

COUNCIL MEETING MINUTES

Meeting Date: December 13, 2013

Time: 10:00am – 12:00pm

**Location: 1350 Galindo St., Concord, CA
(Concord Police Department, 2nd flr training room)**

I. Welcome and Introductions

II. CoC Data Report

- a. Major difference in report: Trinity Center now reflected in HMIS, painting a more complete picture of our community
- b. Report from July 2012 – June 2013 (Fiscal Year)
- c. Steady number of TAY and families on streets
- d. Newly identified homeless numbers are slightly decreasing
- e. Hiring an evaluator to analyze the reports in the future
- f. Report available online
- g. Contact Lavonna Martin or Kim Thai (HMIS Administrator) with questions

III. Strategic Planning Process/Update

- a. Ten Year Plan is expiring; need to update in 2014
- b. Executive Committee of CCICH is moving to update
 - i. Timeline: haven't moved on this yet because of the late release of the CoC Program NOFA; waiting until after NOFA competition is completed on February 3rd
 - ii. Will coincide with Behavioral Health Forum on March 12, 2014
- c. Overview of Process
 - i. Concurrent workgroups for four key stakeholders: CoC Agency Leadership, CoC Agency Program Staff, Consumers, Targeted Community Groups
 - ii. Will work on five key modules: Housing; Screening & Assessment; Prevention, Services, and Other Supports; Performance Measures; Communication
- d. Of the five modules in the strategic planning process, 2014 will begin with a focus on Housing
- e. Housing: will have community meetings about increasing the housing inventory and other considerations
- f. Coordinated Assessment: will begin with HUD grantees, and working side-by-side with Behavioral Health Integration process
- g. Will work with Consumer Board to get input on how strategic plan is updated
- h. Lavonna is leading meetings with executive leadership throughout the community, to ensure priorities are in alignment with local needs

IV. HUD CoC Program NOFA

- a. Full public solicitation document available on CCICH website
- b. HUD released one NOFA for two fiscal years (2013 and 2014)
 - i. Only submitting one CoC Application for both years
 - ii. However, project applications will be submitted in both years
- c. Tiering process still in place, with 5% of annual renewal demand to be included in Tier 2 (at risk of not being funded), along with CoC Planning funds
- d. HUD is emphasizing permanent supportive housing and rapid rehousing
- e. No new funding being offered (no Permanent Housing Bonus projects)
- f. Can create new projects through reallocation from existing programs, but can only be for:
 - i. Permanent supportive housing for chronically homeless
 - ii. Rapid Rehousing for unsheltered families
- g. Connection to Strategic Planning efforts
 - i. HUD wants to see communities prioritize permanent supportive housing for chronically homeless and rapid rehousing for families
 - ii. This is something that our community will have to take into consideration, as funding streams become more limited and narrow

V. Re-Envisioning CCICH: Quarterly Topics of Interest

- a. Working to respond to feedback about better using this forum
- b. Asked CCICH members to complete a survey about re-envisioning CCICH
- c. Executive Committee next week will take into consideration the survey as well as today's feedback to make changes for the future
- d. Executive Committee is now meeting monthly instead of quarterly, to better keep things moving
 - i. Agendas will still be posted, is still a public meeting
 - ii. Next meeting is December 19th, 3:30 pm
- e. Discussion: What should CCICH meetings look like?
 - i. Types of information survey respondents are interested in:
 1. Updates on new programs and funding opportunities
 2. Local homeless data trends
 3. Updates on strategic plan
 4. Local and state federal funding opportunities
 5. Evidence Based Practices
 6. State and Federal legislative reviews
 7. Volunteer opportunities, events, notices of what's upcoming
 - ii. Stephanie: progress, things that have been accomplished, things that are in the works to be accomplished, projects en route to being opened, projects that have been opened
 - iii. Terri: should be far more interactive, more discussion
 - iv. Joseph: problem solving, brainstorming, be interactive
 - v. John: bring in affordable housing as a part of the homeless ideology

1. Jay: need brainstorming around the practicalities of housing, bringing in more people who aren't in the room; organize different meetings around themes and problem solving
- vi. Jennifer: people in the room don't know what everyone does, who people serve; need updates on existing programs, target populations, locations, tweaks to programs
- vii. Sean: need to get involved in businesses and foundation support, other local funding opportunities and resources being overlooked
 1. Should look at successful models out there, such as a nonprofit coffee shop that helps the local community
 2. Try to not rely on HUD/state funding alone
- viii. Terri: strategic planning process should include a funder's forum, present our limitations under HUD, the issues in our community, to make sure that the local foundations are supporting the other things we need for a more robust system of care
- ix. Lavonna: should we invite funders to CCICH so they learn about the issues, and innovative ideas or strategies?
- x. Louise: a lot of us are sophisticated in our niche, but naïve about how the components of a CoC work; would like to see 20-minute presentations about who we are, what we do, who we serve, our outcomes; we'll all benefit from understanding the challenges and successes of one another, collaborate more effectively
 1. E.g., how does Shelter, Inc.'s housing first model work on the ground, and how does it affect the people I serve?
- f. Discussion: what should the meeting format be?
 - i. CCICH meeting format feedback from survey:
 1. Bring in outside speakers
 2. Community stakeholder presentations
 3. Organize meetings around a theme (less interested)
 4. Standing agenda item to address these issues
 - ii. Louise: bed bug information from a while back was very helpful, tangible
 - iii. Jennifer: flood control presentation was very helpful, never would have realized how this connects to homelessness; need to have a theme, and then presentations that are around that theme
 - iv. Lavonna: it's really important that this group receives timely information about what's happening in the community, information that can be used in your own programs; as well, want to see how we can support providers in moving to the next step—e.g., the Affordable Care Act is a lot to digest
 1. Terri: but, can we do that in two hours?
 - v. John: need to set up a fundraising committee about how to set up
 - vi. Lavonna: we do have an executive committee—it will be incumbent upon them to figure out how to make these things happen; e.g., perhaps we need a separate meeting on the ACA outside of our quarterly meeting, like a technical assistance workshop

- g. Discussion: how often should CCICH meet?
 - i. Survey was split between monthly, every 2 months, or quarterly
 - ii. Terri: question might also be duration—longer meetings but less frequently?
 - iii. Sean: what about a web forum or closed group, access to webinars, online discussions
 - iv. Mark: for creek cleanup, county put together a one-day symposium with external speakers, parade of people giving short speeches about what they do, booths; had huge impact on Flood Control, creek advocates; now have Contra Costa Watershed Forum that meetings monthly; do a symposium every four years; has really gelled the community
 - v. Lavonna: can be a both/and—this body is recognized by the Board of Supervisors, and we do have the ability to host additional meetings for the entire community, led by Executive Committee, for folks who aren't coming to the quarterly meetings, engage people in a different way and provide exposure
 - vi. Mark: could bring someone from HUD or HHS, an official
 - vii. Straw poll: most people in the room would be willing to come 30 or 60 minutes earlier to have a longer meeting
 - viii. Straw poll: fewer people are interested in more meetings
 - ix. Alvin: maybe we start with some changes, and then reassess how things are going; pilot some of these ideas first
 - x. Jennifer: I like the piloting idea, to draw in more people; quarterly doesn't feel like often enough to get through as many themed topics as we're interested in addressing
 - xi. Jenny: is more about how we're structuring meetings than adding more time; could do breakout sessions, and also do subcommittees meeting between meetings and reporting back at CCICH
 - xii. Jenny: would love to see meeting materials projected, not providing packets, just post online
 - xiii. Jay: could do something more than a listserv to communicate, notice meetings, get feedback, post materials (e.g., Basecamp)
 - xiv. Sean: would then be great to use the service to dialog with funders, show them what we're doing
 - xv. John: need information about what committees are doing to be publicly available, reported to Executive Committee and CCICH
- h. Discussion: what topics should be covered at themed meetings, or quarterly topic of interest?
 - i. Terri: current HUD CoC Program funding recipients
 - ii. Lavonna: standing agenda item, "Nuts and Bolts," to ground people about what's going on in the community—what people are working on, who are the grantees

- iii. Jennifer: organize by type of program, transitional, permanent housing, drop-in centers, shelters, outreach; this system was carefully crafted, but because we don't know what's going on, is unclear
 - 1. Include affordable housing developers
- iv. Rachel: standing agenda item for consumer boards to present ideas that they're working on, not just presented at Executive Committee
- v. Sean: we should all learn from each other, collaborate instead of competing
- vi. Louise: if there are subcommittees meeting, should have standing reports, 5 minutes, succinct
- vii. Sean: sharing success stories; personal example of all of the people in the room who have helped his recovery
 - 1. Jennifer: yes, this is what motivates us to do what we're doing
 - 2. Vi: trying to connect people in the right place
 - 3. Joan: Shelter, Inc. is outstanding
- viii. Smyth: Rapid Results Boot Camp; Contra Costa didn't attend, but attended through Sacramento; was very valuable, got a lot of work done, different way of thinking, committing resources
 - 1. Lavonna: Contra Costa didn't attend because we only received the information about it two weeks before the event, and decision of Executive Committee was that we couldn't pull the right people together that quickly; reached out to see if we can participate in the next camp, but it was the last camp; but, they may have a little bit of HUD money left for us and Monterey
- ix. Jennifer: HomeBase sponsors a quarterly Regional Steering Committee meeting with great information and research about things going on outside of Contra Costa, learn about best practices in the Bay Area counties; should get on the RSC mailing list if you aren't already; info posted online, but conversations are very helpful; have HUD and state representatives attend, so good opportunity to attend; BART accessible (Lake Merritt)
 - 1. Amanda: next meeting is February 7th; can talk to Amanda or Jay for more information
- i. Discussion: new agendas
 - i. Lavonna: we should send materials ahead of time, people can decide whether they want to print them out; project info on screen
 - ii. Lavonna: new agendas are more helpful
 - 1. Provides list of acronyms on the back
 - 2. Want this forum to be more intentional, so including desired outcomes and presenters as well as agenda items
 - iii. Consensus: new agendas are more helpful
 - iv. Correct location: is on 3rd floor, not 2nd floor
- j. Discussion: what does CCICH membership mean?
 - i. Survey options:

1. Attended at least one membership meeting in the past year
2. Attended at least one related meeting in the past year
3. Belongs to constituencies: participates in the constituency's meetings
- ii. Mark: why do we need to define membership?
 1. Jay: twofold, purpose of HUD and understand better how we make decisions as a body
- iii. Sean: should be loose, open—attend at least one meeting a year, but we need to make the meetings interesting so people are attending more
- iv. Lavonna: if you attend a meeting or a subcommittee meeting once in past twelve months, you're a member
 1. Executive committee will make decision

VI. Announcements

- a. Sean: at AOD advisory board meeting, learned about *Anonymous People*, a movie about recovery is a gripping documentary; will be setting up small venues to screen the movie
 - i. Lavonna will send out information when dates are finalized

VII. Pin It: Future Items to be discussed

- a. ACA (Health Care Reform)
- b. Encampments/trends in population
- c. AB 109 (Criminal Realignment)
- d. Rising numbers of children, TAY, and family homelessness
- e. Continuum of Services in Contra Costa
- f. Creating a better name for CCICH
 - i. Lavonna: call it the Council on Homelessness
 - ii. Will go to Executive Committee
- g. Housing: working with PHAs, private landlords, affordable housing developers