



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: Thursday, May 4, 2017 1:00pm – 3:00pm

Location: ZA Room, 30 Muir Road, Martinez, CA 94553

Council Member Attendance:

Present: Gabriel Lemus (Chair), Teri House (Vice Chair), Cecelia McCloy, Gary Kingsbury, Diane Aguinaga, John Barclay, Stephanie Bachelor, Doug Leich, Miguel Hidalgo-Barnes, Anne Struthers, Dan Sawislak

Absent: Brenda Kain, Alejandra Chamberlain, John Eckstrom, Joseph Villarreal.

Staff Attendance: Lavonna Martin, Jaime Jenett, Juliana Pooley, Dana Ewing, Jennifer Baha, Contra Costa Health Services (H3); Meadow Robinson, Erica McWhorter, HomeBase.

Public Attendance: Tracy Cascio, Usha Ramachandran, Julie Garcia, Nathalie Sterne, Bob Dodson, George Escutia Jr., Jill Ray, Teresa Schow, Mitchell Woerner, Leslie Gleason, Bill Shaw, Brett Beaver, Zuleika Godinez, Judy Stillman, Samaa Gad, Deanne Pearn, Claude Battaglia, Rhonda Jau, Thomas Fulton

1. Welcome and Introductions

- Call to order by Gabriel Lemus, Chair

2. Approve Minutes (Action Item)

- Motion
- Chair proposes changes at pg 10 of April 6th Council on Homelessness minutes – change from Senator McCain “doesn’t agree” to “does agree”
- Statement of Motion:
 - We move to adopt the minutes from the April 6th Council on Homelessness Meeting
- Discussion:
 - The Council reviewed the minutes from the April 6th Council meeting
 - The Council moved to approve.
- Procedural Record:



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- Motion made by: Gabriel Lemus (Chair)
- Seconded by: Cecelia McCoy
- AYES: Teri House (Vice Chair), Gary Kingsbury, Diane Aguinaga, John Barclay, Stephanie Bachelor, Doug Leich, Miguel Hidalgo-Barnes, Anne Struthers, Dan Sawislak
- NOES: None.
- ABSTAINS: None.
- ABSENTS: Brenda Kain, Alejandra Chamberlain, John Eckstrom, Joseph Villarreal.
- Motion Carried

3. Bylaws Update (Action Item)

- Meadow Robinson gave an update on the Council bylaws.
 - Ad Hoc Bylaws Committee Update: The Bylaws Committee met twice in March and developed proposed revisions.
 - Highlights of change (3 main areas of substantial change):
 1. Community Engagement
 - Elimination of Healthcare for the Homeless as community/consumer advisory liaison.
 - Addition of Consumer Advisory Committee under standing committee section. This will provide a forum for broader community engagement.
 2. Areas of Representation
 - Nine (9) changes to enhance and diversify representation of stakeholders (see table below).
 - All changes accommodate current seated members.

Current Seat		Proposed Seat
Community Member Seat #1	e	Homeless Service Provider
Community Member Seat #2	r	Public Safety Representative #2
Community Member Seat #3	i	Community Member Seat
Government Seat #1	e	City Government Seat
Government Seat #2	n	Reentry Services Representative
Homeless Housing Provider	e	Affordable Housing Developer
Philanthropy Representative	/	Employment and Human Services (EHSD) Representative
Public Safety Representative	t	Public Safety Representative #1
Consumer/Consumer Advocate	i Alternate	DELETED



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3. Standing Committees: The following standing committees were enumerated in the bylaws for added clarity and transparency:
 - CoC Providers Committee
 - Consumer Advisory Committee
 - Coordinated Entry Oversight Committee
 - Performance Measures Committee
 - Minor changes include: Revisions to acknowledge new department/County structure (Health, Housing, and Homeless Services); Clarity in the excused vs. unexcused absence provision; and in how quorum is calculated.
 - Motion
 - Statement of Motion:
 - We move to adopt proposed revisions to the Council bylaws for approval by Board of Supervisors.
 - Discussion:
 - The Council reviewed the Council bylaws.
 - The Council moved to approve.
 - Procedural Record:
 - Motion made by: Teri House (Vice Chair)
 - Seconded by: Gary Kingsbury
 - AYES: Gabriel Lemus (Chair), Cecelia McCloy, Diane Aguinaga, John Barclay, Stephanie Bachelor, Doug Leich, Miguel Hidalgo-Barnes, Anne Struthers, Dan Sawislak
 - NOES: None.
 - ABSTAINS: None.
 - ABSENTS: Brenda Kain, Alejandra Chamberlain, John Eckstrom, Joseph Villarreal.
 - Motion Carried
- 4. Contra Costa Housing Forum (Action Item)**
- Zuleika Godinez spoke about Ensuring Opportunity's commitment to creating an affordable housing strategy; housing security is one of Ensuring Opportunity's policy priorities.
 - Ensuring Opportunity is hosting "Contra Costa Housing Forum" on June 20, 2017 and is seeking sponsorship from the Council especially with utilization of Council logo on documents, invitations, and announcements.
 - Ensuring Opportunity asks that the Council also share the event details through their networks.
 - Jaime Jenett (H3) advises there are no conflicts in the Council/County sponsoring the event.



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- Motion
- Statement of Motion:
 - We move to approve the Council as an official sponsor of Contra Costa Housing Forum
- Discussion:
 - The Council discussed the proposal.
 - The Council moved to approve.
- Procedural Record:
 - Motion made by: Doug Leich
 - Seconded by: Teri House (Vice Chair)
 - AYES: Gabriel Lemus (Chair), Cecelia McCloy, Gary Kingsbury, Diane Aguinaga, John Barclay, Stephanie Bachelor, Miguel Hidalgo-Barnes, Anne Struthers, Dan Sawislak
 - NOES: None.
 - ABSTAINS: None.
 - ABSENTS: Brenda Kain, Alejandra Chamberlain, John Eckstrom, Joseph Villarreal.
- Motion Carried

5. Transfer of PCH-AAA from H3 to Anka (Action Item)

- Jaime Jenett (H3) gave the details pertaining to the transfer of PCH-AAA (Project Coming Home-Addressing Alcohol Addiction).
 - Currently Contra Costa Health Services is the recipient of the grant.
 - Contra Costa Health Services proposes to move the grant to the current sub-recipient, ANKA.
 - Traditionally the County doesn't take long term ownership over projects PCH-AAA; Anka has been running this project for a long time on its own, and the County is confident in its ability to continue to do so.
 - Match requirement: match remains the same even after moved
- Motion
- Statement of Motion:
 - We move to approve the transfer of the CoC Program project PCH-AAA from H3 to Anka as recipient.
- Discussion:
 - The Council discussed the proposal.
 - The Council moved to approve.
- Procedural Record:
 - Motion made by: Teri House (Vice Chair)
 - Seconded by: Stephanie Bachelor



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- AYES: Gabriel Lemus (Chair), Cecelia McCloy, Gary Kingsbury, Diane Aguinaga, John Barclay, Miguel Hidalgo-Barnes, Anne Struthers, Dan Sawislak, Doug Leich
- NOES: None.
- ABSTAINS: None.
- ABSENTS: Brenda Kain, Alejandra Chamberlain, John Eckstrom, Joseph Villarreal.
- Motion Carried

6. Affordable Housing & PHAs: Continuing the Conversation

- Dan Sawislak presented the next steps that emerged from the April CoC meeting regarding affordable housing and PHAs.
 - Demystifying Public Housing Authorities
 - Pittsburg Housing Authority (HA) and HACCC gave presentations on Housing Authority operations, and answered attendees' questions.
 - Highlight: Access and referrals to programs administered by HACCC for those experiencing homelessness, e.g. Shelter Plus Care, via Coordinated Entry System.
 - How Housing Authority preferences are created and approved, and how eligibility is weighed.
 - What opportunities exist for those who graduate from HA programs.
 - Panel on Affordable Housing
 - Panel of advocates and developers of affordable housing in Contra Costa answered questions to explain what affordable housing is, and how it is developed.
 - Highlight: Where funding for affordable housing comes from, and how decisions are made once that funding becomes available.
 - What local ordinances are increasing the stock of housing (JADUs), and whether or not this also increases the stock of *affordable* housing.
 - Regarding the development process, what decisions are made concerning the type of information to gather.
 - Open Discussion
 - Council impressed with richness and content of panel/presentation
 - Possible new influence of Richmond HA and their new task force—possible opportunity for Joseph to step in and help facilitate new partnership
 - HA dependent on federal funds and yearly federal budget



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- Housing forum and community energy will be helpful in finding resources and moving this along
 - H3 will reach out to Joseph to make introductions with Richmond HA
 - HAs are working on fair housing document so that is another opportunity to make linkages to support this effort
- Minutes from panel will be posted on Council website.

7. Point-in-Time Count Report

- Dana Ewing reported out on the preliminary data from the 2017 PIT Count.
 - PIT data is self report
 - This is a snapshot of one night
 - Annual data in some cases is far more accurate, certainly far more robust
 - Point in time Count Method: same as last year for the most part
 - Sheltered data provided through HMIS
 - Unsheltered information provided through a variety of sources: counters went to libraries, soup kitchen, encampments, calls to 211, etc.
 - 50+ volunteers
 - 17 service/community sites
 - Those who wouldn't have been counted include, anyone in:
 - Hospital
 - Shelters
 - Cars (unless identified by CORE team)
 - PIT Trend data will be provided later, but some takeaways include:
 - Under 1000 unsheltered (first time in a long time)
 - Zero campaign looks to be lowering the veteran numbers
 - Full report out will include: trends, encampment maps, regional information (expected release date: June)
 - "At Risk" information was also captured
 - Definition of "at risk": losing housing within two weeks
 - At-risk services available:
 - Prevention and diversion – funding is limited, and the evidence that is out there doesn't support a large investment in prevention
 - The regulations attached to the funding are very limiting
 - Housing security fund will allow County to build in more prevention efforts

8. CoC Survey Report

- Jaime Jenett reviewed the CoC stakeholder feedback collected through the CoC survey.
 - Survey Results: 18 completed survey, 6 COH members.
 - Vast majority of responses were neutral or satisfied. County is working to have stakeholder satisfied or very satisfied.



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- Some suggested changes: more public education, more public voices, COH to take lead on more things.
- CoC Governance and Leadership
 - What works well: meetings are run well, good representation of stakeholders, HomeBase and County keep stakeholders well informed.
 - Suggested changes: more public education, more community voices, identify ways the Council can take the lead instead of County staff, distribute previous meeting minutes in advance for more time to review.
- CoC Operations and Planning:
 - What works well: meetings are well organized, data is incorporated well into CoC planning, PIT works well and is improving over time, team oriented approach.
 - Suggested changes: less meetings, Zero 2016 meetings felt redundant, targeted efforts to reduce impact of homeless persons on hospitals/ED, committee info should be more broadly communicated to the public.
 - Some changes in places: sunset built for zero and zero 2016 meetings; connections being built between emergency room social workers to inform them of CES.
 - County advises that the new website redesign is coming, with a CES specific portal
 - One idea to get information out about CES committees: monthly email blasts.
 - Reminder: CES committee meetings are open to the public.
- Coordinated Entry Planning and Implementation Efforts
 - What works well: process has invited and engaged the entire community and providers, effective communication efforts directed at homeless consumers (not just providers), communication regarding Coordinated Entry to stakeholders outside the CoC been effective, appreciate CoC's efforts to bring multiple stakeholders together *"to connect the dots and build the vision."*
 - Suggested changes: greater new outreach, HMIS intakes are time consuming, increase clarity about what is happening with CE and when, concerned that CE does not meet the needs of the severely and persistently mentally ill, less chaos, better definition of services before implementation, more structure project management, maybe add a District Attorney and Public Defender to the mix.
- Design and Operation of HMIS
 - What works well: HMIS staff are responsive, support is available when needed, great training system, staff is trying their best with the software.
 - Suggested changes: get rid of Bowman, need more training and more funding.
 - County advises that there is more training coming, future training may be available remotely (ie. videos etc).



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- NOFA 15-16
 - What works well: process was clearer because of information shared at the conference, non—applicants felt the process was transparent and clear.
 - Suggested changes: “Last year there were delays and challenges in getting needed information to the grantees and there was misinformation which impacted review and rank. The packets for the bidders conference seem to be almost the same every year. Perhaps more updates should be provided on an annual basis to reflect changes - and those should be highlighted at the bidder's conference.” “After last year, need more thought given to scoring tool and discussion about our priority for chronically homeless vs other homeless.”
 - Note: 3 respondents that answered these questions were applicants
 - County is pretty confident that they have worked out these glitches in information dissemination.
- Interest in a Unified Funding Sources
 - Yes: 3, No: 1, Not Enough Info: 13
 - Currently: Health Services acts as the CoC lead and Collaborative Applicant, County applies for funding, and money flows directly to the agencies
 - Suggestion: Unified funding agency, which bridges the gap that sometimes exists between HUD award and HUD funding; This model is such that dollars come in through the County and then get dispersed to agencies. This would model CDBG, ESG, etc. County could bridge the funding gap between HUD award and HUD funding and this may be useful for providers (especially small non-profits) who are having difficulty bridging the gap.
 - This question was designed as a ‘temperature check’ with grantees

9. Provider Presentations

STAND! Presentation:

- Julie Garcia & Usha Ramachandran gave an overview of the services provided by STAND!
 - STAND is the only DV agency in Contra Costa
 - Founded in 1977 as Battered Women’s Alternatives; merged with Family Stress Center in 2010
 - Mission: to break the cycle of DV among families
 - 500 calls answered per month (not all crisis calls, i.e. volunteer inquiries also come through this line)
 - More than 10,000 clients served annually
 - Three (3) departments: prevention, intervention, treatment
 - Intervention:



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- Crisis Line: 24/7 hotline to receive information about DV, services available, and where victims are screened/assessed
- Emergency Response Team: Dispatched teams go to hospitals/PD to support victims immediately after an incident
- RMC Shelter: 24-bed facility for women and children up to age 16, part of the Rollie Mullen Center where clients can stay for up to 12 weeks
- Transitional Housing: temporary housing for 9 families and 4 single women for up to 2 years
- Domestic Violence Support Groups: Victims that call the crisis line are referred to our 28-week support groups across the county
- Restraining Order Assistance Clinics: Domestic Violence liaisons provide direct support to navigate legal services
- Treatment:
 - Clinical Services, Assessment and Case Management: wrap-around therapeutic services offered for children, families, and parents
 - Anger Management/Domestic Violence Treatment Program: court-mandated 52-week support group for people that have used violence
 - Victims of Crime Counseling Program: up to 40 free sessions of therapy after witnessing a crime or filing a restraining order
 - Differential Response Program: services and support offered to families before court intervenes in child custody decisions
 - SAMHWorks Counseling Program: providing socioeconomic support and services for unemployed families
- Prevention:
 - Kinship (Antioch): support and programs for non-biological caregivers and their children (ex. Homework Club; Foodbank)
 - Proud Parenting: Spanish and English support groups for parenting skills, behavior/communication techniques with children, etc
 - First 5 Bay Point Center: Spanish and English parenting classes, early intervention screenings for 0-5 year olds
 - Delta: recognizing and engaging adult men before violence happens
 - YESS: school- and community-based program for teens to address dating violence, redefine gender stereotypes, etc
 - Speakers Bureau and Volunteer Services
- Crisis Line:
 - Open 24 hours a day, 7 days a week, serves 100 languages!!
- STAND! Works with other bay area agencies to refer those who are not eligible to stay
- Other info
 - 100 regular volunteers
 - Main mode of entry is through 24/7 crisis line
 - Language is not a barrier to provide supportive services



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- STAND! Is part of a pilot program for high danger crime victims (only 3 other programs in the country for this pilot)

Winter Nights Presentation:

- Judith Stillman gave an overview of Winter Nights (ccc.winternights.org)
- Winter nights is a rotating shelter, in service from October-June, servicing homeless families with children in Contra Costa & Alameda Counties
- Goals:
 - Provide safe shelter and 3 meals/day to homeless families with children
 - Keep homeless families together
 - Keep school-age children in school and achieving at grade level or above
 - Help families acquire sustainable housing
 - Provide transportation to schools, jobs and daytime shelter for parents and children
- The program provide tents, sleeping pads, and sleeping bags, safe shelter, and 3 meals per day
- Families don't stay during the day (except Saturday and Sundays)
 - Daytime shelter offered at St. Vincent de Paul Oasis in Pittsburg
- Families arrive at 5pm – tutors are provided for families, reading program also incentives children
- Programs and services provided by the program:
 - “Traveling Tutors” Team
 - Reading Achievement Program
 - Reading rewards program – including movie tickets - for all children
 - Financial Agreement and Counseling
 - Homeless Court
 - Volunteer Social Worker
 - Daytime Shelter if Needed
 - Transportation – Winter Nights Van
- Program also organizes weekend activities/outings
- Goals: to extend the program into East County
- People Served
 - Boys over the age of 14 are accepted (with families)
 - Families must have a source of income
 - No drugs or alcohol allowed
 - Program does typically not serve families who were served the previous year
- The program celebrates its success with Shelter Inc.: placed 7 families in housing recently and working to place 4 more families currently.
 - In the past ten years of its existence, Winter Nights has sheltered and fed over 270 families (850+ persons)
 - More than 160 families found sustainable housing through Winter Nights



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- With few exceptions, all school-age children have stayed in school and at grade level, some achieving scholastically and in sports
- Over three-thousand volunteers benefit by participating each year
- Over 4000 volunteers – in need of a volunteer case worker
- Winter nights is currently interfacing with CES
- When the program has ended, where do families go?
 - Planning is a part of the process from the beginning
 - Try to ensure that there is *somewhere* families can go
 - Provides incentive for families and staff to hustle—most find housing or safe place

10. Committee Updates (Action Item)

- Juliana Pooley provided an update on Committee endeavors.
 - Oversight Committee: Received updates on PDSA Cycle. Reviewed draft communications materials. In process of discussing HUD CE Process Self-Assessment.
 - Communications Committee: Finalizing flyers (in English and Spanish), two-page fact sheet, and process flow graphic. Providing feedback on video script and website.
 - Policies & Procedure Committee: Reviewing and line editing complete draft of Policies & Procedures.
 - Data/Evaluation: Discussing evaluation plan to determine data collection strategies and timeline
- Coordinated Entry Workgroup Update
 - Prevention/Diversion Tool: Finalizing pre-screen tool. Trainings to be offered at CARE Centers in May, and pilot of tool in June.
 - Rapid Rehousing Referral: Determined that there will not be a separate pre-screen for RRH. Developing tools to support referrals using VI-SPDAT for prioritization.
 - Emergency Shelter Referral: Will reconvene in early summer pending HMIS transition to build out eligibility and prioritization process for referrals.
- Erica McWhorter provided an update on CoC Program competition scoring tool
 - CoC Providers Committee met to discuss the changes to the tool
 - Updates include: removed reference to TH, decreased HUD priorities factor, housing stability factor to better align with HUD standards, increase income measures expanded to include maintaining income, added separate factors for Housing First and Coordinated Entry
 - Once NOFA released we may have to revisit the scoring tool both for the new or renewal projects
- Motion
- Statement of Motion:



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- We move to approve the changes to the CoC Program renewal project scoring tool for the FY2017 local competition, as recommended by the CoC Providers Committee.
- Discussion:
 - The Council discussed the changes to scoring tool.
 - The Council moved to approve.
- Procedural Record:
 - Motion made by: Anne Struthers
 - Seconded by: John Barclay
 - AYES: Gabriel Lemus (Chair), Teri House (Vice Chair), Cecelia McCloy, Gary Kingsbury, Diane Aguinaga, Stephanie Bachelor, Doug Leich, Miguel Hidalgo-Barnes, Dan Sawislak
 - NOES: None.
 - ABSTAINS: None.
 - ABSENTS: Brenda Kain, Alejandra Chamberlain, John Eckstrom, Joseph Villarreal.
- Motion Carried

11. Built for Zero Update (Standing Item)

- This item was forgone due to time constraints

12. Policy and Advocacy Update (Action Item)

- Lavonna Martin, H3, spoke about an opportunity to have a more vocal role in advocating for homeless youth, in asking Board of Supervisors to support AB 1406;
 - April 4, 2017: The Council approved a letter in support of AB 1406 to go before the Contra Costa Board of Supervisors for signatures
 - Full Board of Supervisors approval on April 25, 2017
 - Currently this is on hold because budget hearings are going on in the state
 - Waiting on information from CWPA
- No Place Like Home Update
 - Technical assistance NOFA has been released - The County plans to pursue these funds for technical assistance. Applications being accepted now until September 30, 2017.
 - Can be used right away to support planning/design/implementation of Coordinated Entry, permanent supportive housing, and supportive services, gearing up for when other NPLH funds available.
 - Program guidelines have just been released and are open for public comment – encourage all to review and comment.
 - NPLH regional workshop May 11 in Oakland.



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- EBHO Affordable Housing Week 2017: May 11-21, 2017
 - Each May, EBHO and its members sponsor events for residents, housing/service providers, advocates, and local govt.; all events are free and open to the public.
 - Visit <http://ebho.org/our-work/affordable-housing-week> to learn more!

13. Nuts & Bolts

- Safe Time: works to prevent homelessness; recruit private home owners to temporarily shelter homeless persons; 501c3 status; made first placement for family of 4; invite interest for hosts and volunteers
- Stand Down (Delta Vets): homeless vets to Contra Costa Fairgrounds to provide services; pets allowed; August 8-11 volunteers needed; 403 W. 6th Street in Antioch at 6pm for meetings first Thursdays of the month
- Sen. Steve Glazer's office: want to be resource for Council; came to hear PIT data and successes; any opportunities for the Senator to visit provider/program locations or others is welcomed; liaison available from Senator's office to communicate any needs or concerns to.

14. Pin It

- Affordable housing week coming up!