



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, July 12th, 2018, 1:00pm – 3:00pm

Location: Department of Probation, 2nd Floor, 50 Douglas Drive, Martinez, CA 94553

Council Member Attendance:

Present: Candace Collier, John Eckstrom, Gabriel Lemus, Dan Sawislak, Deanne Pearn, Bradley Lindblom, Miguel Hidalgo-Barnes, Teri House, Doug Leich, Patrice Guillory, Alejandra Chamberlain, John Barclay, Manjit Sappal, Tracy Pullar, Cecelia McCloy

Absent: Joseph Villarreal

Staff Attendance: Jaime Jenett, Lavonna Martin, Dana Ewing, Jenny Robbins Contra Costa Health Services (H3); Erica McWhorter, Emily Firgens, HomeBase

Public Attendance: Stephanie Stovell, Pam McGrath, Alexandra Brewster, Paula Bonnell, Dawn Morrow, Kimberly Krisch, Erica Hickey, Christa Mayes, Felix Jackl, Carolyn Foudy, Donna Colombo, Claude Battaglia, Stephen Krank, Megan Crain, Bertha Lopez, Kristen Lackey, Araceli Garcia, Kirsten Herer, Sandra Simon, Mayo Lunt, Judith Snider

1. Welcome and Introductions

- Call to order by Doug Leich

2. Approve Minutes (Action Item)

- Motion
- State of Motion:
 - We move to adopt the minutes from the June 7, 2018 Council on Homelessness Meeting.
- *Discussion*
 - *The Council moved to approve.*
- *Procedural Record:*
 - *Motion made by: John Eckstrom*
 - *Seconded by: Teri House*
 - *AYES: Candace Collier, John Eckstrom, Gabriel Lemus, Dan Sawislak, Deanne Pearn, Bradley Lindblom, Miguel Hidalgo-Barnes, Teri House,*



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Doug Leich, Patrice Guillory, Alejandra Chamberlain, John Barclay, Manjit Sappal, Tracy Pullar, Cecelia McCloy

- *NOES: None.*
- *ABSTAINS: None.*
- *ABSENT: Joseph Villarreal*

3. Committee Structure & Membership (Action Item) – Cecelia McCloy, Vice Chair

- Replace structure provided in March with a new structure (as outlined in meeting packet materials).
- Majority of work that happens on the Council, happens in these committees, many of which are required by the Council by-laws.
- Look at committees to see which ones you're interested in. Some meet regularly some meet less regularly. For example, the By-laws Committee meets once a year whereas CE oversight meets monthly.
- This won't be an Action Item. Instead email HomeBase to let us know what Committee you're interested in being the Council Liaison for.

4. Committee Updates (Action Item) – Committee Members

- Ad Hoc Oversight Committee Roster (presented by John Barclay)
 - John and Teri discussed who should serve on CE oversight, had old list of meeting representatives and decided to adjust list slightly.
 - Needed to make membership work with Brown Act and not have too many Council Members on the CE Oversight Committee.
 - The agencies recommended are pretty familiar.
 - Motion
 - State of Motion:
 - We move to approve the accept the recommendations.
 - *Discussion*
 - *Procedural Record:*
 - *Motion made by: John Barclay*
 - *Seconded by: Gabriel Lemus*
 - *AYES:* Candace Collier, John Eckstrom, Gabriel Lemus, Dan Sawislak, Deanne Pearn, Bradley Lindblom, Miguel Hidalgo-Barnes, Teri House, Doug Leich, Patrice Guillory, Alejandra Chamberlain, John Barclay, Manjit Sappal, Tracy Pullar, Cecelia McCloy
 - *NOES: None.*
 - *ABSTAINS: None.*
 - *ABSENT: Joseph Villarreal*
- Ad Hoc Committee on Subpopulations



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- Context
 - June meeting discussed creating a Vets Committee
 - Need to create more consistent report outs about many subpopulations.
 - Proposed Ad Hoc Subcommittee to explore subpopulations to monitor and provide updates to Council.
- In the process of determining inequities of program. Tying in who's entering our system care, working through, and exiting. Different people are using different services and getting different outcomes.
- Council Packet behind pages marked 4B & 4C is preliminary data on subpopulations in the CoC.
 - Some data more difficult for certain populations, could be a conversation among Council.
 - Dana has breakdown by age and is seeing an increase for seniors and decrease in families experiencing homelessness.
- Teri: Wants to be mindful of burden this place on Dana as only data person.
 - Dana: Already looking at this because HUD is looking at it. We also have a statistician that we can ask questions of. This Ad Hoc Committee could look at other resources.
- Teri: What attributes might Council members want to bring to this Committee?
 - Dana: I just bring you the data but all of you have the expertise to know the data.
 - Lavonna: Someone with an inquisitive nature and wants to ask questions. Ask the questions to help us dig deeper.
 - Dana: Also good to have people who have context. Who understand programming outside of CoC, what's happening outside of CoC.
- Doug: Why do we really need a committee? Can think of targeted questions and the benefit of thinking through data and how it relates to programs.
- John E: What data do we want to be looking at and what do we want to compare it to? Have the Committee look at definitional phase of what do we want and how do we define that.
- Lavonna: We're always going to have questions about the populations we're serving. Good to have institutionalized forum for asking the



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- questions. Really about inquisitive nature and always asking why something is important.
- Deanne: Are we trying to make a recommendation to approve an Ad Hoc Committee? How does this work with the Performance Measures Committee?
 - Jaime: This came out of last meeting talking about Vets and how we are institutionalizing looking at this subpopulation. HUD looking to do this more.
 - Dana: Performance Measures doesn't look at this yet but could be something they do.
 - Lavonna: Performance Measures Committee is mostly providers. It's good to have an outside group to look at data and provide a check. As we push out how we look at performance more regularly it's good to get outside of regular group.
 - Have small group that meets a few times of year to make sure we're looking at the right thing.
 - Dana: Looking to make sure that we're prioritizing the right populations.
 - Teri: It's good to cover this a "Subpopulations Committee," it covers a lot. Good reasons for having this process.
 - Motion
 - State of Motion:
 - We move to approve the creation of an Ad Hoc Subpopulations Committee.
 - *Discussion*
 - Deanne: Recommend that the Ad Hoc Committee work with Performance Measure Committee so that we don't have two parallel Committees looking at data.
 - Tracy: With regard to vets it's important to remember that we have activity outside of Council -- have case conferencing and by name list. Ask ourselves if we need to do more reporting out.
 - Dana: We're modeling the vets strategy with families w/children (by name list).
 - John B.: Data we get comes without context. Hope that this Ad Hoc Committee also brings in experts to add context. Bring in experts from outside the system.
 - *Procedural Record:*
 - *Motion made by: Teri House*



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- *Seconded by: John Eckstrom*
- *AYES: Candace Collier, John Eckstrom, Gabriel Lemus, Dan Sawislak, Deanne Pearn, Bradley Lindblom, Miguel Hidalgo-Barnes, Teri House, Doug Leich, Patrice Guillory, Alejandra Chamberlain, John Barclay, Manjit Sappal, Tracy Pullar, Cecelia McCloy*
- *NOES: None.*
- *ABSTAINS: None.*
- *ABSENT: Joseph Villarreal*
- Show of hands who's interested
 - Bradley
 - Teri (Proposed Chair as we're getting the Committee started)
 - John E.
 - Manjit
 - Deanne
 - Patrice
 - Tracy
 - Kimberly Krisch
- Jaime: Be mindful of the Brown Act.
- Teri: We can post this and have it be a public meeting.
- Alejandra: Request Calendar for how often this might be.
 - Dana: Imagines it might meet more frequently as we're diving in and then every few months after that.
- Youth Action Council (YAC) (Christa Mayes)
 - The CCYCS YAC is part of the youth CoC. Consists of homeless youth in CCYCS. The purpose is to continually improve experience of youth in CCYCS, access to services, and advocate for additional housing services.
 - Most recently working with H3 to work on street outreach grant.
 - Create peer based outreach team that will assist to ID homeless youth, location, and hotspots. Help transition them to services.
 - Involved in internal projects, including Service Learning. Interested in spearheading service learning projects that focus on youth. Created over 60 bags of love lunches.
 - Partnered with CORE to distribute love lunches to homeless individuals living on the streets & encampments across county.
 - Future projects in the works, one includes working with Rainbow Community Center in El Cerrito.
 - YAC Welcomes any new idea for service projects.



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- Organizing homeless youth panel for YAC to interact with homeless shelter participants. YAC will also plan to discuss resources in the community that were most vulnerable to them while they were homeless and ensure access.
- CCYCS met with Los Medanos College (LMC) and were invited to new student orientation on 8/29 to share about homeless services for youth and older students.
- Doug: Are you getting support from H3 to have materials? Other providers who would be appropriate to participate?
 - Christa: Yes
 - Araceli: Contact at LMC and have new student week at end of August. Also have adult shelter program. If others interested and want to join let us know. (Teri is interested.) Very eager to offer homeless services. Have students coming to the administration asking that this is a need.
 - Teri: City owns some city adjacent and idea of having housing on that site.
 - Candace will also be there.
- Jenny: At the next H3 meeting we'll be talking about doing a more comprehensive youth count outside of PIT. In the process of rolling out month long youth count. Working with school districts and other community colleges. Tabling and reaching out to other providers working with this demographic. Mental health, drug, primary care also involved in getting a better count.
- Deanne: Are you coordinating with ILSP or foster care to be at that day at LMC? Often a lot of overlap, work to get them connected.
 - Araceli: I know they have foster care liaisons on campus already. See if it's of interest or necessary.

5. 2018 CoC NOFA Updates (Action Item) – Erica McWhorter

- Renewal Scoring Tool
 - Need to make a slight update to the 2018 Renewal Scoring tool to account for changes in how the APR reports health insurance in non-cash benefits.
 - John B.: Does this include Drug Medical Waivers?
 - No, just looking at insurance.
 - Helpful to understand how providers are determining who has insurance.



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- Motion
 - State of Motion:
 - We move to approve the changes to the 2018 CoC NOFA Renewal Project Scoring Tool
- Discussion
- Procedural Record:
 - Motion made by: Teri House
 - Seconded by: John Barclay
 - AYES: Candace Collier, John Eckstrom, Gabriel Lemus, Dan Sawislak, Deanne Pearn, Bradley Lindblom, Miguel Hidalgo-Barnes, Teri House, Doug Leich, Patrice Guillory, Alejandra Chamberlain, John Barclay, Manjit Sappal, Tracy Pullar, Cecelia McCloy
 - NOES: None.
 - ABSTAINS: None.
 - ABSENT: Joseph Villarreal
- NOFA 2018 Release (Erica McWhorter)
 - NOFA released on June 20, 2018. New projects can be created through reallocation & bonus (PSH, RRH, Joint TH-RRH, dedicated HMIS, SSO for CE).
 - New Bonus Project with special Domestic Violence funding
 - RRH and SSO project options most relevant for potential use of DV funds
 - John E.: How does it get determined if you get a DV program funded?
 - Exact criteria unclear but HUD will look at the need for project within community and experience of provider with DV survivors.
 - Potential for \$1.2M in new money for system.
 - Alejandra: STAND interested, but interest from others?
 - Erica: STAND at TA workshop, but will know more by 7/19 when letters of intent are due.
 - NOFA also asks about the participation of marginalized populations in the CoC planning process. Looking at racial inequities.
- New Project Scoring Tool
 - Met in June to discuss, aligned new tool with renewal tool.
 - Scoring tool is about showing agency capacity. Goal to make sure project design and agency capacity reflect likelihood of success.
 - Added efficient use of funds factor. More robust than looking at just a budget. Look at cost effectiveness, how their using match/leverage, and financial audits.
 - State of Motion:
 - Move to approve the 2018 CoC NOFA New Project Scoring Tool.



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- *Discussion*
- *Procedural Record:*
 - *Motion made by: Cecelia McCloy*
 - *Seconded by: Manjit Sappal*
 - *AYES:* Candace Collier, John Eckstrom, Gabriel Lemus, Dan Sawislak, Deanne Pearn, Bradley Lindblom, Miguel Hidalgo-Barnes, Teri House, Doug Leich, Patrice Guillory, Alejandra Chamberlain, John Barclay, Manjit Sappal, Tracy Pullar, Cecelia McCloy
 - *NOES: None.*
 - *ABSTAINS: None.*
 - *ABSENT: Joseph Villarreal*
- **Date Change for COH Monthly Meeting**
 - Need to have the CoC Priority list approved before the Sept. 6 meeting, so proposing to move the Sept. 6 meeting to August 27. Should we meet on August 2 and 27 or just August 27?
 - Good to not go too long without a meeting.
 - Motion
 - State of Motion:
 - Move to change the Sept. 6 meeting to Aug. 27.
 - *Discussion*
 - *Procedural Record:*
 - *Motion made by: John Eckstrom*
 - *Seconded by: Cecelia McCloy*
 - *AYES:* Candace Collier, John Eckstrom, Gabriel Lemus, Dan Sawislak, Deanne Pearn, Bradley Lindblom, Miguel Hidalgo-Barnes, Teri House, Doug Leich, Patrice Guillory, Alejandra Chamberlain, John Barclay, Manjit Sappal, Tracy Pullar, Cecelia McCloy
 - *NOES: None.*
 - *ABSTAINS: None.*
 - *ABSENT: Joseph Villarreal*
- **Identify Review & Rank Panelists**
 - A few members have already indicated interest: Teri, Tracy, Doug, John B., and Candace.
 - Motion
 - State of Motion
 - Move to accept Teri, Tracy, Doug, John B., and Candace as the Review & Rank Panelists.
 - *Discussion*
 - *Procedural Record:*
 - *Motion made by: John Eckstrom*
 - *Seconded by: Miguel Hidalgo-Barnes*



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- *AYES:* Candace Collier, John Eckstrom, Gabriel Lemus, Dan Sawislak, Deanne Pearn, Bradley Lindblom, Miguel Hidalgo-Barnes, Teri House, Doug Leich, Patrice Guillory, Alejandra Chamberlain, John Barclay, Manjit Sappal, Tracy Pullar, Cecelia McCloy
- *NOES:* None.
- *ABSTAINS:* None.
- *ABSENT:* Joseph Villarreal
- Identify Appeals Committee
 - Interested Members: Bradley, Ceil & John B.
 - Motion
 - State of Motion
 - Move to accept Bradley, Ceil, and John B. as the Appeals Committee Panelists.
 - *Discussion*
 - *Procedural Record:*
 - *Motion made by: John Eckstrom*
 - *Seconded by: Gabriel Lemus*
 - *AYES:* Candace Collier, John Eckstrom, Gabriel Lemus, Dan Sawislak, Deanne Pearn, Bradley Lindblom, Miguel Hidalgo-Barnes, Teri House, Doug Leich, Patrice Guillory, Alejandra Chamberlain, John Barclay, Manjit Sappal, Tracy Pullar, Cecelia McCloy
 - *NOES:* None.
 - *ABSTAINS:* None.
 - *ABSENT:* Joseph Villarreal

6. State ESG Funding Recommendations (Action Item) – Kristin Lackey

- 2018-2019 money likely won't be coming until next year. Closing out '16-'17 money and from this point forward Kristin will be handling money
- This year funds reduced by ~10%.
 - Second year of renewal program. Same projects, programs as funded in '17-'18
- State of Motion
 - Motion
 - Move to approve the ESG funding recommendations as laid out.
- *Discussion*
- *Procedural Record:*
 - *Motion made by: Teri House*
 - *Seconded by: Miguel Hidalgo-Barnes*
 - *AYES:* Candace Collier, Dan Sawislak, Deanne Pearn, Bradley Lindblom, Miguel Hidalgo-Barnes, Teri House, Doug Leich, Patrice Guillory,



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Alejandra Chamberlain, John Barclay, Manjit Sappal, Tracy Pullar,
Cecelia McCloy

- *NOES: None.*
- *ABSTAINS: John Eckstrom and Gabriel Lemus*
- *ABSENT: Joseph Villarreal*

7. Housing Security Fund and Policies and Procedures for Fund Use (Action Item) – Teri House, Deanne Pearn, and Miguel Hidalgo-Barnes

- Teri: Fund is for diversion and not prevention. Divert people who are homeless or imminently at risk of homelessness. It will be used as CE Tool for Diversion & HN only. No application for the money.
 - Intended to be a fund of last resort and other uses not easily funded with other sources. If you can use Season of Sharing funds then this isn't for this. Meant to be fund that pays for things other funds won't pay for.
 - Eligible & ineligible uses clearly spelled out
 - HMIS document eligibility and accept or reject. Make sure things are documented and apparent.
 - Oversight Committee will review any issues that come up during the piloting of this fund.
- Jaime: Have to work out some stuff in HMIS before it launches but will launch soon after and need P&Ps approved first.
- Deanne: Committee spent a lot of time and very thoughtful. Looks really good and answered a lot of questions. Came together well.
- Miguel: Hard to wrap your mind around something before you have examples. In my case management program we have a similar fund and I'm confident we can figure it out.
- Dan: What is the difference between diversion and prevention?
 - Miguel: To have your homelessness prevented you have your housing and keep your housing. To be diverted, you are at-risk or experiencing homelessness and you never enter the system of care.
 - Jaime: Really about keeping people out of shelter system. May connect with CORE and CARE. Really about diverting people from shelter.
 - Miguel: Suspect these are individuals with some resources and just need some guidance.
- Cecelia: Is this all private money?
 - Jaime: Not all private donations. Some private but Probation has put in some money. Why we're pausing and make sure we're documenting where the money is going. New that we have Department donating money.
 - Miguel: Can't anticipate specific amount of money that will be spent. Be as conservative as possible using it.
- State of Motion



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- Motion:
 - Move to approve the Housing Security Fund Policies & Procedures as drafted.
- *Discussion:*
 - John B.: What is the timeframe of the pilot/trial? What happens as issues come up? What is the mechanism for review/tweaks?
 - Jaime: In terms of pilot, rolling out in navigation and diversion. Want to make everything sewn up and have clear process. Talked about doing a quarter at a time and seeing what the funds look like, what is getting used, are things coming up that aren't articulated. This will then go to Oversight, look at it, and they will make recommendations.
 - Not pilot as much as launch. Having tool available in two points in system of care.
 - Don't know how long it'll be before we have other sources using this funding.
 - John B.: Pilots are very structured and you have goals in place to meet. Trying to roll out vetted program in pilot fashion. Want to be clear about what we're doing & reviewing it.
 - Teri: Oversight Committee mechanism for dealing with issues.
 - Jaime: Natalie, new CES manager, checking in and bringing new info to Oversight.
 - Deanne: One of the requests of the Oversight Committee to develop a dashboard of data to assess performance of CE and this would be built into dashboard.
- *Procedural Record:*
 - *Motion made by: Teri House*
 - *Seconded by: Dan Sawislak*
 - *AYES: Candace Collier, Dan Sawislak, John Eckstrom, Gabriel Lemus, Deanne Pearn, Bradley Lindblom, Miguel Hidalgo-Barnes, Teri House, Doug Leich, Patrice Guillory, Alejandra Chamberlain, John Barclay, Manjit Sappal, Tracy Pullar, Cecelia McCloy*
 - *NOES: None.*
 - *ABSTAINS: None.*
 - *ABSENT: Joseph Villarreal*

8. Policy & Advocacy Discussion and Decision Points (Action Item) – Jaime Jenett

- New funding from the state. Want to have ducks in a row for priorities. Put together an ad hoc committee to identify strategies for local priorities.
- Cecelia: Is this one time funding?
 - Jaime: Yes, but a few different ones. Block grant is one-time. Want to develop standing list of priorities. Could go in a bunch of different ways.
- Deanne: How does this coincide with NPLH Needs Assessment?



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- Jaime: Looks like this will come beforehand.
- Motion
 - State of Motion
 - Move to establish an Ad Hoc Committee to develop list of CoC Priorities for State Funding.
- *Discussion*
- *Procedural Record:*
 - *Motion made by: Deanne Pearn*
 - *Seconded by: John Barclay*
 - *AYES: Candace Collier, Dan Sawislak, John Eckstrom, Gabriel Lemus, Deanne Pearn, Bradley Lindblom, Miguel Hidalgo-Barnes, Teri House, Doug Leich, Patrice Guillory, Alejandra Chamberlain, John Barclay, Manjit Sappal, Tracy Pullar, Cecelia McCloy*
 - *NOES: None.*
 - *ABSTAINS: None.*
 - *ABSENT: Joseph Villarreal*

9. CoC Provider Grid – Jaime Jenett

- Jaime: Added categories that you'd like to see let me know if you want any other information.

10. Community Announcements

- None

11. Adjourn Meeting – Doug Leich

- Motion: John Eckstrom
- Second: Teri House
- Meeting Adjourned