



## AGENDA

### CONTRA COSTA COUNTY Contra Costa Council on Homelessness

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**Monday, August 4, 2025**

**10:00 AM**

**Virtual Only:**

<https://homebaseccc.zoom.us/j/81253062>

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#### **Nominating Committee**

Nominating Committee 8.4.25 Agenda and Slide Deck

[25-3062](#)

**Attachments:** [8.4.25 Nominating Cmte Agenda](#)  
[8.4.25 Nominating Cmte Slides](#)

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. Purpose of the Committee & Proposed Timeline

Homebase

4. Review of the Council on Homelessness Recruitment Process & Application Materials [25-3063](#)

**Attachments:** [Annotated County Board App](#)  
[COH Board Recruitment FAQ 2024](#)  
[CoH Supplemental App Questions 2024](#)  
[FINAL Nominating Panel Scoring Sheet 2024](#)

Homebase

5. Working Toward Representative Diversity on the Council on Homelessness

Homebase

6. Making the Process Better for Applicants and Panelists

Homebase

7. Review Recommendations

Homebase

8. Marketing Materials & Recruitment

Homebase

9. Adjourn

The next meeting is currently scheduled for 8/18 from 10 - Noon at McMorrow Training Room, 2120 Diamond Blvd, Concord or [https://homebaseccc.zoom.us/meeting/register/ZbrVuqBFQeyMFYq86l\\_K4g](https://homebaseccc.zoom.us/meeting/register/ZbrVuqBFQeyMFYq86l_K4g).

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, D2, Concord during normal business hours. Staff reports related to items on the agenda are also accessible online at [www.contracosta.ca.gov](http://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](mailto:contracostacoc@cchealth.org)



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 25-3062

**Agenda Date:** 8/4/2025

**Agenda #:**

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Advisory Board: Contra Costa Council on Homelessness

Subject: Nominating Committee 8.4.25 Agenda and Slide Deck

Presenter:

Contact:

Information:

Referral History and Update:

Recommendation(s)/Next Step(s):



# CONTRA COSTA COUNCIL ON HOMELESSNESS NOMINATING COMMITTEE MEETING

## AGENDA

**Monday, August 4, 2025, 10:00AM – 12:00PM  
[VIRTUAL]**

### *MEETING PURPOSE:*

The purpose of the Nominating Committee is to review and assess the annual Council on Homelessness Nomination process.

### *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/ZbrVuqBFQeyMFYq86l\\_K4g](https://homebaseccc.zoom.us/meeting/register/ZbrVuqBFQeyMFYq86l_K4g)

| TIME                      | AGENDA ITEM  | PRESENTERS |
|---------------------------|--|------------|
| 10 minutes<br>(end 10:10) | <b>Welcome &amp; Roll Call</b><br>Introductions and roll call of Nominating Committee.   | - Homebase |
| 5 minutes<br>(end 10:15)  | <b>Public Comment</b><br>Time for comments from the public.  | - Homebase |
| 10 minutes<br>(end 10:25) | <b>Purpose of the Committee &amp; Proposed Timeline</b><br>We will review the purpose of the committee and proposed timeline.<br><br>Mentimeter – committee members will provide insight on their experience applying for the Council on Homelessness  | - Homebase |
| 10 minutes<br>(end 10:35) | <b>Review of the Council on Homelessness Recruitment Process &amp; Application Materials</b><br>We will review the Council on Homelessness recruitment process, including a discussion of key deadlines, application materials, and seat vacancies.  | - Homebase |
| 10 minutes<br>(end 10:45) | <b>Working Toward Representative Diversity on the Council on Homelessness</b><br><br>All community members are welcome to apply for vacant seats on the CoH for which they are eligible. In recent years, the CoH has attempted to create a more balanced CoH, including more representative racial/ethnic diversity and lived experience. We will | - Homebase |



## CONTRA COSTA COUNCIL ON HOMELESSNESS **NOMINATING COMMITTEE MEETING**

|                           |   |                    |
|---------------------------|---|--------------------|
|                           | demographic data to see where there is opportunity to increase diversity.   |                    |
| 45 minutes<br>(end 11:30) | <b>Making the Process Better for Applicants and Panelists</b><br>Based on feedback collected from the Nominating Panel in 2024, Homebase and H3 recommend the following changes to improve the process for applicants and panelists: <ul style="list-style-type: none"> <li>• Make supplemental questions 2, 4, 5, and 7 more readable and accessible</li> <li>• Improve scoring guidance for supplemental question 4</li> <li>• Convert supplemental question 8 (availability for meetings) into a threshold question (not scored)</li> <li>• No longer score 3 county application questions (interest, qualification, and volunteer) but add an "interest" question in supplemental application</li> <li>• Provide an opportunity for incumbent candidates who meet an attendance and participation standard to receive extra points</li> </ul> | - Homebase         |
| 15 minutes<br>(end 11:45) | <b>Review Recommendations</b><br>At this point, we will clarify what the committee wants to revise regarding the application materials and process.<br><br>We will identify what recommendations need to be discussed further at the Nominating Committee meeting scheduled in-person on 8/18.  | - Homebase         |
| 10 minutes<br>(end 11:55) | <b>Marketing Materials &amp; Recruitment</b><br>A brief overview of marketing and recruitment process will be provided, including: <ul style="list-style-type: none"> <li>• Vacant seat descriptions</li> <li>• Email language for applicants</li> <li>• Office hours</li> <li>• Translation</li> </ul>   | - Jaime Jenett, H3 |
|                           | <b>Adjourn</b><br>Close meeting   |                    |

*HOW TO PROVIDE PUBLIC COMMENT:*



## CONTRA COSTA COUNCIL ON HOMELESSNESS NOMINATING COMMITTEE MEETING

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@ccealth.org](mailto:contracostacoc@ccealth.org) or call 925-608-6700. Public comments may also be submitted before the meeting by email at [contracostacoc@ccealth.org](mailto:contracostacoc@ccealth.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.

| 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. |
| CES                     | Coordinated Entry System   |
| 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)   |



# CONTRA COSTA COUNCIL ON HOMELESSNESS NOMINATING COMMITTEE MEETING

|          |   |
|----------|---|
| 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 COH on 8.3.23)

| Term                        | Definition   |
|-----------------------------|--|
| <b>Individual Racism</b>    | A person's beliefs and actions that serve to perpetuate racial oppression. This can be conscious and unconscious. This may be externalized or internalized   |
| <b>Institutional Racism</b> | 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.                                      |
| <b>Interpersonal Racism</b> | The interactions between people - both within and across racial groups   |
| <b>Microaggressions</b>     | Brief, everyday exchanges that send denigrating messages to certain individuals because of their group membership  |
| <b>Race</b>                 | 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. |
| <b>Race Equity Lens</b>     | 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.   |



# CONTRA COSTA COUNCIL ON HOMELESSNESS NOMINATING COMMITTEE MEETING

|                          |  |
|--------------------------|--|
| <b>Racial Bias</b>       | Implicit and/or explicit bias that reinforces discriminatory attitudes and behaviors when interacting with people or situations  |
| <b>Racial Equity</b>     | 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.  |
| <b>Racism</b>            | A system of institutional, systemic oppression, and practices of individuals and society that shape cultural beliefs and values that support racist policies and practices.  |
| <b>Structural Racism</b> | 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.   |
| <b>Systemic Racism</b>   | 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 |
| <b>White Fragility</b>   | 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.  |



## NOMINATING COMMITTEE MEETING

Monday, August 4, 2025

10:00am – 12:00pm

# WELCOME

*Homebase*

***Purpose of Meeting:*** Review and recommend revisions to the 2025 Council on Homelessness Nomination Process and

# Agenda

1. Welcome, Roll Call
2. Public Comment
3. Discuss the Purpose of the Committee & Proposed Timeline
4. Review the CoH Recruitment Process & Application Materials
5. Working Towards Representative Diversity on the CoH
6. Recommendations for Improving the Application Materials & Scoring
7. Review Marketing Materials & Recruitment
8. **Adjourn – 12:00 PM**



Jaime Jenett, *Community Engagement Specialist*

Email: [contracostacoc@cchealth.org](mailto:contracostacoc@cchealth.org)



Mark Mora, *Senior Policy Analyst*

Riley Meve, *Policy Analyst*

Email: [contracosta@homebaseccc.org](mailto:contracosta@homebaseccc.org)

# HYBRID MEETING NORMS

*Homebase*

# 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

1. Masking is recommended but not required (masks are available)
2. Social distancing – red pen = please keep safe distance, black = ask first
3. Raise your hand (actual or virtual) before speaking
4. Say your name before speaking and try to speak as clearly as you can
5. Make and take space – consider your privilege and the other voices who are in and not in the room
6. Sign-in if you are in-person so we can track attendance
7. Maintain a safe and respectful environment, even when disagreeing
8. This meeting is being recorded
9. If in-person meeting is interrupted for an emergency, 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.

# WEBINAR VS MEETING FORMAT

- Due to Zoom Bombing, the virtual component of COH meetings have moved from Meeting to Webinar format.

## What's Different?

- Participants will join WITHOUT the ability to unmute or be seen on camera
- Host can give participants ability to unmute or be seen on camera as needed

## What's the Same?

- Participants can raise hand
- Participants can share in the chat

# NOMINATING COMMITTEE INTRODUCTION

**Name**

(example: Mark)

**Pronouns**

(example: he/him)

**Icebreaker**

What is your ideal weather?



# PUBLIC COMMENT

Presenter:

*Homebase*

Role of Nominating Committee Members:

Listen

Role of Community Members:

Provide a Public Comment (2 minute limit)

# HOW TO PROVIDE PUBLIC COMMENT

- In-person: stand where you are sitting when called upon.
- Via Zoom: indicate they wish to speak by using the “raise your hand” feature in the Zoom app.
- Calling in: indicate you 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](mailto:contracostacoc@cchealth.org) or call 925-608-6700.
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# PURPOSE OF COMMITTEE AND INSIGHT ON APPLYING

*Homebase*

# PURPOSE OF THE NOMINATING COMMITTEE

- The purpose of the Nominating Committee is to review and recommend improvements to the nominating process for CoH seat appointments that will expire at the end of the 2025 calendar year
  - The nominating process includes recruitment and application materials
- Once recommended changes are approved by the Council and applications are received, the Nominating Panel will review and recommend applicants for seats (in October)

# MENTIMETER

# When did you last apply for the Council on Homelessness?

0  
2021

0  
2020

# What words would you use to describe your application experience?

# REVIEW THE COH RECRUITMENT PROCESS AND APPLICATION MATERIALS

*Homebase*

# PROPOSED NOMINATING COMMITTEE TIMELINE

| Item                      | Date(s)       | Description   |
|---------------------------|---------------|---|
| <b>Committee Meeting</b>  | 8/4           | Identify recommended changes to recruitment process & application materials |
| <b>Committee Meeting</b>  | 8/18          | Finalize recommended changes to recruitment process & application materials |
| <b>CoH Meeting</b>        | 9/4           | Review and approve recommended changes, recruit for Nominating Panel        |
| <b>Recruit Applicants</b> | 9/4-9/25      | Includes office hours for applicants on week of 9/19                        |
| <b>Panel Orientation</b>  | Week of 9/29  | Panelists receive information on how to pre-score                           |
| <b>Panel Pre-Scoring</b>  | ~2 weeks      | Panelists will pre-score applications before meeting #1                     |
| <b>Panel Meeting #1</b>   | Week of 10/13 | Review of applications  |
| <b>Panel Meeting #2</b>   | Week of 10/20 | Finalize seat recommendations   |
| <b>CoH Meeting</b>        | 10/30         | Review and approve seat recommendations                                     |

# COH RECRUITMENT PROCESS

- **August 2025:** Refine Application Materials
- **September 2025:** Recruitment
- **October 2024:** Nominating Panel Selects Applicants
- **November 2025:** CoH/FHS Approval
- **December 2025:** Board of Supervisors Approval
- **January 2026:** New Council Members Start Term!

# COH OPEN SEATS FOR 2025

Behavioral Health

City Government

CoC/ESG Grantee

Community  
Member

Federal Homeless  
and Housing  
Funding Admin

Employment and  
Human Services  
(EHSD)

Faith Community

Public Housing  
Authority

Public Safety

Reentry Services

Youth

# COH APPLICATION MATERIALS

County Advisory Board Application

Council on Homelessness Supplemental Questions

Scoring Rubric

# WORKING TOWARDS REPRESENTATIVE DIVERSITY IN THE CoH

*Homebase*

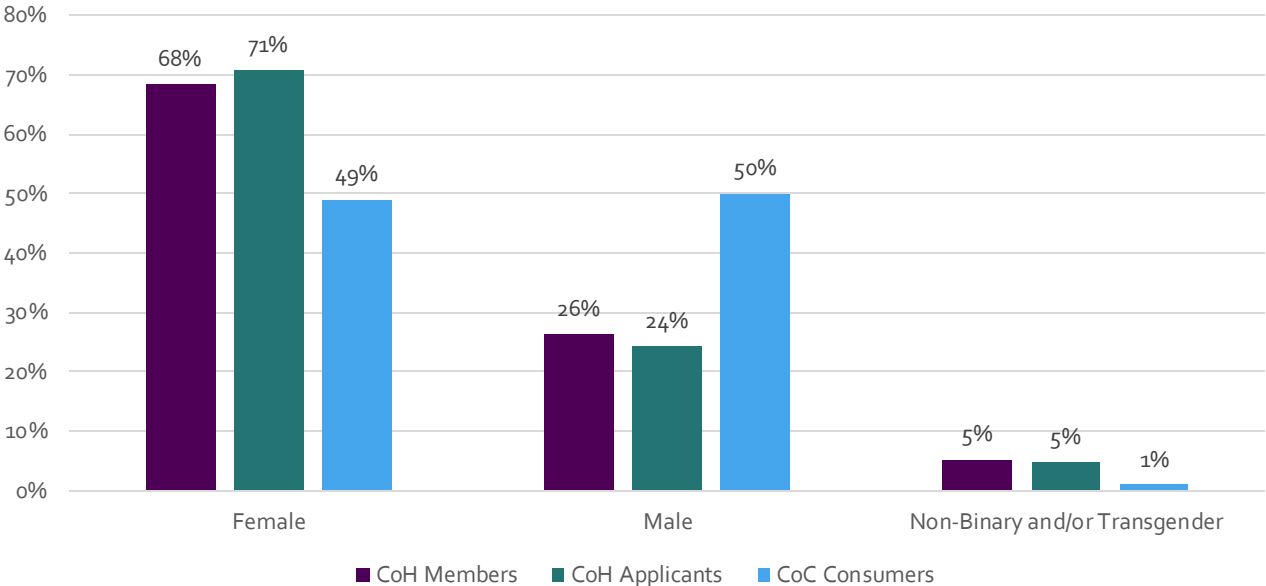
# COH DIVERSITY STATEMENT

The Council on Homelessness encourages all members of the community to apply for a seat on the Council.

The Council aims to include and engage a broad representation of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, as well as geographical representation within the County.

- Less men apply for and sit on CoH compared to men experiencing homelessness in Contra Costa County

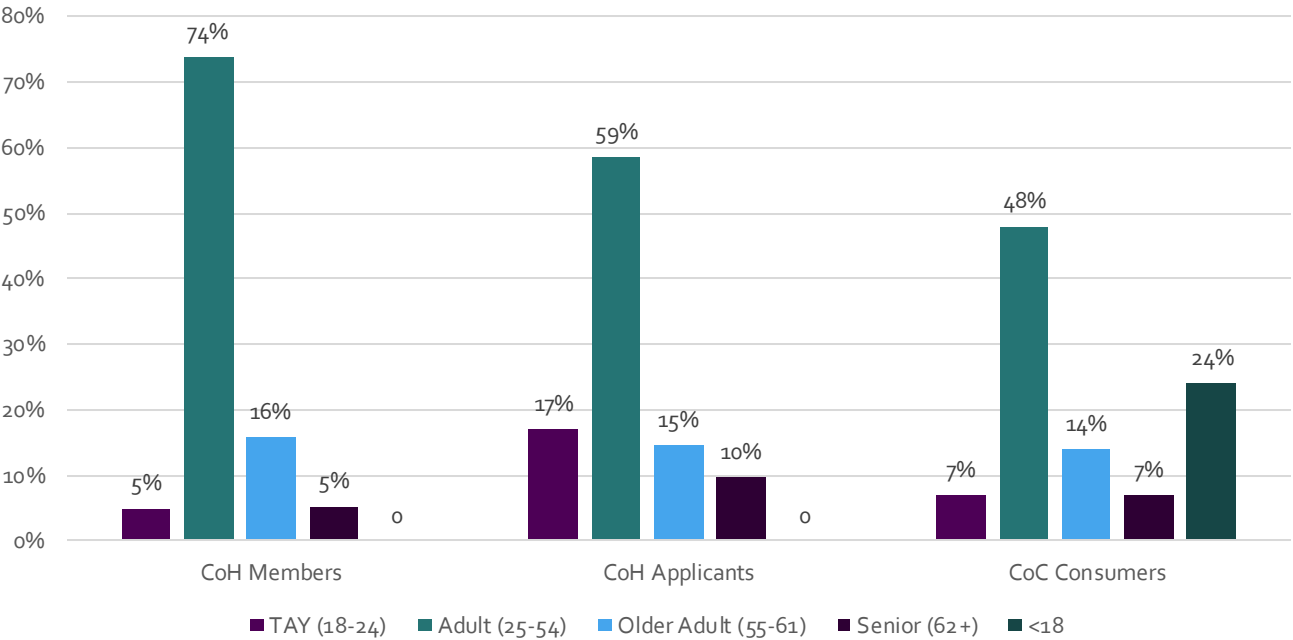
Gender Identity of 2025 CoH Members v. 2024 CoH Applicants v. 2023 CoC Consumers



# GENDER

- All TAY CoH applicants applied for the youth representative seat

Age of 2025 CoH Members v. 2024 CoH Applicants v. 2023 CoC Consumers

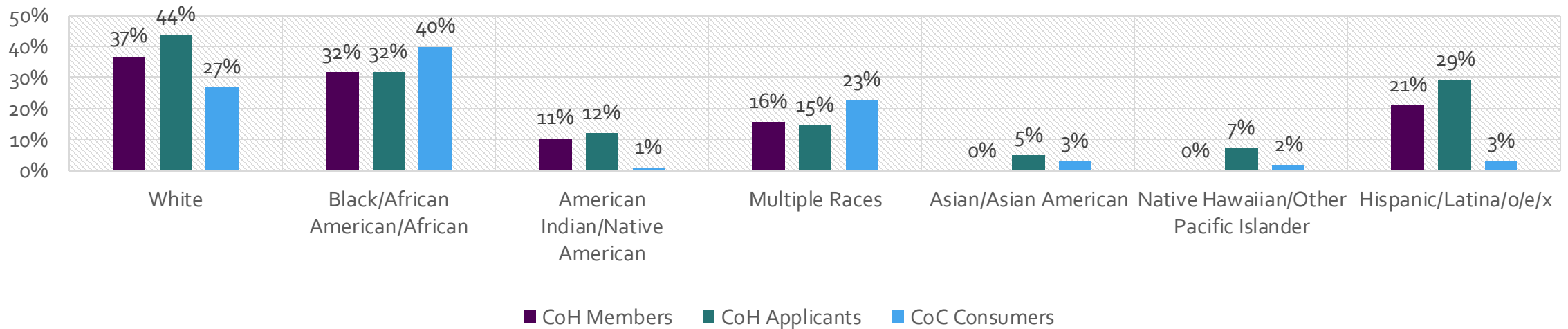


# AGE

# RACE AND ETHNICITY

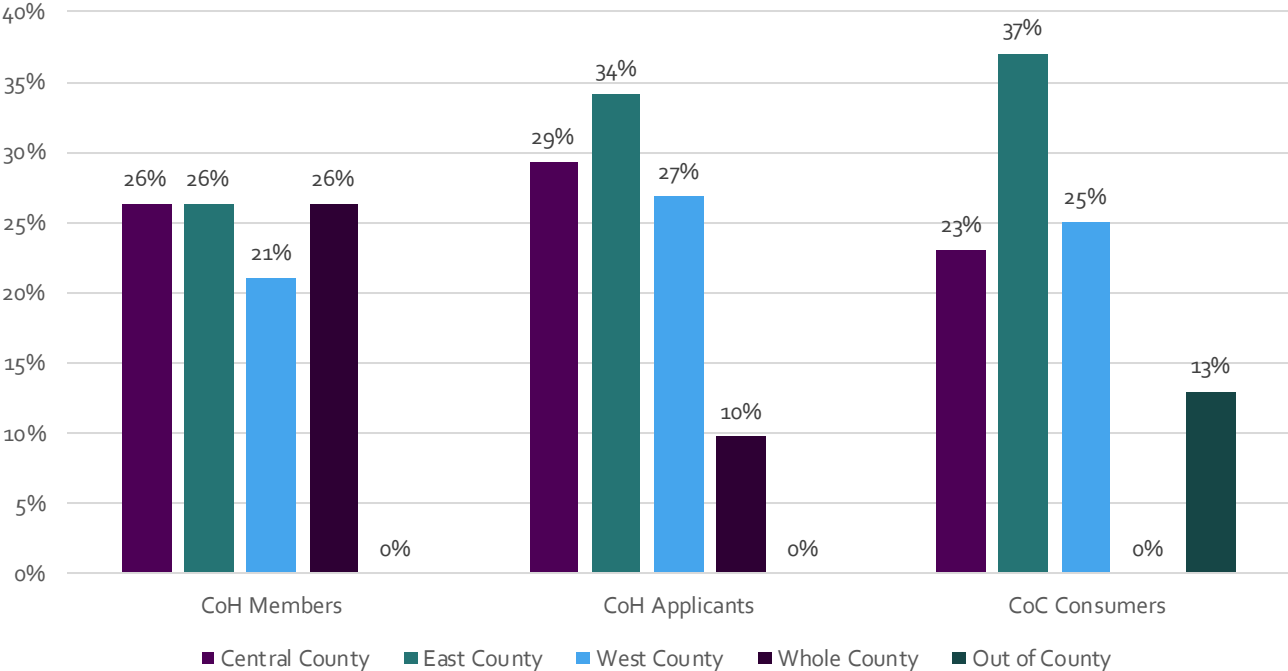
- CoC Consumer demographics captured differently, not allowed to select more than one race or ethnicity
- Opportunity to recruit and seat more BIPOC individuals

Race/Ethnicity of 2025 CoH Members v. 2024 CoH Applicants v. 2023 CoC Consumers



- Most CoC consumers lost housing in East County in 2023

Geographic Representation of 2025 CoH Members v. 2024 CoH Applicants v. 2023 CoC Consumers



# GEOGRAPHIC REPRESENTATION

# LIVED EXPERIENCE OF HOMELESSNESS

|  | 2025 CoH Members | 2024 CoH Applicants |
|--|------------------|---------------------|
| 2025 CoH members with current or previous lived experience of homelessness | 42%              | 64%                 |

# CONSIDERING DIVERSITY IN COH APPLICATION MATERIALS

- 12 points (out of 68 or 18%) are associated with lived experience of homelessness or connection to someone with lived experience of homelessness.
- 12 pts (18%) are associated with an applicant's commitment to equity and ensuring that all communities have equal access to services

# ENCOURAGING DIVERSITY IN COH RECRUITMENT PROCESS

- The Nominating Panel receives a short training on implicit bias during orientation.
- The diversity statement is included on the website and in all email communications.
- Recruitment is announced via email, website, and at several committee meetings.
- Recruitment through organizations and networks that serve and work with underrepresented groups on the CoH is important.
- Recruitment is open for at least 2 weeks (3 weeks this year).

# IMPROVING THE APPLICATION MATERIALS & SCORING

*Homebase*

# APPLICATION MATERIALS & SCORING PROCESS

## Recommendations (based on 2024 Feedback):

1

- Make supplemental questions 2, 4, 5, and 7 more readable and accessible

2

- Improve scoring guidance for supplemental question 4

3

- Convert supplemental question 8 (availability for meetings) into a threshold question (not scored)

4

- No longer score 3 county application questions (interest, qualification, and volunteer) but add an “interest” question in supplemental application

5

- Provide an opportunity for incumbent candidates who meet an attendance and participation standard to receive extra points

# RECOMMENDATION #1 RE: SUPPLEMENTAL QUESTION 2

- **Feedback from 2024:** Make application questions more readable and accessible to applicants, particularly those with lived experience of homelessness

- **Current Question 2**

- *"Please briefly describe any personal or professional skills, experiences, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like having insight because you received services in the county, comfort with public speaking, experience working with unhoused youth, community activism, etc."*



- **Proposed Revision**

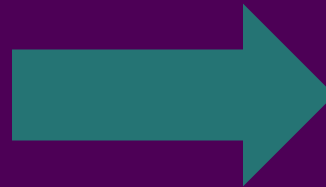
- *"Please briefly describe any personal or professional skills, experiences, volunteer work, or connections that you would bring to the Council on Homelessness. For example, you can talk about things like your experience getting services in the county, comfort with public speaking, experience working with unhoused youth, community activism, relationships with organizations, etc."*

# RECOMMENDATION #1 RE: SUPPLEMENTAL QUESTION 4

- **Feedback from 2024:** Make application questions more readable and accessible to applicants, particularly those with lived experience of homelessness

- **Current Question 4**

- “Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. From your personal experience, why do you think it’s important for all people have equal (or equitable) access to the service and help that they need?”



- **Proposed Revision**

- “Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain several reasons why certain groups might have a harder time accessing services than others. For example, services located mostly in urban areas can be more difficult for people living in rural areas to reach.”

# RECOMMENDATION #1 RE: SUPPLEMENTAL QUESTION 5

- **Feedback from 2024:** Make application questions more readable and accessible to applicants, particularly those with lived experience of homelessness

- **Current Question 5**

- *"Please share and explain two (2) ideas to help Contra Costa County better support unhoused people and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news."*



- **Proposed Revision**

- *"Please share and explain two (2) ideas to help Contra Costa County better support people who are unhoused and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news."*

# RECOMMENDATION #1 RE: SUPPLEMENTAL QUESTION 7

- **Feedback from 2024:** Make application questions more readable and accessible to applicants, particularly those with lived experience of homelessness

- **Current Question 7**

- *"The Council is committed to the Housing First approach (meaning no barriers or requirements as a prerequisite to housing, including sobriety, religious affiliation, or other structure not required for housing) and has established this Guiding Principle: Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through shared responsibility, accountability, and transparency of the community. Are you in support of the Housing First approach and Guiding Principle described above?"*



- **Proposed Revision**

- *"The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this Guiding Principle: Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through shared responsibility, accountability, and transparency of the community. Do you agree with the Housing First approach and Guiding Principle described above?"*

# RECOMMENDATION #2: IMPROVE SCORING GUIDANCE FOR SUPPLEMENTAL QUESTION 4

- **Feedback from 2024:** Provide more guidance for panelists to score supplemental question 4
- **Proposed Revision to Question 4:** *"Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain several reasons why certain groups might have a harder time accessing services than others? For example, services located mostly in urban areas can be more difficult for people living in rural areas to reach."*
- **Current scoring rubric:** no guidance aside from 12 pts maximum
- **Proposed revision to scoring rubric:**
  - 0 pts – no understand of equity and barriers to access
  - 6 pts – basic awareness of equity and mentions 1-2 barriers that limit access to services (e.g., racism, income) with limited explanation
  - 12 pts – thoughtful explanation of equity in homeless response system that identifies 3 or more relevant barriers to access (e.g., language, immigration status, disability, etc.)

# RECOMMENDATION #3: CONVERT SUPPLEMENTAL QUESTION 8 INTO A THRESHOLD QUESTION

- **Feedback from 2024:** Include committee meeting frequency into supplemental question 8
- **Current Question 8:** *"Council on Homelessness meetings take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members of the Council are also expected to participate in at least one committee or workgroup, which typically meet on a monthly basis. All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below."*
- 4 possible responses with varying levels of availability, responses mention regular Council meeting but no specificity regarding the committee meetings
- Current scoring rubric states: 9 pts for "YES", 4.5 pts for some conflicts, and disqualifying if applicant is unable to attend Council meeting or other monthly meetings
- Staff recommends converting this to a threshold factor: 1) staff will revise the question to ask if applicants can regularly attend the Council meeting and join at least 1 committee (list committee names and meeting frequency), 2) if the answer is "no" then it is disqualifying, 3) question will no longer be scored nor will panelists have to review

# RECOMMENDATION #4: NO LONGER SCORE 3 COUNTY APP QUESTIONS BUT ADD "INTEREST" TO SUPPLEMENTAL APP

- **Feedback from 2024:** Revisit whether county board application should continue to be scored for completion, does not allow room for differentiating between responses
- **Current questions scored from County Board Application:**
  - *Interest: Please explain why you would like to serve on this particular board, committee, or commission*
  - *Qualification: Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)*
  - *Volunteer: List any volunteer or community experience, including any advisory boards on which you have served.*
- Currently they are scored at 1 pt max each for applicant simply responding to the question

# RECOMMENDATION #4: NO LONGER SCORE 3 COUNTY APP QUESTIONS BUT ADD “INTEREST” TO SUPPLEMENTAL APP (CONT.)

- Staff recommends:
  1. no longer score these 3 county app questions
  2. “qualification” and “volunteer” are captured by proposed revision to supplemental question 2
  3. “interest” will be captured by new supplemental question (see below)
  4. staff will streamline the application process so applicants don’t need to develop different content for similar questions between the county and supplemental apps
- Proposed “interest” question: Please explain why you would like to serve on the Council on Homeless and in the specific Council seat you are applying for.
- Proposed scoring:
  - 0 pts – no explanation provided
  - 6 pts – limited explanation of reasons and/or did not address why they would like to serve in the specific Council seat they are applying for
  - 12 pts – thoughtful explanation of reasons that addresses their interest in serving on the Council and in the specific seat they are applying for

# RECOMMENDATION #5: PROVIDE OPPORTUNITY FOR INCUMBENT CANDIDATES TO RECEIVE EXTRA POINTS

- **Feedback from 2024:** consider giving extra points to incumbent candidates to encourage continuity
- **Current scoring rubric:** *No points for incumbent candidates*
- In 2023 and 2024 there were 5 instances where the incumbent either won or lost by a total of 7 points or less (incumbent lost in 1 of those 5 instances by 6.5 points)
- Staff proposes a new scoring factor: *Incumbent candidates (those who are currently serving on the Council) who have attended at least 75% of monthly Council meetings AND participated in at least 2 committees/work groups/panels (defined by at least 50% attendance in those meetings) in their current term to date will receive 5 bonus points.*
- Other options:
  - Do not incentivize incumbent candidates (leave scoring rubric as is)
  - Provide extra points to incumbent candidates in their 1<sup>st</sup> or 2<sup>nd</sup> term only (encourages some continuity)
  - Provide extra points to all incumbent candidates (regardless of participation or tenure)

# DISCUSSION

Any other recommendations to improve the process for applicants and panelists?

# Review Recommendations

# COH APPLICATION & SCORING: RECOMMENDATIONS

1. Make supplemental questions 2, 4, 5, and 7 more readable and accessible
2. Improve scoring guidance for supplemental question 4
3. Convert supplemental question 8 (availability for meetings) into a threshold question (not scored)
4. No longer score 3 county application questions (interest, qualification, and volunteer) but add an “interest” question in supplemental application
5. Provide an opportunity for incumbent candidates who meet a participation and attendance standard to receive extra points
6. Other recommendations brought forth by the committee

# MARKETING MATERIALS & RECRUITMENT PROCESS

*Jaime Jenett, H3*

# MARKETING & RECRUITMENT

- FAQ Document (substantial revisions made this year)
- Email Language for Applicants
- Office Hours
- Translation
- Seat Descriptions

# ADJOURN

## Next Steps:

- 8/18 - Nominating Committee Meeting #2 to finalize recommendations
- 9/4 - Council Meeting to approve recommended changes
  - Volunteer to speak on recommendations?
- Interested in serving on Nominating Panel?

## THANK YOU!

Please reach out to [ContraCosta@homebaseccc.org](mailto:ContraCosta@homebaseccc.org) with questions.



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 25-3063

**Agenda Date:** 8/4/2025

**Agenda #:** 4.

---

Advisory Board: Contra Costa Council on Homelessness

Subject: Review of the Council on Homelessness Recruitment Process & Application Materials

Presenter: Homebase

Contact:

Information:

We will review the Council on Homelessness recruitment process, including a discussion of key deadlines, application materials, and seat vacancies.

Referral History and Update:

Recommendation(s)/Next Step(s):

Review materials



## Contra Costa County Boards & Commissions Application Form

Translation service option



Select Language

Powered by Google Translate (<https://translate.google.com>)

\* Denotes a required field

### Profile

First Name \*

Middle Initial

Last Name \*

Home Address \*

If you do not have a current home address, contact  
[cchomelesscouncil@cchealth.org](mailto:cchomelesscouncil@cchealth.org) for assistance

City \*

State \*

Postal Code \*

Primary Phone \*

Home

Email Address \*

Resident of Supervisorial District:

**Employment information will NOT be reviewed or scored by nominating panel**

Employer



Job Title

Length of Employment

Do you work in Contra Costa County?

☐ Yes

☐ No

If Yes, in which District do you work?

How long have you lived or worked in Contra Costa County?

Are you a veteran of the U.S. Armed Forces?

☐ Yes

☐ No

## Board and Interest

Which boards would you like to apply for? You may select up to 4 \*

 Please select a Board



**Select: Contra Costa Council on Homelessness**

Seat Name

Have you ever attended a meeting of the advisory board for which you are applying? \*

☐ Yes

☐ No

If Yes, how many meetings have you attended?

## Education



Education/training background will NOT be reviewed or scored by nominating panel

Select the option that applies to your high school education \*

### College/ University A

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

☐ Yes

☐ No

### College/ University B

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

☐ Yes

☐ No

---

### **College/ University C**

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

☐ Yes

☐ No

---

### **Other Trainings & Occupational Licenses**

Other Training A

Certificate Awarded for Training?

☐ Yes

☐ No

Other Training B

Certificate Awarded for Training?

☐ Yes

☐ No

Occupational Licenses Completed:

## Qualifications and Volunteer Experience

Please explain why you would like to serve on this particular board, committee, or commission.

\*

**This question will be reviewed by the nominating panel  
and scored for completion**

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application) \*

**This question will be reviewed by the nominating panel  
and scored for completion**  
**However, resumes will NOT be reviewed/  
considered**

Upload a Resume

Choose file

Accepted file types: RTF, DOC, DOCX, PDF, TXT, JPG, JPEG, GIF, PNG

Would you like to be considered for appointment to other advisory bodies for which you may be qualified?

- ☐ Yes  
☐ No

Do you have any obligations that might affect your attendance at scheduled meetings?

- ☐ Yes  
☐ No

If Yes, please explain:

Are you currently or have you ever been appointed to a Contra Costa County advisory board?


☐ Yes

☐ No

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

List any volunteer or community experience, including any advisory boards on which you have served.



**This question will be reviewed by the nominating panel and scored for completion**

**Applicants must be able to comply with conflict of interest policy**

## Conflict of Interest and Certification

Do you have a familial or financial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section below or Resolution No. 2021/234) \*

☐ Yes

☐ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relationships? \*

☐ Yes

☐ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement \*

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☐ I Agree \*

---

### **Important Information**

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain boards, commissions, and committees may be required to: (1) file a Statement of Economic Interest Form also known as a Form 700, and (2) complete the State Ethics Training Course as required by AB 1234.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2021/234, a person will not be eligible for appointment if he/she is related to a Board of Supervisors' member in any of the following relationships:

- (1) Mother, father, son, and daughter;
- (2) Brother, sister, grandmother, grandfather, grandson, and granddaughter;
- (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
- (4) Registered domestic partner, pursuant to California Family Code section 297;
- (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner;
- (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

[Withdraw](#) (/boards/forms/321/apply/3620694?code=abb3560f-56d1-4a91-96c1-b23e7d66ea64)

[View as PDF/Print \(/boards/forms/321/apply/3620694.pdf?code=abb3560f-56d1-4a91-96c1-b23e7d66ea64&no\\_redaction=true\)](#)

[Save for later](#)

[Submit](#)



### **What is the Council on Homelessness?**

The Council on Homelessness (CoH) works to improve the local response to homelessness in Contra Costa County. Councilmembers support and govern the Contra Costa Continuum of Care (CoC).

The Council on Homelessness encourages all members of the community to apply for a seat. The Council aims to include members with a broad representation of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, as well as geographical representation within the County. Individuals with lived experience of homelessness and/or the justice system are encouraged to apply.

\*Read this Recruitment FAQ document before applying to the Council on Homelessness. This document explains the role of Councilmembers and the application process.

For more information about the Council on Homelessness and the Contra Costa Continuum of Care go to <https://cchealth.org/h3/#Council>.

### **Who Does the Continuum of Care (CoC) Serve?**

The Contra Costa Continuum of Care serves individuals and families experiencing homelessness by providing services that are needed to help these individuals and families move into permanent housing, with the goal of long-term stability. For data on the populations served within the Continuum of Care during the 2023 calendar year, see [Appendix A](#).

### **What do Councilmembers do?**

Members of the Council on Homelessness:

- Attend required monthly meetings, participate in subcommittees, and attend quarterly General Membership meetings
- Provide advice and input on homeless service operations and development
- Review and prioritize project applications for some funding sources
- Gather and analyze information to determine local needs
- Educate the community and policy makers on issues relating to homelessness
- Measure system performance in addressing homelessness
- Provide guidance on the development and implementation of long-range planning and policy development related to housing and homelessness

Councilmembers will participate in an extensive orientation process and have access to regular trainings, technical assistance, and Contra Costa Health, Housing & Homeless (H3) services staff support to help them carry out their responsibilities.

### **Who can apply?**

All Council members must reside or be employed in Contra Costa County and be willing to sign and abide by the Code of Conduct and Conflict of Interest policy upon being seated as a Council member and annually thereafter.



#### **What qualities are the Council seeking in an applicant?**

The Council is comprised of 19 seats designated by area of expertise. Applicants must fit the description of the vacant seat they select during the application process (Please see “What seats are open?” below for more information about seats that are currently vacant).

The Council prefers, but does not require, applicants with:

- Specific skills, relationships, or resources related to a vacant seat
- Prior board/volunteer or leadership experience in the homelessness or homeless-adjacent fields
- Current or past lived experience of homelessness
- Affiliations with organizations or agencies that serve various homeless sub-populations (such as chronic substance use challenges, individuals with serious mental illness, individuals experiencing chronic homelessness persons with HIV/AIDs, veterans, families with children, unaccompanied youth, seniors, and victims of domestic violence (including dating violence, sexual assault, and stalking)
- Connections with government and community-based organizations that are not currently connected to the Council on Homelessness
- Demonstrated knowledge and critical thinking on how to address homelessness in Contra Costa
- Unique expertise, opinions, and viewpoints on homelessness issues
- Past active participation in homelessness system meetings (including Council on Homelessness, Continuum of Care, or Youth Advisory Board meetings)
- Ability to be an active participant in Council on Homelessness meetings and serve on at least one (1) Council committee or workgroup.
- Commitment to the Council on Homelessness Guiding Principle and the Housing First approach:
  - Council on Homelessness Guiding Principle = Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.
  - Housing First = A model of housing assistance that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions for entry (such as sobriety or a minimum income threshold).

#### **How long would I serve?**

Council on Homelessness members serve for a two-year term, unless stated otherwise. Membership to the Council on Homelessness can be renewed.

#### **What is the time commitment?**

**Council on Homelessness meetings take place the first Thursday of the month from 1 pm – 3pm in Martinez.** Members of the Council are also expected to participate in at least one

## Contra Costa Council on Homelessness (CoH)

### Recruitment FAQ

9.5.24



committee or workgroup, which typically meet on a monthly basis in Concord. Additionally, Councilmembers must complete three trainings, listed [here](#), required of all county advisory board members within three months appointment.

**All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year.**

If you need support to travel to meetings, transportation accommodations may be arranged.

#### **Which seats are open?**

The following 8 seats are accepting applications:

- **Affordable Housing Developer:** Must work for an affordable housing developer.
- **Educational Services Representative:** Must work for an agency providing educational services to K-12, transitional aged youth, and/or adult individuals experiencing homelessness in Contra Costa County.
- **Health Care Representative:** Must have substantial experience with the Contra Costa County health care system.
- **Homeless Service Provider:** Must work for an agency providing housing and/or services to individuals experiencing homelessness in Contra Costa County, including those who are also fleeing domestic violence.
- **Lived Experience Advisor #1:** Must have current or past experience of homelessness in Contra Costa County.
- **Lived Experience Advisor #2:** Must have current or past experience of homelessness in Contra Costa County.
- **Veterans Services Representative:** Must be an employee of the Veterans Administration.
- **Workforce Development Representative:** Must have substantial experience in the workforce development or vocational services fields in Contra Costa County.

#### **How do I apply?**

If you are interested in applying to become a member of the Council on Homelessness, you must **complete both the “Supplemental Application” and “County Application.”**

1. Read this Contra Costa Council on Homelessness (CoH) Recruitment FAQ in full.
2. Complete the Supplemental Application:
  - a. Click here: links to complete the application in Microsoft Forms or Word
  - b. Your answers to these supplemental questions will be **evaluated in relation to the experience and qualifications desired for available member seats**. Please consider how your personal experiences, professional expertise, skills, and/or values may contribute to the Contra Costa Continuum of Care.
3. Then, complete the County Application:

## Contra Costa Council on Homelessness (CoH)

### Recruitment FAQ

9.5.24



- a. **After submitting the Supplemental Application, you will receive a link** to complete an online application that is required by the County Board of Supervisors.
  - b. Although you must complete all sections of the application, the Nominating Panel **only evaluates two components** of this application:
    - i. Ability to comply with Conflict of Interest Policy
    - ii. Previous board/volunteer/community leadership experience
  - c. In other words, fill out this entire application, but your responses regarding your **education, employment, or qualifications in this application will not be scored.**
  - d. For the County Application, **you do not need to submit a resume.** Resumes will NOT be reviewed in the nominating process.
4. You will be notified about the status of your application after November 7, 2024!

We want the application process to be straightforward and simple for you. If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing [cchomelesscouncil@cchealth.org](mailto:cchomelesscouncil@cchealth.org) or calling or texting (925) 464-0152. Asking for assistance will not affect the scoring of your submitted application.

We will also have **two Council on Homelessness (CoH) Application Support hours** to answer any questions and offer help to people who need support filing out their applications. Office hour participants can join on Zoom or attend in person

#### **Support Session 1**

Friday, September 20<sup>th</sup> 12-1 PM

Register: zoom link TBD

Address: TBD

#### **Support Session 2**

Friday, September 24<sup>th</sup> 12-1 PM

Register: zoom link TBD

Address: TBD

#### **How long are applications being accepted?**

Both applications must be received **by 5 pm, Thursday, September 26, 2024.**

#### **Whom do I contact if I have questions?**

Email: [cchomelesscouncil@cchealth.org](mailto:cchomelesscouncil@cchealth.org)

Phone: (925) 464-0152



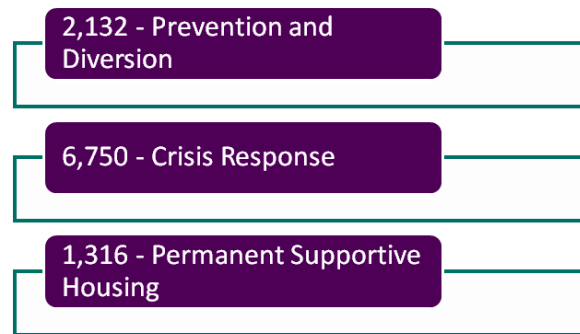
## Appendix A

### CONTRA COSTA COC DATA SUMMARY

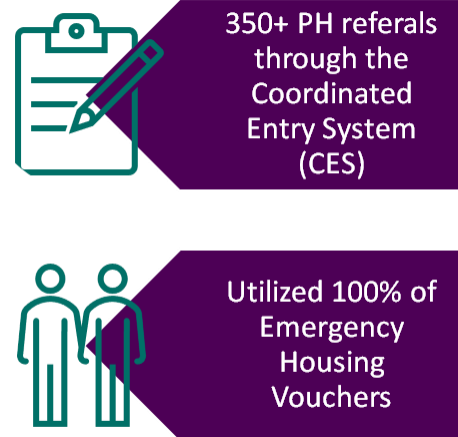
This summary provides a brief overview of all the activities and outcomes of the Contra Costa Homeless Continuum of Care (CoC) during 2023. All data comes from the CoC's 2023 Annual Report.

#### NUMBER OF HOUSEHOLDS SERVED

There were 9,632 households (14,002 individuals) served in the CoC during 2023 (a 48% increase since 2019).



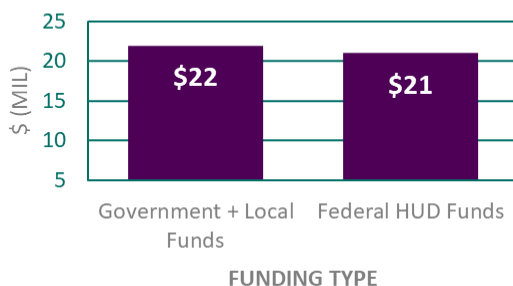
#### COC SUCCESSES



#### COC BUDGET

The CoC sought over \$40 million in funding for services during FY23-24. 51% of those funds were from government and local funding and 49% were from federal Housing and Urban Development (HUD).

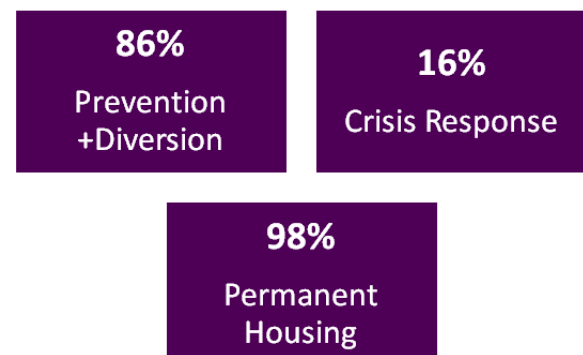
#### CoC Funding Sources



#### EXITS TO PERMANENT HOUSING

Among the 9,632 households served during 2023, **2,972 (31%) retained, or exited to, permanent housing.**

Percent of household enrollment that exited to permanent housing:





## DEMOGRAPHICS FOR HOUSEHOLDS

|                                       |   |
|---------------------------------------|---|
| <b>Households with Children</b>       | 1,878 households with children served (89% increase since 2019)   |
| <b>Transition Age Youth, 18-24</b>    | Made up 7% of the CoC served (36% increase since 2019)  |
| <b>Race/Ethnicity</b>                 | Black households and people with Multiple Races were overrepresented in the CoC relative to the county population (4x and 3x, respectively)       |
| <b>Disabling Conditions</b>           | 70% of households served in the CoC had a member with at least one disabling condition. Mental health condition was the most prevalent disability |
| <b>Chronic Homelessness</b>           | 49% of households in crisis response were chronically homeless  |
| <b>Survivors of Domestic Violence</b> | 83% of households accessing crisis response had at least one household member that had experienced domestic violence                              |
| <b>Sexual Orientation</b>             | 3% of adults served in crisis response reported being LGBTQIA+ and 20% of those people were 18-24 years old                                       |
| <b>Veterans</b>                       | 887 veterans were served by the CoC, and veteran households made up 34% of all households in permanent housing programs                           |



## **Council on Homelessness 2024 Supplemental Application**

**Due: 9/26/24**

The Council on Homelessness (CoH) works to improve the local response to homelessness in Contra Costa County.

The Council on Homelessness encourages all members of the community to apply for a seat. The Council aims to include members with a broad representation of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, as well as geographical representation within the County. Individuals with lived experience of homelessness and/or the justice system are encouraged to apply.

For more information about the Council on Homelessness and its work supporting and governing the Continuum of Care (CoC), including information about the programs, funding, and performance, go to <https://cchealth.org/h3/#Council>.

### **About this Supplemental Application**

The following questions will be used by the Council on Homelessness' Nominating Panel to identify diverse applicants that can contribute unique expertise and perspectives to the Council. Answers to these questions will be evaluated in relation to the experience and qualifications desired for available member seats. Please carefully consider how your personal experiences, professional experiences, and values will contribute meaningfully to the Contra Costa County Continuum of Care efforts to make homelessness rare, brief, and non-recurring.

Please note, there are two required elements of the Council on Homelessness application, these "Supplemental Questions" and the County Application. You **must complete both** components of the application by **September 26, 2024 at 5PM**. Instructions for completing the County Application will be sent to you after completing the "Supplemental Questions" below.

For more information, about applying to the Council on Homelessness, please review the Council on Homelessness Board Recruitment FAQ document.

If you need accommodations to complete the application, please contact Jaime Jenett, Staff to the Council, by emailing [cchomelessscouncil@cchealth.org](mailto:cchomelessscouncil@cchealth.org) or calling or texting (925) 464-0152.

### **Submitting Supplemental Questions**

*Please note, this form can be filled out as a Word document and emailed to [cchomelessscouncil@gmail.com](mailto:cchomelessscouncil@gmail.com) along with your contact information OR submitted via Microsoft Forms here. If you are unable to complete this application online, ask for accommodations.*



## Supplemental Questions

1. **Which vacant Council on Homelessness seat are you applying for? Please select one seat below.** *Please review the Council on Homelessness Board Recruitment FAQ document for descriptions of each seat and seat terms*

- ☐ Affordable Housing Developer Representative
- ☐ Educational and Vocational Services Representative
- ☐ Health Care Representative
- ☐ Homeless Service Provider Representative
- ☐ Lived Experience Advisor
- ☐ Veteran Services Representative
- ☐ Workforce Development Representative

2. **Please briefly describe any personal or professional skills, experiences, or connections (such as affiliations with organizations addressing homelessness) that you would bring to the Council on Homelessness and/or the specific seat you are applying for. For example, you can talk about things like having insight because you received services in the county, comfort with public speaking, experience working with unhoused youth, community activism, etc. (400 word maximum)**

[Click or tap here to enter text.](#)

3. **Please identify your personal connections with homelessness by selecting one of the options below:**

I am a person currently experiencing homelessness and living in a shelter or location not meant for human habitation (e.g., in a tent).

☐ I am a person who experienced homelessness within the past 7 years but is currently housed.

☐ I am a person who experienced homelessness more than 7 years ago but is currently housed.

☐ I am a family member of someone who has experienced homelessness.



☐ I am none of the above but still invested in addressing homelessness in Contra Costa County.

☐ I would prefer not to respond.

4. **Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. From your personal experience, why do you think it's important for all people have equal (or equitable) access to the service and help that they need? (400 words maximum)**

[Click or tap here to enter text.](#)

5. **Please share and explain two (2) ideas to help Contra Costa County better support unhoused people and people at risk of being unhoused. Your ideas can come from your own experience receiving services, your work, and/or what you've seen in the news. (400 word maximum)**

[Click or tap here to enter text.](#)

6. **How many Continuum of Care (CoC), Council on Homelessness (CoH), or Youth Advisory Council (YAC) meetings have you attended in the past?**

☐ 3 or more meetings

☐ 1-2 meetings

☐ 0 meetings

7. The Council is committed to the Housing First approach (meaning no barriers or requirements as a prerequisite to housing, including sobriety, religious affiliation, or other structure not required for housing) and has established this Guiding Principle: *Homelessness is first a housing issue, and necessary supports and services are critical to help people remain housed. Our system must be nimble and flexible enough to respond through the shared responsibility, accountability, and transparency of the community.*

**Are you in support of the Housing First approach and Guiding Principle described above?**

☐ Yes

☐ If no, please explain (400 word maximum):



8. Council on Homelessness meetings take place on the first Thursday of the month from 1 pm – 3pm in Martinez. Members of the Council are also expected to participate in at least one committee or workgroup, which typically meet on a monthly basis. All Councilmembers are expected to attend meetings in person and can only attend virtually twice per calendar year under very narrow circumstances. Additionally, Councilmembers may miss up to two Council meetings per calendar year. Based on this information, please identify the level of commitment you can provide to the Council on Homelessness by selecting one of the options below:

- ☐ I can **be available for 2 or more meetings per month, including the standing monthly COH meeting** the first Thursday of every month from 1pm to 3pm.
- ☐ I can be **available only for the standing monthly COH** meeting the first Thursday of every month from 1pm to 3pm.
- ☐ I am **not available for the standing monthly COH meeting**, I but can make other meetings 2 or more times per month.
- ☐ I am **not available for the standing monthly COH meeting and may not be able to make other meetings** more than once per month.

#### **Optional: Demographic Information**

The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional and will be considered in aggregate to ensure that we have recruited a diverse pool of applicants. The Nominating Panel will not review applicants' responses to the following questions.

9. What are your pronouns (for example: she/him/they/ze, other)?

[Click or tap here to enter text.](#)

10. What is your gender identity (for example: female/male/transgender/non-binary/gender non-conforming, other)?

[Click or tap here to enter text.](#)

11. What is your sexual orientation (for example: bisexual/straight/gay/pansexual, other)?

[Click or tap here to enter text.](#)



**12. What best describes your age? (Check one)**

- ☐ Transition aged youth (18-24)
- ☐ Adult (25-54)
- ☐ Older adult (55-61)
- ☐ Senior (62+)

**13. What best describes your race/ethnicity? (Pick as many as apply)**

- ☐ White
- ☐ Hispanic/Latino(a)(o)(e)(x)
- ☐ Black/African American/African
- ☐ Native Hawaiian Pacific Islander
- ☐ American Indian/Alaskan Native/Indigenous
- ☐ Asian American/Asian
- ☐ Multiple Races
- ☐ Other:

**14. Please identify the following geographic areas you represent and/or spend the most time in by selection of one or more of the options below:**

- ☐ Far East Contra Costa County (ex: Discovery Bay, Bethel Island)
- ☐ East Contra Costa County (ex: Bay Point, Pittsburg, Antioch, Brentwood)
- ☐ Central Contra Costa County (ex: Martinez, Pleasant Hill, Concord, Walnut Creek)
- ☐ South Contra Costa County (ex: Alamo, Danville, San Ramon)
- ☐ West Contra Costa County (ex: El Cerrito, San Pablo, Richmond, Pinole, Hercules, Rodeo)
- ☐ I spend an equal amount of time in all five geographic areas listed above

**15. Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council (for example: lived experience of homelessness, abilities, immigration status, ethnic background, or cultural background)?**

[Click or tap here to enter text.](#)

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