



CONTRA COSTA COUNCIL ON HOMELESSNESS OVERSIGHT COMMITTEE MEETING

IN-PERSON COMMITTEE MEETING MINUTES

Thursday February 20, 2025, 11:30AM – 1:30PM

[2400 Bisso Lane, Concord \(suite #D2\)](#)

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.

HOW TO JOIN THE MEETING VIA ZOOM:

Link to register: <https://homebaseccc.zoom.us/join/2urDssGdzVjZhCYrYEYtBPv6TuzAce>

How to Join the Meeting Via Call-In: 1- 669-900-6833 / Meeting ID: 831 8462 0638

Attendees

CoH Members:

1. Alejandra Chamberlain - present (arrived late), virtual
2. Courtney Pal - present, virtual
3. Juno Hedrick - present, in-person
4. Leslie Gleason - present, in-person
5. Mia Fairbanks - present (arrived late), virtual
6. Verneda Clapp - present, in-person
7. Wayne Earl - present, in-person

Community Members:

- Angela Corona
- Anastasia Lockwood
- Cynthia Chavez

TIME	AGENDA ITEM	PRESENTERS
11:30am (10 min)	Welcome, Introductions, & CoH Roll Call a. Welcome b. Review agenda c. Introductions & CoH Roll Call d. Mentimeter - Who's in the Room?	- Alex Michel, <i>HB</i> - Jamie Schecter, <i>H3</i>
Notes: <ul style="list-style-type: none">● no comments		



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11:40am (5 min)	2025 Meeting Logistics	- Jamie Schechter, <i>H3</i>
Notes: <ul style="list-style-type: none"> • Question – possible to align in-person meetings with PATH? • AM will follow up with Jaime Jenett to potentially adjust schedule 		
11:45am (5min)	Public Comment a. Open period for public comment on items not listed on the agenda.	- Alex Michel, <i>HB</i> - Members of the public
Notes: <ul style="list-style-type: none"> • No comments 		
11:50am (5 min)	Review October 17, 2024 Mtg. Key Takeaways & Approve Meeting Minutes a. Key takeaways from the October 17, 2024 meeting: <ul style="list-style-type: none"> • Approved June 20, 2024 meeting minutes • Program Models & Performance Standards Updates • Reviewed & Approved CES Policies & Procedures Revisions Recommendations to CoH • Update on CES Assessment Tool Redesign • Reviewed & Approved Written Standards Revisions Recommendations to CoH • Reviewed Accountability Corner <u>ACTION ITEM:</u> Approve the meeting minutes from October 17, 2024	- Alex Michel, <i>HB</i>
Notes: <ul style="list-style-type: none"> • Roll call vote <ul style="list-style-type: none"> ○ Leslie makes motion ○ Juno second ○ No discussion ○ Motion passes - October 17, 2024 meeting minutes are approved 		
11:55am (5min)	Oversight Committee Overview a. Brief overview of the Oversight Committee	- Jamie Schechter, <i>H3</i>
Notes: <ul style="list-style-type: none"> • Question – confirmation whether grievances through the CoC procedure are still brought to a non-conflicted subset Oversight cmte member <ul style="list-style-type: none"> ○ Confirmed: yes 		
12pm (10min)	Identify & Approve Oversight Cmte. Chair/Co-Chairs Review the purpose and responsibilities of the Chair position <u>ACTION ITEM:</u> Approve a chair/co-chair of the Oversight Committee.	- Jamie Schechter, <i>H3</i>



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Notes:

- Courtney P., Juno H., Wayne E. volunteered as co-chairs
- **Roll Call Vote**
 - Verneda makes motion
 - Leslie second
 - No discussion
 - Motion passes - approval of co-chairs passed!

12:10pm (10min)	Review & Approve 2025 Oversight Cmte. Workplan Committee to review the proposed 2025 Oversight Cmte. workplan. ACTION ITEM: Approve 2025 Oversight Cmte workplan	- Jamie Schechter, H3
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Notes:

- Question – because of priority with VI-SPDAT replacement, can we propose to meet monthly instead of bi-monthly?
 - JS – Committee could decide later on depending on how things play out with redesign
 - MJF – right now the project is a little slow, so it may not make sense right now but could revisit later
 - MJF – can share more data with committee at a later time
- Comment – unclear about Oversight and HMIS policy committee
 - JS – HMIS policy cmte is more focused on HMIS policies and procedures, they're not necessarily looking at content of proposal just how to make changes to HMIS system to align
 - Comment - same question with equity cmte
 - JS – working side by side with them on this, they provide feedback but project will be carried with oversight cmte
- Question – how does this project fit with PATH interim housing strategy
 - MJF – if it involves a program model, then would need to go through that process
- **Roll Call Vote**
 - Wayne made motion
 - Mia second
 - No discussion
 - Motion passes - 2025 Oversight Committee work plan is approved

12:20pm (25min)	Continuum of Care / Coordinated Entry 101 Link to Coordinated Entry Policies & Procedures Link to Program Models & Performance Standards	- Mary Juarez-Fitzgerald, H3 - Jamie Schechter, H3
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Notes:

- CoC report data
 - JS – Regarding 81% increase for minors, good sign when we see numbers increase coinciding with expansion of youth serving programs
 - Comment – disability aspect affects income, disability further exacerbates gap
- Program models



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- Comment – all of these program models created over many years, interventions were developed but people were operating differently, not always a comfortable process to come to these standards but very important to ensure quality experiences
- MJF – agreed, also increased accountability
- CES
 - Question - Why is VI-SPDAT being replaced?
 - MJF – tool has been identified as having racial biases and exacerbating disparities, in Contra Costa a past evaluation identified priority of replacing tool, HUD mandates a CES system in every community and VI-SPDAT was identified as a tool that many communities used, many communities have been replacing the tool and have even developed their own tool
 - Question - Will we definitely be replacing the tool? Even with federal government approach?
 - JS – Yes, HUD doesn't necessarily care which tool we use but that it's standardized and prioritizes most vulnerable as identified by our community
 - Question – What about 24-hour street outreach team in communities that don't have a walk-in CARE center?
 - JS – yes, there are many different teams operating in different communities, launching team in Antioch soon
 - MJF – Outreach across all areas of the County; designed to cover the entire geographic area of Contra Costa County
 - Comment – looking for additional resources to pass along to clients in workforce development
 - MJF – challenge that there isn't a walk-in site in East county; but there are other ways to connect folks to services
 - Question – do we still have the BART line teams covering East County?
 - JS – yes we do, they go to East County
 - MJF – there are various teams that cover East County
 - JS – council membership relationship with wider system of care - CoC working to make sure there is collaboration across system of care and various interacting systems (i.e. behavioral health, health, etc.)
 - in chat: [CES English flyer](#); [CES Spanish flyer](#)
 - Question – How are housing providers accounted for in CES?
 - JS and MJF – There are programs funded a particular way that are mandated to get referrals through CES. There are other resources available and can be offered based on assessment results.

12:45pm
(10min)

Coordinated Entry Updates

- a. Transfer policy implementation
- b. Assessment tool redesign
- c. Other updates

[Link to February 6, 2025 CoH Agenda & Materials Packet](#)

- Mary Juarez-Fitzgerald, H3



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Notes:		
<ul style="list-style-type: none"> Comment – love to hear that the transfer policy has had a good impact! 		
12:55pm (10min)	Program Models & Performance Standards Updates Hear presentation on Participant Satisfaction Survey Results Link to Program Models & Performance Standards	- Jamie Schechter, <i>H3</i>
Notes:		
<ul style="list-style-type: none"> Comment – shared experience with internal satisfaction survey, asked question about whether there are staff who can analyze responses in Spanish Comment – had the opportunity to take part in this survey as a peer and it was a good experience to be able to reaffirm that the survey is intended to help improve experience of service recipients Question – will demographics questions be at the end again and people can opt out? <ul style="list-style-type: none"> JS – yes 		
1:05pm (5min)	Accountability Corner a. Review 2025 Q1	- Jamie Schechter, <i>H3</i>
Notes:		
<ul style="list-style-type: none"> Needs that arose from this meeting <ul style="list-style-type: none"> Timely detailed updates on housing needs assessment Need for more frequent meetings Shifting federal environment 		
1:10pm (5 min)	Adjourn a. Review next steps b. Overview of upcoming meetings	- Alex Michel, <i>HB</i>
Notes:		
<ul style="list-style-type: none"> no comments 		

	Member	Seat / Affiliation	Attended y/n virtual or in-person	Approve Oct, 2024 Meeting Minutes	Approve Oversight Cmte. Chair/Co- Chairs	Approve 2025 Oversight Cmte. Workplan
1.	Alejandra Chamberlain (she/her)	Education and Vocational Services Representative (CoCo Office of Education)	arrived late; virtual	absent for vote	absent for vote	y
2.	Courtney Pal	Affordable Housing Developer Representative	virtual	y	y	y
4.	Juno Hedrick	Lived Experience Advisor	y	y	y	y



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		(YAC Member)				
5.	Leslie Gleason (she/her)	CoC/ESG Program Grantee Representative (Trinity Center)	y	y	second, y	y
6.	Mia Fairbanks	Health Care Representative (Healthcare for the Homeless)	virtual- arrived late	absent for vote	y	second, y
7.	Verneda Clapp	Workforce Development Representative	y	abstain	motion, y	y
8.	Wayne Earl (he/him)	Faith Community Representative (Rock Harbor Christian Fellowship)	y	y	y	motion, y

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)



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HEAP	Homeless Emergency Aid Program (State funding)
HEARTH	Homeless Emergency and Rapid Transition to Housing (HEARTH) Act of 2009
HHAP	Homeless Housing and Assistance Program
HMIS	Homeless Management Information System
HOME	Home Investment Partnerships (CPD program)
HUD	U.S. Department of Housing and Urban Development (federal)
MHSA	Mental Health Services Act
NOFA	Notice of Funding Availability
PHA	Public Housing Authority
PUI	Persons Under Investigation
SAMHSA	Substance Abuse & Mental Health Services Administration
SRO	Single-Room Occupancy housing units
SSDI	Social Security Disability Income
SSI	Supplemental Security Income
TA	Technical Assistance
TAY	Transition Age Youth (usually ages 16-24)
VA	Veterans Affairs (U.S. Department of)
VASH	Veterans Affairs Supportive Housing
VI-SPDAT	Vulnerability Index – Service Prioritization Decision Assistance Tool

EQUITY DEFINITIONS

(adapted from C4 Innovations and approved by COH on 8.3.23)

Term	Definition
Individual Racism	A person's beliefs and actions that serve to perpetuate racial oppression. This can be conscious and unconscious. This may be externalized or internalized
Institutional Racism	Policies and practices at the organization (or "sector") level that perpetuate oppression. It involves unjust policies, practices, procedures, and outcomes that work better for white people than people of color, whether intentional or not.
Interpersonal Racism	The interactions between people - both within and across racial groups
Microaggressions	Brief, everyday exchanges that send denigrating messages to certain individuals because of their group membership
Race	A social construct created in the 17th century by white Europeans to justify the enslavement of Africans and the spread of colonialism. Understanding of race as a concept has changed over time, but the outcomes of discrimination based on race remain entrenched in our systems.



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Race Equity Lens	A way of viewing the world in an integrated and holistic manner, taking into account past and present racial injustices and seeking to address them through more equitable practices and structures.
Racial Bias	Implicit and/or explicit bias that reinforces discriminatory attitudes and behaviors when interacting with people or situations
Racial Equity	The condition where one's racial identity does not predict their social, health, or economic outcomes. Racial equity is a process of eliminating racial disparities and improving outcomes for everyone. It is the intentional and continual practice of changing practices, systems, and structures by prioritizing the measurable change in the lives of people of color.
Racism	A system of institutional, systemic oppression, and practices of individuals and society that shape cultural beliefs and values that support racist policies and practices.
Structural Racism	How these effects interact and accumulate across institutions and across history. Structural racism highlights how racism operates as a system of power with multiple interconnected, reinforcing, and self-perpetuating components which result in racial inequities across all indicators for success.
Systemic Racism	infrastructure of rulings, ordinances or statutes adopted by a sovereign government or authoritative entity, whereas such ordinances and statutes entitles one racial group in a society certain rights and privileges, while denying other groups in that society these same rights and privileges because of long-established cultural prejudices, religious prejudices, fears, myths, and Xenophobia's held by the entitled group
White Fragility	White fragility refers to feelings of discomfort a white person experiences when they witness or engage in discussions around racial inequality and injustice. Their engagement in conversations about racism may trigger a range of defensive actions, feelings, and behaviors, such as anger, fear, and silence. These reactive behaviors reinforce continued white dominant culture.