

# **Contra Costa Council on Homelessness (CoH)**

## **Recruitment FAQ**

9.5.24



### **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.

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### **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

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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:

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- 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

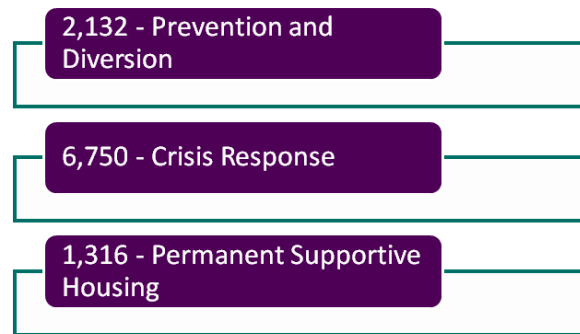
### Appendix A

#### CONTRA COSTA COC DATA SUMMARY

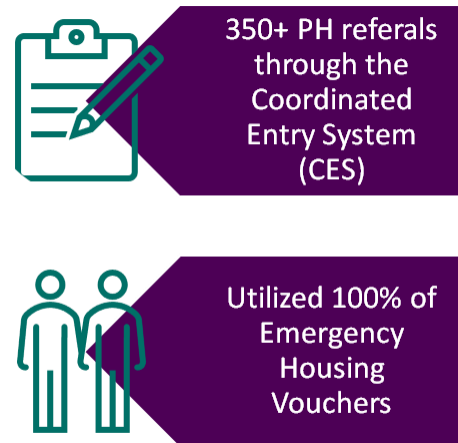
This summary provides a brief overview of all the activities and outcomes of the Contra Costa Homeless Continuum of Care (CoC) during 2023. All data comes from the CoC's 2023 Annual Report.

#### NUMBER OF HOUSEHOLDS SERVED

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



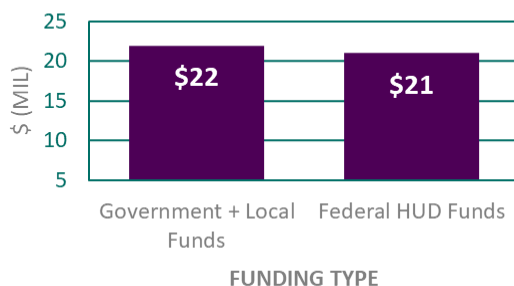
#### COC SUCCESSES



#### 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).

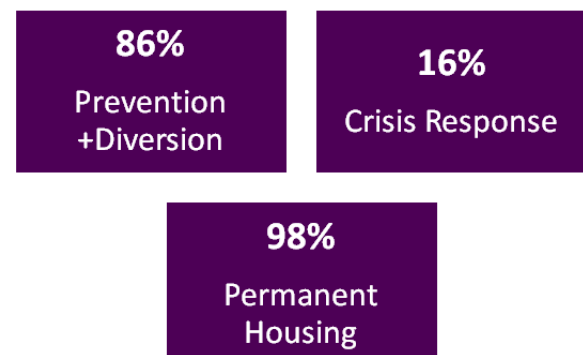
#### CoC Funding Sources



#### 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:



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## 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