



## AGENDA

### CONTRA COSTA COUNTY Contra Costa Council on Homelessness

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Thursday, February 5, 2026

1:00 PM

Hybrid: 1025 Escobar St., Martinez or  
Register for Zoom:

[https://homebaseccc.zoom.us/webinar/register/WN\\_uUokWYJLT9qdDIKT4Q2F](https://homebaseccc.zoom.us/webinar/register/WN_uUokWYJLT9qdDIKT4Q2F)

7w

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#### Regular Meeting

Agenda and Slides for 2.5.26 COH Meeting

[TMP-14761](#)

**Attachments:** [COH Agenda w Time 2.5.26](#)  
[COH Slides 2.5.26](#)

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).

Consent Calendar: APPROVE 2.5.26 Staff Report and 1.8.26 Minutes

[TMP-14770](#)

**Attachments:** [COH Minutes 1.8.26](#)  
[COH Staff Report 2.5.26](#)

Juno Hedrick, Vice Chair and Lived Experience Advisor

#### **Continuum of Care Notice of Funding Opportunity Update: a. Update on CoC NOFO and Funding Committee**

Mark Mora, Homebase and Jamie Schechter, H3

#### **Committee Report Outs: a. Youth Advisory Board (YAB) Update (10 min)**

Juno Hedrick, Vice Chair and Lived Experience Advisor and Anastasia Lockwood, Youth Representative

#### **Old Business: Update: 2026 Point-In-Time Count**

Janel Fletcher or Yessenia Aguilar, H3

**Old Business: Sector Report Outs from Council Members**

Juno Hedrick, Vice Chair and Lived Experience Advisor

**Old Business: Learning Corner: Community College Basic Needs Programs**

Hope Dixon, Contra Costa College & Community Member Representative

**New Business: FHS Quarterly Report and Recommendations**

Jaime Jenett, H3

New Business: Brown Act and Virtual Attendance

[TMP-15343](#)

**Attachments:** [2026-01-05 Teleconference and Accommodations Memo](#)

Jaime Jenett, H3

**New Business: Learning Corner: Community College Basic Needs Programs**

Hope Dixon, Contra Costa College

**Announcements**

All

**Pin It**

Juno Hedrick, Vice Chair and Lived Experience Advisor

The next meeting is currently scheduled for March 5, 2026.

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, 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 #:** TMP-14761

**Agenda Date:** 2/5/2026

**Agenda #:**

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Advisory Board: Contra Costa Council on Homelessness

Subject: Agenda and Slides for 2.5.26 COH Meeting

Presenter:

Contact:

Information:

Referral History and Update:

Recommendation(s)/Next Step(s):



# CONTRA COSTA COUNCIL ON HOMELESSNESS MEETING

## AGENDA

**THURSDAY, FEBRUARY 5, 2026, 1 PM – 3 PM**

**1025 ESCOBAR STREET, MARTINEZ, CA**

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/webinar/register/WN\\_uUokWYJLT9qdDIKT4Q2F7w](https://homebaseccc.zoom.us/webinar/register/WN_uUokWYJLT9qdDIKT4Q2F7w)

How to Join the Meeting Via Call-In: 1-669-444-9171 / Meeting ID: 891 5428 6292

TIME	AGENDA ITEM	PRESENTER
1:00	1. <b><u>Call to Order</u></b> - Chair starts the meeting	Juno Hedrick, <i>Vice Chair and Lived Experience Advisor</i>
1:00 15 min	2. <b><u>Introductions</u></b> a. Hybrid Meeting Norms (2 min) b. Roll call of Councilmembers and introduction of guests (11 min) c. Poll – Who’s in the room? (3 min)	Juno Hedrick, <i>Vice Chair and Lived Experience Advisor</i>
1:15 5 min	3. <b><u>Public Comment</u></b> - 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. <b><u>Consent Calendar (ACTION ITEM)</u></b> – 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 January 8, 2026 Council meeting b. APPROVE staff report for the February 5, 2026 Council meeting	Juno Hedrick, <i>Vice Chair and Lived Experience Advisor</i>
1:25 15 min	5. <b><u>Continuum of Care Notice of Funding Opportunity Update</u></b> a. Update on CoC NOFO and Funding Committee (15 min)	Mark Mora, <i>Homebase</i> and Jamie Schecter, <i>H3</i>
1:40 10 min	6. <b><u>Committee Report Outs</u></b> - Report outs from each of the committees below. a. Youth Advisory Board (YAB) Update (10 min)	a. Juno Hedrick, <i>Vice Chair and Lived Experience Advisor and Anatasia</i>



## CONTRA COSTA COUNCIL ON HOMELESSNESS MEETING

		Lockwood, <i>Youth Representative</i>
<b>1:50</b> <i>30 min</i>	<b>7. <u>Old Business</u></b> <ul style="list-style-type: none"> <li>a. Update: 2026 Point-In-Time Count (10 min)</li> <li>b. Sector Report Outs from Council Members (10 min)</li> <li>c. Funding Updates (10 min)</li> </ul>	<ul style="list-style-type: none"> <li>a. Janel Fletcher, <i>H3</i></li> <li>b. Juno Hedrick, <i>Vice Chair and Lived Experience Advisor</i></li> <li>c. Jamie Schecter and Christy Saxton, <i>H3</i></li> </ul>
<b>2:20</b> <i>35 min</i>	<b>8. <u>New Business</u></b> <ul style="list-style-type: none"> <li>a. Family and Human Services (FHS) Quarterly Report and Recommendations (10 min)</li> <li>b. Update: Brown Act and Virtual Attendance (10 min)</li> <li>c. Learning Corner: Community College Basic Needs Programs (15 min)</li> </ul>	<ul style="list-style-type: none"> <li>a. Jaime Jenett, <i>H3</i></li> <li>b. Jaime Jenett, <i>H3</i></li> <li>c. Hope Dixon, <i>Contra Costa College &amp; Community Member Representative</i></li> </ul>
<b>2:55</b> <i>5 min</i>	<b>9. <u>Announcements</u></b> – Open for all to share announcements about upcoming events and to give brief reports about recent events/trainings relevant to the Council.	a. All
<b>3:00</b>	<b>10. <u>Pin It</u></b>	Juno Hedrick, <i>Vice Chair and Lived Experience Advisor</i>

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



# CONTRA COSTA COUNCIL ON HOMELESSNESS MEETING

## EQUITY DEFINITIONS

*(adapted from C4 Innovations and approved by Council on Homelessness 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.
<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.



## COUNCIL ON HOMELESSNESS

February 5, 2026 from 1:00-3:00



# WELCOME

Juno Hedrick, Vice Chair & Lived Experience Advisor

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.

# 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

# 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

### 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.

## VIRTUAL ATTENDANCE EXEMPTION

# HYBRID MEETING NORMS

Juno Hedrick, Vice Chair & Lived Experience Advisor

# HYBRID MEETING NORMS

1. Raise your hand (actual or virtual) before speaking
2. Say your name before speaking and try to speak as clearly as you can
3. 2-minute timer for public comments
4. Make and take space – consider your privilege and the other voices who are in and not in the room
5. Minimize distractions like side conversations and cell phone use
6. Maintain a safe and respectful environment, even when disagreeing
7. If in-person meeting is interrupted for an emergency, the meeting will be suspended or cancelled, case-by-case basis.
8. 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

Juno Hedrick, Vice Chair & Lived Experience Advisor

# 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?

- 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?

# PUBLIC COMMENT

Juno Hedrick, Vice Chair & Lived Experience  
Advisor

# CONSENT CALENDAR

Juno Hedrick, Vice Chair & Lived Experience  
Advisor

# CONSENT CALENDAR DESCRIPTION

- 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 January 8, 2026 Council Meeting
- Approve staff report for the February 5, 2026 Council Meeting



# CONTINUUM OF CARE (COC) NOTICE OF FUNDING OPPORTUNITY (NOFO) UPDATE

Update on CoC Notice of Funding Opportunity  
and Funding Committee – Mark Mora, Homebase  
and Jamie Schechter, H3

# UPDATE ON COC NOFO AND FUNDING COMMITTEE

Mark Mora, Homebase  
Jamie Schechter, H3

## BACKGROUND: HUD COC NOFO

- U.S. Department of Housing and Urban Development (HUD) funds the Continuum of Care (CoC) Program
- HUD releases a Notice of Funding Opportunity (NOFO), competition for approximately 450 Continuums of Care



# 2025 Process

2025 has NOT been a routine CoC NOFO year

- July 2024 – HUD announced that NOFO was moving to a 2yr cycle (next would be in 2026)
- Nov 13, 2025 – HUD unexpectedly released FY 2025 NOFO
- Dec 8, 2025 – HUD withdrew FY 2025 NOFO (due to ongoing litigation)
- Dec 12, 2025 – Contra Costa CoC paused the local competition
- Dec 19, 2025 – HUD released v.2 of FY 2025 NOFO, but was blocked from implementing it due to preliminary injunction
- Jan 8-9, 2026 – HUD re-issued the two-year FY 2024 – 2025 CoC NOFO (from July 2024)

# Where are we now?

NOFO process based on the two-year FY 2024 - 2025 NOFO (re-issued on 1/9/26)

- Focuses largely on renewing existing CoC grants in a non-competitive manner
- A very limited amount of reallocated funds are available to new projects
- Per 1/22/26 Funding Committee, eligible project types are limited to new Coordinated Entry (CE) and Homeless Management Information System (HMIS) and eligible applicants are limited to H3 as current operator of CE/HMIS projects

Local competition launched in Nov 2025 (based on the FY 2025 NOFO) is indefinitely paused pending changes in the court case (which seems unlikely)

- HUD priorities reflected in the Nov 2025 NOFO no longer apply (e.g., 30% permanent housing cap, service participation requirements, etc.)
- A FY 2026 NOFO is expected to be released this summer which will likely mirror the FY 2025 NOFO and will have funding available for new projects

# Key Local Competition Dates

Date	Event
January 22, 2026	Funding Committee revises scoring tools and competition policies
January 23, 2026	Local new project applications open for limited reallocated funding
January 30, 2026 (12pm)	Deadline for new project (for limited reallocated funds) local applications and e-snaps projects applications
February 3, 2026	Review and rank panel meeting, preliminary priority listing released
February 4, 2026	Priority listing approved by

# COMMITTEE REPORT OUTS

Youth Advisory Board – Juno Hedrick, Vice Chair  
and Lived Experience Advisor and Anastasia  
Lockwood, Youth Representative and YAB Member

## YOUTH ACTION BOARD (YAB)



Juno Hedrick, CoH Lived Experience Advisor and  
Vice Chair, YAB Coordinator

Anastasia Lockwood, Council Youth Representative  
and YAB Member

# YAB JANUARY MEETINGS

Bimonthly hybrid  
meetings at H3 in and  
RYSE

Subcommittees:  
Communications,  
Data & Research,  
Outreach & Retention

Workgroups:  
Governance and  
Nominating

Council on  
Homelessness (CoH):  
CoH Meeting, Youth  
Survey

Peer Support Check-  
In Meetings

# YAB JANUARY ACTIVITIES

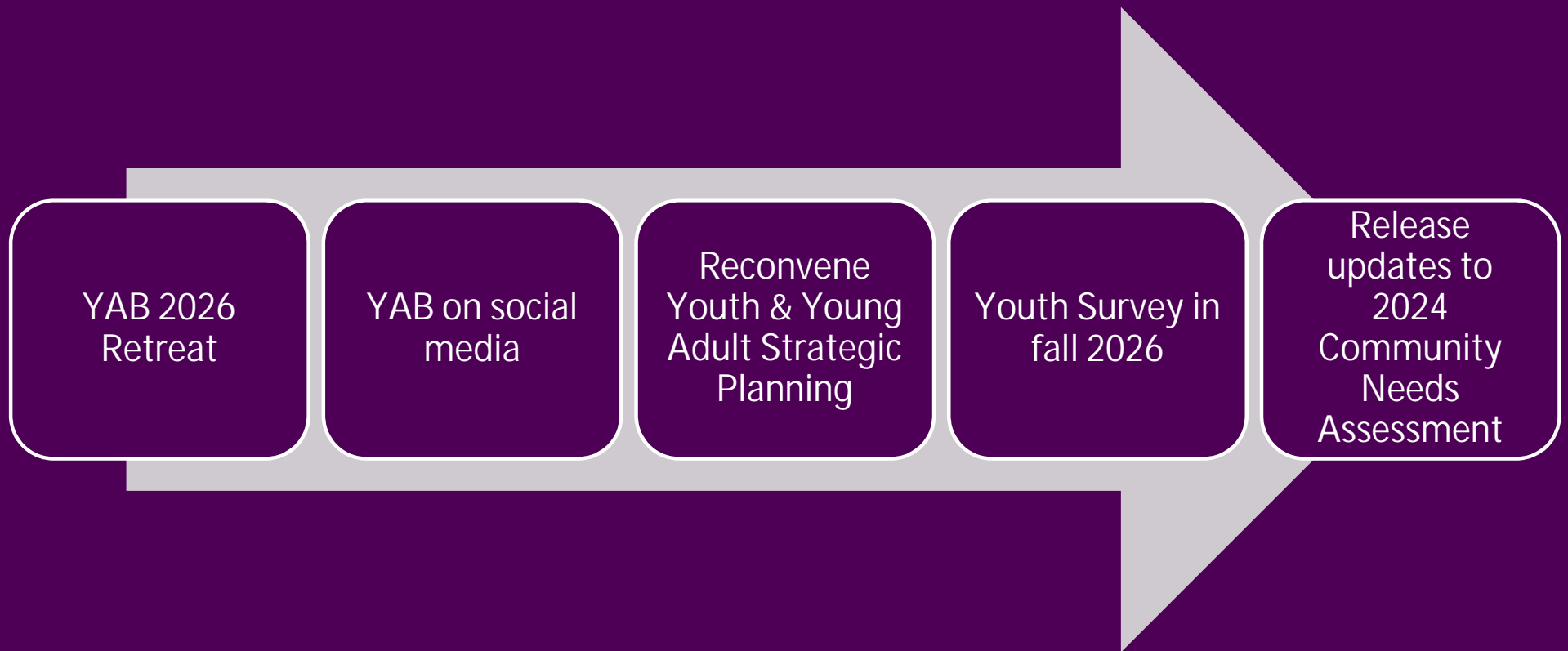
RFP Review Panel for  
Consolidated Housing &  
Homelessness Funding

3 YAB members  
participating in Point-  
In-Time Count!

Outreach at Contra  
Costa Community  
College Welcome Week

National YAB  
Connection Space

# COMING UP IN 2026!





# CONNECT WITH YAB

Are you—or do you know—a young person with lived experience of homelessness or housing instability who wants to create change?

Join a meeting as a guest to learn more!

For more information:

✉ [ContraCostaYAB@cchealth.org](mailto:ContraCostaYAB@cchealth.org)

? 925-500-3237

2026 Contra Costa County YAB  
Meeting RSVP



# CONNECT WITH YAB

Are you—or do you know—a young person with lived experience of homelessness or housing instability who wants to create change?

Join a meeting as a guest to learn more!

For more information:

✉ [ContraCostaYAB@cchealth.org](mailto:ContraCostaYAB@cchealth.org)

? 925-500-3237

2026 Contra Costa County YAB  
Meeting RSVP



## OLD BUSINESS

Update: 2026 Point-In-Time Count – Janel Fletcher, H3

Sector Report Outs from Council Members – Juno Hedrick, Vice Chair and Lived Experience Advisor

Funding Updates – Jamie Schechter and Christy Saxon, H3

# UPDATE: 2026 POINT-IN-TIME COUNT

Janel Fletcher, H3

# DONE: CENSUS AND OBSERVATIONAL PIT COUNT

HUGE THANKS TO OUR COMMUNITY FOR A SUCCESSFUL PIT COUNT

- The Point in Time Count is a biennial count required by the US Department of Housing and Urban Development (HUD) and is used to estimate the number of people experiencing homelessness in the country on a given night during the last 10 days of January.
- The count includes those experiencing sheltered homelessness in Emergency Shelter or Transitional Housing programs; and households experiencing unsheltered homelessness in places such as cars, tents, RVs, and other areas not meant for habitation.

The Contra  
Costa County Point  
in Time Count  
occurred on January  
28th , 2026.

(The morning of  
January 29<sup>th</sup>)

Over 200 Volunteers supported the 2026 PIT!

## NEXT: PIT INTERVIEW SURVEYS

- After the observational count, the CoC collects community surveys to learn about the demographics, needs, and causes of unsheltered homelessness from people experiencing unsheltered homelessness in our community
- The survey collection period is from February 9<sup>th</sup> until February 20<sup>th</sup>.

## WRAP UP AND RESULTS TIMELINE

- Results from the Post PIT surveys will be used to estimate the demographics, needs, and causes of homelessness for individuals and sleep settings identified during the observational count on January 29<sup>th</sup>.
- PIT Data are submitted to HUD for review and approval (TBD).
- Once approved, final results are shared with the COH community.

# SECTOR REPORT OUTS FROM COUNCIL MEMBERS

Juno Hedrick, Vice Chair and Lived Experience  
Advisor



# FUNDING UPDATES

Jamie Schechter and Christy Saxton, H3

# FEDERAL FUNDING UPDATES

- Partial federal shutdown, including Housing and Urban Development, possible if federal budget bills not passed by January 30, 2026.
- Homeless Assistance Grants (HAG) program would receive over \$4.4 billion, a \$336 million boost from the previous year.
- The bill also includes language that requires HUD to renew Continuum of Care (CoC) grants expiring in the first quarter of 2026 (January-March) for 12 months, and creates a timeline for HUD to renew expiring grants throughout the year, if HUD has not issued awards under a new NOFO.

[National Low Income Housing Coalition FY26 Budget Chart](#)

## OTHER FUNDING UPDATES

- Contra Costa County Board of Supervisors directed the reappropriation of funds totaling \$9,729,868 from General Fund Appropriation for Contingencies, include \$2.8M for rental assistance programs
- Homeless Housing Assistance and Prevention (HHAP) Round 6 application revisions approved by State. Grant agreement expected soon.
- Consolidated Homelessness and Housing Services RFP process ongoing. Applicant interviews completed in January

## NEW BUSINESS

Family and Human Services Quarterly Report and Recommendations – Jaime Jenett, H3

Update: Brown Act and Virtual Attendance – Jaime Jenett, H3

Learning Corner: Community College Basic Needs Programs – Hope Dixon, Contra Costa College & Community Member Representative

FAMILY AND HUMAN  
SERVICES QUARTERLY  
REPORT AND  
RECOMMENDATIONS

Jaime Jenett, H3

# FAMILY AND HUMAN SERVICES COMMITTEE

- Subcommittee of Board of Supervisors
- COH present quarterly reports

# RECOMMENDATIONS

Advocate to the Governor and Legislature for the following actions:

1. Restore full HHAP funding for FY 2025–26 and beyond.
2. Ensure timely distribution of the \$1 billion in HHAP funds already approved for FY 2024–25.
3. Commit to sustained, predictable homelessness funding in future budgets.

UPDATE:  
BROWN ACT  
AND VIRTUAL  
ATTENDANCE

Jaime Jenett, H3



# 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
- SB707 changes as of January 1, 2026

# VIRTUAL ATTENDANCE EXEMPTION UPDATES

## OLD

### 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.

## As of January 1, 2026

### 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.
- Immunocompromised child, parent, grandparent, grandchild, sibling, spouse or domestic partner
- Military service obligations
- Physical or family medical emergency

### Emergency Circumstances

- REMOVED

# REMOTE ATTENDANCE AS REASONABLE ACCOMMODATION

- SB707 allows member with a disability to participate remotely and count towards in person quorum
  - Request approval from Clerk of the Board at least a week before first time using
  - Attend with audio AND visual technology except when physical condition related to disability results in need to be of camera
  - Disclose people in the room with virtual attendee
- Disability: physical or mental disability as defined in the [CA Government Code](#)

LEARNING  
CORNER:  
COMMUNITY  
COLLEGE BASIC  
NEEDS  
PROGRAMS

Hope Dixon, Contra Costa College & Community  
Member Representative

# PLACEHOLDER

- Placeholder

# 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

Juno Hedrick, Vice Chair & Lived Experience  
Advisor

## UPCOMING MEETINGS

- Next COH Meeting: Thursday, March 5, 1 – 3 PM (IN PERSON)
- CoC Training: Working with Families with School Aged Children
- Homeless Service Provider Meeting: Thursday, February 12, 8:30 – 9:30 AM (Zoom)
- Homelessness 101: Thursday, February 12, Noon – 1:30 pm(Zoom)
- Governance Committee: Wednesday, February 18, 1 – 3 PM (Zoom)
- Oversight Committee: Thursday, February 19, 11:30 AM – 1:30 PM (IN PERSON)





# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** TMP-14770

**Agenda Date:** 2/5/2026

**Agenda #:**

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Advisory Board: Contra Costa Council on Homelessness

Subject: Consent Calendar: APPROVE 2.5.26 Staff Report and 1.8.26 Minutes

Presenter:

Contact:

Information:

Referral History and Update:

Recommendation(s)/Next Step(s): APPROVE 2.5.26 Staff Report and 1.8.26 Minutes



# CONTRA COSTA COUNCIL ON HOMELESSNESS MEETING

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## COUNCIL ON HOMELESSNESS MINUTES

**Date:** Thursday, January 8, 2026, 1 pm – 3 pm

**Recording link:** Available by email request to [CChomelessscouncil@cchealth.org](mailto:CChomelessscouncil@cchealth.org)

### **Council Member Attendance:**

- In-Person (19): Alejandra Chamberlain, Anastasia Lockwood, Belinda Jackson-Thomas, Courtney Pal, Dani Jimenez, Donnie Diego, Gabriel Lemus, Heather Worobey, Jared Murti, Juno Hedrick, LeAnn Matthews, Mia Fairbanks, Nicole Green, Ralph Payton, Shawn Ray, Sherina Criswell, Tony Ucciferri, Verneda Clapp, Wayne Earl
- Remote (0): None.
- Absent (0): None.

**Staff Attendance:** Jamie Schechter, H3; Jaime Jenett, H3; Mark Mora, Homebase

### **Community Member Attendance:**

- In-person: None.
- Remote: Jill Ray, Board of Supervisors District 2; Aaron Higginbotham, Community member; Serene Terrazas, Community member; Lisa Malul, Crisis Center; Elizabeth Winstead, Department of Rehabilitation; Brittany Ferguson, H3; Carina Rodriguez-Pena, H3; Caroline Miller, H3; Jacqueline Franco, H3; Janel Fletcher, H3; Mary Juarez-Fitzgerald, H3; Vi Ibarra, H3; Yessenia Aguilar, H3; Seham Said, Impact Justice; Carmen Cano, LAO Family Community Development; Greg Colley, Multi-Faith ACTION Coalition; Hang Mosier, SAHA Homes; Alicia Alferez, SHELTER, Inc.; Cynthia Chavez, SHELTER, Inc.; Daniel Barth, SOS Richmond; Janny Castillo, SOS Richmond.



# CONTRA COSTA COUNCIL ON HOMELESSNESS MEETING

## AGENDA ITEM

### 1) Call to Order

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#### A. Chair starts the meeting:

Speaker: Juno Hedrick, *Vice Chair & Lived Experience Representative*

Juno Hedrick called the meeting to order.

### 2) Introductions

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#### A. Meeting Norms:

Speaker: Juno Hedrick, *Vice Chair & Lived Experience Representative*

Juno Hedrick provided an overview of the hybrid meeting norms and guidelines to help ensure that meetings are conducted in a safe and respectful environment that encourages participation and inclusivity. A memo describing two updates to the Brown Act for advisory bodies were released at the beginning of 2026. State law requires that a copy of the Brown Act be distributed to all members of Brown Act bodies and this will be shared with all members.

#### B. Roll call of Council members and introduction of guests:

Speaker: Juno Hedrick, *Vice Chair & Lived Experience Representative*

Juno Hedrick conducted a roll call of Council members and invited guests to introduce themselves in the chat.

#### C. Poll – Who’s in the room?

Speaker: Juno Hedrick, *Vice Chair & Lived Experience Representative*

Juno Hedrick conducted the poll activity via Mentimeter. All answers are anonymous and the results are provided below:

- **Question 1: How many Council on Homelessness meetings have you attended?**

This is my first meeting:	2 (10%)
I’ve attended some meetings:	4 (20%)
I’ve attended a lot of meetings:	14 (70%)
I prefer not to answer:	0 (0%)

- **Question 2: Do you have lived experience of homelessness?**

Yes, currently	3 (14%)
Yes, within the past 7 years	1 (5%)
Yes, more than 7 years ago	3 (14%)



## CONTRA COSTA COUNCIL ON HOMELESSNESS MEETING

No	14 (67%)
I prefer not to answer	0 (0%)

- **Question 3: What best describes your racial identify?**

African American/Black	5 (21%)
American Indian/Alaskan Native	3 (13%)
Asian/Pacific Islander/Native Hawaiian	2 (8%)
Hispanic/Latinx	3 (13%)
White	8 (33%)
Multi-racial	1 (4%)
I describe myself in another way	1 (4%)
I prefer not to answer	1 (4%)

### 3) Public Comments

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**A. Open period for members of the public to comment on items not listed on the agenda**

Members of the public:

- None

### 4) Consent Calendar (ACTION ITEM)

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**A. APPROVE minutes from the December 4, 2025 Council meeting**

**B. APPROVE staff report for the January 8, 2026 Council meeting**

**C. APPROVE rescheduling Council on Homelessness Meeting on July 2, 2026 to July 9, 2026**

Speaker: Juno Hedrick, Vice Chair & Lived Experience Representative

Members made a motion to approve the items in the consent calendar as listed:

Motion

- State of Motion:
  - To approve the consent calendar items as listed.
- Discussion:
  - None.
- Procedural Record:
  - Motion made by: Tony Ucciferri.
  - Seconded by: Dani Jimenez.
  - AYES: Alejandra Chamberlain, Anastasia Lockwood, Belinda Jackson-Thomas, Courtney Pal, Dani Jimenez, Donnie Diego, Gabriel Lemus, Heather Worobey, Jared Murti, Juno Hedrick, LeAnn Matthews, Mia Fairbanks, Nicole Green, Ralph Payton, Shawn Ray, Tony Ucciferri, Wayne Earl.
  - NOES: None.
  - ABSTAINS: Verneda Clapp.
  - UNABLE TO VOTE: None.
  - ABSENT: Sherina Criswell.



## CONTRA COSTA COUNCIL ON HOMELESSNESS MEETING

### 5) Continuum of Care (CoC) Notice of Funding Opportunity (NOFO) Update

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#### A. Update on CoC NOFO and Funding Committee

Speaker: Mark Mora, *Homebase*, and Jamie Schechter, *H3*

Mark Mora and Jamie Schechter provided an update on the HUD Continuum of Care (CoC) Notice of Funding Opportunity (NOFO) competition. The FY 2025 CoC NOFO, originally released on 11/13/25, was withdrawn by HUD on 12/8/25. The Contra Costa CoC then paused the local competition on 12/2/25. HUD then re-issued a second version of the FY 2025 CoC NOFO on 12/19/25. On 12/23/25 a Court Order effectively blocked the FY 2025 NOFO until further notice and ordered HUD to take steps to process renewal of grants from the two-year FY 2024-25 NOFO which was originally released in July 2024. More details will come as HUD must release a plan and deadlines to process those renewals by February. However, it's important to note that HUD reserves the right to implement the FY 2025 NOFO if and when a court order does not preclude it from doing so.

Jaime added that the Funding Committee is expected to be active in the early part of 2026 to prepare for the FY 2026 CoC NOFO which is expected to mirror the significant changes from the currently blocked FY 2025 CoC NOFO. There also may be additional impact on the NOFO competition if Congress does not pass the budget bill at the end of January 2026.

### 6) Committee Report Outs

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#### A. Point-In-Time Count Committee

Speaker: Janel Fletcher, *H3*

Janel Fletcher announced the date for the upcoming Point-In-Time (PIT) Count, set for January 29, 2026, from 5:30 – 9:00 am. There is a need for volunteers, and the volunteer responsibilities were explained. All volunteers may register at Contra Costa Health's website [here](#). All questions may be sent to [PITcount@cchealth.org](mailto:PITcount@cchealth.org) or call or text at (925) 464-0152.

#### B. Youth Action Board (YAB) Update

Presenter: Juno Hedrick, *Vice Chair & Lived Experience Representative* and Anastasia Lockwood, *YAB Member and Outreach and Retention Facilitator*

Anastasia shared the different activities that YAB members accomplished in the month of December, which included subcommittee communications, workgroups, bimonthly hybrid meetings with H3 and RYSE, youth PIT survey, peer support check-ins, among others. YAB members also continue to participate in the national YAB space and coordinating with YAB members from across the country, including Alameda County, and Marin County. YAB



## CONTRA COSTA COUNCIL ON HOMELESSNESS MEETING

applications for new members was recently closed, and they received a total of 17 applications for five vacant seats. The scoring group was developed with auto-scored factors by YAB leadership members. The acceptance notification was sent on December 18, 2025 and YAB members will meet with the new members on January 8, 2026. For 2026, YAB Board's goals will be to welcome the new five YAB members; have a strong social media presence; reconvene youth and young adult strategic planning; work on youth PIT survey; release updates to 2024 Community Needs Assessment; and schedule a retreat for team building. Anyone interested in connecting with YAB can send an email at [ContraCostaYAB@cchealth.org](mailto:ContraCostaYAB@cchealth.org) or call at (925) 500-3237.

### 7) New Business

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#### A. Select 2026 Council on Homelessness Chair and Vice Chair (ACTION ITEM)

Speaker: Jaime Jenett, H3

Jaime Jenett shared the Chair and Vice Chair responsibilities. Nicole Green was proposed to be the Chair and Juno Hedrick as the Vice Chair.

##### Motion

- State of Motion:
  - To approve both COH members above as Chair and Vice Chair for Council on Homelessness.
- Discussion:
  - None.
- Procedural Record:
  - Motion made by: Sherina Criswell.
  - Seconded by: Verneda Clapp.
  - AYES: Alejandra Chamberlain, Anastasia Lockwood, Belinda Jackson-Thomas, Courtney Pal, Dani Jimenez, Donnie Diego, Gabriel Lemus, Heather Worobey, Jared Murti, LeAnn Matthews, Mia Fairbanks, Ralph Payton, Shawn Ray, Sherina Criswell, Tony Ucciferri, Verneda Clapp, Wayne Earl.
  - NOES: None.
  - ABSTAINS: Juno Hedrick, Nicole Green.
  - UNABLE TO VOTE: None.

#### B. Selection 2026 Council on Homelessness Committee Members (

Speaker: Jaime Jenett, H3

Jaime Jenett explained the purpose, timing, and membership for each of the committee. The recruitment for COH Nominating Committee, Point-in-Time Count Workgroup, and



## CONTRA COSTA COUNCIL ON HOMELESSNESS MEETING

Homelessness Awareness Month Workgroup will come at a later time. The distribution of membership from COH members for the committees were as follows:

**Oversight Committee:** Alejandra Chamberlain, Belinda Jackson-Thomas, Courtney Pal, Donnie Diego, Juno Hedrick, Ralph Payton, Shawn Ray, Verneda Clapp, and Wayne Earl.

**HMIS Policy Committee:** Gabriel Lemus, Heather Worobey, Juno Hedrick, LeAnn Matthews, Mia Fairbanks, Nicole Green, and Tony Ucciferri.

**Funding Committee:** Courtney Pal, Dani Jimenez, Jared Murti, Juno Hedrick, Nicole Green, Sherina Criswell, and Wayne Earl.

**Governance Committee:** Anastasia Lockwood, Dani Jimenez, Jared Murti, Juno Hedrick, LeAnn Matthews, Sherina Criswell, and Tony Ucciferri.

### Motion

- State of Motion:
  - To approve the 2026 committee selections for Council on Homelessness members.
- Discussion:
  - None.
- Procedural Record:
  - Motion made by: Tony Ucciferri.
  - Seconded by: Dani Jimenez.
  - AYES: Alejandra Chamberlain, Anastasia Lockwood, Belinda Jackson-Thomas, Courtney Pal, Dani Jimenez, Donnie Diego, Gabriel Lemus, Heather Worobey, Jared Murti, Juno Hedrick, LeAnn Matthews, Mia Fairbanks, Nicole Green, Ralph Payton, Shawn Ray, Sherina Criswell, Tony Ucciferri, Verneda Clapp, Wayne Earl.
  - NOES: None.
  - ABSTAINS: None.
  - UNABLE TO VOTE: None.

## 8) General Announcements

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### A. General Announcements:

Speaker: Juno Hedrick, *Vice Chair & Lived Experience Representative*

- None.

## 9) Pin It

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Speaker: Jaime Jenett, *H3*

- The next COH meeting will be on February 5, from 1:00 – 3:00pm.



## CONTRA COSTA COUNCIL ON HOMELESSNESS MEETING

- A list of upcoming meetings was shared and will also be sent via email. Calendar meeting invites to all committee meetings will be sent out to COH Council members based on the committees for which they signed up.





## 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



## CONTRA COSTA COUNCIL ON HOMELESSNESS MEETING

Acronym	Definition
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



# CONTRA COSTA COUNCIL ON HOMELESSNESS STAFF REPORT

*Report for the February 5, 2026 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

### **Committee Membership Updates**

- Since the January 2026 Council meeting
  - Belinda dropped Oversight and joined HMIS Policy Committee
  - Tony dropped from Governance
  - Verneda dropped from Oversight

### **Funding Committee**



## CONTRA COSTA COUNCIL ON HOMELESSNESS STAFF REPORT

- The purpose of the Funding Committee is to direct the community input process for several time-sensitive federal and state funding streams, including updating materials and preparing for the bi-annual Continuum of Care Notice of Funding Opportunity (CoC NOFO) competition.
- The FY 2025 CoC NOFO was released on 11/13/25 including several significant program changes. However, on 12/8/25 HUD withdrew the 2025 CoC NOFO. Because of this, the CoC decided on 12/12/25 to pause the local competition until further notice. On 12/23/25, a Court order was released granting the States and NAEH'S request for preliminary relief and effectively blocking the FY 2025 CoC NOFO until further notice. The Court ordered HUD to take steps to process renewals for FY 2025 CoC funding and to inform CoC program recipients of steps towards processing renewals.
- On 1/9/26 HUD circulated an update via the SNAPS listserv and republished the [FY24-25 CoC Program NOFO](#) with updated dates. These announcements were in response to the recent Court Order requiring HUD to withdraw the FY 2025 NOFO (originally released in November 2025) and re-issue the two-year 2024-2025 NOFO (originally released back in July 2024).
- For the FY 2024-25 CoC NOFO that was re-issued 1/9/26, the Funding Committee met on 1/22/26 and revised the New Project Scoring Tool and competition policies to align with this guidance. Due to the abbreviated timeline and the fact that there are very limited reallocated dollars for new projects, the Funding Committee limited eligibility new Coordinated Entry (CE) and Homeless Management Information System (HMIS) expansion projects. Moreover, H3, is the sole eligible applicant for the limited reallocated funding as the long-standing administrator of CE and HMIS projects in Contra Costa County.

### **Homelessness Awareness Month Committee**

There are no updates at this time. The committee will begin meeting later in 2026.

### **Oversight Committee**

The last Oversight Committee meeting was held on December 18th. During the call the following was discussed:

- Updates on Coordinated Entry
- 2024 Annual Report
- Youth Action Board Updates
- 2025 Q4 committee activities
- 2026 work plan



## CONTRA COSTA COUNCIL ON HOMELESSNESS STAFF REPORT

The next Oversight Committee Meeting is scheduled for **Thursday February 19th, 11:30am - 1:30pm**. Council members are expected to attend in person (2400 Bisso Lane, Concord; Venti Conference Room) but community members are invited to attend in-person or virtually via Zoom (<https://homebaseccc.zoom.us/j/89614437497>).



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** TMP-15343

**Agenda Date:** 2/5/2026

**Agenda #:**

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Advisory Board: Contra Costa Council on Homelessness  
Subject: New Business: Brown Act and Virtual Attendance  
Presenter: Jaime Jenett, H3  
Contact:

Information: Senate Bill 707 effective Jan 1, 2026 amends the Brown Act's alternative remote teleconference meeting procedures to add new reasons for remote appearance for "just cause" and allows members virtual attendance as a reasonable accommodation for a disability

Referral History and Update:

Recommendation(s)/Next Step(s): Review guidance and take appropriate actions if seeking a Just Cause exemption or virtual attendance due to disability.



**Office of the County Counsel  
Contra Costa County**

1025 Escobar Street, Third Floor  
Martinez, CA 94553  
Phone: (925) 655-2200  
Fax: (925) 655-2263

*Date:* December 22, 2025

*To:* Staff to Advisory Bodies

*From:* Thomas L. Geiger, County Counsel  
By: Hannah M. Shafsky, Deputy County Counsel

SB for AMS

*Re:* **Brown Act Update on Alternative Remote Teleconferencing Option and Remote Participation as a Reasonable Accommodation**

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This memo describes two changes to Brown Act rules that allow advisory body members to participate in meetings remotely. Senate Bill 707 ("SB 707"), effective January 1, 2026, amends the Brown Act's alternative remote teleconference meeting procedures by adding new reasons for a remote appearance for "just cause." The attached chart provides a detailed summary of all requirements for "just cause" teleconferencing as well as the requirements for traditional teleconferencing, which have not changed.

SB 707 also expressly allows members of legislative bodies to participate in meetings remotely as a reasonable accommodation for a disability.

**Changes to Alternative Teleconferencing Procedures**

Under the Brown Act, advisory body members may participate in meetings remotely for a "just cause" reason. SB 707 eliminates the "emergency circumstances" provision and adds the following three reasons for a remote appearance for "just cause":

- (1) An immunocompromised child, parent, grandparent, grandchild, sibling, spouse, or domestic partner of the advisory body member that requires the member to participate remotely.
- (2) Military service obligations that result in an advisory body member being unable to attend in person because they are under official written orders for duty required as a member of the California National Guard or U.S. Military Reserve organization that requires the member to be at least 50 miles outside the boundaries of the local agency.
- (3) A physical or family medical emergency that prevents an advisory body member from attending in person.

The language in subsection (3) is the same language that previously permitted a member to request to appear remotely for "emergency circumstances," which required

the body to act on the request.<sup>1</sup> There is no requirement that the body take action to allow the member to attend remotely for any “just cause” reason, including for a medical emergency.

If a member participates remotely for “just cause,” the meeting minutes must identify the specific just cause provision that the member relied upon to participate remotely.

SB 707 retains the requirements that at least a quorum of members of the body participate in person and that the quorum meets in a single, physical location clearly identified on the agenda that is open to the public and situated within the agency’s territorial jurisdiction.

SB 707 limits the number of times a member may appear remotely for just cause as follows:

- (1) two meetings per year if the body regularly meets once per month or less;
- (2) five meetings per year if the body regularly meets twice per month; and
- (3) seven times per year if the body regularly meets three or more times per month.

These provisions will remain in effect until January 1, 2030.

There are no substantive changes to the rules regarding the traditional teleconferencing option.

#### **Remote Attendance as a Reasonable Accommodation**

SB 707 also permits a member of a legislative body with a disability<sup>2</sup> to participate in a meeting remotely as a reasonable accommodation. To do so, the member is required to:

- (1) Participate through both audio and visual technology, except that any member with a disability may participate through audio technology only if a physical condition related to the disability results in a need to participate off camera; and
- (2) Disclose at the meeting before any action is taken whether any other individuals 18 or older are present in the room with the member and the general nature of the member’s relationship with the individual(s).

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<sup>1</sup> The “emergency circumstances” provision is no longer a separate reason for remote attendance, since “medical emergency” is now a “just cause” reason.

<sup>2</sup> SB 707 defines “disability” as a “physical or a mental disability as those terms are defined in Section 12926 and used in Section 12926.1, or a disability as defined in Section 12102 of Title 42 of the United States Code.” (Gov. Code, § 54953(e)(1).)



Remote participation as a reasonable accommodation is treated as in-person attendance at the physical location for all purposes, including any requirement that a quorum of the body participate from the same location.

***Procedure for Requesting Remote Attendance as a Reasonable Accommodation***

Before an advisory body member with a qualifying disability attends a meeting remotely, the member must request to appear remotely as a reasonable accommodation and receive approval from the Clerk of the Board.

To request this accommodation, the member must submit a written request to the Clerk of the Board at least one week before the time of the first meeting for which remote attendance is requested. The request may be in a letter or via email, with the phrase “Advisory Body Reasonable Accommodation” in the subject line. Requests should be sent to [clerkoftheboard@cob.cccounty.us](mailto:clerkoftheboard@cob.cccounty.us). The Clerk of the Board will evaluate and approve or deny the request using the following criteria:

1. The request to attend remotely as a reasonable accommodation must include the following:
  1. A self-attestation that the accommodation is needed as a result of a disability.
  2. A general description explaining the need for the accommodation, which need not exceed 20 words. The member does not need to submit medical documentation or disclose a medical diagnosis or disability.
  3. The duration of the requested accommodation.
  4. The name of the advisory body on which the member sits.
2. In consultation with the member with a disability, the Clerk of the Board will determine if the request is approved and the most effective way to provide the accommodation. Responses to reasonable accommodation requests will be provided in writing in a timely manner before the start of the specific meeting. Otherwise, the response will be provided orally, followed by written confirmation.
3. If the Clerk of the Board approves remote appearance as a reasonable accommodation, the member may appear remotely at meetings for the approved duration of the accommodation. Members may be granted a teleconferencing accommodation on a permanent basis or a temporary basis. The duration will be determined in accordance with the member’s disability-related needs. For temporary disabilities, the member may need to seek recertification from time to time, as determined by the Clerk of the Board.

***Procedures for Attending Meetings Remotely as a Reasonable Accommodation***

During every meeting that a member attends remotely as an approved reasonable accommodation, the member must:

1. use two-way, real-time video and audio streaming; and
2. disclose the presence of other adults at the remote location and nature of the member's relationship with these individuals.

When a member attends a meeting remotely as an approved reasonable accommodation, the following Brown Act requirements are waived with respect to the remote location:

1. Including the teleconference location in the notice and agenda;
2. Posting the meeting agenda at the teleconference location; and
3. Allowing public access to the teleconference location.

HMS:

Attachment: Teleconference Meeting Options Chart

cc: Board of Supervisors  
Monica Nino, County Administrator  
Jami Morritt, Chief Assistant Clerk of the Board

H:\2025\County Administrator\updated teleconferencing and reasonable accommodation guidance - final.docx

## Teleconference/Remote Meeting Options

	Traditional Teleconferencing (Gov. Code, § 54953(b).)	Alternative Teleconferencing (Gov. Code, §§ 54953.8, 54953.8.3)
<b>Applicable Timeframe</b>	<ul style="list-style-type: none"> <li>Available anytime.</li> </ul>	<ul style="list-style-type: none"> <li>Available between <u>January 1, 2026</u> and <u>January 1, 2030</u>.</li> </ul>
<b>Who May Appear Remotely and Quorum Requirements</b>	<ul style="list-style-type: none"> <li>Individual board members, if at least a quorum of the members of the body participate from locations within the jurisdictional boundaries of the body.</li> </ul>	<ul style="list-style-type: none"> <li>Individual board members if:               <ol style="list-style-type: none"> <li>a quorum of the members of the body participates in person; and</li> <li>the quorum meets in a single, physical location clearly identified on the agenda that is open to the public and situated within the agency's jurisdiction.</li> </ol> </li> </ul>
<b>Bases for Remote Appearance</b>	<ul style="list-style-type: none"> <li>Applies when a board member is unable to attend in person.</li> </ul>	<ul style="list-style-type: none"> <li>A member may appear remotely for "Just Cause," which is any of the following:               <ol style="list-style-type: none"> <li>A need to care for a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner;</li> <li>A contagious illness that prevents a member from attending in person;</li> <li>A need related to a physical or mental disability that is not otherwise accommodated for;</li> <li>Travel while on official business of the body or another state or local agency;</li> <li>An immunocompromised child, parent, grandparent, grandchild, sibling, spouse, or domestic partner of the member that requires the member to participate remotely;</li> <li>Military service obligations that result in a member being unable to attend in person because they are under official written orders for duty required as a member of the California National Guard or U.S. Military Reserve organization that requires the member to be at least 50 miles outside the boundaries of the local agency; and</li> <li>a physical or family medical emergency that prevents a member from attending in person.</li> </ol> </li> </ul>

	<b>Traditional Teleconferencing (Gov. Code, § 54953(b).)</b>	<b>Alternative Teleconferencing (Gov. Code, §§ 54953.8, 54953.8.3)</b>
<b>Notification Requirements</b>	<ul style="list-style-type: none"> <li>▪ No additional requirements.</li> </ul>	<ul style="list-style-type: none"> <li>▪ The member must notify the body at the earliest possible opportunity, including at the start of a regular meeting, of the need to participate remotely.</li> <li>▪ The member must provide a general description of the circumstances relating to their need to appear remotely.</li> <li>▪ There is no requirement that the body take any action.</li> <li>▪ The member is not required to disclose any medical diagnosis or disability, or any personal medical information that is otherwise confidential.</li> </ul>
<b>Agenda and Public Access and Comment Requirements</b>	<ul style="list-style-type: none"> <li>▪ The teleconference location must be open to the public.</li> <li>▪ The agenda must be posted at all meeting locations, including the teleconference location.</li> <li>▪ The agenda must identify all meeting locations, including the teleconference location.</li> <li>▪ The agenda must provide for public comment at all meeting locations, including the teleconference location.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Must provide notice and post agendas as otherwise required under the Brown Act and must indicate on the notice how the public may access the meeting and offer comment.</li> <li>▪ The agenda must include an opportunity for all persons to attend and address the body via a call-in option, an internet-based service option, and at the in-person location.</li> <li>▪ The law does not require that the agency post an agenda at the remote location, include the address of the remote location, or provide for public access to the remote location.</li> <li>▪ The body may not require public comments to be submitted in advance and must allow the public to address the body and comment in real time.</li> <li>▪ An individual may be required to register for public comment before being allowed to comment, where the body uses a third-party platform (like Zoom) for the meeting.</li> </ul>

	<b>Traditional Teleconferencing (Gov. Code, § 54953(b).)</b>	<b>Alternative Teleconferencing (Gov. Code, §§ 54953.8, 54953.8.3)</b>
<b>Voting Requirements</b>	<ul style="list-style-type: none"> <li>▪ Members must vote by rollcall.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Members must vote by rollcall.</li> </ul>
<b>Technological Requirements</b>		<ul style="list-style-type: none"> <li>▪ The public must be able to remotely hear and visually observe the meeting, and remotely address the body. Thus, the body must provide either:               <ol style="list-style-type: none"> <li>(1) a two-way audiovisual platform; or</li> <li>(2) a two-way telephonic service and a live webcasting of the meeting.</li> </ol> <p>A two-way audiovisual platform may be structured to disable the use of video for the public participants.</p> </li> </ul>
<b>Other Requirements</b>		<ul style="list-style-type: none"> <li>▪ If a member participates remotely, the member must also:               <ol style="list-style-type: none"> <li>(1) Publicly disclose at the meeting before any action is taken, whether any other individuals 18 years or older are in the room at the remote location with the member and the general nature of the member's relationship with such individuals; and</li> <li>(2) Participate through both audio and visual technology.</li> </ol> </li> <li>▪ If the broadcasting of the meeting to the public by phone or internet service is disrupted, or a disruption within the local agency's control prevents members of the public from commenting using the phone or internet service, the body shall not take any action at the meeting, until public access to the meeting via the phone option or the internet service option is restored. Actions taken on agenda items during a disruption that prevents the body from broadcasting the meeting may be challenged pursuant to Section 54960.1.</li> <li>▪ The body must have and implement a procedure for receiving and quickly resolving</li> </ul>

	<b>Traditional Teleconferencing (Gov. Code, § 54953(b).)</b>	<b>Alternative Teleconferencing (Gov. Code, §§ 54953.8, 54953.8.3)</b>
		<p>reasonable accommodation requests for individuals with disabilities. Any doubt should be resolved in favor of accessibility.</p> <ul style="list-style-type: none"> <li>▪ The meeting minutes must identify the specific just cause provision (with reference to the specific provision of law) that each member relied upon to participate remotely.</li> </ul>
<b>Limitations on Frequency of Remote Appearances</b>	<ul style="list-style-type: none"> <li>▪ None.</li> </ul>	<ul style="list-style-type: none"> <li>▪ A member may participate remotely for “just cause” for no more than the following number of meetings:               <ol style="list-style-type: none"> <li>(1) 2 meetings per year, if the body regularly meets once per month or less;</li> <li>(2) 5 meetings per year, if the legislative body regularly meets twice per month; and</li> <li>(3) 7 meetings per year, if the body regularly meets three or more times per month.</li> </ol> </li> </ul>

Note: If a member participates remotely as a reasonable accommodation for a disability, it is considered in-person attendance.