



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, June 1, 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), Tracy Cascio, Diane Aguinaga, John Barclay, Stephanie Bachelor, Doug Leich, Alejandra Chamberlain, Miguel Hidalgo-Barnes, Anne Struthers, Dan Sawislak, Brenda Kain, Gary Kingsbury, Cecelia McCloy, Joseph Villarreal, John Eckstrom.

Absent: None.

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

Public Attendance: Maggie Jefferson, Shayne Kaleo, Jenny Robbins, Brett Beaver, Bill Shaw, Claude J. Battaglia, Tony Morrfield, Sarah Thomas, Cary Kachurka, Nathalie Sterne, Wayne Calhoon, Tanzania Whyte, Joan Greenberg-Abramsky, Melody Todd, Kate, Lewis

1. Welcome and Introductions

- Call to order by Gabriel Lemus, Chair

2. Approve Minutes (Action Item)

- Motion
- Dough Leich proposes changes at pg 6 of May 4th Council on Homelessness minutes – change from “Has” to “HAS”
- Statement of Motion:
 - We move to adopt the minutes from the May 4th Council on Homelessness Meeting with amendment on page 6
- 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: Teri House (Vice Chair)
- Seconded by: Diane Aguinaga
- AYES: Gabriel Lemus (Chair), Teri House (Vice Chair), Tracy Cascio, Diane Aguinaga, John Barclay, Stephanie Bachelor, Doug Leich, Alejandra Chamberlain, Miguel Hidalgo-Barnes, Anne Struthers, Dan Sawislak, Brenda Kain, Joseph Villarreal, John Eckstrom
- NOES: None.
- ABSTAINS: None.
- ABSENTS: None.
- Motion Carried

3. State ESG Funding (Update)

- No NOFA from state yet, so no funding recommendations for State Emergency Solutions Grant funds
- County still soliciting proposals alongside with County ESG and CDBG
- Have received proposals but have not started reviewing because no timeline from the state
- Suggest Review and Rank for state ESG proposals meet to discuss proposals soon
 - Gabriel will send email to committee (Anne, Stephanie, Diane, Teri, Gabriel)
 - Same agencies and programs
 - Will provide brief report on how agencies and programs performing
 - Can discuss if want to do interviews as part of rank and review (mostly for new committee members)
- Fed ESG funding update
 - No notice from HUD about allocations
 - Will hear get update in June from City Councils
- No action to recommend at this time

4. Council Nomination (Action Item)

- Tracy Cascio was removed from the COH Board during her leave of absence. She is currently available and ready to continue service on the Board. The County Board of Supervisors requires procedure to be followed for adding her back to Board in the VA Representative Seat.
 - Jaime Jenett (H3) advises Motion must be made to reinstate Tracy Cascio to the Council on Homelessness in the VA Representative Seat.
- Motion
- Statement of Motion:
 - We move to recommend that the Board of Supervisors reappoint Tracy Cascio on the Council on Homelessness in the VA Representative Seat.
- Discussion:
 - The Council discussed the proposal.



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- The Council moved to approve.
- Procedural Record:
 - Motion made by: Brenda Kain
 - Seconded by: Diane Aguinaga
 - AYES: Gabriel Lemus (Chair), Teri House (Vice Chair), Tracy Cascio, Diane Aguinaga, John Barclay, Stephanie Bachelor, Doug Leich, Alejandra Chamberlain, Miguel Hidalgo-Barnes, Anne Struthers, Dan Sawislak, Brenda Kain, Joseph Villarreal, John Eckstrom
 - NOES: None.
 - ABSTAINS: None.
 - ABSENTS: None.
- Motion Carried

5. Council Conflict of Interest Forms

- Council making conflict of interest forms more robust
- Previously form only used by rank and review making funding decisions
- Want all members to do form since decisions also done at Council level
- Copy of form provided to Council
 - Requirements include
 - Record keeping
 - Sign for notice of receiving and agreement to abide by policy
 - Declare organizations where there is a financial interest in
 - Notify COH when conflict
 - Rules for abstentions
 - Historically: now more conflicted members than before, so as move to adding more providers on Council this becomes more of an issue
 - Want abstentions and other decisions done correctly
- Request made for Board members to sign conflict of interest form today and submit to HomeBase after today's Council meeting
- Further Discussion and Questions
 - Questions on specific conflicts: please see Amanda Wehrman
 - Does conflict of interest policy involve making donations? No, but sitting on Board of an organization is a conflict
 - Does basic employment with an agency constitute conflict? Yes, because you derive benefit from that organization
 - Better to be over inclusive

6. Provider Presentations

- Presented by Jenny Robbins (H3)
- H3 Programs
 - Adult services



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- Youth services
- Special projects
- Supportive housing
- Council of Homelessness
- Outreach (CORE)—embedded in Adult Services but outreach covers more
- Outreach Program
 - 3 county teams
 - 2 Daytime and 1 Evening Teams
 - Public Works (unincorporated areas in County)—launching today
 - Also works on the environment—identifying homeless encampments creating environmental issues
 - i. Working with Public Works to help persons in encampments provide waste disposal
 - Self-funding
 - Walnut Creek/Concord Team
 - Pending (possibly July 2017)
 - Martinez/Pleasant Hill (self-funding)
 - Been in operation for about 5 months
 - Access
 - via 2-1-1 (calls are triaged and processed based on a
 - Via Email for non-crisis situations or other concerns
 - Transportation takes person to Warming and CARE centers and provide them with services
 - Part of larger system of care (coordinated entry)
 - Discussion and Questions about Outreach Programs
 - How to track if encampments have been reached by CORE?
 - Use CORE email; email will be posted
 - Does 2-1-1 facilitate any Mobile crisis? Use 2-1-1 to triage and process the need and determine best approach
- Shelter Services
 - Adult system of care—programs managed by H3
 - Concord Adult Shelter
 - Single adults
 - Concord area
 - 75 beds
 - Focus on housing: how to move from homelessness to permanent housing and provide services to sustain housing
 - Brookside Shelter
 - Single adults



COUNCIL ON HOMELESSNESS MEETING MINUTES

- Brookside area
- 89 beds
- Focus on housing: how to move from homelessness to permanent housing and provide services to sustain housing
- Philip Dorn Respite Center (connected to Concord Adult Shelter)
 - For medically fragile adults
 - Access through hospital because persons who need respite or other significant care before moving into permanent housing
 - 26 beds
 - Same mission to integrate persons back into community in stable housing
- Prioritizing open beds to most vulnerable, so seeing demographics shift—many needing service now have the most significant need
- Youth system of care
 - Calli House (call, no walk-ins)
 - For TAY
 - 15 beds
- Discussion and Questions about Shelter Programs
 - Any effort to reach out to other counties, including Bay Area Rescue Mission (BARM)?
 - Yes, working on strengthening current relationship
 - Currently not a participant in HMIS
 - BARM has shown interest in working with the system
 - What kind of contract beds are available? (Throughout the system)
 - AB109
 - Concord respite
 - VA
 - GA beds
 - Want to keep specialized (beds reserved for special populations) beds to 30% or less so that at least 70% of beds are available for anyone
 - What about Don Brown and Bay Area Rescue Mission? How to get people into beds in other places not managed by H3 or not part of coordinated entry system?
 - These programs are not managed by H3



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- We are currently in phase 1 of coordinated entry, where we are on boarding partners and coordinating services with partners who are currently working with system
- In phase 3 direct emergency shelter placement through 2-1-1,
 - i. but this requires all shelters be part of the system, including
 - ii. This also means being able to view all beds in HMIS and create bed reservation system for all access points to see and utilize
 - iii. We are not in phase 3 yet—this is a lot of work and the efforts are ongoing
- Supportive Housing Program
 - Included Programs
 - Shelter Plus Care
 - Disabled and homeless
 - PSH
 - 300 beds
 - Partner with HA of Contra Costa
 - Destination home
 - Chronically homeless disabled adults
 - PSH
 - 12 beds
 - Partner with SHELTER Inc.
 - Permanent Connections
 - Disabled TAY
 - PSH
 - 10 beds
 - Appian House
 - Transitional Housing for TAY (18-24)
 - West County
 - Can stay up to 24 months
 - Comes with services including life skills and behavioral health
 - Bissell Cottages
 - Transitional Housing for TAY (18-24)
 - West County
 - Can stay up to 24 months
 - Comes with services including life skills and behavioral health



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- Access
 - Through housing committee
 - Use VI-SPDAT (vulnerability index assessment tool)
- Special projects
 - HMIS
 - Project Homeless Connect
 - Homeless Court Reentry Initiative
 - PIT count
- Discussion and Questions for Supportive Housing Programs and Special Projects
 - Anything available for minors not TAY?
 - Calli House good point of contact (but drop in center is closed for renovations so use phone number only)
 - Foster care
 - Refer out to partners outside county: San Francisco, Oakland
 - Can use 2-1-1 to access these sources

7. Committee Updates (Standing Item)

- Juliana Pooley (H3) presented Coordinated Entry Updates
 - Oversight committee
 - Last meeting 4/27
 - PDSA cycle
 - CES flyer and fact sheet review
 - Continued discussion on CE process and HUD self-assessment
 - Communications Committee
 - Last meeting 5/31
 - Developing story board for CES video
 - Policies and Procedures Committee
 - Met 5/11
 - Finalizing policies and procedures
 - Data/Evaluation Committee
 - Last meeting 5/4
 - Discussed PDSA cycles
 - Reviewed CE evaluation tool
 - Discussed data collection strategies and timelines
 - Prevention and Diversion Workgroup
 - Last meeting 5/2
 - Developing pre-screen tool
 - Discussed gaps in services
 - Rapid Re-housing Referral Workgroup



COUNCIL ON HOMELESSNESS MEETING MINUTES

- Last meeting 5/31
- Developing process for match, referral and placement
- Emergency Shelter Referral Workgroup
 - On hiatus until HMIS transition
- Housing security fund workgroup
 - New, to develop policies regarding administration of fund
 - First meeting in June
- Discussion: Flyers and fact sheets—what to do? How to advertise? Any targeted presentations?
 - Reviewed flyer and fact sheet
 - Distribution in Antioch: City officials, posting at City Hall, city clerk
 - First round sent to 800 people/agencies via email
 - Open discussion
 - Posting in restrooms
 - School district liaisons
 - Chambers of Commerce
 - Libraries
 - Police and fire departments
 - Benefits sites
 - Emergency rooms and PES
 - Screen saves for Health Services
 - Mental Health Services Offices
 - Monument Impact or other similar services group
 - Transportation—bus systems/stations, BART stations
 - Social media
 - Reentry networks
 - Probation department
 - Churches and interfaith groups (Interfaith Councils, Multi-Faith ACTION Coalition)
 - Convenience stores and liquor stores (particularly nearby shelters)
 - Methadone clinics (Antioch)
 - Questions:
 - Is it okay to distribute and posted? Yes! Please distribute!
 - How to access?
 - Will be placed in programs
 - Available online
 - Is this to be advertised in other neighbor counties?
 - Not really, because the coordinated entry systems are different in each county



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- i. Ongoing conversations around how to coordinate between communities but funding does not cross over—no real regional approaches to allow funding to follow persons displaced from one county into another
 - ii. 2-1-1 exists in other counties but operated county-by-county, so calls placed to 2-1-1 in other counties will be routed to the county the person is in, but not into
 - iii. Regional Steering Committee hosted by HomeBase—please contact HomeBase if you would like to be on the list for the regional convenings on homelessness
- Dana Ewing (H3) presented information on Coordinated Entry Outcomes and Consumer Advisory Council Launch
 - Coordinated Entry Outcomes
 - Impact from first 5 months of data
 - Primary areas and numbers served (unduplicated *within* each program but duplication across system)
 - CORE: 1268
 - CARE: 2391
 - Warming Centers: 205
 - Prevention: 402
 - Rapid Rehousing: 738
 - Emergency Shelters: 934
 - Housing Navigation: 55
 - Permanent Supportive Housing: 875
 - How are people moving through the system? (Where the duplication happens)
 - Exercise helps find gaps in data collection
 - Exercise shows flow and tracking who is going to which program
 - Actual reports pending
 - People move from CORE to:
 - Care: 17
 - Warming Center: 204
 - i. People move from Warming Center to
 - 1. Care: 17
 - 2. Housing Navigation: 0
 - 3. Emergency Shelter: 59



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- a. People move from Emergency shelter to permanent housing: 4
 - People move from CARE
 - Housing Navigation: 55 (serve more, but these are persons coming directly from CARE)
- First 5 months at a glance
 - Total number served: 897
 - Total number of exits: 625
 - Destinations at exit
 - Permanent: 34%
 - Temporary: 20%
 - Emergency shelter: 27%
 - Missing: 18%
 - From RRH 80% exited to permanent housing
- Other outcomes:
 - Want to capture exits from CARE better
 - 1265 VI-SPDATs completed on single adults (new and updated)—now using version 2 of VI-SPDAT (now more in permanent housing rather than RRH)
 - Scoring different
 - Fewer questions
- CES Evaluation objectives based on key principles
 - Housing first
 - Standardized processes
 - Effective referrals
 - Prioritization
 - Shared data
- Discussion and Questions
 - Where is income data? Are people left more likely to be eligible for social security?
 - Available but not included here
 - Will be included in ongoing reports
 - Who wants this data?
 - HUD
 - System of care to help track what's happening through added services of housing navigation
 - Annual report will be available in October 2017
- Consumer Advisory Committee and Meaningful Consumer Input
 - Historically used Healthcare for the Homeless
 - Now Council will take this on for itself by getting consumer input



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- Goals: consumer perspective, feedback on current services, demonstrate action and impact from consumer input
- Ideas from evaluation standpoint about how to solicit input
 - Consumer surveys (without overburdening providers)—sampling, time-limited, etc.
 - Focus Groups—multiple, population based, hosted by site to minimize transportation barriers (quarterly)
 - Community Forums meetings for current and formerly homeless, guided conversations or open discussion, open to everyone (quarterly)
- Discussion: how should Consumer Advisory Committee look as it begins in the coming months
 - Report outs from persons working with consumers provide best relevant feedback for purposes of evaluation
 - Reports from individuals is helpful to diagnose systemic and program issues
 - Formalize what's already in place (system is doing best practices but this is more)
 - Clarify and parse out needs versus satisfaction—satisfaction survey is going to be more beneficial but some needs will be helpful
 - Start with RRH and PSH because they've been with the system
 - Families in schools are not typically seen in the system and could capture
 - Project Homeless Connect is good venue
 - Consumer Involvement
- Next Steps
 - Putting ideas together
 - Create formal plan to put forward to Council
 - Draft few ideas for questions and concerns and develop format for forum
 - Two paths forward:
 - Separate feedback (surveys, focus groups, forums): Go out and bring back the info
 - Bring forum into existing council meeting so Council can be more involved in the conversations—standing agenda item for time to present or report out
- Discussion and Questions:
 - What are we doing now?
 - Shelters do surveys and questionnaires



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- Programs do this in their own way—this info stays contained within the agency and tends to relate to that agency, so we need more systemic info
- Input from special events
- Want to do more to be more transparent and open

8. Built for Zero Update (Standing Item)

- Jennifer Baha presented the updates—this will be her last Built for Zero presentation due to the end of her contract term and the merging of Built for Zero into other Coordinated Entry efforts and workgroups
- Helping communities build robust coordinated entry system—nationwide effort
- Best practices shared across the country
- Use by-name list to identify number of persons homeless in the community
- Veteran by name list:
 - 139 people in April (from 141 in March), inflow down to 9 (but not yet at functional zero, or enough housing for persons coming into system)
 - Chronic veteran homeless decreased
 - This year housed 35 veterans
- Chronic by name list:
 - (Good job, CORE Teams!)
 - 546 people in April (down from 556 in March)
 - Same inflow
 - Increase housing placements: 8 in April (from 7 in March)
 - Increase in inactive list (engagement is important)
- Housing Security Fund:
 - Goal \$50,000
 - Currently: \$18,353 (Same as in March)
 - Looking forward to additional funds to do more outreach
 - <http://tinyurl.com/housingsecurityfund>

9. Policy and Advocacy Update (Action Item)

- 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.
 - NPLH Advisory Committee met on May 18, 2017—discussion highlights
 - Time frames for award of non-competitive allocation of funds



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- Heard consumer and stakeholder input on draft guidelines
- Federal Legislative Updates
 - Permanently authorize McKinney Vento Homelessness Assistance Act and the US Interagency Council on Homelessness
 - Provides emergency relief funding above and beyond annual appropriations for homeless services via \$13.27B appropriation of mandatory funding over 5 years to federal program
 - Status: Referred to House Budget Committee on April 6, 2017
- Federal Budget Update
 - Review of Appropriations Process
 - Administration's FY 2018 Budget
 - Major cuts to anti-poverty programs including housing and healthcare
 - HUD homeless assistance cut back to FY 2016 levels
 - CoC program: \$295M decrease from FY 2017
 - ESG: \$15M decrease from FY 2017
 - CDBG: \$3B decrease from FY 2017, effectively at ZERO
 - Medicaid: \$616B cut over 10 years starting in FY2020 by changing structure of payments
 - Most VA and small homelessness programs remain the same
 - For more information see the National Alliance to End Homelessness or the National Low-Income Housing Coalition websites

10. Nuts & Bolts

- Stand Down (Delta Vets):
 - In 2015 served 375 homeless vets
 - Bus in from all over Bay Area to provide services
 - Need volunteers (August 7-16th—set up, take down, ongoing)
- Ensuring Opportunities Housing Forum June 20th at Pleasant Hill Community Center

11. Pin It

- Please send in any ideas for the July Quarterly COH Meeting (July 6, 2017)