



# CONTRA COSTA OVERSIGHT COMMITTEE

**June 17<sup>th</sup> from 1:00-3:00pm**

Join them meeting via Teams at the following link:

[https://teams.microsoft.com/l/meeting-join/19%3ameeting\\_Zjk3N2RmYjltZGY3Ni00NGZiLWJmMGEtN2U1OTIyMGE5NjQ3%40thread.v2/0?context=%7b%22Tid%22%3a%222820d9de-dc2d-4363-8626-f2b003438c45%22%2c%22Oid%22%3a%222f963328-3040-4998-8105-b35c2e33b2cb%22%7d](https://teams.microsoft.com/l/meeting/join/19%3ameeting_Zjk3N2RmYjltZGY3Ni00NGZiLWJmMGEtN2U1OTIyMGE5NjQ3%40thread.v2/0?context=%7b%22Tid%22%3a%222820d9de-dc2d-4363-8626-f2b003438c45%22%2c%22Oid%22%3a%222f963328-3040-4998-8105-b35c2e33b2cb%22%7d)

or via phone by dialing +1-925-391-1667 US Toll and entering the **Meeting ID:** 741 918 220#

**Note new Meeting Link and Meeting ID**

## Committee Members:

1. Alejandra Chamberlain, Contra Costa County Office of Education, **COH Member**
2. Bill Shaw Winter Nights Family Shelter
3. Christopher Martinez, Catholic Charities of the East Bay
4. Deanne Pearn, Hope Solutions, **COH Member**
5. Doug Leich, MFAC, **COH Member**
6. Gabriel Lemus, CC DCD, **COH Member**
7. Iman Novin, Novin Development, **COH Member**
8. Jamie Klinger, CCHS: H3: Administration
9. Janel Fletcher, SHELTER, Inc.
10. Jenny Robbins, CCHS: H3
11. Jonathan Russell, Bay Area Community Services (BACS)
12. Juno Hedrick, Youth Action Council, **COH Member**
13. Justin Jarratt, Contra Costa Crisis Center
14. Leslie Gleason, Trinity Center, **COH Member**
15. Masaki Hirayama, Department of Veteran Affairs, **COH Member**
16. Natalie Oleas, Family Justice Center
17. Rhonda James, STAND!
18. Teri House, City of Antioch, **COH Member**

## AGENDA

TIME	AGENDA ITEM	PRESENTERS	DESCRIPTION
1:00	<b>Welcome &amp; Roll Call</b>	<i>Jaime Jenett, H3</i>	Introduction of committee members and members of the public.
1:10	<b>Public Comment</b>	All	Opportunity for members of the public to provide comment on items not listed on the agenda.
1:15	<b>System Data</b>	- <i>Kimberly Thai, H3</i>	Discuss purpose, content, and next steps for the quarterly system data reports

1:30	<b>System Governance and Planning</b>	<ul style="list-style-type: none"> <li>- <i>Jaime Jenett, H3</i></li> <li>- <i>Erica McWhorter, H3</i></li> </ul>	<p>Discussion of the following items.</p> <ol style="list-style-type: none"> <li>1. Committee/Meeting Report Outs</li> <li>2. Select Oversight Committee Chair <b>(ACTION ITEM)</b></li> <li>3. Update and Workgroup Development <ol style="list-style-type: none"> <li>a. NOFA- <b>(ACTION ITEM)</b> Develop and identify members for a NOFA workgroup.</li> <li>b. Coordinated Entry (CE) <b>(ACTION ITEM)</b> Develop and identify members for a CE workgroup.</li> <li>c. Equity <b>(ACTION ITEM)</b> Develop and identify members for an Equity workgroup.</li> <li>d. Consumer Engagement <b>(ACTION ITEM)</b> Develop and identify members for a Consumer Engagement workgroup.</li> <li>e. Performance Based Contracting <b>(ACTION ITEM)</b> Develop and identify members for a Performance Based Contracting Work Group workgroup</li> </ol> </li> <li>4. Policies and Procedures: CoC Written Standards update</li> <li>5. Quarterly Report to BOS <b>(ACTION ITEM)</b> Identify recommendations to lift to the COH for the Q2 report.</li> </ol>
2:30	<b>Project and System Initiative Updates</b>	<ul style="list-style-type: none"> <li>- <i>Miguel Becerra, Homebase</i></li> <li>- <i>Erica McWhorter, H3</i></li> </ul>	<p>Discussion of the following items:</p> <ol style="list-style-type: none"> <li>1. Monitoring</li> <li>2. Coordinated Entry (CE) Evaluation</li> <li>3. CQI Update</li> </ol>
2:50	<b>Next Steps</b>	- <i>All</i>	Identify next meeting date and a COH member for COH Report Out at July COH Meeting.

## Commonly Used Acronyms

Acronym	Definition
APR	Annual Performance Report (for HUD homeless programs)
CARE	Coordinated Assessment and Resource
CCYCS	Contra Costa Youth Continuum of Services
CDBG, CDBG-CV	Community Development Block Grant (federal and state programs) and the federal Community Development Block Grant CARES Act coronavirus allocation.
CESH	California Emergency Solutions and Housing program (state funding)
Continuum of Care (CoC)	Continuum of Care approach to assistance to the homeless. Federal grant program promoting and funding permanent solutions to homelessness.
Con Plan	Consolidated Plan, a locally developed plan for housing assistance and urban development under CDBG.
CORE	Coordinated Outreach Referral, Engagement program
COVID-19	Coronavirus
DOC	Department Operations Center
EHSD	(Contra Costa County) Employment and Human Services Division
EOC	Emergency Operations Center
ESG and ESG-CV	Emergency Solutions Grant (federal and state program) and the federal Emergency Solutions Grant CARES Act coronavirus allocation.
ESG-CV	Emergency Solutions Grant CARES
FMR	Fair Market Rent (maximum rent for Section 8 rental assistance/CoC grants)
HCD	Housing and Community Development (State office)
HEAP	Homeless Emergency Aid Program (State funding)
HEARTH	Homeless Emergency and Rapid Transition to Housing (HEARTH) Act of 2009
HHAP	Homeless Housing and Assistance Program
HMIS	Homeless Management Information System
HOME	Home Investment Partnerships (CPD program)
HUD	U.S. Department of Housing and Urban Development (federal)
MHSA	Mental Health Services Act
NOFA	Notice of Funding Availability
PHA	Public Housing Authority
PUI	Persons Under Investigation
SAMHSA	Substance Abuse & Mental Health Services Administration
SRO	Single-Room Occupancy housing units
SSDI	Social Security Disability Income
SSI	Supplemental Security Income
TA	Technical Assistance
TAY	Transition Age Youth (usually ages 16-24)
VA	Veterans Affairs (U.S. Department of)
VASH	Veterans Affairs Supportive Housing
VI-SPDAT	Vulnerability Index – Service Prioritization Decision Assistance Tool

*Contra Costa County COVID-19 Resources:  
Please see below for additional resources on COVID-19.*

Health Services COVID Data Dashboard- <https://www.coronavirus.cchealth.org/dashboard>

Health Services Homeless Specific Data Dashboard- <https://www.coronavirus.cchealth.org/homeless-dashboard>

Health Services COVID Updates- <https://www.coronavirus.cchealth.org/health-services-updates>

Health Services Homeless-Specific COVID Resources -<https://www.coronavirus.cchealth.org/for-the-homeless>



# CONTRA COSTA COUNCIL ON HOMELESSNESS

## Oversight Staff Report

The purpose of this staff report is to provide updates to the Oversight Committee on the various working groups and committees and ongoing projects. Oversight will use the information provided in other committee meetings to inform decisions and recommendations that will be lifted to the Council on Homelessness (COH).

## Committees and Workgroups

**Continuous Quality Improvement-** This committee is currently not active. The committee will help to select an improvement advisor in the Spring and will start meeting to discuss Continuous Quality Improvement once the improvement advisor is on board.

**Policy-** This committee met multiple times in the second Quarter, twice in April and once in May. The committee discussed the structure of the committee, identified a chair, and discussed policy recommendations for Measure X. The committee will meet again in June. The minutes from the April and May meetings can be found here.

April 15<sup>th</sup>- <https://www.contracosta.ca.gov/AgendaCenter/ViewFile/Minutes/04152021-3332>

April 23<sup>rd</sup>- <https://www.contracosta.ca.gov/AgendaCenter/ViewFile/Minutes/04232021-3382>

May 27<sup>th</sup>- <https://www.contracosta.ca.gov/AgendaCenter/ViewFile/Minutes/05272021-3474>

**HMIS Policy-** This committee met in April and May. At the April meeting, committee members discussed the HMIS Policies and Procedures update, ROI process update, and DV Data migration. At the May meeting committee members discussed updates to the intake form, updates to the HMIS Policies and Procedures, ROI process workflow, 2021 HIC & PIT submission, and HMIS Training Requests. The minutes for the meetings can be found at this link <https://cchealth.org/h3/coc/partners.php#HMIS>.

**Performance Measures-** This committee is currently not active.

**CoC/ESG-** This committee did not meet this quarter. H3 is looking to rename this committee so it can be expanded to providers who are not funded through CoC or ESG funds but are a part of the CoC. The purpose of this is so all providers who are a part of the CoC can be included in decision making or conversations regarding CoC activities.

**Provider Meetings-** Providers meet on a monthly basis. There was a provider meeting held in April, May and June. Providers discussed COVID-19 related updates in each meeting, reviewed tier guidance, shared experiences on vaccine rollout, were reminded of trainings and upcoming meetings related to the CoC and HMIS and had discussions on provider updates or changes.



# CONTRA COSTA COUNCIL ON HOMELESSNESS

## Project and Initiative Updates

**Coordinated Entry Evaluation:** Our CoC is required each year to evaluate and update the Coordinated Entry process. The CE Evaluation is ongoing. Some of the qualitative components, including interviews and focus groups have begun. Data and information is being collected and assessed to refine the scope and build a workplan from the findings and recommendations. The evaluation should be completed by September.

**Equity (C4 Innovations):** The contract with the provider has been signed. H3 met with the TA provider the last week of May to finalize the workplan, which includes a qualitative and quantitative equity assessment of the homeless system, equity trainings, consumer engagement strategy building support, reviewing CoC documents for equity, and a roadmap of next steps H3 and C4 are in the process of identifying a schedule for the rollout of the assessment and community meetings and trainings.

**Monitoring:** As the Collaborative Applicant, H3 is required to monitor compliance and performance of all CoC-funded projects, as well as assess program performance and effectiveness. Monitoring is an ongoing process and is intended to improve program effectiveness and management efficiency. H3 has designated Homebase as a third party to design and implement a monitoring process for Contra Costa's CoC-funded projects. A Monitoring pilot program was kicked off in the Fall of 2020 and has been completed. Homebase will share final recommendations on the monitoring process and will work with the CoC Lead to roll out the monitoring process to the other CoC funded providers starting at the end of 2021.

**Performance Based Contracting (EDC Consulting):** This TA is at the midway point. Interviews with providers and other TA providers are taking place. The template for the workplan that will include project model language and performance metrics and benchmarks is complete. Research, input, and drafting on the project models and performance metrics and benchmarks is ongoing.

**System Improvement Advisor (Focus Strategies):** Contracting is underway. The TA provider met with H3 to begin identifying the scope, workplan, and obtain data and information on the system of care. The TA provider will meet with Built for Zero and H3 staff to plan next steps and begin scheduling meetings with the CQI Committee and community.

**Quarterly Report to the BOS:** This report is submitted by H3 as staff to the COH to the Board of Supervisors on a quarterly basis. The first report was submitted to the Family and Human Services Committee Meeting on May 24th. During the meeting, Committee members Supervisors Andersen and Burgis requested additional demographic data, a presentation for the report each quarter, will recommend that the Council on Homelessness reports out to the full Board of Supervisors twice



## CONTRA COSTA COUNCIL ON HOMELESSNESS

annually and will submit the quarterly reports to the Board of Supervisors on the consent calendar. The report can be found on the H3 website at this link. <https://cchealth.org/h3/coc/pdf/BOS-Report-2021-Q1.pdf>



# OVERSIGHT COMMITTEE MEETING

June 17, 2021 from 1:00-3:00



# WELCOME AND ROLL CALL

Jaime Jenett, *H3*

# PUBLIC COMMENT

Members of the audience

# SYSTEM DATA

**Quarterly Data Report- Kimberly Thai, H3**

# QUARTERLY DATA REPORTS



# SYSTEM GOVERNANCE AND PLANNING

**Committees/Meeting Report Outs - *Jaime Jenett, H3***

**Selecting Oversight Committee Chair, *Jaime Jenett, H3***

**Workgroup Development, *Erica McWhorter, H3***

**Policies and Procedures- *Jaime Jenett, H3***

**Quarterly Report Recommendations- *Erica McWhorter, H3***

## COMMITTEES/MEETING REPORT OUT

HMIS Policy

Policy

Continuous  
Quality  
Improvement

Performance  
Measures

CoC/ESG

Provider  
Meetings

*\* Updates and notes are included in staff report.*

# ACTION ITEM

- Approve a Chair for the Oversight Committee.



# NOFA REVAMP

## Overview

- Process Review
- Goals for 2022
- Technical Assistance
- Workplan
- ***Oversight Ask:*** Develop a NOFA workgroup.



## COORDINATED ENTRY

### Overview

- Ongoing Build Out
- Improvement
- Evaluation
- ***Oversight Ask:*** Develop a CE workgroup.

# EQUITY

## Overview

- C4 Innovations
- ***Oversight Ask:*** Develop an Equity workgroup.

# CONSUMER ENGAGEMENT

## Overview

- REAL cohort identified 4 areas of improvement
- Equity Technical Assistance
- ***Oversight Ask***: Develop a Consumer Engagement workgroup.

# PERFORMANCE BASED CONTRACTING

## Overview

- Technical assistance
- ***Oversight Ask:*** Develop a Performance Based Contracting workgroup.

# ACTION ITEM

- Approve formation of four (4) Oversight Committee workgroups and membership on workgroups.
  - NOFA
  - Coordinated Entry
  - Equity
  - Consumer Engagement
  - Performance Based Contracting



# POLICIES AND PROCEDURES

HMIS Policies and Procedures

CoC/ESG Written Standards

Housing Security Fund Policies and Procedures

Coordinated Entry Policies and Procedures

## POLICIES AND PROCEDURES

### CoC's Written Standards

- Complaint process
- Project Model Descriptions
- Performance Standard
- Recommendation for next steps from Committee

# COH QUARTERLY REPORT TO COUNTY BOS

## Content

- Letter from the COH
- Data
- Funding
- Policy
- System Initiatives

## Process

- Identify updates and recommendations
- Staff draft report and recommendations
- Review by COH Chair
- Staff submit report

**Oversight Ask:** *Are there any initial recommendations from Oversight members for the report due in Q2?*



# ACTION ITEM

- Approve recommendations from Oversight Committee for Quarter 2 Board of Supervisors Report.



# PROJECT AND SYSTEM INITIATIVE UPDATES

**Monitoring-** *Miguel Becerra, Homebase*

**CE Evaluation Update-** *Erica McWhorter, H3*

**CQI Update-** *Erica McWhorter, H3*

# MONITORING

- Placeholder

# CE EVALUATION UPDATE



# CQI UPDATE



# NEXT STEPS

Jaime Jenett, *H3*

## NEXT STEPS

- **Propose change to next Oversight Committee Meeting:**

**Thursday, September 9<sup>th</sup>, from 1:00 – 3:00 pm**

## NEXT STEPS

- **Identify COH Member for Committee Report out at July COH Meeting**



# NEXT STEPS

- **Next Oversight Committee Meeting:** September ? from 1:00-3:00pm
- **NOFA Workgroup-** *TBD*
- **CE Workgroup-** *TBD*
- **Equity Workgroup-** *TBD*
- **Consumer Engagement Workgroup-** *TBD*
- **Performance Based Contracting Workgroup-** *TBD*
- **Written Standards Working Group-***TBD*