



# Contra Costa Council on Homelessness Meeting

Thursday, March 5, 2020  
 1 pm – 3 pm  
 Sequoia/Grizzly room, 2380 Bisso Lane  
 Concord

## MINUTES

**Council Member Attendance:** Candace Collier, Dan Sawislak, Deanne Pearn, Doug Leich, Leslie Gleason, Manjit Sappal, Sherry Lynn Peralta, Gabriel Lemus, Lindy Lavender, Patrice Guillory, Shawn Ray, Teri House, Tony Ucciferri, Alejandra Chamberlain

**Absent:** Dan Peddycord, Tracy Pullar, Manuel Arredondo

**Staff Attendance:** Shelby Ferguson, Lakisha Langston, Jamie Klinger, Erica McWhorter, Lavonna Martin, Jenny Robbins

**Public Attendance:** Sandra Wohali, Samantha Quinn, Mary Terjeson, Michelle Rodriguez, Amanda Wehrman, Lonnie Holmes, Joanne Tang, Leonard Ramirez, Michelle Mankewich, Maureen Nelson, Brenda Goldstein, George Fulmore, Lauren Larin, Janet Costa, Dawn Morrow, Michele Forde, Maya Iyyani, Paula Bonnell, Andrea Foti, Donte Blue

Time	Agenda Item	Presenters	Desired Outcome
1:00pm	Introductions	Doug Leich, Chair	Call to order.
1:15 pm	Public Comment	All	Open period for members of the public to comment on items not listed on the agenda.
<p>Lavonna Martin discussed the County’s response to COVID 19. H3 is working very closely with Public Health and Behavioral Health to create protocols for congregate, permanent supportive housing, residential and crisis housing. A planning response team has been developed to create practices and protocols to be provided to providers and to consumers.</p> <p>The County is participating in a regional coordination to share resources, ideas and exchange information. Resources will be on CCHS website. They are for those working with people who are experiencing homelessness. CDC has a resource page for infectious diseases. HUD and NAEH have posted resources – see slide #5.</p> <p>Lonnie Holmes with Starlight Homes – we have a 24-bed facility with a variety of services and would like to talk to the county about funding our project so that we can become a full-service provider. We are in Richmond.</p>			
1:20 pm	Approve Minutes (ACTION ITEM)	Doug Leich, Chair	Review and adoption of minutes from the February 6, 2020 Council meeting.

Motion: To approve minutes.

Procedural Record:

- Motion made by Dan Sawislak and Seconded by Leslie Gleason
- AYES: Candace Collier, Dan Sawislak, Deanne Pearn, Doug Leich, Leslie Gleason, Manjit Sappal, Sherry Lynn Peralta, Shawn Ray, Teri House, Alejandra Chamberlain
- NOES: None
- ABSTAINS: Patrice Guillory, Gabriel Lemus, Tony Ucciferri and Lindy Lavender
- ABSENT: Dan Peddycord, Tracy Pullar, Manuel Arredondo

MOTION APPROVED

1:40 pm	COH Governance (ACTION ITEM)	Erica McWhorter, H3 Doug Leich, COH	-Governance Documents -Overview of COH committees – see presentation slide # -Completion of Conflict of Interest forms – return by April meeting -Upcoming Chair vacancy Possible Action: Approve members for committees Role of Staff – we provide a level of admin support, training, board of supervisor requirements, act on grievances,
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MOTION NOT ACTED ON

Folding in orientation information into regular meetings in the absence of a formal Council on Homelessness Orientation. The by-laws and governance charter added two additional seats, Youth and Workforce Development.

The by-laws and governance charter are pending County Counsel and the Board of Supervisors review and approval. The current by-laws are online. Council members asked to sign Code of Conduct forms. The role of H3 staff is to provide a level of administrative support, training to help the Council stay in line with Board of Supervisor requirements, etc.

Committees (see slide #18) Open committees: CoC/ESG; HMIS Policy (see slide #19)

Council Chair, Doug Leich, is coming to the end of his first term. Please submit names for consideration of Chair by April 2, 2020.

Deanne asks if Doug would want to carry on for a second term. Doug will continue if that is what is wanted by the council. Doug added that an expectation is to have a good attendance record and be on time. He also suggested that you be more active. Teri mentioned advantages of being a chair. Gabriel agreed with Doug and Teri.

Youth Action Council has 3-5 members.

1:25 pm	Provider Spotlight	Dan Sawislak, Resources for Community Development (RCD) Brenda Goldstein, Lifelong Medical	-Overview of CoC funded projects -Updates on new programs/developments
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Resources for Community Development is in Berkeley and works in five bay area counties.

- Real Estate Development of Affordable Housing
- Asset Management – with our management company, John Stewart Company
- Residents have access to social services. Lifelong and Hope Solutions
- Community Development component – improving communities around our buildings.
- Provide accounting and compliance for all this housing and it's all government funded.

Owns 18 properties in the Contra Costa County with over 700 units. Many properties not funded by CoC funding. Idaho property has recently been rehabbed (see slide #9 – 14).

Brenda – Lifelong is a federally qualified health center. For over 20 years Lifelong has been collaborating with RCD in Alameda and Contra Costa counties. Because they started in Alameda County, they have broader services such as street medicine teams. Lifelong just finished building a 3-story health center in Richmond that includes a primary care, mental health, dental and pediatric clinics and an urgent care. Have long term case managers help with stability of services in building relationships and knowledge of resources. Serve about 600 clients/year and develop care plans. Want to improve quality of life for people to connect with the outside world. Work very hard to keep people housed. Licensed Clinic Social Workers are on site for support. Referrals come through CES.

Paula is a Case Manager with Lifelong and has been at the Idaho since 2008. Work includes coaching, assisting, annual re-certs, connect clients to IHSS and medical supplies, creating activities to give clients life experiences. Have a food pantry. Support clients to provide information to providers to help them keep their housing. Work with victims, helping them get off the street. Work with the local PD and the Housing Authority. Lifelong will be working with EAH on the Nevin Plaza in Richmond with about 40 units.

1:50 pm	Point in Time Count Update	Jamie Klinger, H3	Overview of results including survey sampling of 2020 PIT Count
Presented data on unsheltered count (see slide #28) Inputting information into the HMIS system is critical to improve accuracy. Confident about unsheltered count because of GIS (Geo located technology) Surveys completed (see slide # 30) and Volunteer feedback completed (see slides # 31 - # 37). Next Steps – Analysis of PIT counts, Executive Summary (Spring 2020) Full Report (Summer 2020)			
1:55 pm	System Updates	Jenny Robbins, H3 Erica McWhorter, H3	-CoC Training Schedule -Rapid Rehousing Integration update -Antioch Trailers update, East County CARE Center RFP, CESH
<ul style="list-style-type: none"> <li>• Rapid Rehousing and Coordinated Entry – Rapid Rehousing is time limited rental subsidy with time limited services. H3 received support from the state for System Mapping. Will hold another meeting in April to work on procedures.</li> <li>• CoC Trainings – see slide # 41. Sending emails as appropriate.</li> <li>• Antioch Trailers update – there is a Technical Assistance provider (Focus Strategy) working with City of Antioch and they are drafting an RFP for placing people in the trailers.</li> <li>• East County CARE Center – the RFP for a provider to be the lead of the development of the site will be coming out soon.</li> <li>• CESH – The RFP will be released next week. The priorities that the Council has already set will get extra points.</li> </ul>			
2:05 pm	Executive Director Meeting Report Out	Leslie Gleason, CoC/ESG Program Grantee	Report out on discussion and activities at the Executive Director's Meeting

<p>On April 13<sup>th</sup>, H3 facilitated a meeting of Executive Directors of CoC homeless service provider agencies. Learned about the new staff at H3, Rapid Rehousing, trainings, data quality analysis work, 2020 vision of priorities, Governor's proposed budget, equity initiative, funding opportunities, Census, needs and wishes for 2021 including training, funding and collaboration. Next steps meeting in August.</p>			
2:15 pm	Census Update	Erica McWhorter. H3	Update on plans to ensure people experiencing homelessness are counted in US Census
<p>Questions into County Counsel about privacy laws. Census staff will reach out to shelter and services sites in advance of the census. QAKS- H3 will be asking for volunteers to staff and host (slide # 46). Trying to complete this in April, but it may get pushed out to June.</p>			
2:50 pm	Community Announcements	All	Standing Item.
<p>Q: Coffee &amp; Conversation was pilot program for people experiencing homelessness to get resources. The libraries are supplying the resources. CoC and COH meetings are also opportunities for people from the community to get the resources and information.</p> <p>Leslie Gleason announced that St. Paul's Commons has 41 of 44 units filled.</p>			
2:55 pm	Pin It	All	Standing Item. Other future items of discussion and scheduling to be considered
<p>Next meeting - April 2</p>			

*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. 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.*

## Commonly Used Acronyms

Acronym	Definition
AHAR	Annual Homeless Assessment Report
APR	Annual Performance Report (for HUD homeless programs)
CDBG	Community Development Block Grant (CPD program – federal)
CESH	California Emergency Solutions and Housing program (state funding)
CSBG	Community Services Block Grant
CoC	Continuum of Care – homelessness system of care, including partnerships, programs and funding; also refers to Federal grant program stressing permanent solutions to homelessness
Con Plan	Consolidated Plan, a locally developed plan for housing assistance and urban development under CDBG and other CPD programs
CPD	Community Planning and Development (HUD Office)
EHSD	(Contra Costa County) Employment and Human Services Division
ESG	Emergency Solutions Grant (CPD – federal program)
FMR	Fair Market Rent (maximum rent for Section 8 rental assistance/CoC grants)
H3	Health, Housing & Homeless Services Division of Contra Costa Health Services
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
HPRP	Homeless Prevention and Rapid Re-Housing
HMIS	Homeless Management Information System
HOME	Home Investment Partnerships (CPD program)
HOPWA	Housing Opportunities for Persons with AIDS (CPD program)
HUD	U.S. Department of Housing and Urban Development (federal)
MHSA	Mental Health Services Act
NOFA	Notice of Funding Availability
NPLH	No Place Like Home (state funding)
PHA	Public Housing Authority
SAMHSA	Substance Abuse & Mental Health Services Administration
SNAPS	Office of Special Needs Assistance Program (HUD office overseeing CoC)
SOAR	SSI/SSDI Outreach, Access, and Recovery (SSI/SSDI Application program)
SRO	Single-Room Occupancy housing units
SSA	Social Security Administration
SSDI	Social Security Disability Income
SSI	Supplemental Security Income
TA	Technical Assistance
TANF	Temporary Assistance to Needy Families
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

Unless otherwise noted, Council meetings will be held on the first Thursday every month from 1 pm – 3 pm in Grizzly/Sequoia Room at 2380 Bisso Lane, Concord. CoC Learning Hub meeting dates are to be determined. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Contra Costa Council on Homelessness to a majority of members less than 72 hours prior to that meeting are available for public inspection at 2400 Bisso Lane, Building D, 2<sup>nd</sup> Floor, Concord, CA 94520 during normal business hours. Public comment may be submitted via electronic mail on agenda items at least one full workday prior to the published meeting time. The Contra

Costa Council on Homelessness will provide reasonable accommodations for persons with disabilities planning to attend meetings. Contact the H3 office at least 72 hours before the meeting: Phone: (925) 608-6700; Email: [cchomelesscouncil@cchealth.org](mailto:cchomelesscouncil@cchealth.org)

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