CONTRA COSTA COUNCIL ON
HOMELESSNESS MEETING
DECEMBER 5, 2019, 1:00-3:00 PM
AGENDA

1. Welcome and Introductions
2. Public Comment
3. Approve Minutes (Action Item)
4. COH Committee Updates (Action Item)
5. Census Update (Action Item)
6. Policy Update (Action Item)
7. 2020 CoC Priority Plan (Action Item)
8. System Report Out (Action Item)
9. Goodbye to Outgoing Council Members
10. Community Announcements
11. Pin It
1. WELCOME AND INTRODUCTIONS

Doug Leich, Chair
2. PUBLIC COMMENT

All

Open period for members of the public to comment on items not listed on the agenda.
3. APPROVE MINUTES (ACTION ITEM)

Doug Leich, Chair

Review and adoption of minutes from the November 7, 2019 Council meeting.
EDITS

Pages:
• 1, 2, 3, 5, 6, 7 & 8
4. COH COMMITTEE UPDATES (ACTION ITEM)

Jenny Robbins, H3
Jamie Klinger, H3
Tracy Pullar, Council Member
Gabriel Lemus, Council Member

Youth Action Council Update
PIT Committee report on PIT methodology
CoC/ESG Work Group Member selection
YOUTH ACTION COUNCIL UPDATE

• Outreach event on for the NAMI foundation (09/11/2019).

• YAC planned a celebration of life for the Youth Action Council member that passed away.
  • Dedicated YAC in memory of Davyon Zeno and presented the family with a YAC t-shirt and a DVD of YAC speaking at the Foster Care and Homeless Youth Symposium (10/11/2019)
PROPOSED 2020 PIT METHODS

Jamie Klinger, H3
Tracy Pullar, Veterans Administration Representative
HUD PIT REQUIREMENTS

1. CoCs are responsible for planning and conducting a PIT count of homeless persons, at least biennially.*

2. Sheltered and unsheltered counts must be conducted during the last 10 days in January.

3. The final PIT count methodology must be approved by the CoC in accordance with the governance charter.

4. CoCs should consult and collaborate with Con Plan jurisdictions in Contra Costa.
   1. Consolidated (Con) Plan: helps states and local jurisdictions assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions.
5. CoCs **must provide PIT count data** to the entities responsible for the Con Plan jurisdictions associated with the CoC.

6. CoCs must **account for and report on all sheltered and unsheltered homeless people** through a census (complete coverage) or one or more sampling and extrapolation methods and meet HUD’s homeless definition.

7. CoCs should use client data already collected and entered in **HMIS** as the primary data source for the **sheltered PIT count**.

8. CoCs may **exclude geographic areas** where the CoC has determined that there are no unsheltered homeless people.
9. CoCs must ensure that during the PIT count, homeless persons are only counted once. CoCs must collect sufficient information to be able to deduplicate the PIT count.

10. Surveys of people for the sheltered or unsheltered count must be administered in a manner that protects the privacy and safety of the participant and the survey administrator.

11. CoCs are required to ensure that people conducting the PIT count, including project staff and community volunteers, are appropriately trained about count standards, data collection procedures, and protocols for privacy, safety, and personal safety.
2019 PIT

Date(s) of PIT
- 1/23/19 5pm – 1/26/19 5pm (4 days)

Training
- Six community-based trainings week prior to PIT Count
- CORE trainings provided by Kim (HMIS administrator) re: new GIS mapping and data collection. Jaime J led trainings for all other volunteer participants.
**2019 PIT METHODOLOGY**

**Unsheltered count:**
- Census count + survey over a few days
- Entire geography (with a few exceptions) & service-based locations
- Community volunteers at community sites completed hard-copy surveys
- CORE completed online GIS surveys during community canvases
  - “Contacts” were included if individual refused to complete survey *and* we were able to identify the person by name
- Observations were conducted by CORE and community volunteers; only day one of CORE observations were included
2019 PIT METHODOLOGY

Sheltered count:

- HMIS data for all consumers sheltered night of the count
- Utilization of Survey123 on mobile devices to collect survey data (CORE only) and identify location where surveys were completed
- Encampment mapping
- Hard copy maps to track locations already canvased
- Incentives for consumers (hygiene kits), bus/BART tickets
- Attempts to incorporate school districts/TAY
PROPOSED PIT 2020 METHODS

• Observational count of all sheltered and unsheltered homeless persons on one day
  • “All-hands on deck” observational count across the County.
  • Work closely with partners to identify groups that may be “hidden” to ensure inclusion of all unsheltered/sheltered in a place not meant for habitation are included.

• Survey sampling over week/two-week period following the count, after analysis of the count data.
PROPOSED PIT 2020 METHODS

January 13-22: PIT Count Trainings
- 4-6 trainings across CCC a week before the PIT to train on count standards and mobile data collection procedures; exploring web-based training options.

January 23, 2020: Unsheltered Count
- 5am – 9am (3 separate kick-off locations across the County)
  - 5:00 – 5:30am: refreshments & sign in
  - 5:30 – 6:00am: training & adherence to methodology
  - 6:00 – 9:00am: observational count across Contra Costa County
PROPOSED PIT 2020 METHODS

Unsheltered Count

▪ Volunteer teams (up to 4 people on a team) will be assigned to different regions. CORE, service providers, & law enforcement street canvassing. All other volunteers completing drive-thru canvassing.

▪ Collecting number of unsheltered identified in each assigned region using ArcGIS mobile tool. Hard copy maps will also be provided.
  ▪ Basic information: #, estimated age, estimated race/ethnicity, household type
  ▪ Drop pin/mark where individuals are identified. No direct contact/communication necessary.
PROPOSED PIT 2020 METHODS

Sheltered Count

- Count of people who are homeless and in shelter (warming center, emergency shelter, and transitional housing) on the night of the count using HMIS
PROPOSED PIT 2020 METHODS

January 27-31: PIT Survey Trainings
(H3 & service provider staff only)

February 2nd – 8th: Survey Gathering

• Survey Sampling collecting data to describe the population
  • Sample based on observational count, and cities where unsheltered/sheltered individuals were identified

  ▪ CORE, shelter, & service site support to collect surveys
  ▪ Utilization of mobile tools for survey data collection
BENEFITS OF NEW METHODS

• The “off-year” is the best time to test a new model & new data collection tools
• Less resources from community volunteers and non-profits
• Innovative methods using GIS tools for locating people experiencing homelessness: Mapping unsheltered sleeping locations, not where surveys are being completed/services provided
• Mobile data collection tool reduces data entry time/error
• Streamlined training for count & survey data collection
• Surveys conducted by staff who regularly support the population
NEXT STEPS

• Recruitment of volunteers for the count
• Identification of “Homeless guides” ~40 consumer guides
  • Individuals with lived experience who can provide support during PIT Count and during survey collection. Incentives TBD.
• Identification of “Hot spots” across the County
• Identification of training & kick-off sites
• Strategies to reach “hidden/hard-to reach” populations (veterans/TAY/minors/etc.)
• Survey development, review, & community feedback
COH PIT RECOMMENDATIONS

• Count and data collection trainings week before the count
• One day count on January 23, 2020: complete coverage of CCC
• Survey sampling post count
• Enumeration teams (up to 4 people each team)
  • CORE, service providers, law enforcement & homeless guides: street/encampment canvassing
  • All other volunteer types: drive-thru canvassing
• Mobile data collection/GIS locator tool
ACTION FOR CONSIDERATION

Approve proposed PIT Methodology
ESG PROCESS WORKGROUP

• Need dedicated working group to support the development of an updated Review and Rank process

• Need dedicated working group to participate in the current year’s Review & Rank process
  • 1-2 meetings in January or February 2020
  • Nonconflicted Board members only
ACTIONS FOR CONSIDERATION

Approve ESG Workgroup Members
5. CENSUS UPDATE

Jaime Jenett, H3
ACTION FOR CONSIDERATION

Approve decision to waive Brown Act 96-hour posting requirement for this item.
CENSUS OVERVIEW

- Recruitment of enumerators
- Enumeration Process
  - Methods of enumeration
  - Resources and options available to conduct outreach and enumeration
- Enumeration Planning
  - Proposed Plan
  - Discussion

CoC role: Facilitate outreach and enumeration of persons experiencing homelessness at sheltered and unsheltered (outdoor) locations
RECRUITMENT OF ENUMERATORS

The Census Bureau is looking for Contra Costa County residents for supervisory and non-supervisory jobs. To be eligible, you must be at least 18 years old, have a valid Social Security number, and be a U.S. citizen.

$25 - $27.50 per hour

Apply Online: 2020census.gov/jobs

For more information or help applying, please call 1-855-JOB-2020 (1-855-562-2020)

Federal Relay Services 1-800-877-8339 TTY/ACSII
ENUMERATION PROCESS OVERVIEW

Process Specific to Persons Experiencing Homelessness

Service-Based Enumeration Types

1. Regularly Scheduled Mobile Food Vans
2. Soup Kitchens
3. Shelters
4. Targeted Non-Sheltered Outdoor Locations (TNSOLs)
METHODS FOR COUNTING PEOPLE IN SHELTERS

Three methods available

1. Paper Response Data Collection (3/30/20)
   - Census worker meets with site supervisor to get paper listing of census response data for each person who was living/staying at facility on Census day.

2. Individual online completion

3. In-Person Interview (3/30/20)
METHODS FOR COUNTING PEOPLE IN SOUP KITCHENS/MOBILE FOOD VANS

Two methods available

1. In-Person Interview (3/31/20)
2. Individual online completion
METHODS FOR COUNTING PEOPLE IN TARGETED NON-SHELTERED OUTDOOR LOCATIONS

Two methods available
1. In-Person Interview (4/1/20)
2. Individual online completion
ENUMERATION RESOURCES & OPTIONS:

• Online Option: completion online for people experiencing homelessness is NEW.

• Funding from County for outreach to and support of enumeration of people experiencing homelessness

www.contracosta.ca.gov/census2020
RESOURCE OPTIONS: QUESTIONNAIRE ASSISTANCE KIOSK (QAK)

- Sites facilitate online census survey completion by offering computer access and trained staff to help answer questions
- Set days/times
- Requires some staff training
- Computers will be made available for this purpose
RESOURCE OPTIONS: EXAMPLES OF PLANNED QAKS

• All County libraries
• Family Justice Center
• EAH housing (for residents)
• Empowerment Cathedral Church (Antioch)
• First Five East/West County
• Lao Family Community Development, Inc.
• Oakley Senior Citizen’s Coalition
• Rainbow Community Center
• RYSE
• Safe Returns Project
• SAHA (for residents)
PROPOSED CONCEPT PLAN - SHELTERED

QAKS WITH ONLINE ENUMERATION

Shelter sites as QAKs with staff and manager supporting online census form completion

PAPER RESPONSE DATA COLLECTION

Shelter site management supports paper census form completion

RESOURCES

• Incentives (warm hats, etc.)
• Computers/equipment
PROPOSED CONCEPT PLAN - UNSHELTERED

CORE
• Outreach and staff support for onsite census completion using mobile computer
• Transportation to and from QAKs

Resources:
• Computers for distribution at participating providers (for them to keep)
• Incentives

OR Single day events across the geography on 4/1/2020
DISCUSSION

Proposed Sites:

- CARE Centers (3)
- Mobile showers
  - Bay Church (also laundry program)
  - Showerhouse Ministries
- Loaves and Fishes (4)
- St. Vincent De Paul Rotacare clinic (2)
- Healthcare for the Homeless mobile clinics (9) and ambulatory clinics (7)
- White Pony Express boutiques
- Recycling Centers

Others Sites?
DISCUSSION

Proposed Resources

• Computers/equipment for sites
• Transportation to get people to/from sites
• Swag (warm, branded hats)
• Food at certain events to increase attendance

Other Resources?
NEXT STEPS

• Communicate with potential provider partners
• Draft formal plan
• Present to Census Complete Count Committee 12/16/19
• Present updates to CoH monthly
ACTION FOR CONSIDERATION

Approve proposed concept plan for enumeration of sheltered and unsheltered sites for 2020 Census.
6. POLICY UPDATE (ACTION ITEM)

Erica McWhorter, H3
Council Members

Present edits to the County Legislative Platform
LEGISLATIVE PRINCIPLES AS EDITED BY WORKGROUP

• Promote & Ensure Adequate Funding for Homeless Related Services and For Production and Preservation of Deeply Affordable Housing (for those with an income of 0-50% of Area Median Income).

• Limit and Remove Institutional and Arising Barriers That Contribute to Homelessness and Housing Instability and Discrimination.

• Ensure Equitable Access to a Variety of Safe, Stable, Deeply Affordable Housing and Homelessness Crisis Response Services.
7. 2020 COC PRIORITY PLAN (ACTION ITEM)

Amanda Wehrman, Homebase

Presentation of the proposed annual priority planning process and 2020 priority plan.
Permanent Housing Goal: Decrease the length of time people experience homelessness.

Prevention Goal: Decrease the percentage of people who become homeless.
2014 STRATEGIC PLAN UPDATE
FORGING AHEAD – 3 STRATEGIES

• Coordinated Entry - Implement a coordinated entry system to streamline access to housing and services while addressing barriers, getting the right resources to the right people at the right time.

• Performance Standards - Integrate evaluation and performance measures with the implementation of evidence-based programs and practices.

• Communication - Develop the most effective platforms, such as websites, email, videos, and social media, to provide access, support advocacy, and connect the community about homelessness and available resources.
Priority Area 1: Maximize Current Resources
- Reduce Inflow
- Reduce Length of Time Homeless
- Enhance Prioritization Strategies

Priority Area 2: Bring Resources into the System
- Add Shelter Beds
- Scale Rapid Resolution Services
- Increase PSH
PRIORITY PLANNING PURPOSE

• Identify system-wide priorities and where to invest resources for the coming year, in alignment with 2014 plan

• Informed by underlying principles of federal plan to make homelessness rare, brief, and one-time

• Increase transparency to community about the needs of our system

• Leverage 2019 system map as a tool to make data driven decisions based on clear objectives
PROPOSED PROCESS

• CoH to adopt 2020 Priority Plan in Dec./Jan.
• Plan to be publicly posted and reviewed throughout the year to track progress
• 2014-2019 progress summaries will be shared at Jan. CoH mtg.
• For future years, CoH will lead the process to develop the priority plan with support from H3, TA, and stakeholder engagement
GOAL: PERMANENT HOUSING
STRATEGY: PERFORMANCE STANDARDS

<table>
<thead>
<tr>
<th>System Map Objective</th>
<th>2020 Action Steps</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reduce Length of Time Homeless</td>
<td>Housing First technical assistance and implementation to standardize care, prioritize resources for the most vulnerable, without preconditions, and with additional supports</td>
</tr>
</tbody>
</table>
## GOAL: PERMANENT HOUSING
## STRATEGY: PERFORMANCE STANDARDS

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<th>System Map Objective</th>
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</thead>
<tbody>
<tr>
<td>Enhance Prioritization Strategies</td>
<td>• Integrate RRH&lt;br&gt;• Evaluate &amp; develop assessment &amp; engagement tools</td>
</tr>
<tr>
<td>Add Shelter Beds</td>
<td>• Housing search &amp; readiness supports&lt;br&gt;• Expand access to temporary shelter</td>
</tr>
<tr>
<td>Increase Permanent Supportive Housing</td>
<td>• Invest in additional PSH&lt;br&gt;• Use data to identify and target subpopulations</td>
</tr>
</tbody>
</table>
### GOAL: PREVENTION
### STRATEGY: PERFORMANCE STANDARDS

<table>
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<tr>
<th>System Map Objective</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Reduce Inflow</td>
<td>System performance measures work to track and monitor changes in inflow, opportunities to reduce people entering homelessness</td>
</tr>
</tbody>
</table>
## GOAL: PREVENTION

### STRATEGY: COORDINATED ENTRY

<table>
<thead>
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<th>System Map Objective</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Scale Rapid Resolution Services</td>
<td>Invest in and scale Rapid Resolution services to prevent homelessness and divert people from system, reducing inflow and length of time homeless</td>
</tr>
</tbody>
</table>
### BOTH GOALS (PH & PREVENTION)  
**STRATEGY: COMMUNICATION**

<table>
<thead>
<tr>
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</tr>
</thead>
</table>
| Encourage Community Involvement       | • Learning Hubs  
• Executive Directors meetings  
• Community feedback methods       |
| Ensure Equity in Access and Participation | • Updated website and communications materials   
• New ways to access system and program level data |
POSSIBLE ACTION

Move to adopt the 2020 Priority Plan, including the proposed process for annual priority planning by the CoH.
8. SYSTEM REPORT OUT (ACTION PLAN)

Jamie Klinger, H3
Erica McWhorter, H3

System Building TA Report Out: System Performance Measures Next Steps

2020 Next Steps

Possible action to approve or adopt system changes and recommendations.
PHASE 1 SYSTEM PERFORMANCE MEASURES

I. Identification/Classification
II. Standardization
III. Data Quality
IV. Assessment
V. Reports
VI. HMIS functionality
IDENTIFICATION/CLASSIFICATION

▪ Which providers are actively entering data into HMIS?
▪ How are the providers classified in HMIS?
▪ Is the classification correct/appropriate?
▪ Which provider types have the highest proportion of HMIS utilization?
STANDARDIZATION

▪ Which providers are using standard intakes?
▪ Standard contact sheets?
▪ Standard exit forms?
DATA QUALITY

▪ What is the data quality of information being gathered?
▪ What is the % missing from each of the forms (intake/contact/exits)?
▪ What is the % of Don’t know/refused?
▪ Is data being entered in a timely manner?
▪ Are there monitoring reports/dashboards available to providers to do QA?
ASSESSMENTS

▪ Which providers are using the VI-SPDAT?
  ▪ (different versions of the VI?)
▪ What is the quality of assessment data collected?
▪ Are providers collecting other “assessment” data – not related to VIs?
REPORTS

▪ What reports do providers use most frequently?
▪ (what is the intended use of these reports?)
▪ What reports can be deleted?
▪ Can we create program report templates?
HMIS FUNCTIONALITY

▪ Are we using HMIS to its full capacity?
▪ What features could we use to improve efficiencies/data collection?
NEXT STEPS

▪ Analysis in December & January
▪ Summarizing findings and reporting out to the providers in February
▪ H3 & TAC recommendations for providers
WHAT’S COMING UP IN 2020

• Continue RRH Integration & SPM Planning (TA)
• Housing First TA and Implementation
• Equity Initiative
• CoC ESG Process Alignment
• ED and Stakeholder Meetings
• New advisory strategies for Policy Committee
• Planning Employment & Workforce Development Integration and System Buildout
• Variety of Trainings
• Updating Policies & Procedures
9. GOODBYE TO OUTGOING COUNCIL MEMBERS

Goodbye to Bradley Lindblom, Public Safety #2 Seat!
thank you
10. COMMUNITY ANNOUNCEMENTS

All

Standing Item. Community announcements.
Next Monthly Council Meeting:
DIFFERENT DATE!
Thursday, January 9, 2020, 1:00-3:00pm
Grizzly/Sequoia Room, 2380 Bisso Lane, Concord

Council on Homelessness Orientation
Thursday, January 30, 2020 9 am – Noon
Grizzly/Sequoia Room, 2380 Bisso Lane, Concord

CoC Learning Hub
Stay tuned for next date
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, November 7, 2019, 1:00 – 3:00 pm

Location: 2380 Bisso Lane, Concord, CA

Council Member Attendance: Bradley Lindblom, Deanne Pearn, Tracy Pillar, Manuel Arredondo, Leslie Gleason, Doug Leich (Chair), Manjit Sappal, Candace Collier, Gabriel Lemus, Tony Ucciferri, Lindy Lavender (Vice Chair), Lynn Peralta, Alejandra Chamberlain, Teri House

Absent: Dan Sawislak, Patrice Guillory

Staff Attendance: Erica McWhorter, Jaime Jenett, Jenny Robbins, Shelby Ferguson, Jose Villa, Justin Pennell, Lakisha Langston, Lisa McCann, Contra Costa Health Services (H3); Amanda Wehrman, HomeBase

Public Attendance: Carol Robinson, Kirsten Hougen, Jennifer Ostrander, John Eckstrom, Susan Padan, Peter Crowley, George Laing, Lamar Turner, Maya Iyyami, Karen Endish, Lenore McDonald, Carey Gregg, Camille Boone, Reggie Sironen, Blanca Brossa, Angelique McDade, Stephanie Stovall, Dominique Green, Fran Smith

1. Welcome and Introductions

2. Public Comment
   A. Q: What is H3? A. Health, Housing, and Homeless Services
   B. Audience member expressed concerns about being able to hear. Jaime: looking into portable P.A. system for this room.

3. Approve Minutes (Action Item)
   A. Motion made by Lindy Lavender
   B. State of Motion:
      A. We move to adopt the minutes from the October 3, 2019 Council on Homelessness Meeting
C. Discussion
   A. None.
   B. The Council moved to approve.

D. Procedural Record:
   - Motion made by Lindy Lavender.
   - Seconded by Deanne Pearn
   - AYES: Manuel Arredondo, Doug Leich (Chair), Lindy Lavender (Vice Chair), Lynn Peralta, Leslie Gleason, Teri House, Deanne Pearn, Bradley Lindblom, Tony Ucciferri, Alejandra Chamberlain, Gabriel Lemus, Dan Sawislak, Patrice Guillory, Tracy Pullar, Manjit Sappal
   - NOES: None.
   - ABSTAINS: None
   - ABSENT: Dan Sawislak, Patrice Guillory
   - MOTION APPROVED

4. COH January Orientation (Action Item)
   A. Presented by Jaime Jenett
      A. Possible action to approve a date for a Council on Homelessness orientation in January
         A. Tues Jan 21st: Morning Only: 7 council members
         B. Thursday Jan 23rd: 7 members
         C. Monday Jan 27th: 11 council members
         D. Tues Jan 28th: 6 members
         E. Wednesday Jan 29th: 8 members
         F. Thursday Jan 30th: 10 members
      B. Motion made by Tony Ucciferri
      C. State of the Motion: To approve Monday Jan 27th or Thursday Jan 30th as possible dates for the Council on Homelessness orientation.
   D. Discussion
      A. None
   E. Procedural Record
      - Motion made by Tony Ucciferri
      - Seconded by Manuel Arredondo
      - AYES: Bradley Lindblom, Deanne Pearn, Tracy Pillar, Manuel Arredondo, Leslie Gleason, Doug Leich (Chair), Manjit Sappal, Candace, Gabriel Lemus, Tony Ucciferri, Lindy Lavender (Vice Chair), Lynn Peralta, Alejandra Chamberlain, Teri House
      - NOES: None.
      - ABSTAINS: None
      - ABSENT: Dan Sawislak, Patrice Guillory
      - MOTION APPROVED
5. Council on Homelessness Committee Updates (Action Item)
   A. Presented by Jaime Jenett
   B. CoH Nominating Committee recommendations for 3 seats
   C. Lindy Lavender: presented information on CoH Membership applications
      A. Health Care representative seat
         1) 4 applicants
         2) Recommendation: Daniel Peddycord, Director of Public Health (Concord Resident)
      B. Public Safety #2 Representative
         1) 2 applicants
         2) Recommended: Shawn Ray, Lt. in San Pablo Police Department
      C. Reentry Services Representative
         1) 7 applicants
         2) Recommendation: Patrice Guillory, Reentry Network Manager, Healthright 360 (Antioch Resident)
   D. Deanne: What kinds of qualities was the committee looking for in applicants? Jaime Jenett: The application highlighted desire for people were able to affect policy in development and implementation. We want people who have capacity to do that. There were some supplemental questions. We’re trying to get a supplemental application approved with questions such as; do you live or work in the county? Do you work in this field?
   E. Doug: Needs to live or work in Contra Costa County or both preferably. The person needs to be in a position to be able to impact policy.
   D. Motion made by Lindy Lavender
   E. State of Motion: Approve the recommendations of the Nominating Committee of Daniel Peddycord, Director of Public Health for the Health Care Representative Seat, Shawn Ray, Lt. in San Pablo Police Department for the Public Safety #2 seat and Patrice Guillory Reentry Network Manager, Healthright 360 for the Reentry Services Provider Seat.
   F. Procedural Record:
      • Motion made by Lindy Lavender
      • Seconded by Bradley Lindblom
      • AYES: Bradley Lindblom, Deanne Pearn, Tracy Pillar, Manuel Arredondo, Leslie Gleason, Doug Leich (Chair), Manjit Sappal, Candace, Gabriel Lemus, Tony Ucciferri, Lindy Lavender (Vice Chair), Lynn Peralta, Alejandra Chamberlain, Teri House
      • NOES: None
      • ABSTAIN: None
      • ABSENT: Dan Sawislak, Patrice Guillory
      • MOTION APPROVED
6. **Council on Homelessness Committee Updates (Action Item)**

   **A.** Presented by Jaime Jenett, H3

      1) **COH Committee Member Selection - Point in Time Count Committee**
         a. Members/Attendees: CoH Reps; RED Staff, Providers’ Staff
            i. Manuel and Tracy, have volunteered from the CoH
            ii. Will ask for volunteers from the community later for planning and will
                make sure have representation from across the county
         b. Motion made by Leslie Gleason
         c. State of Motion: To approve Manuel Arredondo and Tracy Pullar as the Point
            In Time Count Committee Members
         d. **Procedural Record:**
            - **Motion made by Leslie Gleason**
            - **Seconded by Tony Ucciferri**
            - **AYES:** Bradley Lindblom, Deanne Pearn, Tracy Pillar, Manuel Arredondo, Leslie Gleason, Doug Leich (Chair), Manjit Sappal, Candace, Gabriel Lemus, Tony Ucciferri, Lindy Lavender (Vice Chair), Lynn Peralta, Alejandra Chamberlain, Teri House
            - **NOES:** None
            - **ABSTAIN:** None
            - **ABSENT:** Dan Sawislak, Patrice Guillory
            - **MOTION APPROVED**

7. **Legislative Platform Updates**

   **A.** Transition Legislative Platform document to 2-year document

      1) What we already have but have a single document for state and federal
         platforms
      2) Workgroup was put together; included H3 and EHSD
      3) Goal was to streamline what the document looks like
      4) Health Services has approved this document on our behalf for the BoS
   **B.** From “policy positions” to “principles” (fundamental norms, rules, values meant to
         govern policy and objectives)
      1) No longer long statements about each agency’s views
   **C.** Remove contextual statements (italics)
   **D.** Prioritize advocacy needs
   **E.** Incorporate info about the County (demographics, mission, vision, values BoS)
   **F.** Appendices will include procedures and protocols for position development and
         expedited positions
      1) We want to give elected officials guidance on what we want as a community
   **G.** 2019 platform will be incorporated by reference
   **H.** Workgroup will meet to review agency edits in 2 weeks
   **I.** Council members review document
   **J.** We are currently in mid-session
K. Looking at approve this document next month
L. Workgroup is expected to meet again in 2 weeks to review these principles
M. Agencies are getting 5-8 bullet points in this document
N. Possible action to approve or adopt system changes and recommendations
   1) Doug: when we went through this process before we were making changes to
      existing wording - is that still the case?
      a) Erica: workgroup went through 10 different legislative platforms for review.
         Contra Costa was the only one that had two separate documents. There is
         room in this new document for more broad and general direction we want
         them to go towards
      b) Lynn: the county is looking to streamline our document and make it more of
         an appendix. We are moving towards broader, all-encompassing principles.
      c) Tony: wants to talk about affordable housing for individual and couple
         households. We need to define what affordable housing really means. Bullet
         points cover a wide range of things we face but affordable housing is not one
         of those
      d) Doug: We can’t build affordable housing that Extremely Low Income (<30% 
         AMI) people can afford; we need more subsidized housing
      e) Deanne: Perhaps affordable housing can be put in the bullet about
         vulnerable households
      f) Terri: 0-30, 30-50% should be spelled out
      g) Leslie: wants to recommend that these changes are happening in every place
         throughout the county
      h) Terri: “High opportunity zones”
      i) Deanne: Doesn’t know what High Opportunity Zone means; there needs to
         be equity in where this housing is located; target in certain communities?

Legislative Principles
   A. Promote and Ensure adequate funding for homeless related services and housing.
   B. Promote the production and preservation of permanent supportive housing and the
      protection of those vulnerable households.
   C. Promote the diversity of availability and ensure equity in access to safe, stable,
      affordable housing and homelessness crisis response system.
   D. Limit and remove institutional barriers that contribute to homelessness and housing
      instability and discrimination.

Public Comments/Questions:
   1) Q: What fundamental norms are there for people experiencing homelessness? Erica:
      There has not been set values on what these fundamental norms are yet.
   2) Doug: The board is asking us for input on what those norms should be
   B. Is there an opportunity for community-based providers to contribute to this?
      1) Lynn: The CoH is probably the best place to provide that input.
C. Erica: proposed a council workgroup or a special meeting to talk about these legislative principles and decide on wording. Has to be fewer than 7 members

D. Terri: Are all departments getting these principles?
   1) Erica: Yes, but Health Services gets one (there are multiple departments within health services)

E. Gabriel: There will be a public meeting before the legislative changes go to the BoS

F. Timeframe: changes need to be submitted before November 15th

G. Deanne: can we do an electronic vote?
   1) No, we cannot due to Brown Act/Sunshine laws

H. Deanne: equity in equal distribution? Don’t feel that is captured
   1) Doug: Need a motion to agree on these principles today, or a motion to deferred this to a work group
   2) Emanuel: some of these principles sound more like mission statements rather than principles
   3) Erica: County lobbyists will take our principles to the state and federal representatives and will also be used on the local level when they are talking directly to the board of supervisors
   4) Motion made by Tony Ucciferri
   5) State of Motion:
      a) We move to approve a work group to amend language around Area Median Income and Affordable Housing in the Legislative Principles

6) Procedural Record:
   • Motion made by Tony Ucciferri
   • Seconded by Deanne Pearn
   • AYES: Bradley Lindblom, Deanne Pearn, Tracy Pillar, Manuel Arredondo, Leslie Gleason, Doug Leich (Chair), Manjit Sappal, Candace, Gabriel Lemus, Tony Ucciferri, Lynn Peralta, Alejandra Chamberlain, Teri House
   • NOES: Lindy Lavender (Vice Chair)
   • ABSTAIN: None
   • ABSENT: Dan Sawislak, Patrice Guillory
   • MOTION NOT APPROVED
   • MOTION WITHDRAWN by Tony Ucciferri
   • MOTION WITHDRAWL seconded by Deanne Pearn

7) Second Motion made by Tony Ucciferri
8) State of Motion:
   We move to approve a work group with Tony, Doug, Lindy, and Teri to amend language on legislative principles

9) Procedural Record:
   • Motion made by Tony Ucciferri
   • Seconded by Deanne Pearn
   • AYES: Bradley Lindblom, Deanne Pearn, Tracy Pillar, Manuel Arredondo, Leslie Gleason, Doug Leich (Chair), Lindy Lavender (Vice Chair), Manjit Sappal, Candace, Gabriel Lemus, Tony Ucciferri, Lynn Peralta, Alejandra Chamberlain, Teri House
Homelessness Awareness month update

A. Presented by Jaime Jenett
   1) Homelessness Awareness Month highlights
   2) Toolkit
   3) Forum in Martinez tonight
   4) BoS Presentation- recognized outstanding Martinez community members, landlords, etc. Resident Empowerment Program from CCIH had a REP member speak to the BoS.
      a. Reception
      b. Presentation
      c. Speaker
      d. Award Presentation
   5) Community Forums coming up
   6) Annual Report Snapshot data
   7) Thanksgiving Events
   8) Talking Points for Homelessness
   9) City Council Meetings
      a. Antioch 11/12
      b. Pittsburg 11/18
      c. San Pablo 11/18
   10) Legislator Meetings- TBD

B. Presented by Erica McWhorter and Jenny Robbins
   1) RRH Integration Report Out
      a. Systems Map- Technical Assistance Collaborative helped us with that (TAC)
      b. Coordinated Entry
         i. RRH meeting
            a) No decisions were made just a discussion
            b) New policies that we could possibly implement
            c) With be meeting again in the next few months about RRH- prioritizing and operations of those programs
      c. System Performance Measures
   2) HHAP Funding Coming Soon
      a. Homeless Housing, Assistance, and Prevention Program
      b. Program Overview- Like HEAP funds; one-time block grant established in 2019-20 budget, provides local jurisdictions with funds to support regional
coordination and expand or develop local capacity to address their immediate homelessness challenges. Will be using 2019 Point in Time Count.
c. Eligible Applicants- 40 CoCs, 13 largest cities, with populations of 300,000 or more (as of Jan 2019), 58 counties
d. Funding Allocations- 190 million for CoCs, 275 Large Cities, 175 Counties
e. H3 will be applying for County and CoC; unsure if there will be two separate applications or not
f. Timeline- received program guidance in October, Application Map and instructions published in November, Release of NOFA and Application dependent upon the release of 2019 point int time count, HHAP application due February 15th, Awards made by April 1st, HHAP funds must be contracted by May 2023, funds must be fully expended by June 2025

Community Announcements
B. Standing item. Community announcements
C. US Census Jobs (Peter Crowley)
   1) The US Census is looking for Contra Costa County residents for supervisory and non-supervisory jobs. To be eligible you must be at least 18 years old, have a valid social security number and be a US citizen. $25-$27.50 an hr. Apply online at 2020census.gov/jobs
   2) We need to hire 1800 people for the census
   3) Goal to hire those who are currently or experience with homelessness to get a better count
   4) Census applicant workshops across the county; loaves and fishes
   5) There is a background check as it is a federal job
   6) Anyone without a local address can list the local post office or a shelter or PO Box as their address
   7) Any applicant who is homeless list unknown under language- that way we can identify where people experiencing homelessness are located
   8) No cost to the applicant
   9) Part time job; will be selecting first applicants in December and then again in April, and the biggest amount will be hired after that
D. Consortium Applications (Teri House)
   1) Applications due December 9th
   2) Agencies that are nonprofits or 501c3 are eligible to apply
   3) CDBG Antioch website is where information can be found
E. National Alliance to End Homelessness
   1) Conference will be held February 19-21, 2020
   2) Will be at the Oakland Marriot
   3) Sold out but you can register for the waitlist

- Pin It
A. Standing item. Other future items of discussion and scheduling to be considered.
   1) Next council meeting will be Thursday Dec 5th, 2019, 1-3pm, Grizzly/Sequoia room, 2380 Bisso Lane, Concord, CA (Permanent Location)
Overview
The 2020 Contra Costa Council on Homelessness Priority Plan outlines the priority areas, goals and strategies that the Continuum of Care, Contra Costa Health, Housing and Homeless Services (H3), and partner stakeholders will work toward in the coming year. The 2020 Priority plan is intended to help the Council and CoC make decisions about system-wide priorities and where to invest resources in the coming year.

The priorities, goals and strategies identified in the 2020 Priority Plan are all built upon the goals and strategies of the Contra Costa Continuum of Care’s 2014 Strategic Plan, Forging Ahead, which outlines the communities two goals and three strategies:

**Permanent Housing Goal:** Decrease the length of time people experience homelessness.

**Prevention Goal:** Decrease the percentage of people who become homeless.

**Strategy 1: Coordinated Entry** - Implement a coordinated entry system to streamline access to housing and services while addressing barriers, getting the right resources to the right people at the right time.

**Strategy 2: Performance Standards** - Integrate evaluation and performance measures with the implementation of evidence-based programs and practices.

**Strategy 3: Communication** - Develop the most effective platforms, such as websites, email, videos, and social media, to provide access, support advocacy, and connect the community about homelessness and available resources.

In addition, the 2020 Priority Plan is informed by the underlying principles of the Federal Strategic Plan to make homelessness rare, brief, and one-time.

The 2020 Priority Plan is laid out in alignment with the 2019 System Map work, which highlighted the two main areas of focus around maximizing current resource and bringing new resources into the system. The goals and strategies utilize next steps from the System Map, ongoing systems improvement work, and the work slated for 2020 to help build out the system and analyze performance. The system mapping revealed two priority areas:

**Priority Area 1: Maximize Current Resources** - In order to improve outcomes and increase the effectiveness of Contra Costa’s homeless system of care, the CoC must maximize its current resources by leveraging existing investments to improve data collection and analysis and help track system performance overall, leading to better prioritizations utilization of services. This includes reducing inflow, reducing length of time homeless, and enhance prioritization strategies.
Priority Area 2: Strategically Bring Resources into the System - Contra Costa’s homeless system of care must adapt to meet the needs of those in the community who are experiencing or at-risk of experiencing homelessness. This requires investing strategically in resources that will help the system develop effectively and be responsive. These investments will rely on the use of improved data collection, analysis, and communication that will come out of the system performance and data improvement efforts in the next year. This includes adding shelter beds, scaling Rapid Resolution services, and increasing permanent supportive housing.

Communicating and engaging the community in executing the plan is not explicitly laid out but will be infused across each priority, goal and strategy. The Priority Plan will be revisited throughout 2020 by the Council and H3 to discuss progress on each goal and strategy and how funding decisions align with the stated priorities. In addition, community stakeholders will be brought together to discuss progress towards these goals over the coming year.

Reviewing and Adopting the 2020 Priority Plan
H3 with support from Homebase will present the 2020 Priority Plan to the Council on Homelessness at the December 5, 2019 meeting. During this presentation the Council will have time to discuss and ask questions about the Plan. If Council Members feel they have sufficient information to vote on the plan without significant changes, they can vote to adopt the Plan at the December meeting. If additional information is needed before voting, H3 (with support from Homebase) will provide this information at the January Orientation for discussion and the Council will vote to approve the Plan at the first Council Meeting of 2020.

Priority Planning Process Moving Forward
In furtherance of the 2014 Strategic Plan Communication strategy, the Council will be publicly posting and adopting a Priority Plan each year. For 2019, the extensive systems work already done through the State TA with TAC developing a System Map forms the outline of the 2020 Plan. The development of future Priority Plans will include the Council helping lead the process with support from H3 and TA providers and engagement with stakeholders in the community to ensure that the plan is responsive to the system’s evolving needs.
## PERMANENT HOUSING GOAL:
Decrease the average length of time people experience homelessness.

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<tr>
<th>STRATEGY</th>
<th>SYSTEM MAP OBJECTIVES</th>
<th>2020 ACTION STEPS</th>
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| PERFORMANCE STANDARDS     | Reduce Length of Time Homeless
  Reduce wait times for persons in the community queue for resources and increase bed turnover rates at shelters. | Housing First technical assistance and implementation will assist the system in standardizing care and monitoring that providers are prioritizing resources for those who are most vulnerable, without preconditions, and with additional supports.                                                                                                                                                  |
| COORDINATED ENTRY         | Enhance Prioritization Strategies
  Maximize use of all housing resources based on highest vulnerability and length of time homeless. | Fully integrate Rapid Rehousing resources into Coordinated Entry to ensure that these housing resources are prioritized to most effectively serve consumers in Contra Costa County.
  Evaluate and develop assessment and engagement tools to test whether and to what extent they improve prioritization for housing resources and provider and system ability to address consumer needs. |
| Add Shelter Beds         | Shelter can better position people to obtain and retain permanent housing. Providing temporary shelter for every unsheltered person requires 400 more shelter beds. | Provide additional housing search and readiness supports within shelter to help those staying in shelter move into housing to increase shelter bed availability.
  Invest in opportunities to help expand access to temporary shelter.                                                                                                                                   |
| Increase Permanent Supportive Housing | In order to offer every chronically homeless person housing, we would need approx. 1700 more PSH units. | Invest in opportunities to bring additional PSH units into the system of care.
  Utilize improved data collection and analysis capabilities to identify and target subpopulations with increased needs.                                                                                                      |
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<tr>
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<tbody>
<tr>
<td>PERFORMANCE STANDARDS</td>
<td>Reduce Inflow</td>
<td>Whenever possible, re-direct individuals to other stable housing resources outside the homeless system of care.</td>
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<td>Develop and implement Phase I of the system performance measures work to help track and monitor changes in inflow and opportunities to reduce people entering homelessness.</td>
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<td>COORDINATED ENTRY</td>
<td>Scale Rapid Resolution Services</td>
<td>Rapid Resolution is a best practice that has emerged since our 2014 plan that supports our long-term system goals. Increase efforts to route the 400+ individuals per month that enter the system of care to alternate safe housing destinations.</td>
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<td>Invest in and scale Rapid Resolution services to help in preventing homelessness and diverting people from the homelessness system of care, thereby reducing inflow and length of time homeless.</td>
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### STRATEGIES SUPPORTING BOTH GOALS

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<tr>
<td>COMMUNICATION</td>
<td>Encourage Community Involvement</td>
<td>Enhance Learning Hubs to educate community about homeless system of care.</td>
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<td>Engage Executive Directors through bi-annual meetings to coordinate efforts.</td>
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<td>Launch new community feedback and learning methods to solicit input.</td>
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<td>Ensure Equity in Access and Participation</td>
<td>Use updated website and communications materials to update community regularly on progress around strategies and action steps.</td>
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<td>Launch new and improved ways to access system and program level data.</td>
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Draft Principles Reviewed by Teri, Tony, Lindy, Doug 11.12.19

LEGISLATIVE PRINCIPLES UPDATE

Note: only the bolded language will be included in the platform. The italics were context to help develop the principles in bold.

- Promote & Ensure Adequate Funding for Homeless Related Services and For Production and Preservation of Deeply Affordable Housing (for those with an income of 0-50% of Area Median Income).
  Support access to and use of resources that fund affordable housing, homelessness assistance and prevention programs, and strategic local and regional responses to homelessness, including resources that support the County’s compliance with federal and state anti-homelessness and anti-poverty initiatives and requirements.

- Promote the Production and Preservation of Permanent Supportive Housing to protect and the Protection of Those Vulnerable Households.
  Support increasing and maintaining housing stock and housing stability by way of supporting funding, policy, or regulations that promote housing for the most vulnerable households, including the production and preservation of various housing types to address the specific needs of vulnerable persons experiencing homelessness.

- Limit and Remove Institutional and Arising Barriers That Contribute to Homelessness and Housing Instability and Discrimination.
  Support removal of barriers in planning processes, regulatory frameworks, funding programs, healthcare access, and policy to promote increased innovation and data-driven approaches to addressing homelessness, housing affordability, and to eliminate discrimination or arbitrary treatment of individuals based on housing status, income, or other household characteristics.

Questions: consideration re institutional and arising barriers?

- Promote Diversity of Availability & Ensure Equitable Access to a Variety of Safe, Stable, Deeply Affordable Housing and Homelessness Crisis Response Services.
  Support wide variety of housing types and formats, for all persons regardless of personal characteristic or status, and the equitable distribution and access to affordable units and holistic services, particularly for vulnerable individuals, in line with evidence-based practices.
  - Address groups with disproportionate housing needs.
  - Address disparities in access to opportunity (access to educational opportunities, employment opportunities, transportation opportunities, access to low poverty neighborhoods, access to environmentally healthy neighborhoods)

Key notes from 11/7/19 COH meeting
Draft Principles

Reviewed by Teri, Tony, Lindy, Doug
11.12.19 10.24.19

- Definition of affordable
- Language re “vulnerable”

Notes: have tax credit properties but getting too expensive

Combine 1 and 2? Doug: keep separate b/c bullet 1 talks about housing more broadly.

Teri: increasing stock of housing at 0-50% AMI might have bigger impact than increasing PSH
LEGISLATIVE PRINCIPLES UPDATE

• Support the continuation and expansion of funding for affordable housing, homelessness assistance and prevention programs, and strategic local and regional responses to homelessness, including resources that support the County’s compliance with federal and state anti-homelessness and anti-poverty initiatives and requirements.

• Support increasing and maintaining affordable housing stock and housing stability by way of supporting funding, policy, or regulations that promote housing for the most vulnerable low, very low, and extremely low income households, including the production and preservation of various housing types and the protection of stable housing for vulnerable persons experiencing homelessness.

• Support removal of barriers in planning processes, regulatory frameworks, funding programs, healthcare access, and policy to promote increased innovation and data-driven approaches to addressing homelessness, and housing affordability, with the goal of eliminating discrimination or arbitrary treatment of individuals based on housing status, income, or other household characteristics.

• Support wide variety of housing types and formats, for all persons regardless of personal characteristic or status, and the equitable distribution and access to affordable units and holistic services, particularly for vulnerable individuals, in line with evidence-based practices.