COUNCIL ON HOMELESSNESS
EXECUTIVE BOARD MEETING
AUGUST 25, 2015, 3:30 - 5:00 PM
<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Presenter</th>
<th>Desired Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Welcome and Introductions</td>
<td>Teri House, Executive Board Chair</td>
<td>Call to order.</td>
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<tr>
<td>2. Health Care for the Homeless Update</td>
<td>Alvin Silva, Rachael Birch, Health Care for the Homeless</td>
<td>Board update on HCH program developments.</td>
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<tr>
<td>4. Committee Updates</td>
<td>Brenda Kain, Vice Chair</td>
<td>Update on the efforts of the Coordinated Entry, Performance Measurement, and HMIS Committees to progress the goals of the strategic plan.</td>
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<tr>
<td>5. FY2015 NOFA Competition (Action Item)</td>
<td>Amanda Stempson, HomeBase</td>
<td>Report out on the necessary steps and highlighting action items required to be compliant with the NOFA.</td>
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<tr>
<td>7. Housing Authority Homeless Preference (Action Item)</td>
<td>Amanda Stempson, HomeBase</td>
<td>Recap of the meeting with the Housing Authority on setting a homeless preference for their waitlist.</td>
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<tr>
<td>8. Nuts &amp; Bolts</td>
<td>All</td>
<td>Share community announcements.</td>
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<tr>
<td>9. Pin it</td>
<td>All</td>
<td>Future items of discussion/scheduling to be considered by the Executive Board</td>
</tr>
</tbody>
</table>
2. HEALTH CARE FOR THE HOMELESS UPDATE

Alvin Silva & Rachael Birch, HCH

Board update on HCH program developments.
3. ZERO: 2016 UPDATE

Jennifer Baha, Zero: 2016 Coordinator
Lavonna Martin, Homeless Services Chief

Update on the goals, strategies, and progress being made through our campaign to end veteran and chronic homelessness in Contra Costa.
CONTRA COSTA ZERO:2016
HOMELESS PEOPLE HOUSED THROUGH JULY 2015

- Remaining placements needed
- Already placed in housing
- Housed this month

End goal: 237
End goal: 763

Veterans
- 120
- 97
- 20

Chronically Homeless
- 78
- 15
4. COMMITTEE UPDATES

Brenda Kain, Vice Chair
Amanda Stempson, HomeBase

Update on the efforts of the Coordinated Entry and Performance Measurement, and HMIS Committees to progress the goals of the strategic plan.
COORDINATED ENTRY COMMITTEE UPDATE

- Housing Placement Committee PSH Pilot
  - The pilot ran 33 names with scores from 13-18
  - Tested an “Eligibility Screening Tool”
  - Approved 8 clients for housing
Shelter Plus Care Coordinated Entry Pilot
Eligibility Screening Tool

Consumer Name: ___________________________ VI score: ____ Date: _________

Case conference participants: ___________________________ ___________________________
__________________________ ___________________________

ELIGIBILITY QUESTIONS

1. Housing Status
   - Homeless
   - At imminent risk of losing their housing
   - Staying with friend or family (couch surfing)
   - Fleeing domestic violence
   - At-risk of homelessness – prevention programs only
   - Stably housed
   - Don’t know
   - Refused
   - Other ___________________________

2. Does the consumer have a severe and persistent disabling condition that prevents them from living independently?
   - No
   - Yes List the condition(s) ___________________________
   If yes, does the consumer receive SSI?
   - No
   - Yes
   - Pending

3. Is the consumer a registered sex offender?
   - No
   - Yes

4. What is the consumer’s citizenship status?
   - Citizen
   - Yes

If consumer is not homeless, does not have a disability, is a sex offender, or not a US resident, they are not eligible for Shelter Plus Care. If eligible, continue below. If not eligible, mark this on the Case Conferencing Results Sheet.
DISCUSSION QUESTIONS

1. Is the individual considered chronically homeless (HUDs definition)?
   □ No □ Yes

2. Is consumer a Veteran?
   □ Yes □ No □ Refused □ Don’t Know

3. Does the consumer have any income right now?
   □ Earned income
   □ Unemployment insurance
   □ Supplemental Security Income (SSI)
   □ Social Security Disability Income (SSDI)
   □ VA-Service Connected Disability Compensation
   □ VA non-service-connected disability pension
   □ Private disability insurance
   □ Worker’s compensation
   □ Temporary Assistance for Needy Families (TANF)
   □ General Assistance (GA)
   □ Retirement Income from Social Security
   □ Veteran’s pension
   □ Pension from a former job
   □ Child support
   □ Alimony or other spousal support
   □ Other source

4. Has the consumer ever been in subsidized housing (SPC, HHISN, Section 8)?
   □ Yes □ No
   If yes, what were the circumstances that lead to the individual leaving the housing program:

5. Can the individual take care of their ADLs (activities of daily living)?
   □ Yes □ No
   If no, please explain what they are and are not capable of taking care of (managing meds, hygiene, money management, etc.).

6. Is the individual linked to other support services (Mental Health Case Manager, TCM, IHSS).
   □ Yes □ No
   If yes, please list the support services that will follow the individual into housing:

   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
Does the consumer have any dependents in their care?

☐ Yes  ☐ No
If yes, please list the ages of the children: ______________________________________

If yes, do any of the children have disabling conditions?

☐ Yes  ☐ No

8. Is the consumer over the age of 60?

☐ Yes  ☐ No

9. Is the consumer a Transition Age Youth (18-26 years)?

☐ Yes  ☐ No

WRAP-UP

1. Does the consumer qualify for Shelter Plus Care (based on first set of questions on Page 1)

☐ Yes  ☐ No

2. Can the consumer take care of their ADL’s?

☐ Yes  ☐ No

Comments:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________
**COORDINATED ENTRY CLIENT FLOW**

### ACCESS & ENTRY
**GOAL:**
- Easily accessible locations for homeless and at-risk households
- Exclusive way to be referred to CoC housing resources

**Entry Points**
- In Person
  - All CoC/ESG funded agencies
- Over the Phone
  - Access for underserved geographic areas (e.g., East County)
  - Follow-up by phone for referral and assignment
- Outreach Teams
  - Anka
  - Central County Outreach

### ASSESSMENT
**GOAL:**
- Uniform and consistent assessment of consumer needs for services/housing

**Assessment Tool: VI-SPDAT**
- Tool can be used for initial screening, triage, and scoring for assignment to all permanent housing interventions

**HMIS**
- Used to track VI-SPDAT scores
- Updated regularly as client information changes

**Determination of Program Eligibility** occurs after Initial Assessment
- Determine program type and document eligibility

### ASSIGNMENT & REFERRAL
**GOAL:**
- Referral leads to successful enrollment that matches client needs and preferences

**Housing Placement Cmte**
- PSH: County
- RRH: SHELTER, Inc.

**Protocols**
- Well-defined standards for referrals and service connections
- Standardized use of HMIS to record and track scores for referral

**All Permanent Housing Providers must use VI-SPDAT to receive referrals**

### PLACEMENT
**GOAL:**
- Centralized system supports clients in successful placements after referral

**Housing Navigators**
- Prepare the paperwork to get clients housed

**Housing Locators**
- Identify available units
- Landlord advocacy

**Supported by**
- Trained volunteers
- Flexible funding

### PARALLEL INITIATIVES
- Zero: 2016

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**PARALLEL SYSTEM FOR DOMESTIC VIOLENCE SURVIVORS**

**CLIENT AT DV PROGRAM:** STAND! will serve as both an Entry Point and agency receiving referrals. After conducting a standardized screening, STAND! will enter information into VAWA-compliant system and make appropriate referrals using information about all service providers in the CoC.

**CLIENT AT NON-DV ENTRY POINT:** Entry Point staff refers clients identified as DV survivors to the DV system, entering score into VAWA-compliant data tracking system.
COORDINATED ENTRY 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
• Coordinated Entry Cmte meets 2nd Mondays, 2-3:30
  • Next meeting: Monday, September 14th
PERFORMANCE MEASUREMENT COMMITTEE UPDATE

- Began monthly meetings in March to develop system-wide performance outcomes by program component
- Informed by new HUD performance measurement guidance released in May
- Reviewed sample reports to determine reporting structure to be designed by September
  - Benchmarks, goals, evaluation questions
# MEASURES BY PROGRAM COMPONENT

<table>
<thead>
<tr>
<th>ES</th>
<th>TH</th>
<th>RRH</th>
<th>PSH</th>
<th>SO/SSO</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exit to permanent housing</td>
<td>Exit to permanent housing</td>
<td>Exit to permanent housing</td>
<td>Retention in some PH</td>
<td>Street Outreach: Total placement in other Program Components (and breakdown ES, TH, stable housing)</td>
</tr>
<tr>
<td>Returns to homelessness</td>
<td>Returns to homelessness</td>
<td>Returns to homelessness</td>
<td>Exit to other stable housing (for at least 12 months)</td>
<td></td>
</tr>
<tr>
<td>Average length of stay of those exiting</td>
<td>Average length of stay</td>
<td>Length of time homeless if not enrolled at time of assistance</td>
<td>Income – increase OR maintain</td>
<td></td>
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<tr>
<td>Income increase</td>
<td></td>
<td>Income increase</td>
<td></td>
<td>SSO (MSC, SOAR, Crisis Centers): Income increase</td>
</tr>
</tbody>
</table>

Contra Costa Council on Homelessness
PERFORMANCE MEASUREMENT NEXT STEPS

• Upcoming meetings:
  • Weds., Sept. 16th, 10-12pm:
    • Determine baselines and target outcomes
  • Weds., Oct. 21st, 10-12pm:
    • Finalize target outcomes
    • Implement reporting structure
HMIS POLICY COMMITTEE UPDATE

• HUD data standards were recently revised to include more questions:
  • Length of Homelessness
  • Domestic Violence
  • SSVF/HOPWA/RHY-specific questions
NEW PARTNERSHIPS

• The following partner agencies have begun collecting signed MOUs:
  • AB109 Providers,
  • AOD DUI providers,
  • HOPWA providers,
  • Northern California Family Center, and
  • Mt. Diablo School District.
HMIS POLICY COMMITTEE NEXT STEPS

• Upcoming meetings:
  • Tuesday, September 1, 2015
    • Review HUD guidance to develop compliance plan
  • The group will be meeting every other month
    • Service Point training with CTA
• Annual Report
  • Late September/Early October
5. FY2015 NOFA COMPETITION (ACTION ITEM)

Amanda Stempson, HomeBase

*Report out on the necessary steps and highlighting action items required to be compliant with the NOFA.*
COC COMPETITION TIMELINE

- CoC Registration and Review are complete
- Waiting for the NOFA to be released
- Information collection process is nearly complete to develop program profiles in PRESTO
- Will have regular NOFA/HUD Grantees Cmte meetings throughout competition on 2nd and 4th Tuesdays, 1-3pm, to orient applicants and prepare applications
6. GOVERNANCE CHARTER (ACTION ITEM)

Josh Jacobs, HomeBase

Review of the new seats and discussion on recruitment.
GOVERNANCE CHARTER NEXT STEPS

• Changes to the By-laws are still pending approval from the Board of Supervisors in September
• Have begun solicitation of applications for open seats pending approval
  • Interested applicants can submit using this link: http://www.cccounty.us/DocumentCenter/View/6433
<table>
<thead>
<tr>
<th>#</th>
<th>Name</th>
<th>New Seat</th>
<th>Previous Seat</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Sean Connors</td>
<td>Consumer/Consumer Advocate Seat*</td>
<td>Consumer 1</td>
<td>2016-2018</td>
</tr>
<tr>
<td>2</td>
<td>Vacant</td>
<td>Business Representative</td>
<td>New</td>
<td>2016-2020</td>
</tr>
<tr>
<td>3</td>
<td>Teri House</td>
<td>Community Member Seat #1</td>
<td>At-Large No. 1</td>
<td>2016-2018</td>
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<tr>
<td>4</td>
<td>Vacant</td>
<td>Community Member Seat #2</td>
<td>At-Large No. 2</td>
<td>2016-2020</td>
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<tr>
<td>5</td>
<td>Janet Kennedy</td>
<td>Community Member Seat #3</td>
<td>At-Large No. 3</td>
<td>2016-2018</td>
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<tr>
<td>6</td>
<td>Kevin Corrigan</td>
<td>Government Seat #1</td>
<td>County Government Seat #1</td>
<td>2016-2018</td>
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<tr>
<td>7</td>
<td>Brenda Kain</td>
<td>Government Seat #2</td>
<td>County Government Seat #2</td>
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<tr>
<td>8</td>
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<td>Health Care</td>
<td>Health Care Rep.</td>
<td>2016-2020</td>
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<td>9</td>
<td>Vacant</td>
<td>Public Safety</td>
<td>Law Enforcement Rep.</td>
<td>2016-2020</td>
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<tr>
<td>11</td>
<td>Valerie Sloven</td>
<td>Housing Provider</td>
<td>Housing Provider</td>
<td>2016-2018</td>
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<tr>
<td>12</td>
<td>Megan Monahan</td>
<td>Behavioral Health Representative</td>
<td>New</td>
<td>2016-2018</td>
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<tr>
<td>13</td>
<td>Vacant</td>
<td>Education and Vocational Services</td>
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<td>2016-2020</td>
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<tr>
<td>14</td>
<td>Vacant</td>
<td>Nonprofit Homeless Service Provider</td>
<td>Non-profit Developer or Homeless Service Provider</td>
<td>2016-2020</td>
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<tr>
<td>15</td>
<td>Joseph Villarreal</td>
<td>Public Housing Authority</td>
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<td>2016-2018</td>
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<td>Proposed Name(s)</td>
<td>Seat</td>
<td>Term</td>
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<td>16</td>
<td></td>
<td>Consumer/Consumer Advocate Alternate Seat</td>
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7. HOUSING AUTHORITY HOMELESS PREFERENCE (ACTION ITEM)

Amanda Stempson, HomeBase

Recap of the meeting with the Housing Authority on setting a homeless preference for their waitlist.
HOUSING AUTHORITY HOMELESS PREFERENCE

• The HUD Grantees Committee met on Tuesday, 8/11, with a follow-up meeting today, 8/25, to discuss options for establishing a homeless admission preference for the Housing Authority of Contra Costa County.
## PROPOSED HOMELESS PREFERENCE

### PSH Graduation Strategy

<table>
<thead>
<tr>
<th>PHA Intervention</th>
<th>Housing Choice Vouchers</th>
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<tbody>
<tr>
<td><strong>Goal</strong></td>
<td>Increase PSH turnover by providing housing subsidies to clients who are ready to graduate to less intensive services</td>
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<tr>
<td><strong>Mechanism</strong></td>
<td>Coordinated Entry Housing Placement Cmte to identify existing PSH clients who are ready for less intensive services using criteria TBD (possibly SPDAT)</td>
</tr>
<tr>
<td><strong># of Vouchers</strong></td>
<td>Approx. 25-50 annually – final number TBD</td>
</tr>
<tr>
<td><strong>Frequency</strong></td>
<td>Initial push of referrals, then open waitlist regularly (e.g., quarterly)</td>
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</table>
SAMPLE PSH GRADUATION HOMELESS PREFERENCE LANGUAGE

Approximately [XX] [vouchers/units] are targeted for a limited homeless preference. These [vouchers/units] are targeted for families/individuals ready to graduate from homeless assistance programs and/or initiatives to less intensive interventions, based on referrals from the Continuum of Care’s coordinated entry system. These [vouchers/units] will take precedence over other local preferences until fully utilized.
HUD GUIDANCE ON LIMITING PREFERENCES

• PHAs may create a preference or limited preference specifically for people who are referred by a partnering homeless service organization or consortia of organization.

• A PHA may also have a preference for individuals and families transitioning, or “moving up,” from Permanent Supportive Housing (PSH) units.
ENSURING FAIR HOUSING COMPLIANCE

• A PHA must ensure that the preference would not have the purpose or effect of excluding other eligible families from the program on the basis of race, color, national origin, religion, sex, disability, or familial status, or would have the effect of creating, increasing, or perpetuating segregation.
HOMELESS PREFERENCE ACTION STEPS

• Research homeless preference models from other communities
• Review HMIS data to begin to identify likely PSH graduation candidates
• Discuss the role of the Housing Placement Cmte with the Coordinated Entry Cmte
• Evaluate the fair housing implications and obtain HUD approval for chosen preference
8. NUTS AND BOLTS

Share community announcements.
STAND DOWN ON THE DELTA

September 11 – 14, 2015
County Fairgrounds, Antioch
We need: Volunteers, Donations
Sign up at:
http://www.deltaveteransgroup.org
9. PIN IT

Future items of discussion/scheduling to be considered by the Executive Board.

Reminders:

• Next Exec Board meeting: Tuesday, September 22\textsuperscript{nd}
• Next Full Membership meeting: Friday, October 16\textsuperscript{th}