AGENDA

CONTRA COSTA COUNTY Contra Costa Council on Homelessness

Thursday, December 5, 2024	**1:00 PM**	**1025 Escobar St., Martinez | www.zoom.us | Call-In: 1-669-444-9171 / Meeting ID: 838 8249 1530**

12/5/24 COH Agenda and Slide Deck **24-4187**

Attachments: COH Agenda w Time 12.5.24
COH Slides 12.5.24

Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

1. Roll Call and Introductions

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

3. Consent Calendar: a. APPROVE minutes from the November 7, 2024 Council meeting b.APPROVE staff report for the December 5, 2024 Council meeting c.APPROVE scheduling 2025 Council on Homelessness Orientation and Meeting on the same date: January 9, 2025, 1-4pm **24-4188**

   Attachments: COH Minutes 11.7.24
   COH Staff Report 12.5.24
   Presented by Wayne Earl, Chair

4. (ACTION ITEM) APPROVE Point-In-Time Count Methodology as recommended by the Point-In Time Count Committee

Presented by Yessenia Aguilar, H3

5. (ACTION ITEM) APPROVE 2025 Equity Committee work plan as recommended by the Equity Committee **24-4189**

   Attachments: 2025 Equity Work Plan Presented to COH 12.5.24
   Presented by Jaime Jenett, H3

6. Youth Action Board (YAB) Update

Caroline Miller, H3 and Juno Hedrick, Vice Chair and Lived Experience Advisor

7.　　Funding Updates

Presented by Jamie Schecter and Christy Saxton, H3

8.　　Board of Supervisors' Advisory Board Reports　　　　**24-4190**

　　Attachments:　Contra Costa County Board of Supervisors Triennial 2024

　　Presented by Jaime Jenett, H3

9.　　Homeless Persons' Memorial Event

Presented by Wayne Earl, Faith Representative

10.　　(ACTION ITEM) APPROVE extending Council on Homelessness term for Gabriel Lemus as Federal Homeless and Housing Funding Administrator

Presented by Jaime Jenett, H3

11.　　Reflections from Outgoing Members

Outgoing Council Members and Jaime Jenett, H3

12,　　Recognize Outgoing Council Members: Jo Bruno, Deanne Pearn, Janae Thomas, Jai De Lotto, and Iman Novin

Jaime Jenett, H3

The next meeting is currently scheduled for January 9, 2025 from 1 pm - 4 pm.

Adjourn

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 2400 Bisso Lane, Concord, during normal business hours. Staff reports related to items on the agenda are also accessible online at www.contracosta.ca.gov. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact: contracostacoc@cchealth.org

CONTRA COSTA COUNTY

Staff Report

File #: 24-4187	**Agenda Date:** 12/5/2024	**Agenda #:**

Advisory Board: Contra Costa Council on Homelessness
Subject: 12.5.24 COH Agenda and Slide Deck
Presenter:
Contact:

Information: 12.5.24 COH Agenda and Slide Deck

Referral History and Update:

Recommendation(s)/Next Step(s): No action required

CONTRA COSTA COUNCIL ON HOMELESSNESS MEETING
AGENDA

THURSDAY, DECEMBER 5, 2024, 1 PM – 3 PM
@ 1026 ESCOBAR STREET (ROOM 110A), MARTINEZ, CA 94533

For more information about parking and access, go to https://www.contracosta.ca.gov/8368/County-Administration-Building-Access]. While the use of masking is not required, it is recommended. Masks will be available at the meeting.

MEETING PURPOSE:
The Contra Costa Council on Homelessness, appointed by the Board of Supervisors, provides advice & input on the operations of homeless services, program operations, and program development efforts in Contra Costa County.

PUBLIC ACCESS AND PUBLIC COMMENT INSTRUCTIONS:
The public may attend this meeting in person at the above location. The public also may attend this meeting remotely via Zoom or call-in. Log-in information and call-in information is provided below.

HOW TO JOIN THE MEETING VIA ZOOM:
Link to register: https://homebaseccc.zoom.us/meeting/register/tZclf-uspzovGdR7op72t5-X4nsGdqdpvL-X
How to Join the Meeting Via Call-In: 1-669-444-9171 / Meeting ID: 838 8249 1530

TIME	AGENDA ITEM	PRESENTER
1:00	1. **Call to Order -** Chair starts the meeting	Wayne Earl, *Chair and Faith Community Representative*
1:00 *15 min*	2. **Introductions** a. Hybrid Meeting Norms (2 min) b. Roll call of Councilmembers and introduction of guests (10 min) c. Poll – Who's in the room? (3 min)	Wayne Earl, *Chair and Faith Community Representative*
1:15 *5 min*	3. **Public Comment** - Open period for members of the public to comment on items not listed on the agenda.	Members of the public
1:20 *5 min*	4. **Consent Calendar (ACTION ITEM)** – Items on the consent calendar are generally non-controversial and may not require discussion. Approving the Consent Calendar means approving the items below in one vote. Council members and the public can remove an item from the consent calendar for discussion by informing the Chair. a. APPROVE minutes from the November 7, 2024 Council meeting b. APPROVE staff report for the December 5, 2024 Council meeting c. APPROVE scheduling 2025 Council on Homelessness Orientation and Meeting on the same date: January 9, 2025, 1-4pm	Wayne Earl, *Chair and Faith Community Representative*
1:25 *25 min*	5. **Committee Report Outs -** Report outs from each of the committees below. a. Point-In-Time Count Committee (10 min)	a. Yessenia Aguilar, *H3* b. Jaime Jenett, *H3*

	i. **(ACTION ITEM)** APPROVE Point-In-Time Count Methodology as recommended by the Point-In-Time Count Committee b. Equity Committee (10 min) 　　i. **(ACTION ITEM)** APPROVE 2025 Equity Committee work plan as recommended by the Equity Committee c. Youth Advisory Board (YAB) Update (5 min)	c. Caroline Miller, *H3* and Juno Hedrick, *Vice Chair and Lived Experience Advisor*
1:50 *5 min*	6. **Old Business** a. Funding Updates (5 min)	a. Jamie Schecter and Christy Saxton, *H3*
1:55 *7 min*	7. **New Business** a. Board of Supervisors' Advisory Board Reports (5 min) b. Homeless Persons' Memorial Event (2 min)	a. Jaime Jenett, *H3* b. Wayne Earl, *Chair and Faith Community Representative*
2:02 *35 min*	8. **Council Membership** a. **(ACTION ITEM)** APPROVE extending Council on Homelessness term for Gabriel Lemus as Federal Homeless and Housing Funding Administrator Representative through 2025 (5 min) b. Reflections from Outgoing Members (20 min) c. Recognize Outgoing Council Members: Jo Bruno, Deanne Pearn, Janae Thomas, Jai De Lotto, and Iman Novin (10 min)	a. Jaime Jenett, *H3* b. Outgoing Council Members and Jaime Jenett, *H3* c. Jaime Jenett, *H3*
2:37 *5 min*	9. **Announcements** – Open for all to share announcements about upcoming events and to give brief reports about recent events/trainings relevant to the Council.	All
2:42	10. **Pin It**	Wayne Earl, *Chair and Faith Community Representative*

HOW TO PROVIDE PUBLIC COMMENT:
Persons who wish to address the Council on Homelessness during public comment on matters within the jurisdiction of the Council on Homelessness that are not on the agenda, or who wish to comment with respect to an item on the agenda, may comment in person, via Zoom, or via call-in. Those participating in person should stand where they are sitting when called upon. Those participating via Zoom should indicate they wish to speak by using the "raise your hand" feature in the Zoom app. Those calling in should indicate they wish to speak by pushing "9" on the phone. All public comments will be limited to 2 minutes per speaker. For assistance with remote access contact: contracostacoc@cchealth.org or call 925-608-6700. Public comments may also be submitted before the meeting by email at contracostacoc@cchealth.org or by voicemail at 925-608-6700. Comments submitted by email or voicemail will be included in the record of the meeting but will not be read or played aloud during the meeting.

CONTRA COSTA COUNCIL ON HOMELESSNESS 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

EQUITY DEFINITIONS

(adapted from C4 Innovations and approved by Council on Homelessness on 8/3/23)

Term	Definition
Individual Racism	A person's beliefs and actions that serve to perpetuate racial oppression. This can be conscious and unconscious. This may be externalized or internalized
Institutional Racism	Policies and practices at the organization (or "sector") level that perpetuate oppression. It involves unjust policies, practices, procedures, and outcomes that work better for white people than people of color, whether intentional or not.
Interpersonal Racism	The interactions between people - both within and across racial groups.
Microaggressions	Brief, everyday exchanges that send denigrating messages to certain individuals because of their group membership.
Race	A social construct created in the 17th century by white Europeans to justify the enslavement of Africans and the spread of colonialism. Understanding of race as a concept has changed over time, but the outcomes of discrimination based on race remain entrenched in our systems.
Race Equity Lens	A way of viewing the world in an integrated and holistic manner, taking into account past and present racial injustices and seeking to address them through more equitable practices and structures.
Racial Bias	Implicit and/or explicit bias that reinforces discriminatory attitudes and behaviors when interacting with people or situations.
Racial Equity	The condition where one's racial identity does not predict their social, health, or economic outcomes. Racial equity is a process of eliminating racial disparities and improving outcomes for everyone. It is the intentional and continual practice of changing practices, systems, and structures by prioritizing the measurable change in the lives of people of color.
Racism	A system of institutional, systemic oppression, and practices of individuals and society that shape cultural beliefs and values that support racist policies and practices.
Structural Racism	How these effects interact and accumulate across institutions and across history. Structural racism highlights how racism operates as a system of power with multiple interconnected, reinforcing, and self-perpetuating components which result in racial inequities across all indicators for success.
Systemic Racism	infrastructure of rulings, ordinances or statutes adopted by a sovereign government or authoritative entity, whereas such ordinances and statutes entitles one racial group in a society certain rights and privileges, while denying other groups in that society these same rights and privileges because of long-established cultural prejudices, religious prejudices, fears, myths, and Xenophobia's held by the entitled group.
White Fragility	White fragility refers to feelings of discomfort a white person experiences when they witness or engage in discussions around racial inequality and injustice. Their engagement in conversations about racism may trigger a range of defensive actions, feelings, and behaviors, such as anger, fear, and silence. These reactive behaviors reinforce continued white dominant culture.

COUNCIL ON HOMELESSNESS

December 5, 2024 from 1:00-3:00

WELCOME

Wayne Earl, *Chair & Faith Community Representative*

Purpose of the Meeting*: These are monthly meetings for the Council on Homelessness (COH) to conduct the business of the Council. The Council is the planning body that coordinates the community's policies, strategies, and activities toward preventing and ending homelessness in Contra Costa County.*

PUBLIC COMMENT

Wayne Earl, *Chair & Faith Community Representative*

IN-PERSON / HYBRID MEETING

- As of March 1, 2023, all Council on Homelessness Meetings and CoH Committee meetings are required to convene in person or in a hybrid format
- All CoH members must attend in person unless using a "just cause" exemption

VIRTUAL ATTENDANCE EXEMPTION

Just Cause

- A need to care for a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner
- A contagious illness that prevents a member from attending in person;
- A need related to a physical or mental disability that is not otherwise accommodated for; or
- Travel while on official business of the body or another state or local agency.

Emergency Circumstances

- A physical or family medical emergency that prevents a member from attending in person.

HYBRID MEETING NORMS

Wayne Earl, *Chair & Faith Community Representative*

HYBRID MEETING NORMS

1. <u>Masking</u> is recommended but not required (masks are available)

2. <u>Social distancing</u> – red pen = please keep safe distance, black = ask first

3. <u>Raise your hand</u> (actual or virtual) before speaking

4. <u>Say your name</u> before speaking and try to <u>speak as clearly</u> as you can

5. <u>A brief recap</u> of discussion will be provided at the end of each agenda item

6. <u>2-minute timer</u> for public comments

7. <u>Make and take space</u> – consider your privilege and the other voices who are in and not in the room

HYBRID MEETING NORMS

8. <u>Minimize distractions</u> like side conversations and cell phone use

9. <u>Food and drink</u> – please clean up and be mindful of smells and allergens

10. <u>Sign-in</u> if you are in-person so we can track attendance

11. Maintain a <u>safe and respectful</u> environment, even when disagreeing

12. This meeting is being <u>recorded</u>

13. If in-person meeting is <u>interrupted for an emergency</u>, the meeting will be suspended or cancelled, case-by-case basis.

HYBRID MEETING NORMS

An individual may be asked to leave should they behave in a manner that threatens the safety of the group or does not honor these meeting norms.

ROLL CALL OF COUNCIL MEMBERS

Wayne Earl, *Chair & Faith Community Representative*

INTRODUCTIONS

Council Members: Please unmute and share your name, pronouns, seat, and agency (if applicable)

Community Members: Please introduce yourself in the chat.

Purpose of the Meeting: These are monthly meetings for the Council on Homelessness (COH) to conduct the business of the Council. The Council is the planning body that coordinates the community's policies, strategies, and activities toward preventing and ending homelessness in Contra Costa County.

POLL – WHO'S IN THE ROOM?

Wayne Earl, *Chair & Faith Community Representative*

POLL – WHO'S IN THE ROOM?

1) How many Council on Homelessness meetings have you attended?

2) Do you have lived experience of homelessness?

3) What best describes your racial identity?

CONSENT CALENDAR

Wayne Earl, *Chair & Faith Community Representative*

CONSENT CALENDAR

- Items on the consent calendar are **generally non-controversial and do not require much, if any, discussion**

- Enables grouping such items together and **deciding on them at one time**

- Council members and the public can **remove an item** from the consent calendar if they **desire to discuss the item by informing the Chair**

Source: https://www.ca-ilg.org/resource/concept-consent-calendar

ACTION ITEM

Approve the **consent calendar** items as listed:

- Approve minutes from the October 3, 2024 Council Meeting
- Approve staff report for the November 7, 2024 Council Meeting
- Approve scheduling 2025 Council on Homelessness Orientation and January Meeting on the same date: January 9, 2025, 1-4pm

| 1. Member makes a motion | 2. Second (every motion requires a second) | 3. Discussion | 4. Vote: Motion passes |

COMMITTEE REPORT OUTS

Point-In-Time Count Committee (ACTION ITEM) – Yessenia Aguilar, *H3*

Equity Committee (ACTION ITEM) – Jaime Jenett, *H3*

Youth Advisory Board – Caroline Miller, H3 & Juno Hedrick, *Vice Chair and Lived Experience Advisor*

POINT-IN-TIME COUNT COMMITTEE

Yessenia Aguilar, *H3*

2025 Point in Time (PIT)
Council on Homelessness

Contra Costa Health Services:
HEALTH, HOUSING & HOMELESS SERVICES (H3)

THURSDAY, DECEMBER 5th, 2024
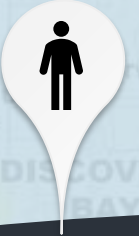
2025 Point in Time (PIT) Count

What is the Point-in-Time Count?

- The Point-in-Time (PIT) Count offers a snapshot of homelessness in our community, guiding strategies to support those in need. Volunteers gather essential data on a single night in January to track trends and address emerging needs.

When?

Thursday, January 30th, 2025

5:30 AM – 9:00 AM

HUD PIT Requirements

1. Count Each Person Once

CoCs must ensure that during the PIT count, persons are only counted once.
- Ensure individuals are not counted multiple times during the PIT count.
- Avoid double-counting by:
  - Limiting the count timeframe and using specific methods to prevent duplicate entries.
  - Collecting detailed information for deduplication if the count spans multiple days.

2. Protect Privacy & Ensure Safety
- Conduct surveys in a way to protect both the privacy and safety of participants and surveyors.
- Privacy and security must be prioritized for both sheltered and unsheltered individuals.

3. Training for Staff and Volunteers

CoCs are required to ensure that people conducting the PIT count, including project staff & community volunteers, are appropriately trained about:

- Count standards
- Data collection procedures, privacy & security protocols
- Personal safety guidelines

HUD Requirements

Unsheltered population:

The unsheltered population count can be conducted through one of two strategies:

- "Night/morning of count" canvassing all geographic areas of the CoC during a limited number of hours on a given day, either with a complete canvass or via sampling methods approved by HUD

- "Service based" at known locations where people access services such as soup kitchens, outreach locations, and health clinics; this approach requires interviewing every respondent

Sheltered population:

The sheltered population count should be coordinated with the Housing Inventory Count (HIC) strategy through:

- HMIS data will identify all people residing in emergency and transitional shelters the night of the count, and

- Project-level surveys from non-HMIS shelters to capture HUD required data for people residing in those programs the night of the count

These requirements and recommendations for choosing the best option for each CoC are described in the HUD PIT Methodology Guide: https://files.hudexchange.info/resources/documents/PIT-Count-Methodology-Guide.pdf

2025 PIT Methodology

Using the "night/morning of count" strategy:

- **Night of January 29th, 2025:** Sheltered population count.

- **Morning of January 30th, 2025:** Observational count for unsheltered population.

- **Post-PIT Survey:** Planned for February 17–28 to gather detailed data on unsheltered

  individuals at various locations throughout the regions.

2025 PIT Methodology
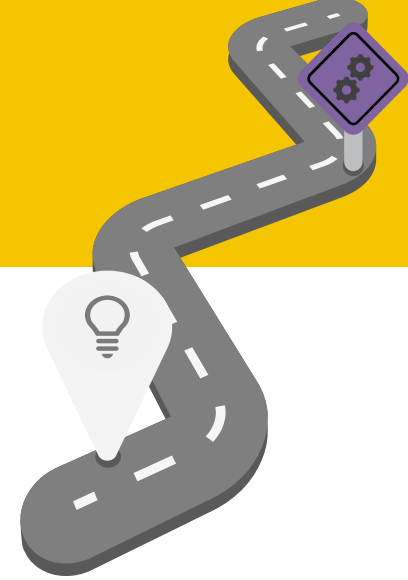
Enhanced Technology:
- Survey123 App: Facilitates data collection and location tracking for efficient team coordination.
- Real-Time Dashboard: Monitors progress across teams for streamlined oversight.
- Updated Team Assignments: Improved based on volunteer feedback, ensuring focused coverage in East, West, and Central regions.

"Observation Count":
- East, West & Central kick-off sites
- CORE staff, and service providers will be assigned to specific regions based on their area of expertise
- Community volunteers will canvass suburban and rural areas

POST PIT Survey (conducted 2 weeks after the PIT Count):
- Surveys conducted in shelters, service sites, & unsheltered settings using random sampling strategies
- Shelter and service site staff will conduct surveys at sites
- CORE & other service providers will conduct surveys in unsheltered settings

PIT Changes in 2025

Key Updates for 2025

Geographic Information System (GIS) Support:
- Enhanced volunteer navigation and assignments, tailored by region.

Streamlined PIT Hub:
- Access to resources, past reports, and volunteer registration in one place.

Optimized Team Assignments:
- Based on prior feedback, areas with high restrictions or low accessibility were modified for smoother volunteer experience.

Past PIT Meetings

PIT Workgroup & Subcommittee meetings:

September 18th, 2:00-4:00 pm – **METHODOLOGY**
- HUD PIT Requirements
- Planning Recommendations
- Proposed PIT Methodology
- PIT Date
- Volunteer Recruitment
- Incentives
- PIT HUB Website

October 16th, 2:30-4:30 pm –**HOT SPOTS**
- Gathered hot spot locations throughout the community
- Reviewed & gathered PIT stakeholder list
- Kick-off Site locations for West, East & Central
- $10 Gift card:
  - Dollar Tree
  - 7 Eleven

November 20th, 2:00-4:00 pm – **SURVEY SAMPLING STRATEGIES**
- Characteristics of sheltered & unsheltered populations
- What data is collected
- What data is NOT collected
- Survey Sampling Methods
- Survey Interview Locations Recommendations

Next Steps – TRAINING

Region	Date & Time	Location	Address
West	January 16 10:00am -12:00am	San Pablo Community Center	2450 Road 20 San Pablo, CA 94806
Central	January 14 2:00pm - 4:00pm January 17 10:00am - 12:00am	Emergency Medical Administration Building	777 Arnold Dr Martinez, CA 94553
East	January 15 10:00pm - 12:00pm	Brentwood Police Department	9100 Brentwood Blvd Brentwood, CA 94513

**Registered volunteers can select their preferred training date and location!
To reschedule or cancel, contact us at ContraCostaCoC@cchealth.org**

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Volunteer Recruitment
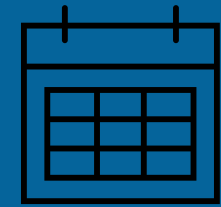
Recruitment "Outreach" & "Community" Volunteers

- Outreach teams will mostly focus on CORE and other stakeholders with unsheltered knowledge who will be assigned by RED Team in collaboration with CORE
- Community volunteers will use an online platform to sign up for an assignment
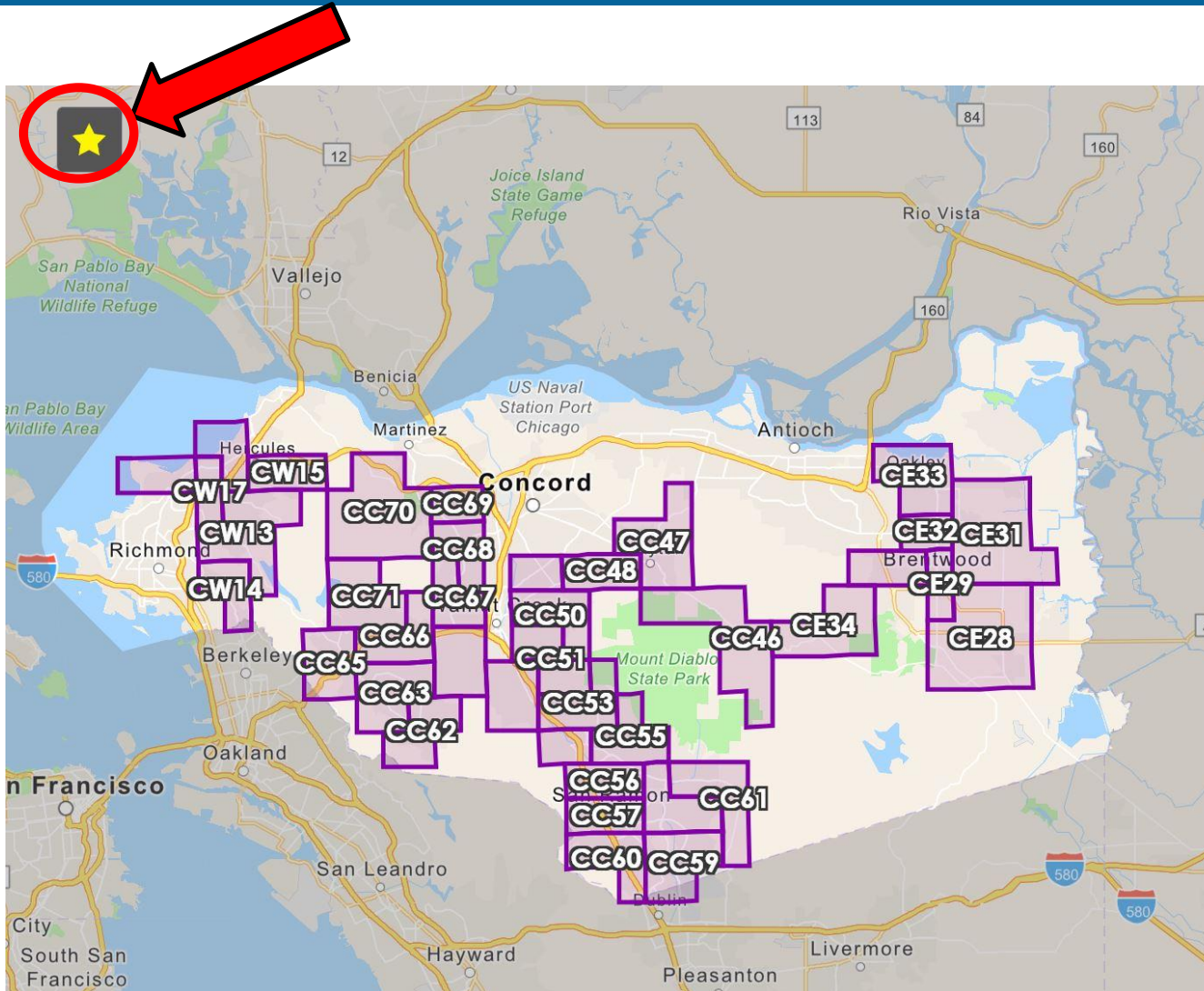
Other Volunteer Opportunities Available!

Opportunities not specific to PIT canvassing, include:

- Assisting at stations and clean up at kick-off site
- Organize snack stations -- coffee, pastries and bottled waters for PIT Volunteers
- Prepare info folder packets for PIT Volunteers

Please email ContraCostaCoC@cchealth.org for more information regarding "Other Volunteer Opportunities"

Volunteer Assignment Request Tool

- This tool lets partnered volunteers request one purple-outlined area to canvass on count day. Only one team member should submit the request, providing information for both the leader and their partner.

- The link to this site will be emailed to you and your partner once both of you have registered using the "Volunteer Registration" form.

information for both the team leader and their partner.

To make your selection:

1. Open the Assignment Selector Tool by selecting the "yellow star" in the top left corner.

2. Click on the purple assignment area your team would like to canvas.
3. Complete all fields in the form that opens - scroll down as needed.
4. Click "Save" button (alternatively, click "Close" then "Yes").
5. Close the application/browser tab.

To cancel your selection:
1. Click the "Close" button.
2. Click "No".

To move around the map:
1. Pan = click + drag
2. Zoom = Scroll wheel or plus/minus button.

Troubleshooting:

To make your selection and complete the form, the "Assignment Selector Tool" must be active. If there is a red line beneath the tool's title, it is not active. To remedy this, click anywhere in the text/white area of the tool. The line should turn green and you can proceed to make your selection.

PIT HUB & Volunteer Registration are now LIVE!

2025 POINT-IN-TIME COUNT
CONTRA COSTA COUNTY

LIVE! Volunteer Registration is now LIVE!

Sign Up for our Point-in-Time Count Newsletter to stay up-to-date! Click HERE

PIT Hub

Volunteers can find past PIT reports, training resources, volunteer registration, and updates, an all-in-one convenient place. The hub also provides FAQs, kick-off site locations and contact information.

PIT HUB: https://contra-costa-point-in-time-count-cocogis.hub.arcgis.com/
Volunteer Registration Survey: https://survey123.arcgis.com/share/93ebbe39d9e345a9b5071

ACTION ITEM

- Approve Point-In-Time Count Committee methodology as recommended by the Point-In-Time Count Committee

1. Member makes a motion → 2. Second (every motion requires a second) → 3. Discussion → 4. Vote: Motion passes

EQUITY COMMITTEE

Jaime Jenett, *H3*

Equity Committee Overview
Increase awareness, community dialogue, and lead concrete actions to achieve equity throughout the homeless system of care

Annual Priorities	Audience	Goals and Activities			
		Q1: Jan - Mar	Q2: Apr - Jun	Q3: Jul - Sep	Q4: Oct - Dec
1. Monitor metrics related to equity in the CoC 2. Provide input to CoC policies and procedures 3. Learn about topics and programs impacting equity in homelessness response program 4. Develop equity dashboard 5. Leverage partnerships to increase participation in Equity Committee, particularly PWLE 6. Develop projects and recommend priorities within CoC to address root causes of racial disparities in homeless system of care	1. Providers in the Homelessness Response System 2. Stakeholders interested in increasing equity in the homelessness response system 3. People experiencing homelessness or at risk of homelessness 4. BIPOC, LGBTQIA+, and other marginalized communities interested in increasing equity in CoC	Goals: Orient new members; provide input on CoC projects, review/edit work plan Committee Activities: - Provide input on new funding opportunities - Provide input on Governance Committee revision of CoH bylaws Workgroup Activities: - Begin development of Equity Dashboard - Monitor/advise on CoC participant satisfaction survey and VI-SPDAT replacement - Meet with 1-2 stakeholders to hear about learn about equity topics impacting homelessness	Goals: provide input on Bylaws, input on Annual Report themes Committee Activities: - Provide input on Governance Committee revision of CoH bylaws - Provide input on CoC Annual Report themes - Receive YYA update Workgroup Activities: - Meet with 1-2 stakeholders to hear about learn about equity topics impacting homelessness - Review equity data dashboard - Review PIT Count insights	Goals: Review equity data and unsheltered data dashboard, provide input on Nomination process Committee Activities: - Provide input on Nominating Committee revision of recruitment materials and process - Review unsheltered data dashboard - Review equity data dashboard Workgroup Activities: - Meet with 1-2 stakeholders to learn about equity topics impacting homelessnesss - Review Annual Report insights - Receive update on training process for rolling out new Housing Assessment tool	Goals: Review efforts over the past year; Adopt priorities and workplan for 2026 Committee Activities: - Review unsheltered data dashboard - Review and adopt 2026 Workplan - Provide input to PIT Committee on methodology Workgroup Activities: - Review goals and priorities and develop 2026 workplan - Review progress on activities and goals over the past year

Scratch Pad	Accountability Corner	
• Have each Committee set Equity goals that the Equity committee monitors • Possibly monitor our engagement of and compensation of PWLE • Develop a Powerpoint presentation about the issues impacting equity in the homeless response program and present to other COH committees	**January - March Update** 1. What goals/milestones were accomplished? 2. What new needs were identified?	**April - June Update** 1. What goals/milestones were accomplished? 2. What new needs were identified?

Reference Round Up	July - September Update	October - December Update
SMARTIE Goals: https://www.managementcenter.org/resources/smartie-goals-worksheet/ **Previous Agendas and minutes**: https://www.contracosta.ca.gov/AgendaCenter	**July - September Update** 1. What goals/milestones were accomplished? 2. What new needs were identified?	**October - December Update** 1. What goals/milestones were accomplished? 2. What new needs were identified?

ANNUAL PRIORITIES

1. Monitor metrics related to equity in the CoC

2. Provide input to CoC policies and procedures

3. Learn about topics and programs impacting equity in homelessness response program

4. Develop equity dashboard

5. Leverage partnerships to increase participation in Equity Committee, particular PWLE

6. Develop projects and recommend priorities within CoC to address root causes of racial disparities in homeless system of care

AUDIENCE

1. Providers in the Homelessness Response System

2. Stakeholders interested in increasing equity in the homelessness response system

3. People experiencing homelessness or at risk of homelessness

4. BIPOC, LGBTQIA+, and other marginalized communities interested in increasing equity in CoC

Q1

Goals:

- Orient new members
- Review/Edit work plan
- Provide input on CoC projects

Committee Activities:

- Provide input on new funding opportunities
- Provide input on Governance Committee revision of CoH bylaws

Workgroup Activities:

- Begin development of Equity Dashboard
- Monitor/advise on CoC participant satisfaction survey and VI-SPDAT replacement
- Meet with 1-2 stakeholders to hear about learn about equity topics impacting homelessness

Q2

Goals	Committee Activities:	Workgroup Activities:
• Provide input on Bylaws • Input on Annual Report themes	• Provide input on Governance Committee revision of CoH bylaws • Provide input on CoC Annual Report themes • Receive YYA update	• Review equity data dashboard • Review PIT Count insights • Meet with 1-2 stakeholders to hear about learn about equity topics impacting homelessness

Q3

Goals

- Review equity data and unsheltered data dashboard
- Provide input on Nomination process

Committee Activities:

- Provide input on Nominating Committee revision of recruitment materials and process
- Review unsheltered data dashboard
- Review equity data dashboard

Workgroup Activities:

- Receive update on training process for rolling out new Housing Assessment tool
- Review Annual Report insights
- Meet with 1-2 stakeholders to learn about equity topics impacting homelessness

Q4

Goals:	Committee Activities:	Workgroup Activities:
• Review efforts over the past year • Adopt priorities and workplan for 2026	• Review unsheltered data dashboard • Review and adopt 2026 Workplan • Provide input to PIT Committee on methodology	• Review goals and priorities and develop 2026 workplan • Review progress on activities and goals over the past year

OTHER IDEAS

- Have each Committee set Equity goals that the Equity committee monitors

- Possibly monitor our engagement of and compensation of PWLE

- Develop a Powerpoint presentation about the issues impacting equity in the homeless response program and present to other COH committees

Equity Committee Overview
Increase awareness, community dialogue, and lead concrete actions to achieve equity throughout the homeless system of care

Annual Priorities	Audience	Goals and Activities			
		Q1: Jan - Mar	Q2: Apr - Jun	Q3: Jul - Sep	Q4: Oct - Dec
1. Monitor metrics related to equity in the CoC 2. Provide input to CoC policies and procedures 3. Learn about topics and programs impacting equity in homelessness response program 4. Develop equity dashboard 5. Leverage partnerships to increase participation in Equity Committee, particularly PWLE 6. Develop projects and recommend priorities within CoC to address root causes of racial disparities in homeless system of care	1. Providers in the Homelessness Response System 2. Stakeholders interested in increasing equity in the homelessness response system 3. People experiencing homelessness or at risk of homelessness 4. BIPOC, LGBTQIA+, and other marginalized communities interested in increasing equity in CoC	Goals: Orient new members; provide input on CoC projects, review/edit work plan Committee Activities: - Provide input on new funding opportunities - Provide input on Governance Committee revision of CoH bylaws Workgroup Activities: - Begin development of Equity Dashboard - Monitor/advise on CoC participant satisfaction survey and VI-SPDAT replacement - Meet with 1-2 stakeholders to hear about learn about equity topics impacting homelessness	Goals: provide input on Bylaws, input on Annual Report themes Committee Activities: - Provide input on Governance Committee revision of CoH bylaws - Provide input on CoC Annual Report themes - Receive YYA update Workgroup Activities: - Meet with 1-2 stakeholders to hear about learn about equity topics impacting homelessness - Review equity data dashboard - Review PIT Count insights	Goals: Review equity data and unsheltered data dashboard, provide input on Nomination process Committee Activities: - Provide input on Nominating Committee revision of recruitment materials and process - Review unsheltered data dashboard - Review equity data dashboard Workgroup Activities: - Meet with 1-2 stakeholders to learn about equity topics impacting homelessnesss - Review Annual Report insights - Receive update on training process for rolling out new Housing Assessment tool	Goals: Review efforts over the past year; Adopt priorities and workplan for 2026 Committee Activities: - Review unsheltered data dashboard - Review and adopt 2026 Workplan - Provide input to PIT Committee on methodology Workgroup Activities: - Review goals and priorities and develop 2026 workplan - Review progress on activities and goals over the past year

Scratch Pad	Accountability Corner	
• Have each Committee set Equity goals that the Equity committee monitors • Possibly monitor our engagement of and compensation of PWLE • Develop a Powerpoint presentation about the issues impacting equity in the homeless response program and present to other COH committees	**January - March Update** 1. What goals/milestones were accomplished? 2. What new needs were identified?	**April - June Update** 1. What goals/milestones were accomplished? 2. What new needs were identified?

Reference Round Up	July - September Update	October - December Update
SMARTIE Goals: https://www.managementcenter.org/resources/smartie-goals-worksheet/ **Previous Agendas and minutes**: https://www.contracosta.ca.gov/AgendaCenter	**July - September Update** 1. What goals/milestones were accomplished? 2. What new needs were identified?	**October - December Update** 1. What goals/milestones were accomplished? 2. What new needs were identified?

ACTION ITEM

- Approve 2025 Equity Committee work plan as recommended by the Equity Committee

1. Member makes a motion → 2. Second (every motion requires a second) → 3. Discussion → 4. Vote: Motion passes

YOUTH ADVISORY BOARD

Caroline Miller, *H3* & Juno Hedrick, *Lived Experience Advisor and Vice Chair*

YAB NOVEMBER ACTIVITIES

Homeless Awareness Month Reception	Youth & Young Adult Panel at Contra Costa College	Regional YAB Community of Practice.
Committee: Housing Needs Assessment & Housing Services RFP Panel	YAB only spaces and community building	YYA Community Strategic Planning

YOUTH & YOUNG ADULT (YYA) PANEL

- Hosted in partnership with the Council on Homelessness, Contra Costa College, and YAB.

- Hybrid event brought together 47 participants, including 15 and 32 virtual.

- Juno served as the panel host with six YAB panelists: Ajani, Ana, Anastasia, Heaven, John, and Teddy.

- YAB members, Leon and Micheal, along with Caroline from H3, co-facilitated Gallery Walk activity, agreements, and YYA Needs Assessment.

HOMELESS AWARENESS MONTH RECEPTION

YAB member, Teddy Thollaug, was recognized as a Rising Phoenix!

"Teddy Thollaug is a kind and compassionate person who shows incredible strength, courage, and resilience. Their dedication to helping improve our systems and support our community is a regular inspiration for me."

REGIONAL YAB COMMUNITY OF PRACTICE, HOSTED AT TIPPING POINT COMMUNITY

- Convening of YABs from Alameda, Contra Costa, Marin, San Francisco, San Mateo, and Santa Clara Counties.

- Contra Costa YAB led ice breaker.

- Agenda included:
  - Understanding the Federal Funding and Policy Landscape + Working with Local Government (Homebase)
  - Youth Panel
  - Developing Actionable Strategies re: Policy + Advocacy (California Coalition for Youth)

NEXT STEPS

In December, select YAB Core Leadership.

YAB to participate in CoC Participation Survey and Housing Needs Assessment YAB session.

YAB members to sign up for Strategic Planning Core or Implementation Committees.

Continued participation in the Housing Needs Assessment Committee & Request For Proposals Panel.

Submit final YAB Bylaws to Council on Homelessness.

OLD BUSINESS

Jamie Schecter and Christy Saxton, *H3*

FUNDING UPDATES

Jamie Schecter, *H3*
Christy Saxton, *H3*

PLACEHOLDER

- Placeholder

NEW BUSINESS

Board of Supervisors' Advisory Board Reports – Jaime Jenett, *H3*

Homeless Persons' Memorial Event – Wayne Earl, *Chair and Faith Community Representative*

BOARD OF SUPERVISORS' ADVISORY BOARD REPORTS

Jaime Jenett, *H3*

2 REPORTS TO BOS

Annual COH Report

Triennial Report

HOMELESS PERSONS' MEMORIAL EVENT

Wayne Earl, *Chair and Faith Community Representative*

HOMELESS PERSONS' MEMORIAL EVENT

COUNCIL MEMBERSHIP

Approve extending Council on Homeless term for Gabriel Lemus through 2025 (ACTION ITEM) – Jaime Jenett, *H3*

Reflections from Outgoing Council Members – Outgoing Council Members and Jaime Jenett, *H3*

Recognize Outgoing Council Members – Jaime Jenett, *H3*

APPROVE EXTENDING COH TERM FOR GABRIEL LEMUS THROUGH 2025

Jaime Jenett, *H3*

ACTION ITEM

- Approve extending Council on Homelessness term for Gabriel Lemus as Federal Homeless and Housing Funding Administrator Representative through 2025

1. Member makes a motion → 2. Second (every motion requires a second) → 3. Discussion → 4. Vote: Motion passes

REFLECTIONS FROM OUTGOING COUNCIL MEMBERS

Outgoing Council Members

Jaime Jenett, *H3*

LIVED-EXPERIENCE ADVISOR SEAT (2020-2024): A 4-YEAR HISTORY AND AN ASK

SERVING CONTRA COSTA COUNTY

Transcending Mental Health
Along the Delta

DELTA PEERS Inc.

#CupOfJoBruno, ACoJB, Delta Peers

INTRODUCTION

- ACoJB (est. 2008): Self-Published Memoirist

- Delta Peers: Founder of DP, building a network of lived-experience advisors (see [Constitution of Intent](#))

- Served in 1 of the Lived Experience Advisor seats in the CoH from 2020-2024

QUOTE

"When I criticize a system, they think I criticize them–and that is of course because they accept the system and identify themselves with it."

-Thomas Merton

CONTRIBUTIONS

- Served 630 hours total over 4 years

- Participated in <u>every</u> committee and work group in that time

- Activities and products
  - Increased opportunities for voices of people with lived experience (PWLE) (satisfaction survey, CoC NOFO scoring tools, HAM videos: 2021, 2022, 2023)
  - Advocated for decreasing barriers for PWLE to participate (PWLE compensation policy, nominating process, CoC NOFO review and rank, etc.)
  - Advanced racial equity in the system (Racial Equity Action Lab, equity priorities, Equity Committee, CoC NOFO scoring tools, etc.)
  - Improved design and impact of key CoC policies and processes (CoC written standards, CES policies, CoC NOFO policies, program models, etc.)

ASK

1. Allow virtual participation and voting to reduce barriers for people with lived experience of homelessness (PWLE)

2. Create more opportunities for council members to network and build relationships with each other, encourage collaboration and information sharing

3. Better support and empower PWLE to "meet them where they are" and establish more genuine partnership

4. Ensure that PWLE are compensated for <u>all</u> of their work/contributions, at a fair rate, and in a timely manner

WHAT'S NEXT

- Co-facilitation with All Home Emerging Leaders Program (ELP)

- Taking my leadership skills back regional, starting in Santa Clara County

- ELP will return to Contra Costa likely focused on youth advocacy

- Serving as a panelist for the Solano County's Summit for Homelessness Leaders and Provider Staff

- Delta Peers will return as a service provider

CONTACT INFO

Jo Bruno, CMT, LEA

deltapeers@gmail.com

Delta Peers, Antioch

Lived Experience Advisor

Peer Support Specialist

Co-Facilitator

RECOGNIZE OUTGOING COUNCIL MEMBERS

Jaime Jenett, *H3*

THANK YOU!

Deanne Pearn

Since 2018

Iman Novin

Since 2021

Jai DeLotto

Since 2023

Janae Thomas

Since 2023

Jo Bruno

Since 2021

ANNOUNCEMENTS

Open for all to share announcements about upcoming events and to give brief reports about recent events/trainings relevant to the Council on Homelessness

PIN IT

Wayne Earl, *Chair & Faith Community Representative*

UPCOMING MEETINGS

- **Next COH Meeting and Orientation:** Thursday, January 9, 1 – 4 PM (IN PERSON)

- **CoC Training (Connecting Clients to Mainstream Benefits):** Monday, December 9, 10 AM – 12 PM (Zoom)

- **HMIS Policy Committee Work Group Meeting:** Tuesday, December 10, 12 – 1:30 PM (Zoom)

- **Equity Committee Work Group Meeting:** Tuesday, December 10, 2– 4 PM (Zoom)

- **Homeless Service Provider Meeting:** Thursday, December 12, 8:30 – 9:30 AM (Zoom)

- **PATH Committee Meeting:** Thursday, December 19, 9:30 – 11 AM (IN PERSON)

- **Oversight Committee Meeting:** Thursday, December 19, 11:30 AM – 1:30 PM (IN PERSON)

- **Homeless Persons' Memorial Event:** Friday, December 20, 11 AM – 12:30 PM (hybrid)

File #: 24-4188	**Agenda Date:** 12/5/2024	**Agenda #:** 3.

Advisory Board: Contra Costa Council on Homelessness
Subject: Consent Calendar: a. APPROVE minutes from the November 7, 2024 Council meeting b.APPROVE staff report for the December 5, 2024 Council meeting c.APPROVE scheduling 2025 Council on Homelessness Orientation and Meeting on the same date: January 9, 2025, 1-4pm
Presenter: Wayne Earl, Chair
Contact: Jaime Jenett, Staff to the Council on Homelessness

Information: Consent Calendar: a. APPROVE minutes from the November 7, 2024 Council meeting b. APPROVE staff report for the December 5, 2024 Council meeting c. APPROVE scheduling 2025 Council on Homelessness Orientation and Meeting on the same date: January 9, 2025, 1-4pm

Referral History and Update:

Recommendation(s)/Next Step(s): Approve all 3 items

COUNCIL ON HOMELESSNESS MINUTES

Date: Thursday, November 7, 2024, 1 pm – 3 pm
Recording link: Available by email request to CChomelesscouncil@cchealth.org

Council Member Attendance:
- In-Person (12): Alejandra Chamberlain; Carolyn Foudy; Dani Jimenez; Deanne Pearn; Iman Novin; Jai De Lotto; Jazmin Ridley; Juno Hedrick; Nicole Green; Shawn Ray; Wayne Earl; Yahel Moreno
- Remote (2): Janae Thomas; Jo Bruno
- Absent (5): Gabriel Lemus; Hope Dixon; Leslie Gleason; Mia Fairbanks; Tony Ucciferri

Staff Attendance: Jaime Jenett, H3; Jamie Schecter, H3; Alex Michel, Homebase; Mark Mora, Homebase; Michele Byrnes, Homebase; Tania Morales, Homebase

Community Member Attendance:
- In-person: Gina Bills, CCCOE; Richard Blue, Community member; Vicky Proctor, Ministry Homeless Advocate; LeAnn Matthews, White Pony Express
- Remote: Tamekia Moss, BACR; Jill Ray, BOS District 2; Rena Moore, CAB and Safe Return Project; Tim Perkins, CCAS; Lynna Magnuson, Caminar; Ishani Rasanayagam, City of Pittsburg; Sara B, Community Member; Traci Simpson, Community Member; Jacqueline Lopez-Padilla, Community Services Bureau; Jaclyn Tummings, Contra Costa County; Salvador Morales, Contra Costa County; Denise Clarke, Contra Costa County Office of Education; Elizabeth Winstead, Department of Rehabilitation; Kelsey Mayeda, DVC, San Ramon Campus; William Smith, Faith in Action East Bay; Mel Frey, Golden State program; Brianna Ramos, Fresh Lifelines for Youth; Anya Kushwaha, H3; Brittany Ferguson, H3; Carina Rodriguez-Pena, H3; Caroline Miller, H3; Cheryl Leonor, H3; Christy Saxton, H3; Kate Horsting, H3; Mary Juarez-Fitzgerald, H3; Natalie Siva, H3; Shelby Ferguson, H3; Sherina Criswell, H3; Yessenia Aguilar, H3; Arianna Johnson, HCP; Jazzman Cardona, Hope Solutions; Sarah Soto, Independent Living Systems; Kristin Kane, Kaiser Permanente; Angela Corona, Lao Family Community Development; Rosie Reid, Mount Diablo Unified School District; Peter Myers, Office of Supervisor Burgis; Courtney Pal, Resources for Community Development; Eddie Morris, RichMinds Network Coalition; Brandon Wirth, SHELTER, Inc.; Christi Rossi, SHELTER, Inc.; Janel Fletcher, SHELTER, Inc.; John Eckstrom, SHELTER, Inc.; Kathryn Ross, SHELTER, Inc.; Maritza Rodriguez (Alicia Alferez), SHELTER, Inc.; Shayne Kaleo, SHELTER, Inc.; O'Neill Fernandez, SOS Richmond; Sean Gannon, United States Navy; Chinue Fields, Urban Tilth; Carmella Kowall, Winter Nights Family Shelter Inc.

CONTRA COSTA COUNCIL ON HOMELESSNESS MEETING

Time	Agenda Item	Presenter
1:00	1. **Call to Order** – Chair starts the meeting	a. Wayne Earl, *Chair and Faith Community Representative*
- Wayne Earl called the meeting to order.		
1:00	2. **Public Comment** – Open period for members of the public to comment on items not listed on the agenda.	a. Members of the public
- Nicole Green shared that there will be a toy giveaway event for the youth in West County and for residents with children that may want gifts. Registration via Eventbrite is required. Flyers were distributed. - Rosie Reed, the McKinney-Vento liaison for Mount Diablo Unified School District, discussed the work of the Mckinney-Vento Education Collaborative and its efforts to improve access to education for unhoused youth. It was reported that 286 youth in the school district are unhoused, which includes students in double up situations which may create an unsafe environment for them and their families. The Mount Diablo Unified School District has now partnered with the CORE program to get students and families housed.		

1:05	3. **Introductions**
	    a. Hybrid Meeting Norms
	    b. Roll call of Council members and introduction of guests
	    c. Poll – Who's in the room?
		a. Wayne Earl, *Chair and Faith Community Representative*
		b. Wayne Earl, *Chair and Faith Community Representative*
		c. Wayne Earl, *Chair and Faith Community Representative*

a. Wayne Earl went over the hybrid meeting norms and guidelines to help ensure that meetings are conducted in a safe and respectful environment that encourages participation and inclusivity.
b. Wayne Earl conducted a roll call of Council members and invited guests to introduce themselves in the chat.
c. Wayne Earl conducted the poll activity called "Who is in the room?" with the purpose of getting a sense of who is attending the meeting. The poll was conducted via Zoom poll. All answers are anonymous, and the results are provided below:

1. **Question 1: How many Council on Homelessness meetings have you attended?**
   Answer: This is my first meeting: 4 (10%)
             I've attended some meetings: 12 (31%)
             I've attended a lot of meetings: 23 (59%)
             I prefer not to answer: 0 (0%)
2. **Question 2: Do you have lived experience of homelessness?**
   Answer: Yes, currently   2 (6%)

CONTRA COSTA COUNCIL ON HOMELESSNESS MEETING

	Yes, within the past 7 years	6 (17%)	
	Yes, more than 7 years ago	5 (14%)	
	No	23 (64%)	
	I prefer not to answer	0 (0%)	

3. Question 3: What best describes your racial identify?

Answer:
African American/Black	9 (17%)
American Indian/Alaskan Native	2 (4%)
Asian/Pacific Islander/Native Hawaiian	5 (10%)
Hispanic/Latinx	11 (21%)
White	15 (29%)
Multi-racial	7 (13%)
I describe myself in another way	2 (4%)
I prefer not to answer	1 (2%)

Time	Item	Presenter
1:20	**4. Consent Calendar (ACTION ITEM)** a. APPROVE minutes from the October 3, 2024 Council meeting. b. APPROVE staff report for the November 7, 2024 Council meeting. c. APPROVE applicant for Continuum of Care (CoC) Builds Notice of Funding Opportunity	a. Wayne Earl, *Chair and Faith Community Representative*

Motion
- State of Motion:
  - To approve the consent calendar items as listed above.
- Discussion:
  - None.
- Procedural Record
  - Motion made by: Jazmin Ridley
  - Seconded by: Nicole Green
  - AYES: Alejandra Chamberlain; Carolyn Foudy; Dani Jimenez; Iman Novin; Jazmin Ridley; Juno Hedrick; Nicole Green; Shawn Ray; Wayne Earl; Yahel Moreno
  - NOES: None
  - ABSTAINS: Deanne Pearn; Jai De Lotto
  - ABSENT: Gabriel Lemus; Hope Dixon; Leslie Gleason; Mia Fairbanks; Tony Ucciferri

Time	Item	Presenter
1:25	**5. Committee Report Outs- *report outs from each of the committees below.*** a. Nominating Committee i. **(ACTION ITEM)** APPROVE 2025 candidates recommended by the Nominating Panel to be forwarded to the Board of Supervisors for official approval for Council on Homelessness membership	a. Nicole Green, *H3* and Jaime Jenett, *H3* b. Alex Michel and Michele Byrnes, *Homebase* c. Yessenia Aguilar, *H3* d. Jaime Jenett, *H3* e. Caroline Miller, *H3* and Juno Hedrick, *Vice Chair*

	b. Oversight Committee i. **(ACTION ITEM)** APPROVE revisions to the 1) Coordinated Entry System Policies and Procedures, and 2) Continuum of Care and Emergency Solutions Grant Written Standards as recommended by the Oversight Committee c. Point-in-Time Count Committee d. Homelessness Awareness Month Committee e. Youth Advisory Board (YAB) Update	*and Lived Experience Advisor*

a. <u>Nominating Committee:</u>

Nicole Green went over the recommendations for the 2025 Council of Homeless membership. The committee reviewed 29 applicants for various positions, including affordable housing developer, educational services, healthcare, homeless service provider, lived experience advisor, veteran services, and workforce development. The number of eligible applications received for each position was shown as well as the demographic of candidates. The committee's scoring system, which now places higher weight on lived experience of homelessness, was refined earlier this year. The names of the recommended candidates and seats were presented.

Motion
- State of Motion:
  - o To approve the candidates recommended by the Nominating Panel to be forwarded to the Board of Supervisors for official approval for 2025 Council of Homelessness membership.
- Discussion:
  - o Deanne Pearn discussed the importance of having technical experts on the Council and have one or two seats dedicated to service providers who are technical experts, particularly in relation to HUD funding and driving a successful application during NOFO season. Jaime Schecter answered that typically the CoC has a homeless service provider seat and because of now the NOFO process has moved into a two-year cycle, H3 will have time to review the nominating materials and will make sure that expertise and technical knowledge on the Council is strengthened. Moreover, Jaime Jenett also shared that the CoC ESG seat, which is sort of the other provider seat that Trinity Center is in right now, will be up next year allowing for staggering of service provider seats.
- Procedural Record
  - o Motion made by: Dani Jimenez
  - o Seconded by: Iman Novin
  - o AYES: Carolyn Foudy; Dani Jimenez; Deanne Pearn; Iman Novin; Jai De Lotto; Jazmin Ridley; Juno Hedrick; Nicole Green; Shawn Ray; Wayne Earl; Yahel Moreno
  - o NOES: None
  - o ABSTAINS: Alejandra Chamberlain
  - o ABSENT: Gabriel Lemus; Hope Dixon; Leslie Gleason; Mia Fairbanks; Tony Ucciferri

In terms of next steps, these recommendations will be sent to the Family and Human Services Committee on November 25th and then goes to the Board of Supervisors at a future meeting. The term of COH members who seats are expiring ends on December 31st and new members start on January 1st, 2025.

b. Oversight Committee:

Alex Michel presented the revisions to the Coordinated Entry System (CES) policies and procedures, which were approved by the Oversight Committee in October. The revisions aimed to align the CES policies with HUD standards, add a section on maximizing prioritization to utilize time-sensitive funding and opportunities, and include a non-emergency transfer policy. Michele Byrnes then discussed the non-emergency transfer policy, which was added to both the CES policies and the written standards. The policy outlines specific reasons for a transfer, including accessibility, environmental safety, household composition, service level, and participant needs. The team also reviewed the revisions to the written standards, which included updates to the non-emergency transfer policy, a compensation policy for people with lived experience, general cleanup and updating, and additional updates. Jamie Schecter clarified that revisions of these materials are done on an annual basis. Red lines revisions were published online and were part of the meeting packet.

Motion
- State of Motion:
  - To approve revisions to the 1) Coordinated Entry Policies and Procedures, and 2) Continuum of Care and Emergency Solutions Grant Written Standards as recommended by the Oversight Committee.
- Discussion:
  - None.
- Procedural Record
  - Motion made by: Deanne Pearn
  - Seconded by: Nicole Green
  - AYES: Alejandra Chamberlain; Carolyn Foudy; Dani Jimenez; Deanne Pearn; Iman Novin; Jai De Lotto; Jazmin Ridley; Juno Hedrick; Nicole Green; Shawn Ray; Wayne Earl; Yahel Moreno
  - NOES: None
  - ABSTAINS: None
  - ABSENT: Gabriel Lemus; Hope Dixon; Leslie Gleason; Mia Fairbanks; Tony Ucciferri

c. Point-in-Time Count Committee:

Yessenia introduced the concept of the annual PIT Count, which is a survey conducted in January to measure homelessness in the community and the data collected is used for funding and planning interventions to reduce homelessness. The PIT Count for 2025 will be held on January 30th. Yessenia also discussed the mythology for the PIT count, the recruitment of volunteers, and the provision of incentives. Two working group meetings have taken place, one in September and the other one in

October, where planning, methodology and recruitment were discussed. The next meeting, on November 20th, will focus on survey sampling strategies. At the COH December meeting, the committee will present methods and ask for approval of Point-in-Time Count methodology. Registration for volunteers will be announced later in the month and gift cards will be provided.

d. Homelessness Awareness Month (HAM) Committee:

A reception will be held on Tuesday, November 12th, to honor volunteers, landlords, partners, and people with lived experience. The Board of Supervisors will also meet the same day to issue proclamations for Homelessness Awareness Month and declaring December 21st as Homeless Person's Memorial Day. On November 14, the Youth and Young Adult panel will feature members of the Youth Action Board. Lastly, on December 20th, the Homeless Person's Memorial Day will take place, and it is a planned partnership with other organizations to honor those who have passed away while experiencing homelessness.

e. Youth Advisory Board (YAB):

Caroline Miller shared that that the application for the HUD Youth Homelessness Demonstration Program (YHDP) was not awarded, but they will continue building and empowering the Youth Action Board and moving forward with the strategic plan. The community strategic planning and YHDP meeting, held on October 30, had the participation of 23 people and eight YAB members. Four COH members participated as part of adult allies: Alejandra Chamberlain, Deanne Pearn, Juno Hedrick, and Tony Ucciferri. A list of YAB activities, such as bylaws update and request for proposal trainings, for the months of October and November were shown.

2:10	6. **Old Business** a. Funding Updates	a. Jamie Schecter and Christy Saxton, *H3*

a. Funding Updates:

Jamie Schecter provided an update on the Consolidated Housing and Homeless Services RFP process. Applications are due on November 22 and the importance of the project and the potential impact it could have on the justice-involved population was emphasized. The link to the RFP was shared and may be accessed here. Anyone interested in receiving email notifications and updates for Funding Opportunities can sign up for the newsletter here. Jamie also included funding updates on the CoC Builds NOFO program aimed to provide funding to acquire, build, or rehabilitate projects into Permanent Supportive Housing. The overall timeline was shared, and the application deadline is November 21st, 2024. The project was submitted by Hope Solutions, called Village of Hope, a 16-unit permanent supportive housing project in Pittsburg targeting transition age youth (18-24) with disabling conditions. Deanne Pearn shared that the Village of Hope's project will provide a safe parking program, on-site services and a community garden. Additionally, H3 is working to pilot Bridge Housing model in Central County, a 68-units interim housing project targeting households with permanent housing pathway. H3 will establish a vendor pool to solicit on-site services, and the project is expected to begin services in Winter 2025.

2:20	**7. New Business**
	    a. 2024 Council on Homelessness Work Plan Check-In
	        i. **(ACTION ITEM)** APPROVE 2025 Council on Homelessness Work Plan for Board of Supervisors and recommendations for the Quarter 3 report to the Board of Supervisors
		a. Jamie Schecter, *H3*
		b. Jaime Jenett, *H3*

a. 2024 Council on Homelessness Work Plan Check-In:

Jamie provided a recap of the 2024 work plan and the timeline for the 2025 Council on Homelessness work plan. The PATH committee aimed to reduce unsheltered homelessness by 25% by 2024, but this goal was not achieved. Instead, the focus shifted to reducing inflow through coordinated prevention. The work plan also included providing advice and recommendations to the Board of Supervisors, convening stakeholders for a regional action plan, updating and redesigning the CoC's coordinated entry prioritization and assessment tools, implement changes to the CoC NOFO scoring tools to better prioritize resource, and creating opportunities for individuals with experience of homelessness to engage in policy making and planning conversations.

Jaime proceeded to discuss the work plan for 2025. A list of six goals was presented to the Council with a particular emphasis on cross-system collaboration from different entities and agencies. H3 is developing the work plan and COH members will do a reporting and describe how well they completed and implemented the work. Jo Bruno suggested adding a focus on racial equity on item number 5 of the work plan where it discussed opportunities for people with lived experience of homelessness, and Nicole proposed prioritizing community-based organizations like non-profits and churches in the work plan. Jamie Schecter proposed drafting item number 5 as follows: "Continue to create opportunities for small grassroots, community-based organizations working to end homelessness and engage in policymaking." Deanne Pearn, COH member, mentioned the importance of protecting and increasing resources secured through the HUD flow process. Based on this comment, Jamie Schecter recommended changing item number 6 to: "Prioritize cross departmental collaboration for funding opportunities to increase resources in the CoC and continue to protect and increase resources secured through the HUD NOFO process." Wayne Earl pointed out that importance of finding ways to reach out to community-based organizations by going to them as most are busy doing the on-groundwork and are not able to come to these meetings, and for item 6, he suggested adding collaboration with mental health and substance-use treatment. Iman Novin recommended pursuing more fundings projects from housing focused programs such as Homekey, which is an attempt by the State to create policy that merges the CoC funding programs with housing developers. The official work plan with these recommendations will be presented to the Board on December 5th, which gives not much time to implement all the feedback presented today. Jaime Jenett will follow up by email if needed.

In terms of the recommendation for Quarter 3 to the Board of Supervisors, it reads as follows: "To demonstrate respect and be in alignment with best practice, create policies and mechanisms to provide financial compensation to participants with lived experience asked to engage in Board of Supervisor

activities including advisory boards, focus groups, and planning process." Jamie shared that some of this language is based on a new policy that the Contra Costa Health Department is drafting.

Motion
- State of Motion:
  - To approve the 2025 Work Plan and recommendations, with addition/correction from feedback obtained in this meeting and the recommendation for the Quarter 3 report to be submitted to the Board of Supervisors.
- Discussion:
  - None.
- Procedural Record
  - Motion made by: Deanne Pearn
  - Seconded by: Jazmin Ridley
  - AYES: Alejandra Chamberlain; Carolyn Foudy; Dani Jimenez; Deanne Pearn; Iman Novin; Jai De Lotto; Jazmin Ridley; Juno Hedrick; Nicole Green; Shawn Ray; Wayne Earl; Yahel Moreno
  - NOES: None
  - ABSTAINS: None
  - ABSENT: Gabriel Lemus; Hope Dixon; Leslie Gleason; Mia Fairbanks; Tony Ucciferri

2:40	**8. Announcements**	a. All

a. General Announcements:
- Alejandra Chamberlain distributed physical cards as a way to raise awareness of the Homeless Youth Awareness month as well as Homeless Awareness month.
- The County Office of Education is doing a sock donation drive. The goal this year is to collect 500 pairs, more than goal last year, as there's been an increase in homeless students by about 600. Pins were available to anyone who wanted to wear them to raise awareness.
- Melanie Erickson announced that the Department of Conservation and Development is working on the Community Development Block Grant (CDBG) funds emergency solutions grant and the State ESG funds for proposals that can be submitted from nonprofits, public agencies, and others serving county for public services, economic development, infrastructure, public facilities as well as homelessness services. More information can be found at this site. Additionally, the Home funding application will be due on December 5th at 5 pm. The link can be found here.
- The Bay Area Rescue Mission will be providing free Thanksgiving meals to the community from November 24th to 28th from 4 to 6 pm at 200 McDonald Avenue. They also will host their annual Turkey Giveaway for Thanksgiving on Tuesday, November 26th across the street at 123 McDonald Avenue from 9 -11 am. Interested community members can register here. Volunteers can also register at the same site.
- SHELTER, Inc. and East Bay Works will be hosting a job fair on November 15th from 10 am - 12 pm at America's Job center of California with many employers being present.

2:45	**9. Pin It**	a. Wayne Earl, *Chair and Faith Community Representative*

- The next COH meeting will be on December 5th, from 1:00 – 3:00pm at 1025 Escobar Street in Martinez.
- A list of upcoming meetings was shared and will also be sent via email.

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CONTRA COSTA COUNCIL ON HOMELESSNESS MEETING

Commonly Used Acronyms

Acronym	Definition
APR	Annual Performance Report (for HUD homeless programs)
BIPOC	Black and Indigenous People of Color
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
DCD	(Contra Costa County) Department of Conservation and Development
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/NOFO	Notice of Funding Availability/ Notice of Funding Opportunity
PHA	Public Housing Authority
PUI	Persons Under Investigation
PWLE	People With Lived Experience of Homelessness
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 18-24)
VA	Veterans Affairs (U.S. Department of)
VASH	Veterans Affairs Supportive Housing
VI-SPDAT	Vulnerability Index – Service Prioritization Decision Assistance Tool

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CONTRA COSTA COUNCIL ON HOMELESSNESS STAFF REPORT

Report for the December 5, 2024 Council on Homelessness Meeting

INTRODUCTION

The Council on Homelessness staff report is to inform the Contra Costa Council on Homelessness of the status of projects happening within the Continuum of Care. The report was created to create space on Council on Homelessness meeting agendas for discussion on important issues, to share more information in a digestible format, to make it easier for Council on Homelessness members to review and track ongoing content, and to increase transparency about the work happening within the Continuum of Care. The Council on Homelessness guides the content included in the staff report.

PROJECTS

Project: Concord Naval Weapons Station (CNWS) and Homeless Collaborative
There are no updates at this time.

Technical Assistance (TA) Updates:
There are no updates at this time.

COMMITTEES

Funding Committee
- The purpose of the Funding Committee is to direct the community input process for several time-sensitive federal and state funding streams. The work of the Continuum of Care/Emergency Solutions Grant (CoC/ESG) Committee, namely updating materials and prepare for the annual Continuum of Care Notice of Funding Opportunity (CoC NOFO) competition, will now take place within the Funding Committee.
- There are no scheduled meetings for the remainder of 2024.

Governance Committee

- The purpose of the Governance Committee is to review and revise the [Governance Charter and Bylaws](#) to increase efficiency and impact in the Council on Homelessness. The Governance Committee Work Group met in March to discuss recommended revisions to the council bylaws.
- This ad hoc committee and work group convened monthly from February to March 2024 on the following dates. Recommended revisions to the Council on Homelessness Bylaws and Governance Charter were developed and were reviewed by County Counsel. The Council on Homelessness for reviewed and approved the revisions at the June meeting. The Family and Human Services Committee of the Board of Supervisors approved the proposed changes at their September 23, 2024 meeting and the changes were approved by the County Board of Supervisors on their consent calendar on October 8, 2024.

Nominating Committee

- The Nominating Panel met two times in October to score and select candidates for the open Council on Homelessness seats in 2025. The Council on Homelessness approved the candidates recommended by the Nominating Panel at the November 7 meeting.
- There are no scheduled meetings moving forward. The committee will be convened again in mid-2025.

Oversight Committee

- The purpose of the Oversight Committee is to review and assess the development, implementation, and improvement of: CoC, Coordinated Entry System, HMIS database, and System Outcomes.
- The next and final Oversight Committee Working Group will be VIRTUAL ONLY via Zoom, on December 19th, 11:30am - 1:30pm. [Please use this link to register](#).
- Important highlights from the October Committee Meeting are the following:
  - Coordinated Entry Policies & Procedures revisions were approved and recommended for approval to the CoH
  - Written Standards revisions were approved and recommended for approval to the CoH

Plan to Accelerate Transformative Housing Innovations Committee

- In November 2024, the PATH Innovations Committee held a working group meeting. The group reviewed the unsheltered data dashboard, including prevention and Rapid Exit program data and Sherriff's Office eviction data from July to September 2024. The group received an update of work accomplished during 2024, including data improvements, community coordination, monitoring prevention and Rapid Exit programs, and monitoring resources to help reduce unsheltered homelessness. The group reviewed and provided feedback the draft 2025 PATH Innovations Committee workplan. The group received a presentation on the strategies utilized in and successes of CORE Mobile Outreach programs.

Reporting to Board of Supervisors
- On October 8, 2024, because there was no August FHS meeting, the Board of Supervisors approved 1) the proposed bylaws changes; 2) the Quarter 2 COH report; 3) Changes to Expiration Dates for 3 seats (moving expiration dates for Dani Jimenez, Jazmin Ridley and Yahel Moreno from 12/31/24 to 12/31/25); and 4) the 2023 CoC Annual Report.
- At the November 25, 2024 FHS Committee meeting, the FHS voted to 1) Approve recommended candidates for eight (8) Council on Homelessness seats opening at the end of the year 2) extend the expiration date for the Federal Homeless and Housing Funding Administrator Representative seat currently held by Gabriel Lemus from the Contra Costa Department of Conservation and Development from 12/31/24 to 12/31/25 and 3) receive the Quarter 3 report from the Council on Homelessness. The items will be forwarded to the full BOS at their 12/17/24 meeting for final approval.
- At the November 25, 2024 FHS Committee meeting, H3 and Healthcare for the Homeless presented an annual report on homelessness to the Committee. They will be asked to provide a similar presentation to the full Board of Supervisors in early 2025.

File #: 24-4189   **Agenda Date:** 12/5/2024   **Agenda #:** 5.

Advisory Board: Contra Costa Council on Homelessness
Subject: Equity Committee: APPROVE 2025 Equity Committee work plan as recommended by the Equity Committee
Presenter: Jaime Jenett, H3
Contact: Jaime Jenett, Staff to the Council on Homelessness

Information: Equity Committee met on 11/21/24 and voted to recommend 2025 Equity Work Plan

Referral History and Update:

Recommendation(s)/Next Step(s): Approve 2025 Equity Work Plan

Equity Committee Overview

Increase awareness, community dialogue, and lead concrete actions to achieve equity throughout the homeless system of care

Annual Priorities	Audience	Goals and Activities			
		Q1: Jan - Mar	**Q2: Apr - Jun**	**Q3: Jul - Sep**	**Q4: Oct - Dec**
1. Monitor metrics related to equity in the CoC 2. Provide input to CoC policies and procedures 3. Learn about topics and programs impacting equity in homelessness response program 4. Develop equity dashboard 5. Leverage partnerships to increase participation in Equity Committee, particularly PWLE 6. Develop projects and recommend priorities within CoC to address root causes of racial disparities in homeless system of care	1. Providers in the Homelessness Response System 2. Stakeholders interested in increasing equity in the homelessness response system 3. People experiencing homelessness or at risk of homelessness 4. BIPOC, LGBTQIA+, and other marginalized communities interested in increasing equity in CoC	Goals: Orient new members; provide input on CoC projects, review/edit work plan Committee Activities: - Provide input on new funding opportunities - Provide input on Governance Committee revision of CoH bylaws Workgroup Activities: - Begin development of Equity Dashboard - Monitor/advise on CoC participant satisfaction survey and VI-SPDAT replacement - Meet with 1-2 stakeholders to hear about learn about equity topics impacting homelessness	Goals: provide input on Bylaws, input on Annual Report themes Committee Activities: - Provide input on Governance Committee revision of CoH bylaws - Provide input on CoC Annual Report themes - Receive YYA update Workgroup Activities: - Meet with 1-2 stakeholders to hear about learn about equity topics impacting homelessnesss - Review equity data dashboard - Review PIT Count insights	Goals: Review equity data and unsheltered data dashboard, provide input on Nomination process Committee Activities: - Provide input on Nominating Committee revision of recruitment materials and process - Review unsheltered data dashboard - Review equity data dashboard Workgroup Activities: - Meet with 1-2 stakeholders to learn about equity topics impacting homelessnesss - Review Annual Report insights - Receive update on training process for rolling out new Housing Assessment tool	Goals: Review efforts over the past year; Adopt priorities and workplan for 2026 Committee Activities: - Review unsheltered data dashboard - Review and adopt 2026 Workplan - Provide input to PIT Committee on methodology Workgroup Activities: - Review goals and priorities and develop 2026 workplan - Review progress on activities and goals over the past year

Scratch Pad	Accountability Corner	
• Have each Committee set Equity goals that the Equity committee monitors • Possibly monitor our engagement of and compensation of PWLE • Develop a Powerpoint presentation about the issues impacting equity in the homeless response program and present to other COH committees	**January - March Update** 1. What goals/milestones were accomplished? 2. What new needs were identified?	**April - June Update** 1. What goals/milestones were accomplished? 2. What new needs were identified?
Reference Round Up **SMARTIE Goals**: https://www.managementcenter.org/resources/smartie-goals-worksheet/ **Previous Agendas and minutes**: https://www.contracosta.ca.gov/AgendaCenter	**July - September Update** 1. What goals/milestones were accomplished? 2. What new needs were identified?	**October - December Update** 1. What goals/milestones were accomplished? 2. What new needs were identified?

File #: 24-4190   **Agenda Date:** 12/5/2024   **Agenda #:** 8.

Advisory Board: Contra Costa Council on Homelessness
Subject: Board of Supervisors' Advisory Board Reports
Presenter: Jaime Jenett, Staff to the Council on Homelessness
Contact: Jaime Jenett, Staff to the Council on Homelessness

Information: Staff delivered 2 reports to the Board of Supervisors: 1) Triennial Sunset Review of Appointed Boards, Committees, & Commissions Phase II and 2) Advisory Body Annual Report

Referral History and Update:
The COH is required to submit the Triennial Sunset report to the BOS every year. The Advisory Body Annual Report is due every year.   Staff submits these reports on behalf of the Council on Homelessness

Recommendation(s)/Next Step(s): No action is required.

Contra Costa County Board of Supervisors

Triennial Sunset Review of Appointed Boards, Committees, & Commissions

Phase II

INTRODUCTION

Contra Costa County is governed by a five-member Board of Supervisors elected by the citizens of our county. The work of the Board of Supervisors is augmented by various boards, committees, and commissions that are comprised of residents who are appointed by the Board of Supervisors. These appointed bodies are formed to provide support and citizen input by making recommendations to the Board of Supervisors on various issues such as service delivery problems or community needs. County advisory bodies are created in response to specific community needs or as a result of state and federal legislation or contractual agreements with other public agencies. These bodies serve as direct links between the Board of Supervisors and our community while expanding communication between the public and County government and enhancing the quality of life for our residents.

SUMMARY OF THE TRIENNIAL SUNSET REVIEW PROCESS

The Contra Costa County Board of Supervisors adopted Resolution No. 2012/261 on June 26, 2012, establishing a "triennial sunset review process" for most county advisory bodies whose members are appointed by the Board of Supervisors. Each year the Clerk of the Board schedules one-third of these bodies for review by the County Administrator's Office and the Internal Operations Committee of the Board of Supervisors.

The purpose of the Triennial Sunset Review is to provide the Board of Supervisors with a method to periodically evaluate the purpose, performance, and effectiveness of advisory bodies. For additional information about the review procedure, please refer to Resolution 2012/261 and the Advisory Body Handbook.

INSTRUCTIONS

Phase II of the Triennial Review will cover the years 2021, 2022, and 2023. Please complete all three parts of the attached survey, including Part I: Questions,

Part II: Materials, and Part III: Signatures & Certification.

Completed surveys are due to the Clerk of the Board by <mark>Friday, November 29, 2024</mark>. You can submit your completed materials to Lauren Hull, Senior Management Analyst for the Clerk of the Board by *either* e-mail or hardcopy mail.

E-mail: Lauren.Hull@cob.cccounty.us

Mail: Contra Costa County Clerk of the Board
             Attn: Lauren Hull, Senior Management Analyst

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1025 Escobar Street, 1st Floor
Martinez, CA 94553

Should you have any questions, please contact Lauren Hull at the above e-mail address or at (925) 655-2007.

Part I: Questions

STAFFING & CONTACT INFORMATION

Name of Advisory or Independent Body: Contra Costa Council on Homelessness

Name of Person Completing the Triennial Review Survey: Jaime Jenett

Chairperson Name: Wayne Earl

Main Staff Person Name: Jaime Jenett

Staff Agency/Department: CCH: Health, Housing and Homeless Services

Main Staff Telephone Number: 925-608-6700

Main Staff Email: cchomelesscouncil@cchealth.org

Website (enter "N/A" if the body does not have a website): https://www.cchealth.org/about-contra-costa-health/leadership/commissions-advisory-groups/council-on-homelessness

How many staff members provide support for this body? 1 FTE dedicated staff with support from 4 FTE and contracted technical assistance providers

On average, how many total hours per week of staff support does this body utilize? 5

MEMBERSHIP

1. **How many authorized, voting seats are on the body?** 19

2. **How many authorized, voting seats are currently filled?** 19

3. **Does the body have a sufficient number of members to achieve its mission?**

   ☒Yes
   ☐No

   > **If "No", do you recommend an adjustment to the number of seats (an increase, decrease, or other restructuring)?**
   > *Click or tap here to enter text.*

4. **Does the body have a sufficient composition of members/types of seats to achieve its mission?**

   ☒Yes
   ☐No

If "No", please indicate which seats you would modify and why.
Click or tap here to enter text.

5. **Has the body experienced any membership challenges (i.e. high vacancy rates, trouble filling seats, high member turnover, difficulty meeting quorum, or issues with recruitment and retention)?**

☒Yes
☐No

If "Yes", please describe the membership challenges experienced.
The in person requirement under the Brown Act creates a hardship for our member, particularly those in the Lived Experience, Community Members and Youth Representative seats because they typically are participating on their own time, versus through a job. Travel can add up to 2 hours to the time needed to fulfill their attendance requirements.

6. **Are there special qualifications, requirements, or prerequisites for members to serve on the body?**

☒Yes
☐No

If "Yes", please explain whether the requirements are important and necessary, or describe any issues where these requirements have limited recruitment of potential candidates.
It depends on the seat, as our Council seats are composed by sector represented, not by geography. We have 3 seats that require a lived experience of homelessness

MEETINGS

1. **How many "full body" meetings were scheduled during the last 36 months?** 36

2. **How many "full body" meetings were cancelled during the last 36 months?** 0

3. **How many "full body" meetings were cancelled during the last 36 months** *specifically due to a lack of quorum*? 0

4. **How many subcommittees does the body have and how frequently do they meet?**
There are 9 committees. Some meet monthly, some are Ad Hoc.

5. **How many times did members attend meetings remotely for "just cause" in the past year?** 22
6. **How many times did members attend meetings remotely for "emergency circumstances" in the past year?** 2

7. **Aside from being in person, how can members of the public view meetings and provide public comment?**

☐N/A (i.e. attending in person is the only option)
☒Via both phone and an online platform
☐Via phone only

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☐Via an online platform only

COMMUNITY INFORMATION, OUTREACH, & MEETING NOTICES

1. **How does the body engage stakeholders and the general public on issues and programs within the body's area of responsibility?** *The advisory body engages stakeholders and the general public through well-advertised, regular public convenings. We have a mailing list of over 2,700 people and a number of the COH's activities necessitate and encourage broad public participation, such community forums to determine funding priorities, Homelessness Awareness Month activities and the annual Point-in-Time Count of homeless persons in the geographic area. We also have further refined mailing lists so that people can select updates and information about topics of specific interest.*

2. **How are stakeholder and public input incorporated into the body's mission and objectives?** *We have developed a listserv of over 2,700 contacts that we engage 2-4 times a month on upcoming advisory body meetings and sponsored activities where the public is encouraged to contribute thoughts and suggestions, which are documented in meeting minutes and incorporated into action planning following meetings. In addition, we do targeted outreach to key community contacts depending on the event or meeting*

3. **What outreach efforts are undertaken to encourage public participation in meetings and sponsored activities?** *When meetings moved online in early 2020 due to COVID, we saw an increase in meeting attendance and participation in discussions by members of the public. While we have had to move back to in person meetings for Advisory Board members, we now create online access for all our meetings. The Equity Committee developed an "Amplifier" list of people and agencies identified to work with Latinos at risk of homelessness and we have incorporated those contacts into our database. We also have begun providing nominal compensation for People With Lived Experience to participate in specific types of meetings where we especially need input from this population.*

4. **How far in advance of the meeting date does the body post its agenda?** *96 hours*

5. **Where are meeting notices (e.g., agendas & cancellation notices) posted? Please note all locations, both physical and electronic.** *2400 Bisso Lane, Suite D2, Concord. Also Legistar.*

6. **How are meeting agendas currently created, as of the date of this survey?**
   ☒ Legistar
   ☐ Microsoft Word
   ☐ Other Application (please specify): *Click or tap here to enter text.*

7. **What information is regularly presented to the body's members to keep them informed of the body's performance?** *Updates on committee meetings, work groups and other CoC meetings that have occurred since the last Council on Homelessness meeting are included in every Council meeting, either via a staff*

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report or verbal report out, so that Council members can stay up to date on progress happening in committees and with providers. In 2021, the Council, with support from staff, began submitting quarterly reports to the Board of Supervisors and those reports are presented to the Council quarterly. In addition, a Continuum of Care annual report, a homeless Point in Time count report and the results of the HUD NOFO process survey are presented to the Council every year. W also

MISSION & PURPOSE

1. **Is this body or its activities mandated by state or federal law or regulations?**
   ☒Yes
   ☐No
   If "Yes", please provide the citation to the applicable law. *The HUD CoC Program requires homeless Continuums of Care to have an Advisory Board: 24 CFR 578.(a)(3)*

2. **What is the <u>original</u> purpose and responsibility of the body, as prescribed in its establishing documents?** *The Contra Costa Council on Homelessness, appointed by the Board of Supervisors, provides advice and input on the operations of homeless services, program operations, and program development efforts in Contra Costa County. Further, the Council on Homelessness establishes the local process for applying, reviewing and prioritizing project applications for funding in HUD Homeless Assistance Grant Competitions, including the Continuum of Care (CoC) Program and the Emergency Solutions Grant (ESG) Program. The Contra Costa Council on Homelessness provides a forum for the Continuum of Care to communicate about the implementation of strategies to prevent and end homelessness. The purpose of the forum is to educate the community on homeless issues, and advocate on federal, state, county and city policy issues that affect people who are homeless or at-risk of homelessness.*

3. **Have there been major changes to the body's responsibility (such as changes in legal mandates or in the major activities that it has undertaken)?**
   ☐Yes
   ☒No
   > **If "Yes", please describe these changes.** *Click or tap here to enter text.*

4. **Are the body's bylaws reflective of the body's current mission, purpose, and focus?**
   ☒Yes
   ☐No
   ☐N/A - body does not currently have bylaws
   > **If "No", please describe how the body's current mission, purpose, or focus differ from the existing bylaws.**
   > *Click or tap here to enter text.*

5. **Do you recommend changes to the body's mission, purpose, or focus?**
   ☐Yes
   ☒No
   > **If "Yes", please explain the changes you would suggest and why.**
   > *Click or tap here to enter text.*

6. **What target population or priority communities are served by the body?** *People in Contra Costa at risk of or experiencing homelessness.*

7. **List activities, services, programs, and/or special projects the body delivers to achieve its current mission.** *Committees and subcommittees engage in regular and ongoing activities in service of the advisory body's mission. Current ongoing committees include the Equity Committee, HMIS Policy Committee, Oversight Committee, PATH (Plan for Accelerating Transformative Housing) Innovations Committee, in addition to ad hoc committees. The Council on Homelessness also engages in the following regular activities: preparation and oversight of the community application for HUD CoC Program funds, design and operation for administration of ESG funds, the annual Point-in-Time count of homeless persons in the geographic area, regular management and maintenance of a Homeless Management Information System, ongoing data analysis and performance evaluation, and coordination with the Healthcare for the Homeless initiative.*

BUDGET

1. **Does the body have an annual operating budget?**
   ☒Yes
   ☐No

2. **Does the body collaborate with any private organization (<u>not</u> the county or an associated governmental agency) that provides, holds, and/or disburses funds on behalf of the body, such as a "Friends" committee or other organization?**
   ☒Yes
   ☐No

   If "Yes", please list the organization. *County staff and consultants support the work of the Continuum of Care that is governed by the Council on Homelessness/Advisory Board, including the submission of the annual application to HUD for the CoC and compensation of people with lived experience of homelessness who support the work of the CoC. Contra Costa Health works with contractors Heluna Health and Homebase to support these activities.*

CHALLENGES

1. **Are there any additional challenges or problems that the body has been unable to resolve or wishes to bring to the attention of County Administration and/or the Board of Supervisors?**
   ☒Yes
   ☐No

   If "Yes", please provide a description of the challenge or concern. *While funds coming from the state and federal government sustain the activities of the Council on Homelessness and Continuum of Care, many of these funding sources are offered as one-time sources. Our community continues to lack ongoing sources of funding, particularly for the crisis response services, which inhibits the development of homelessness prevention services,*

emergency shelter, and interim housing as well as permanent housing resources like Permanent Supportive Housing. The CoC shares the County's commitment to the Regional Action Plan and increasing prevention, interim, and permanent housing interventions. The most significant need is for Permanent Supportive Housing (PSH), an intensive housing intervention designed to provide housing with ongoing case management and rental support for people who are chronically homeless and disabled. This housing is the primary resource for the most vulnerable households and requires ongoing funding to be successful.

If "Yes", please also list who is affected by this challenge or problem.
All people experiencing homelessness as well as staff.

If "Yes", please also list what changes or other recommendations the committee has considered in response.
The Council and the CoC have focused resources and attention on identifying and reducing inequities in the homeless system of care in Contra Costa. As part of this an Equity Committee was formed in 2023 to increase awareness, community dialogue, and lead concrete actions to achieve equity throughout the homeless system of care.

ACCOMPLISHMENTS & IMPACT

1. **Describe the specific impact of the work of the body and its work in achieving its mission.** *Over the past 3 years, the Contra Costa Continuum of Care has seen a 52% increase in housing and essential services provided to individuals in the community, with over 14,000 individuals served in calendar year 2023. The Contra Costa Continuum of Care, with input and guidance, from the Council on Homelessness has secured additional funding from the US Department of Housing and Urban Development to expanded services and the number of people served each year. In the past three years, Contra Costa has expanded CORE outreach from fourteen (14) to twenty-two (22) teams, added and expanded rapid rehousing, prevention and diversion services, added pet facilities to 3 shelters, and added much needed permanent supportive housing units in San Pablo with El Portal Place.*

2. **Describe any effects the body has had on the target population or community.** *In the past three years, the Council added a second Lived Experience Advisor seat and focused on engaging People With Lived Experience in as many policy and decision making opportunities as possible. In addition, a Youth Advisory Board (YAB) was formed in 2024 to help support building out a stronger system response for Youth and Young Adults experiencing homelessness in Contra Costa*

3. **Optional: Describe any additional comments on the effectiveness of the accomplishments and impact of the body.** You may use this space to share additional comments about the work of the body, its effectiveness, the services it provides, or any other related achievements.*Click or tap here to enter text.*

Part II: Materials

Please attach or provide links to the following materials.

➢ <u>Agendas</u> from the most recent past 5 meetings:

☐Attached; *or*

☒Link: **11/7/24:** https://contra-costa.legistar.com/View.ashx?M=A&ID=1234857&GUID=5B02F81E-B56C-4222-AF6E-CAB34DE4E053; **10/3/24: https://contra-costa.legistar.com/View.ashx?M=A&ID=1230506&GUID=2A484C2E-57BF-4C53-8488-50934F170683; 09/05/24: https://www.contracosta.ca.gov/AgendaCenter/ViewFile/Agenda/_09052024-6422; 08/01/24: https://www.contracosta.ca.gov/AgendaCenter/ViewFile/Agenda/_08012024-6362; 07/11/24: https://www.contracosta.ca.gov/AgendaCenter/ViewFile/Agenda/_07112024-6324**

➢ <u>Minutes</u> (or records of action) from the most recent past 5 meetings:

☐ Attached; *or*

☒ Link : *Click or tap here to enter text.*

10/3/24: https://contra-costa.legistar.com/View.ashx?M=F&ID=13523436&GUID=D0417B53-4F51-48B2-9BDB-92F73608CC89

09/05/24: https://contra-costa.legistar.com/View.ashx?M=PA&ID=1230506&GUID=2A484C2E-57BF-4C53-8488-50934F170683

08/01/24: https://www.contracosta.ca.gov/AgendaCenter/ViewFile/Minutes/_08012024-6362

07/11/24: https://www.contracosta.ca.gov/AgendaCenter/ViewFile/Minutes/_07112024-6324

06/06/24: https://www.contracosta.ca.gov/AgendaCenter/ViewFile/Minutes/_07112024-6324

➢ <u>Bylaws</u> currently in effect:

☐ This body does not have bylaws; *or*

☐ Attached; *or*

☐ Link:

https://www.cchealth.org/home/showpublisheddocument/30906/638639833290070000

➢ <u>Annual Reports</u> for years 2021, 2022, and 2023 if available, as submitted to the Board of Supervisors:

☐ There are no annual reports for the years 2020-2022; *or*
☒ Attached; *or*
☐ Link: *Click or tap here to enter text.*

Part III: Signatures & Certification

Please print, handwrite, and sign this section after reading the certification below:

I certify that I have reviewed this survey and believe that our board, committee, or commission's (body's) responses to the Triennial Review Phase II survey are complete and accurate.

Name of Board, Committee, or Commission (body) Chairperson: _____

Signature of Chairperson: _____

Date: _____

Name of Board, Committee, or Commission (body) Staff Person: _____

Signature of Staff Person: _____

Date: _____

Please direct completed surveys and any questions to:

Lauren Hull, Senior Management Analyst for the Clerk of the Board
Lauren.Hull@cob.cccounty.us
(925) 655-2007

Thank you for your time and cooperation!