The Contra Costa Council on Homelessness Executive Board provides advice and input on the operations of homeless services, program operations, and program development efforts in Contra Costa County.

MINUTES

Tuesday, August 25, 2015, 3:30 pm – 5:00 pm
HP Conference Room, 1350 Arnold Drive, Suite 202, Martinez CA

Attendance (Board Members): Kevin Corrigan, Doug Stewart, Megan Monahan, Valerie Sloven, Teri House, Joseph Villarreal, Sean Connors, Brenda Kain, Janet Kennedy
Absent: none
Public Attendance: Jennifer Baha, Lavonna Martin, Jaime Jeant, Amanda Stempson, Josh Jacobs, Dominic Aliano, Doug Leich, Lindy Lavender, Doug Sibley, Julia Surges, Rachel Birch, Sharon Bernhus, Dana Ewing, Guita Bahramipour

1. Welcome and Introductions
   • Call to order by Teri House

2. Health Care for the Homeless Update
   • Rachel Birch, HCH, presented out on Health Care for the Homeless progress
   • Dental services are being offered 16 hours a week at the Concord Respite Clinic
   • Opened a homeless-client only health ambulatory clinic and are actively taking referrals at George and Cynthia Martinez Wellness Center
   • Partnering with AODS division to get an HRSA grant to work with opioid dependent clients

3. Zero: 2016 Update
   • The Leadership Committee, cohosted with the Multi Faith Action Committee, has been convening monthly meetings and assisting with the coordination of the subcommittees
   • Upcoming events
     o Communications Subcommittee meeting – tomorrow, 8/26
     o Clergy events to engage with the general community around ending veteran and chronic homelessness
   • Presentation on Tiny Homes model in Seattle
     Wednesday, August 26, 2015
     8:00 a.m. - 9:30 a.m. (Breakfast will be served)
     Community Presbyterian Church
     200 E Leland Rd., Pittsburg
4. Committee Updates

- Coordinated Entry Committee
  o Launched a Housing Placement Committee pilot in July
    - The pilot ran 33 names with scores from 13-18
    - Tested an “Eligibility Screening Tool”
    - Approved 8 clients for housing
  o Next steps
    - Continue to utilize the PSH Housing Placement Committee allowing for adjustments as they come up. Identified the need for housing navigators and housing locators to ensure successful placements
    - Leverage Zero: 2016 efforts
    - Roll out coordinated entry system-wide through additional pilots over the year
    - Design a parallel system for DV survivors
  o Coordinated Entry Cmte meets 2nd Mondays, 2-3:30
  o Next meeting: Monday, September 14th, 2-3:30pm, Homeless Program Conference Room

- Performance Measurement Committee
  o Began monthly meetings in March to develop system wide Performance Measurements broken down by program component: Emergency Shelter, Transitional Housing, Rapid Re-Housing, Permanent Supportive Housing, Street Outreach, and Supportive Services Only
  o New guidance released by HUD in May includes detailed HMIS specifications now being built out in ServicePoint
  o Next steps: review report templates drafted based on committee feedback and begin to implement reporting structure
    - Reporting includes benchmarks, goals, and evaluation questions for each performance measure by program component
  o Next Performance Measurement Committee meeting: Wednesday, September 16th, 10-12pm, Homeless Program Conference Room

- HMIS Policy Committee
  o HMIS participation has increased to over 80 programs
  o County will be hiring another HMIS specialist
  o Trainings for new staff will be offered in early fall
EXECUTIVE BOARD MEETING MINUTES

- In the interim, HUD Exchange website provides HMIS tutorials
- Tutorials available on the County Homeless Program website
  - Next HMIS Committee meeting: September 1, 2015, 2-4pm, Homeless Program Conference Room

5. FY2015 NOFA Competition
- Amanda Stempson, HomeBase, presented on the next steps to prepare for the FY2015 CoC Program Competition
- Preparations underway for FY2015 competition
  - CoC Registration and Review have been submitted by County Homeless Program as the collaborative applicant
  - Collected needed information to develop PRESTO program profiles for the Review and Rank process
  - Waiting for NOFA to be released to begin next phases
- NOFA/HUD Grantees Committee will meet on 2nd and 4th Tuesdays 1-3pm in Homeless Program Conference Room throughout competition to orient applicants and prepare applications

6. Governance Charter
- Josh Jacobs, HomeBase, presented on the progress of the Governance Charter and solicited feedback on community members to target outreach for open positions
- Doug, Janet, Teri, and Kevin agreed to be part of an ad hoc committee for targeted outreach
- Motion:
  - Statement of motion:
    - We move to convene an ad hoc committee for board recruitment and review of applications
  - Procedural Record:
    - Motion made by Joseph Villarreal
    - Seconded by: Sean Connors
    - AYES: Doug Stewart, Megan Monahan, Valerie Sloven, Teri House, Janet Kennedy, Kevin Corrigan, Brenda Kain
    - NOES: zero
    - ABSTAINS: zero
    - ABSENTS: zero
7. **Housing Authority Homeless Preference**
   - The HUD Grantees and NOFA Committee have held two meetings to discuss setting a homeless admission preference for the Housing Authority of Contra Costa County
   - Proposed homeless preference uses a PSH graduation strategy for Housing Choice Vouchers, with the goal of increasing PSH turnover by providing housing subsidies to clients who are ready to graduate to less intensive services
     - The Coordinated Entry Housing Placement Committee would identify existing PSH clients who are ready for less intensive services using criteria to be determined (e.g., SPDAT)
     - Number of vouchers estimated at 25-50 (final number TBD)
     - Would have initial push of referrals then open the waitlist regularly (e.g., quarterly)
   - The following next steps were identified:
     - Researching homeless preference models from other communities
     - Reviewing HMIS data to begin to identify likely PSH graduation candidates
     - Discuss the role of the Housing Placement Committee with the Coordinated Entry Committee
     - Evaluate the fair housing implications and obtain HUD approval for chosen preference

8. **Nuts and Bolts**
   - Housing Authority
     - Opening public housing waitlist in November
     - Discussion of how to implement homeless preference by November
   - Stand Down on the Delta
     - Sept 11-14, 2015 - Antioch County Fairgrounds, 10-10pm
     - [www.deltaveteransgroup.org](http://www.deltaveteransgroup.org)

9. **Pin It**
   - Next Executive Board Meeting: September 22, 2015, 3:30-5:00pm
   - Next Full Membership Meeting: October 16, 2015, 10-12pm