



Contra Costa Council on Homelessness EXECUTIVE BOARD MEETING

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, November 3, 2015, 3:30 pm – 5:00 pm
Housing Authority Offices, 3133 Estudillo Drive, Martinez

Attendance (Board Members): Kevin Corrigan, Doug Stewart, Megan Monahan, Valerie Sloven, Teri House, Joseph Villarreal, Brenda Kain

Absent: Sean Connors, Janet Kennedy

Public Attendance: Lavonna Martin, Rachael Birch, Dominic Aliano, Leslie Gleason, Amy Maggiore, Beth Schecter, Dana Ewing, Jaime Jennet, Jennifer Baha, Amanda Stempson, Josh Jacobs

1. Welcome and Introductions

- Call to order by Teri House

2. Health Care for the Homeless Update

- Rachael Birch, HCH, presented on new developments with HCH and requested that a representative for the council provide training on the coordinated entry system and the Zero: 2016 campaign.
- HCH received a federal grant to hire a Senior Health Education Specialist to provide community education on health and dental services to consumers in CBOs and shelters throughout the county.
 - The grant will likely be renewed and will provide on-going health education support to the community
 - The Senior Health Education Specialist will attend the next Executive Board meeting to explain more about the program

3. Zero: 2016 Update

- Jennifer Baha, Zero: 2016 coordinator, presented an update on Zero: 2016 progress
- The campaign recently held an ACTION Camp to develop final goals for the veteran population, including:
 - Focus on leasing up veterans that already have vouchers
 - Work with the Landlord Engagement Workgroup to find placements
 - Develop a landlord database using the assessors list to help identify landlords with potentially open units

- Create a mailer to get word out to landlords about the programs available in Contra Costa
- Run a social media campaign over the next two months to attract more landlords
- Place a Public Service Announcement on billboards throughout the county
- The Multi-faith ACTION Coalition formed a task force to appeal to landlords through their congregations
- The LEAP (Landlord Engagement Access and Placement) Program is developing a housing security fund hosted through the Richmond Community Foundation. The fund is currently planning to cover costs such as damages, utility deposits, or other costs incurred by landlords taking consumers with vouchers.
- The Coordinated Entry Committee is working with the campaign to determine what type of housing is the most successful and focusing on community members that are most vulnerable of dying on our streets.
 - Ensuring that follow-up occurs with those currently in housing to:
 - Ensure landlords already in our system remain in our system, and
 - Gain insight into how community members are typically falling out of housing

4. Homelessness Awareness Month

- Lavonna Martin, Homeless Program Chief, gave an update on the activities and resources for homeless awareness month.
- Homeless Program has created a Contra Costa County 2015 Homelessness Awareness Toolkit highlighting a lot of the great efforts that are going on in the community.
 - The toolkit is available online at <http://cchealth.org/homeless/council/pdf/Homeless-Awareness-Toolkit.pdf>
 - Includes a calendar with November's scheduled events, including open houses with the following providers:
 - CCIH, GRIP, Monument Crisis Center, Central County Multi-Service Center, Contra Costa Concord Adult and Respite Shelters, Trinity Center, Casa Verde, West County Multi-Service Center, Richmond Adult Shelter, Calli House Youth Shelter, and SHELTER, Inc.
 - Highlights volunteer opportunities ranging from grant writing to afterschool tutoring
 - Provides a donation wish list broken down by provider's needs and drop-off procedures
 - Includes flyer for the Contra Costa Landlord Engagement Access and Placement (L.E.A.P.) Program to the public which provides 24/7 response to landlord

- Encouraging community members to sign up to give testimony at city council meetings

5. FY 2015 CoC Program Competition (Action Item)

- Amanda Stempson, HomeBase, gave an update on the currently active CoC Program competition.
- Following the community's local process outlined in the Governance Charter, a review and rank panel met last week to review all projects looking to renew funding and projects that are seeking new funding, and interviewed all the providers putting forth the projects.
- After hearing from the providers and reviewing reports on the previous year's project performance, the panelists made a ranked list divided into two tiers as mandated by HUD in the Notice of Funding Availability (NOFA)
- Panel strategically recommended that GRIP's project, GRIP Family Permanent Supportive Housing, be reallocated to the Coordinated Entry project.
 - GRIP appealed that decision, and an appeals panel comprised of 3 non-conflicted community members that are familiar with the projects and the process convened. The panelists were:
 - Kara Douglas, Department of Conservation and Development
 - Gabriel Lemus, CDBG Program
 - Brenda Kain, City of Concord
 - Teri House, City of Antioch, served as a non-voting representative for the original review and rank panel
 - The appeals panelists recommended that the Executive Board approve the review and rank panel's decision to reallocate funds from GRIP's Family Permanent Supportive Housing project
- Motion:
 - Statement of motion:
 - We move to approve the appeal panelists Gabriel Lemus, Kara Douglas, and Brenda Kain
 - Procedural Record:
 - Motion made by Doug Stewart
 - Seconded by: Joseph Villarreal
 - AYES: Kevin Corrigan, Megan Monahan, Teri House, Brenda Kain, Doug Stewart, Joseph Villarreal
 - NOES: zero
 - ABSTAINS: Valerie Sloven
 - ABSENTS: Sean Connors, Janet Kennedy
- Motion:
 - Statement of motion:
 - We move to approve the the priority listing as recommended by the review and rank panel

- Procedural Record:
 - Motion made by Kevin Corrigan
 - Seconded by: Doug Stewart
 - AYES: Teri House, Brenda Kain, Doug Stewart, Kevin Corrigan
 - NOES: zero
 - ABSTAINS: Valerie Sloven, Megan Monahan, Joseph Villarreal
 - ABSENTS: Sean Connors, Janet Kennedy
- The approved priority listing will be posted on the Council website

6. Idaho Apartments Transfer

- Lavonna Martin announced that Rubicon is considering transferring their CoC project Idaho Apartments to other providers as they shift gears away from housing projects to focus on economic empowerment.
 - Six months ago, RCD took over the property management
 - Rubicon would like to move the service delivery for the project to Lifelong Medical
 - Homeless Program will do outreach to RCD, Rubicon, and Lifelong Medical to discuss the transfer with the Executive Board during January's Executive Meeting

7. Committee Updates (Action Item)

- Jaime Jenett, CoC Planning and Policy Manager, presented on the major developments with the Executive Board's subcommittees
- Coordinated Entry Committee
 - Major developments of the coordinated entry efforts already underway:
 - Choose the VI-SPDAT as the universal assessment tool to be utilized by all providers in the continuum of care
 - Creation of a centralized list in HMIS that allows prioritization of the most vulnerable clients
 - Development of housing placement committees for individuals and families
 - Coordinated Entry Model:
 - Outreach teams, multiservice centers, and crisis call centers will assess individuals and families experiencing a housing crisis to determine if prevention/diversion is a viable option.
 - If short term assistance is appropriate, the consumer will be referred to centralized prevention services. If screened and not diverted, consumers will be referred to interim housing, and receive a VI-SPDAT assessment.
 - When housing options become available, a centralized housing placement committee comprised of service providers will

- determine which clients are the most vulnerable while still being appropriate for the housing type using the VI-SPDAT scores.
- Once paired with a housing option, the consumer will be paired with a housing navigator to assist them as they make the final steps towards obtaining stable housing.
 - Recognizing that the need for housing options is greater than what is available, housing locators will work towards recruiting landlords to participate in housing programs through the LEAP program
 - Next meeting: Monday 11/9, 2-3:30pm, Homeless Program Conference Room; topic: prevention and diversion at the beginning of our system
 - There will be a VI-SPDAT training from 9am to 4 pm on January 12
 - See presentation for a visualization of the coordinated entry system
 - Performance Measurement Committee
 - Working towards setting performance measures for entire system of care to determine target outcomes and implement reporting structure
 - The committee developed the following performance measures for these different housing components:
 - Emergency Shelter:
 - Exit to permanent housing
 - Returns to homelessness
 - Average length of stay on those exiting
 - Transitional Housing
 - Exit to permanent housing
 - Returns to homelessness
 - Average length of stay
 - Income increase
 - Rapid Re-Housing
 - Exit to permanent housing
 - Returns to homelessness
 - Length of time homeless if not enrolled at time of assistance
 - Income increase
 - Permanent Supportive Housing
 - Retention in some Permanent Housing
 - Exit to other stable housing (for at least 12 months)
 - Income - increase OR maintain
 - Next meeting: TBD (December); topic: Identifying measures for street outreach and SSOs
 - HMIS Policy Committee
 - The CoC application requires a formal written agreement between the CoC and the HMIS Lead that clearly defines the roles and responsibilities of each

- Motion:
 - Statement of motion:
 - We move to give the Council on Homelessness Chair, Teri House, the authority to sign formal a written agreement between the CoC and the HMIS Lead that clearly defines the roles and responsibilities of each as written in our HMIS Governance Charter, Policies and Procedures
 - Procedural Record:
 - Motion made by Kevin Corrigan
 - Seconded by: Doug Stewart
 - AYES: Teri House, Brenda Kain, Megan Monahan, Joseph Villarreal, Kevin Corrigan, Doug Stewart
 - NOES: zero
 - ABSTAINS: Valerie Sloven
 - ABSENTS: Sean Connors, Janet Kennedy

8. Board Member Recruitment and Seats (Action Item)

- Teri House, Executive Board Chair, presented on the next steps required for Executive Board members' recruitment and additional designated seats.
 - ESG and VA partners are beneficial for the following reasons:
 - Provides access to different parts of the federal government
 - Institutionalizes their presence and voice in the Continuum
 - Keeps relevant members fully aware of all the issues
 - Fulfills expectations that the federal programs are working together
- Motion:
 - Statement of motion:
 - We move to add designated add VA and ESG seats to the Council on Homelessness
 - Procedural Record:
 - Motion made by Joseph Villarreal
 - Seconded by: Doug Stewart
 - AYES: Teri House, Brenda Kain, Megan Monahan, Kevin Corrigan, Joseph Villarreal, Doug Stewart
 - NOES: zero
 - ABSTAINS: Valerie Sloven
 - ABSENTS: Sean Connors, Janet Kennedy

9. First Five Funding Update

- Lavonna Martin, Homeless Program Chief, provided a First 5 Funding Update



EXECUTIVE BOARD MEETING MINUTES

- First 5 Contra Costa has developed a new Strategic Plan and Long-Term Financial Plan FY 16-19/20
- Due to the progressive decline of Proposition 10 tobacco tax revenue, they have had to reevaluate how they spend their resources
- This will have a direct impact for our CoC because over the next three years they will be reducing the budget to shelter care services
- Plan to discuss how to address this loss of funding at the January meeting

10. Nuts and Bolts

- Brenda Kain announced that this Thursday, November 5, there will be funding kickoff meeting for \$250,000 of funds towards health access and healthy lifestyle in the Concord/Pleasant Hill Health Care District (CPHHCD) (invitation here: http://www.cityofconcord.org/pdf/community/grants/201617_invite.pdf). Funding is targeted at organizations and agencies that serve residents in Concord and Pleasant Hill within health related funding priorities outlined in the Strategic Plan (available here: <http://www.cityofconcord.org/page.asp?pid=4015>). Proposals will be due December 18, 2015.
- Joseph Villarreal announced that the Fair Market Rate will be adjusted so they are not reduced through the current calculation. However, nothing is certain for a few more months.

11. Pin It

- Next Full Membership Meeting: January 15, 2016, 10-12pm
- Next Executive Board Meeting: TBD; will be rescheduling for early or mid December as next two meetings land during the holidays