



# CONTRA COSTA COUNCIL ON HOMELESSNESS OVERSIGHT COMMITTEE MEETING MINUTES

**Thursday February 19, 2025, 11:30AM – 1:30PM**  
[2400 Bisso Lane, Concord \(Venti Conference Room\)](#)

## COMMITTEE PURPOSE:

The purpose of the Oversight Committee is to review and assess the development, implementation, and improvement of the CoC, Coordinated Entry System, HMIS Database, and system outcomes.

## Attendees

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### CoH Members

- Alejandra Chamberlain – present, in person
- Courtney Pal - present in person
- Donnie Diego - present in person
- Juno Hedrick -present in person
- Ralph Payton - present in person
- Shawn Ray - present in person
- Wayne Earl - present in person

**Community members:** Barb Hunt, Jacqueline Franco, Serene Terrazas, Sean Noland

**Staff:** Jamie Shecter, Janel Fletcher, Mary Juarez-Fitzgerald, Brittany Ferguson, Alex Michel, Michele Byrnes

**Guest Speakers:** Claire Burrus, Allison Mabbs

## Welcome, CoH Roll Call & Meeting Logistics

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**Speaker:** Alex Michel, *HB* and Jamie Shecter, *H3*

- Conducted introductions, CoH Roll Call, Mentimeter activity, and reviewed meeting logistics
- Conducted Committee Member Roll Call

## Public Comment

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**Speaker:** Alex Michel, *HB*

- No public comments

## Review December 18, 2025 Mtg. Key Takeaways & Approve Meeting Minutes

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**Speaker: Speaker:** Alex Michel, *HB*

- Reviewed key takeaways from the December 18,2025 meeting:
  - General CE Updates
  - Annual Report Updates



- Yab Update
- Reviewed Accountability Corner
- Discussion of 2026 Oversight Committee Workplan
- **ACTION ITEM:** Roll call vote to approve 2025 December Meeting Minutes.
  - Juno H., motions
  - Wayne E., second motion
  - No discussion
  - Roll Call

**Motion passes - the December 2025 Oversight Committee meeting minutes are approved!**

## Oversight Committee Overview & 2026 Workplan

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**Speaker:** Jamie Schechter, H3

- **ACTION ITEM:** Vote on the 2026 Oversight Workplan
  - Courtney P., motion
  - Shawn R., 2nd
  - Roll Call
    - Alejandra C. - aye
    - Courtney P. - aye
    - Donnie D. - aye
    - Juno H.- (not present during roll call)
    - Ralph P. - aye
    - Shawn R. - aye
    - Wayne E. - aye

**Motion passes - the 2026 Oversight Committee Workplan is approved!**

## Oversight Committee Chair/Co-Chair Selection

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**Speaker:** Jamie Schechter, H3

- Any interest in serving as chair/co-chairs?
- Courtney P. and Wayne E. expressed interest in being the co-chairs for the 2026 Oversight Committee.

### MOTION

- State of Motion:
  - To approve Courtney Pal and Wayne Earl as Oversight Committee Co-Chairs for the 2026 calendar year.
- Discussion:
  - None.
- Procedural Record:
  - Motion made by: Ralph Payton
  - Seconded by: Donnie Diego
  - AYES: Alejandra Chamberlain; Courtney Pal; Donnie Diego; Juno Hedrick; Ralph Payton; Shawn Ray; Wayne Earl
  - NOES: None.



- ABSTAINS: None
- UNABLE TO VOTE: None
- ABSENT: None

## Continuum of Care & Coordinated Entry 101 Presentation

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**Speaker:** Mary Juarez-Fitzgerald, H3

### a) Overview of the Continuum of Care System, Program Models, and Coordinated Entry

- Mary provided an overview of the Continuum of Care System, Program Models, and Coordinated Entry

## Coordinated Entry Updates

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### a) General CE updates

**Speaker:** Mary Juarez-Fitzgerald, H3

- None

### b) Update on the Assessment Tool Redesign

**Speaker:** Allison Mabb, *Focus Strategies* and Claire Burris, *Focus Strategies*

- Focus Strategies provided overview of the assessment tool redesign process; Focus Strategies provided an overview of the Contra Costa Housing Needs Assessment (CC-HNA)
- Discussion:
  - Question: Can you share more about the changes made due to feedback provided?
    - CB: Some questions were removed because they weren't functioning as we'd hoped, for example there was a question about documentation and we got feedback from pilot participants that it was not conducive to the assessment process so the question was removed; we made other small adjustments to the language to make questions more clear based on feedback received.
  - Comment: Can you say more about how you chose to assign specific weight to different questions, specifically looking at the weight of housing loss due to gender, cultural, religious or sexual identity, vs weight of history of incarceration?
    - CB: to be clear, everything in this tool is high priority and everything has association to risk to prolonged risk of homelessness; in the data we saw that there is a relationship w/ history of homelessness and incarceration and also housing loss due to gender, cultural, religious or sexual identity so we wanted to make sure did not exclude those factors; additionally, there are quite a few question in the experiences w/ services and other systems of care section that have to do w/ a variety of experiences from encounters with law enforcement; law enforcement encounters are more common than incarceration; impacts of encounters have a stronger relationship with risk of prolonged homelessness and had a positive impact when the questions were piloted
  - Comment: regarding experience w/ services and other systems of care - law enforcement is high but history of incarceration is low - wondering if this is a numbers game.
    - Question: Is incarceration jail or prison?
    - Prison, not jail
    - SR: could we pull data to see outcomes to see reach of success



- MJF: to clarify, we included all of these questions the tool because they are all indicators of prolonged homelessness in the community
  - Comment: law enforcement encounters and history of incarceration are two totally different things; those w/ felonies have an even more difficult time in accessing services than those who have encounters, etc.; important to keep looking at these numbers in terms of outcomes
- Question: w/ youth, where does youth juvenile detention fall in this (law enforcement encounters or incarceration?)
  - CB: this section of the tool has the highest number of questions, it gets into minutia; community feedback in the way the questions were asked in order to reduce reluctance of sharing their history in the system
- Question: The old VI-SPDAT scoring was straight forward - how is this scored? I see how the questions are weighted but I don't see the scoring. How do we compare outcomes across the VI-SPDAT and the new tool to check for effectiveness of this new tool?
  - CB: Everyone who completed the pilot also completed the VI-SPDAT as the it is continued to be used for prioritization; We did see a relationship - higher scores on VI-SPDAT tends to show higher scores with the new tool as well, but it is not perfect and that's because the VI-SPDAT is not community specific where as this new assessment it. We see this as successful so far in that we have received positive feedback form assessors and people who participated in pilot. Additionally, one of the issues w/ the Vi-SPDAT was that it was scoring demographic groups unfairly, and the pilot data has revealed that this is not scoring demographics groups unfairly, which is great news! We are also providing H3 on how to monitor the impact of the tool post implementation so that we can monitor that the tool is doing what it is intended to do in the community.
- Questions: Does this tool include a model or process for periodic retesting of participants or does it auto rescore over time in HIMS?
  - CB: H3 has not made change to reassessment policies
- MJF: auto score will not happen in HMIS but participants can be re-assessed at any time, whether they request it or if providers believe they need it due to major life events. Standard will be to reassess participants at least every 6 months.

#### MOTION

- State of Motion:
  - To approve the new CC CE Housing Needs Assessment
- Discussion:
  - None.
- Procedural Record:
  - Motion made by: Ralph Payton
  - Seconded by: Shawn Ray
  - AYES: Alejandra Chamberlain; Courtney Pal; Donnie Diego; Juno Hedrick; Ralph Payton; Shawn Ray; Wayne Earl
  - NOES: None.
  - ABSTAINS: None
  - UNABLE TO VOTE: None
  - ABSENT: None



## Participant Feedback Survey Updates

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**Speaker:** Janel Fletcher, H3

- JS: historically largest batch of surveys have come from CORE projects, and we get a less response through prevention because they serve folx that typically come in and out
- Question: Why don't we do it year-round?
  - JS: it's hard on providers to do it year-round; it's a logistical challenge
  - JF: Additionally, feedback from last year's providers facilitating the survey confirmed that this timing worked well.

## YAB Update

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**Speaker:** Juno Hedrick, CoH

- JH provided brief update re recent YAB work and upcoming YAB member retreat

## 2026 Compliance Monitoring Update

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**Speaker:** Michele Byrnes, HB and Alex Michel, HB

- Homebase provided a brief update on the upcoming 2026 Monitoring process\
- Question: What kinds of projects are being monitored?
- JS: CoC-funded projects will be monitored

## Adjourn

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**Speaker:** Jamie Schecter, H3

- Reviewed next steps and upcoming meetings