00 pm

Location: ZA Room, 30 Muir Drive, Martinez

Council Member Attendance:

Present: Diane Aguinaga, Alejandra Chamberlain, Teri House (Vice Chair), Gary Kingsbury

Absent: Tracy Cascio, Gabriel Lemus (Chair), Dan Sawislak

Staff Attendance: Lavonna Martin and Jenny Robbins, Contra Costa Health Services; Amanda Wehrman, Tara Ozes, and Erica McWhorter, HomeBase; Jennifer Baha, Built for Zero

Public Attendance: John Barclay, Brett Beaver, Tom Brooks, John Eckstrom, Leslie Gleason, Chuck Grant, Rhonda James, Brenda Kain, Robin Kelly, Doug Leich, Cecelia McCloy, Nathalie Sterne, Stephanie Stough.

1. Welcome and Introductions

- Teri House, Vice Chair

2. Approve Minutes (Action Item)

- Motion
- Statement of Motion:
 - We move to adopt the minutes from the December 1st Council on Homelessness Meeting.
- Discussion:
 - The Council reviewed the minutes from the December 1st Council meeting.
 - The Council moved to approve.



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- Procedural Record:
 - Motion made by Teri House
 - Seconded by Diane Aguinaga
 - AYES: Diane Aguinaga, Alejandra Chamberlain, Teri House (Vice Chair), Gary Kingsbury
 - NOES: None.
 - ABSTAINS: None.
 - ABSENTS: Tracy Cascio, Gabriel Lemus (Chair), Dan Sawislak
 - Motion Carried

3. Idaho Apartments Letter (Action Item)

- Amanda Wehrman provided a review of the request by Resources for Community Development (RCD) for the Council on Homelessness to approve a letter regarding renovations and conversion of project based vouchers.
 - Renovation Plans: RCD seeks the Council's approval of plans to move forward with renovations to Idaho Apartments through an extension of the existing voucher contract through HUD's Rental Assistance Demonstration (RAD) conversion process. This would secure project based vouchers for the property and residents for a 15-year term.
- Motion
- Statement of Motion:
 - We move to endorse the letter of support for Resources for Community Development's plans to renovate the Idaho Apartments.
- Discussion:
 - Teri House (Vice Chair) invited the Council to discuss any concerns related to endorsement of the letter.
 - The Council moved to endorse.
- Procedural Record:
 - Motion made by Diane Aguinaga
 - Seconded by Teri House
 - AYES: Diane Aguinaga, Alejandra Chamberlain, Teri House (Vice Chair), Gary Kingsbury
 - NOES: None.
 - ABSTAINS: None.
 - ABSENTS: Tracy Cascio, Gabriel Lemus (Chair), Dan Sawislak
- Motion Carried

4. Filling of Vacant Council Seats (Action Item)

- The Nominating Committee provided an update on the review of applications for vacant Council seats, and possible action to recommend candidates to the Board of Supervisors.



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- The Nominating Committee, comprised of Council members Alejandra Chamberlain, Teri House, Gary Kingsbury, and Dan Sawislak, came together earlier this month to consider applications for various vacant seats on the Council on Homelessness.
- Selection Process: The Council on Homelessness serves as an advisory body to the Board of Supervisors, which has final approval over all new Council members;
 - The Committee used a rubric to help assess suitability for the seats, and all applicants were encouraged to attach a cover letter with their application. When applicants submitted a letter that spoke to their interests, this assisted the Nominating Committee to make decisions about which applicants would fit well into the Council.
- Next Steps: The Nominating Committee will conduct more interviews for Community Member Seat #3 in February; next steps are to present the recommendations to the Family and Human Services Committee of the Contra Costa Board of Supervisors, and put the item on the consent calendar which will go out the following Tuesday.
 - New members should plan to attend the next Council on Homelessness meeting in February, and again as voting-members in March.
- Motion
- Statement of Motion:
 - The Council moves to approve the applicant recommendations of the Nominating Committee to the Board of Supervisors for vacant seats on the Council on Homelessness as follows:
 - Behavioral Health Representative: Miguel Hidalgo-Barnes
 - CoC/ESG Program Grantee Representative: John Eckstrom
 - Consumer/Consumer Advocate: Stephanie Batchelor
 - Faith Community Representative: Doug Leich
 - Government Seat #1 Representative: Ann Struthers
 - Government Seat #2 Representative: Brenda Kain
 - Health Care Representative: John Barclay
 - Public Housing Authority Representative: Joseph Villareal
- Discussion:
 - Teri House (Vice Chair) invited the Council to discuss any concerns related to approval of the Nominating Committees' recommendations.
 - The Council moved to approve.
- Procedural Record:
 - Motion made by Gary Kingsbury
 - Seconded by Alejandra Chamberlain
 - AYES: Diane Aguinaga, Alejandra Chamberlain, Teri House (Vice Chair), Gary Kingsbury



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- NOES: None.
- ABSTAINS: None.
- ABSENTS: Tracy Cascio, Gabriel Lemus (Chair), Dan Sawislak
- Motion Carried

5. Council Retreat

- Amanda Wehrman discussed calendaring an orientation retreat for Council members.
 - Given that there are various pending new members, the Council have decided to host a Council Retreat to orient new members to the Council's policies and procedures.
 - Orientation Scheduling: The tentative date to schedule the Council Retreat will be **March 2 from 9:00 am-1:00 pm**. More information to follow.

6. CoC Program Awards

- Amanda Wehrman provided an update on HUD announcement of the FY2016 CoC Program awards.
 - Last Summer/Early Fall, the Continuum of Care completed and submitted its application following release of the Notice of Funding Availability for the HUD CoC Program Competition.
 - Awards Debrief:
 - Great News for Contra Costa: The CoC saw an 18% increase in funding from 2015 to 2016, including increases in Fair Market Rents and new project.
 - a. Contra Costa had the highest increase in amount awarded in all of California.
 - Three New Projects Funded:
 - a. Project Thrive (SHELTER Inc.), a new permanent supportive housing (PSH) project, will provide housing to 16 chronically homeless adults and families;
 - b. Tabora Gardens (SAHA), a new PSH project, will provide 12 new units to serve chronically homeless veterans;
 - c. The Coordinated Entry Expansion (CCHS), will support efforts to expand Contra Costa's coordinated entry efforts going forward in 2017.
 - Awards By Component: Funding priorities continue to change as HUD and the CoC emphasize Permanent Supportive



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Housing (this round comprising 85% of the total award) more over other funding types.

- To view HUD's announcement of the awards made to each of the projects in Contra Costa, please visit <https://www.hudexchange.info/onecpd/assets/File/2016-california-coc-grants.pdf>.

7. Coordinated Entry Committee Updates

- Amanda Wehrman reported out on progress made by coordinated entry committees and workgroups.
 - Committees:
 - Oversight: Will continue to review progress by other committees, and make recommendations to the Council on Homelessness on any needed actions.
 - Communications: Have drafted and will review a fact sheet and infographic, as well as leave-behind documents, to help create a uniform message and look for the Coordinated Entry system going forward.
 - Policies & Procedures: Will meet soon to review draft policies and procedures (P&Ps) for CARE Centers, Warming Center, CORE Outreach Teams, and the 2-1-1 Call Center.
 - Data Evaluation: Will measure progress that we're making, at the system, project, and client level, and will review baseline data for evaluation metrics.
 - Workgroups:
 - Prevention/Diversion: This group is coming up with tool and process for prevention and diversion, and a referral process as envisioned, which will be shared with CARE Centers.
 - Rapid Re-Housing Referral: This group is developing a matrix of eligibility criteria for each Rapid Re-Housing program to inform referral policies and procedures.
 - Emergency Shelter Referral: This group is collecting P&Ps from individual shelters, and considering how they may best be aligned, developing a matrix of eligibility criteria to help with prioritization for this effort.
 - Housing Waitlists: This group is sending out letters to clients on the remaining waitlists, with Contra Costa Interfaith Housing and Idaho Apartments; the idea is to purge waitlists so all Permanent Supportive Housing will be referring clients through the Coordinated Entry System and Housing Navigator committees.



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- For more information about the Coordinated Entry Committees and Workgroups, please contact Jaime Jenett.
- Implementation of Coordinated Entry:
 - Coordinated Entry will launch in phases beginning in February, as there are many components and funding is still to be coordinated on an ongoing basis.
 - Phase 1:
 - In the next 45 days, the CORE Outreach teams will begin to be mobilized;
 - 2-1-1 will dispatch CORE Teams and refer to CARE Centers;
 - “CARE Centers” will open (though open now under the name “Multi-Service Centers”), and will have the addition of Housing Navigation services;
 - The first Warming Center will open, coinciding with the opening of the CARE Centers;
 - a. These efforts will not be around adding shelters, but coordinating to create capacity to meet the community’s need.
 - Phase 2:
 - Partnering with 2-1-1 will occur, and will likely be able to meet a May deadline. The priority is to be sure that systems are in place, to make sure when someone is diverted there is a mechanism to do that;
 - Phase 3:
 - In September 2017, 2-1-1 will begin a centralized reservation system for direct placement into emergency shelters.
 - a. There is also a possible Phase 4, where efforts will be devoted to identifying and securing an appropriate site for a CARE Center to get established in East County by September, which will be open 24 hours (or nearly).
 - Communication to the Public:
 - The Communications Committee is working on having pieces, such as flyers, ready that will communicate the message we want to convey to the public. No press releases are scheduled.
 - Text 2-1-1: Getting ready to launch in Fall, 2-1-1 will have a “crisis text” capability, as a response to the high increase in use of cell phones by younger clients (and is already being used to great success in other parts of the Country). 2-1-1 is currently in the process of purchasing a code for the geography of Contra Costa.

8. Zero: 2016 Update



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- Jennifer Baha provided an update regarding progress on the Built for Zero campaign, formerly Zero: 2016 campaign.
 - History of the Zero:2016 Campaign: The Campaign started in January of 2015 with the goal of ending Veteran and Chronic Homelessness.
 - Shift in Focus – Aligning with Coordinated Entry: The original focus was achieving “functional zero”; the aim at this point is still to end Chronic Homelessness and Veteran Homelessness, but shift towards developing a “by-name” list (which is a list of everyone experiencing homelessness we know in our CoC) for other subpopulations, such as Families and Transitional Aged Youth. This will align with efforts to develop the Coordinated Entry system locally in Contra Costa as well as nationally.
 - Progress on Veteran’s By Name List – 2016 Data:
 - Community Solutions called out Contra Costa as one of the communities whose data showed that from July 2016 through November 2016, the amount of homeless Veterans decreased significantly by **11%**.
 - From July 2015 to today, the reduction in Veteran homelessness is **40%**.
 - Building Chronic Homeless By Name List – 2016 Data:
 - The number of those who aged into Chronic status increased to 34, as some now meet the HUD definition for Chronically Homeless, because they have experienced homelessness for 1 year or have had 4 episodes of homelessness in 3 years.
 - This number jumped significantly in December due to expanded outreach, and good number of homeless who are aging into chronic status. Efforts should now focus on getting people placed in housing before they reach chronic status.
 - Updates on Housing Security Fund:
 - The Outreach and Engagement Committee are developing a Housing Security Fund. The Contra Costa Housing Security Fund is a county-wide community fund that covers costs that can prevent many people, including seniors, veterans and families from getting back into housing and protects participating property owners who offer these screened renters an opportunity. Access to the funds is provided through Contra Costa Continuum of Care homeless service providers.
 - Total funds have now reached \$15,959 – 32% of the goal of \$50,000; 340 days remain to contribute. The fund is held and administered by Richmond Community Foundation, and the Contra Costa Crisis Center will be responsible for distributing the funds. Funds will begin being disbursed in early 2017.
 - Structure of Built for Zero:



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- Built for Zero is looking to merge the Zero campaign with the Coordinated Entry Oversight Committee, and one of the best ways is to have some members of the Leadership Committee of Zero to join the Oversight Committee, as there is significant overlap. In the next few months, Built for Zero will work out how to best accomplish this merge.

9. MFAC Update

- Doug Leich provided an update on the Multi-Faith ACTION Coalition.
 - MFAC is sponsoring a **Contra Costa Health Care Town Hall** in Concord next Saturday, January 28, 2017, from 10:30 AM – Noon.
 - Location: First Christian Church of Concord, 3039 Willow Pass Road, Concord.
 - Speakers: Speakers will include Congressman George Miller, Congressman Mark DeSaulnier, and Supervisor Karen Mitchoff.
 - Topic: This town hall will discuss the statewide movement to resist efforts to dismantle health care systems, and how to collectively preserve Medi-Cal and Medicare.

10. Policy and Advocacy Opportunities

- Tara Ozes provided an update on the No Place Like Home Program and the Concord Naval Weapons Station.
 - Overview of No Place Like Home (AB 1618):
 - No Place Like Home is a \$2 billion bond program, which uses 7% of the revenue generated by the 1% tax from the Prop. 63 Mental Health Services Act to finance loans to fund capital costs for the development and rehabilitation of Permanent Supportive Housing for adults and children who are experiencing homelessness, are chronically homeless, or are “at risk of chronic homelessness,” who also have a qualifying Serious Mental Disorder or Emotional Disturbance.
 - The No Place Like Home budget bill, AB 1628, empowers the California Health Facilities Financing Authority (CHFFA) to redistribute MHSA funds, and issue taxable or tax exempt bonds to the Department of Housing and Community Development (HCD), which HCD will use to provide funds to California counties that apply through a **Technical Assistance** funding round, a **Non-Competitive** funding round, and a **Competitive** funding round.
 - Applying for Funding:
 - Counties may decide to partner with a developer as a project sponsor, and apply for Non-Competitive funds (calculated for



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each county through a Formula Allocation based on the 2017 PIT Count data), and Competitive funds (calculated for each county through a Formula Allocation based on **70% 2017 PIT Count data and 30% Extremely Low Income (ELI) Renter Cost Burden**).

- Funding for Contra Costa:
 - Technical Assistance: As a large county, Contra Costa is eligible for **\$150,000** over-the-counter TA funds, to assist with NPLH implementation and activities.
 - Non-Competitive: For Contra Costa, the Non-Competitive over-the-counter funds available are currently estimated at **\$3.2 million**, which may change depending on the results of the 2017 PIT Count.
 - Competitive: Contra Costa is eligible as a large county to compete for **\$682.5 million**; however, if HCD decides to allow an “Alternative Process” for those counties whose percentage of homeless population is 5% or greater of California’s total percentage of homeless, (currently Los Angeles, Santa Clara, San Diego, and San Francisco), this would decrease the pot of money for large counties down to \$386.1 million, according to 2015 PIT Count estimates.
- Proposed Program Framework Release & Opportunity for Public Comment:
 - On December 20, 2016, the Department of Housing and Community Development released the NPLH Proposed Program Framework, with a deadline to accept comments from the public to shape the framework until **January 31, 2017**.
 - HCD is particularly interested in comments related to definitions used in the Program, such as who should be included in the Target Population for “**At Risk of Chronic Homelessness**” (a new term that does not exist outside of this program).
 - A webinar to learn more about the Framework will be recorded on January 26, 2017, and will be posted to the NPLH webpage at <http://www.hcd.ca.gov/financial-assistance/no-place-like-home/>
 - To view the Framework, please visit <http://www.hcd.ca.gov/financial-assistance/no-place-like-home/>, and send all comments to NPLH@hcd.ca.gov
- Update on Concord Naval Weapons Station
 - The Concord City Council approved 11 members and 3 alternates to serve on the CNWS Reuse Project Community Advisory Committee.



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- The Committee will meet monthly on the 3rd Tuesday in the City Council Chambers, and will serve as a link to the public to gain feedback on the Project's direction and progress; it will also work directly with developer Lennar to apply the Reuse Project's goals, principles, and policies to any issues that may arise in development of the Specific Plan for Phase I development.

11. Nuts & Bolts

- Sharing Housing with Homeless: If you have one or more underused rooms in your house or apartment, you can volunteer as a Safe Time Host. A local service organization would contact you with a potentially compatible client for you to read about, meet, and then if all goes well, start a one week trial as your guest. For more information visit <https://safetimehost.org/>
- Antioch Police Department Launch Community Engagement Team: Two officers are working to address quality of life issues after the launch on January 9th; officers will join the Coordinated Entry CORE Outreach Teams as part of Phase I outreach team mobilization in February.
- Partnership with Other Cities' CORE Teams: Cities are looking to invest in CORE Teams, where those cities are not entitlement jurisdictions and don't contribute to homeless services. This would provide an opportunity to grow CORE teams.
- Office of Education: The Contra Costa County Office of Education Youth Services for Homeless and Foster Kids has received 1000 books from Barnes & Nobles; those interested should contact Alejandra Chamberlain.

12. Pin It

- Our next meeting will be on February 2nd, and will return to our regular schedule of first Thursdays from 1 to 3 pm.