CCICH Executive Committee Meeting Minutes  
June 8, 2012, 12-1pm  
Concord Police Station, 3rd Floor Conference Room

Consumer Report
- Damon O’Brien, Healthcare for the Homeless: still setting up curriculum for peer to peers; need people to volunteer to speak to the community
  - Workshop with Susan Metling (more information after that)
- Speakers to discuss common ground

Health Care for the Homeless Report
- Alvin: new nurse healthcare manager for Healthcare for the Homeless
- Starting a new adult home visit program; getting referrals for homeless clients—trying to build up the program
- Going to EHR (electronic health record)—gearing up
- Preparing for Project Homeless Connect
- Medical Reserve Corps would like to get more involved with homeless services: homelessness is an “everyday disaster”
  - Will be at Project Homeless Connect
- Grant renewal for the summer: Exec Cmte will get email from Rachael Birch asking for demographic information

Executive Committee Membership (Action Item)
- Vacancies on the Executive Committee
  - Informational Survey for Open Committee Seats provides overview of what CCICH does
  - Four seat are open:
    - Health Care
    - West County Elected Official or their Representative
    - East County Elected Official or their Representative
    - At Large
  - Sent out notices to listserv, contacts, received two applicants for the At Large seat
  - Seats are appointed by the Board of Supervisors—Executive Committee can vote to recommend a candidate, will need to fill out application
- Applications Review
  - Stephan Peers – Reviewed at-large application
    - Present at meeting
    - Committee clarified that in the interest of fairness, decision would be based on applications, not interview questions
  - Cindy Izquierdo – Reviewed at-large application
- Discussion
  - Including people outside of the group is vital
• Steve’s financial expertise would be wonderful, especially for Review & Rank and developing housing pipeline
• Cindy would reinforce the grassroots side

• Motion to recommend Stephan Peers to Board of Supervisors for at-large committee seat – Bill Shinn
  o Seconded – Robin Heinemann
  o Motion passes unanimously

HCD ESG Application Rankings (Action Items)
• HCD is asking CoCs to weigh in on ESG applications for Round II
  o Developed a procedure with scoring criteria
  o Results of Review and Rank committee given to Executive Committee for review

• Scoring Criteria
  o HCD set certain parameters
    ▪ 50 points for ESG fund leveraging ratio and alignment with CoC homeless priorities
    ▪ 50 points for CoC priorities, using ordinal ranking
  o Section 1
    ▪ 15 points for leverage ratio (anything over 2.0 would receive full 15 points; 1.0 would receive 0 points; anything in between scored incrementally)
    ▪ 35 points for CoC priorities
  o Section 2
    ▪ Target population priorities of CoC (Up to 4 points)
    ▪ Past administration of FESG/HPRP grants (Up to 2 points)
    ▪ Past administration of other federal housing grants (Up to 2 points)
    ▪ Ratio of number proposed to be served/budget, relative to other applicants proposing same activity (Up to 4 points)
    ▪ Level of key staff experience (tie breaking measure)
    ▪ Use point total to rank projects - Ranking 1 = 50 points, Ranking 2 = 45 points, etc.)
  o State has $3.5 million available in this round
    ▪ Contra Costa has five eligible cities
    ▪ Only received two applications—this is typical, because FESG funding is so competitive at the state level

• Motion to adopt the scoring criteria as presented - Dorothy Sansoe
  o Seconded - Doug Stewart
  o Motion passes unanimously

• Scoring of applications
  o GRIP Family Housing Program: 100/100
    ▪ Full points in Section 1 = 50 points
    ▪ Ranked 1st in Section 2 = 50 points
  o Anka Project HOPE: 93.5/100
- Loss of 1.5 points in Section 1 because of 1.9 leverage ratio = 48.5 points
- Ranked 2nd in Section 2 = 45 points

- **Motion to approve scoring as follows:** GRIP (50 points for Section 1, 50 points for Section 2) and Anka (48.5 points for Section 1, 45 points for Section 2):

  - Robin Heinemann
  - Seconded - Doug Stewart
  - Motion passes unanimously

**Behavioral Health Integration**
- No discussion

**Discussion of any items from CCICH meeting**
- No discussion