



CONTRA COSTA COUNCIL ON  
HOMELESSNESS  
**OVERSIGHT COMMITTEE MEETING**

**IN-PERSON COMMITTEE MEETING MINUTES**

**Thursday December 18, 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/meeting/register/tZcsf-2urDssGdzVjZhCYrYEYtBPv6TuzAce>

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

CoH Attendance (in-person): Alejandra Chamberlain, Courtney Pal, Mia Fairbanks, and Wayne Earl

TIME	AGENDA ITEM	PRESENTERS
11:30am (10 min)	<b>Welcome, Introductions, &amp; CoH Roll Call</b> a. Welcome b. Review agenda c. Introductions & CoH Roll Call d. <a href="#">Mentimeter</a> - Who's in the Room?	- Wayne Earl, <i>CoH</i> - Juno Hedrick, <i>CoH</i> - Alex Michel, <i>HB</i> - Jamie Schecter, <i>H3</i>
Minutes: <ul style="list-style-type: none"> <li>• Conducted CoH Roll Call</li> <li>• Present (in-person): Alejandra Chamberlain, Courtney Pal, Mia Fairbanks, Wayne Earl</li> </ul>		
11:40am (5 min)	<b>2025 Meeting Logistics</b>	- Wayne Earl, <i>CoH</i>
Minutes: <ul style="list-style-type: none"> <li>• n/a</li> </ul>		
11:45am (5min)	<b>Public Comment</b> a. Open period for public comment on items not listed on the agenda.	- Courtney Pal, <i>CoH</i> - Members of the public
Minutes: <ul style="list-style-type: none"> <li>• n/a</li> </ul>		
11:50am (5 min)	<b>Review June 26, 2025 Mtg. Key Takeaways &amp; Approve Meeting Minutes</b> a. Key takeaways from the June 26,2025 meeting:	- Courtney Pal, <i>CoH</i>



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	<ul style="list-style-type: none"> <li>● Update on CES Assessment Tool Redesign</li> <li>● Yab Update</li> <li>● Reviewed Accountability Corner</li> <li>● Update on Contra Costa Health, Change Agent Fellowship</li> </ul> <p><b><u>ACTION ITEM:</u></b> Approve the meeting minutes from June 26, 2025</p>	
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Minutes:

- Mia motion, Wayne second
- CoH Roll call:
  - Alejandra Chamberlain – yes
  - Courtney Pal - yes
  - Mia Fairbanks - yes
  - Wayne Earl - yes
- Motion passed

11:55am (15min)	<b>General Coordinated Entry Updates</b>	- Mary Juarez-Fitzgerald, H3
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Minutes:

- CES Assessment Redesign is in pilot phase; hoping to launch in February/March 2026
  - Question: implementation is across all CoC-providers:
    - MJF: yes!
- Temporary pause on new PSH referrals, in response to recent NOFO and potential changes
  - Question: how does this pause help?
    - JS: It's not that we are not accepting any referrals, just not new referrals. If an a unit opens up, the plan is to transfer those currently in PSH who will be impacted by the potential changes due to NOFO.
    - MJF: no new participants, but looking at referrals that are already in PSH and we anticipate being impacted by potential changes due to NOFO
  - Comment: appreciate the intentionality behind this and planning ahead
- Annual report data:
  - Question: persons served went down but inventory went up - what does this imply?
    - MJF: there's been a lot of work around diversion, we saw PIT numbers go down, we increased family PSH and RRH; regarding veterans, we've increased our connections to veteran providers and so it may not be that veteran populations has increased but we are more accurately capturing
  - Question: is there any data on referral to outcome? Do we have data from referral to next step (housing)?
  - MJF: can follow-up with that information but for now, acceptance of referrals was high at about 90%; this includes denied referrals and successful referrals.
- Prevention Tirage highlights



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<ul style="list-style-type: none"> <li>○ Question: out of the 285 households, are all matched to resources?             <ul style="list-style-type: none"> <li>■ MJF: they were all referred to a program and within that there is potential that some of them were denied assistance due to eligibility requirements of the participant may have denied assistance themselves</li> </ul> </li> <li>○ JS: County just approved funding and were working on allocation plan!</li> <li>● Voucher At-risk coordination:             <ul style="list-style-type: none"> <li>○ Comment: this voucher preservation is amazing!</li> </ul> </li> <li>● Legacy Court: Move-in Spotlight             <ul style="list-style-type: none"> <li>○ n/a</li> </ul> </li> </ul>		
12:10pm (10min)	<b>Annual Report</b>	- Jamie Schechter, <i>H3</i>
<p>Minutes:</p> <ul style="list-style-type: none"> <li>● Question: What do you think is causing increase in seniors?             <ul style="list-style-type: none"> <li>○ JS: We are seeing folks age as they are experiencing homelessness and many seniors are having severe challenges with making rent</li> <li>○ Comment: seeing many first time homeless of 75+ years of age experiencing homelessness for the first time</li> </ul> </li> </ul>		
12:20pm (10min)	<b>YAB Update</b>	- Juno Hedrick, <i>CoH</i>
<p>Minutes:</p> <ul style="list-style-type: none"> <li>● Presented was unable to attend meeting</li> <li>● JS provided quick update re YAB, specifically that the YAB is in recruitment process and they have notified participants that were selected</li> </ul>		
12:30pm (5min)	<b>Accountability Corner</b> a. Review 2025 Q4	- Jamie Schechter, <i>H3</i>
<p>Minutes:</p> <ul style="list-style-type: none"> <li>● Q4: heard updates on program models (prevention), we heard CE updates, and heard update on Annual report (during this call)</li> </ul>		
12:35pm (30min)	<b>2026 Oversight Committee Update &amp; Workplan</b>	- Jamie Schechter, <i>H3</i>
<p>Minutes:</p> <ul style="list-style-type: none"> <li>● Comment: do we need to meet more than every other month?             <ul style="list-style-type: none"> <li>○ JS: we could utilize work groups as an option</li> </ul> </li> <li>● Question: how often were PATH/Equity Committees meeting before:             <ul style="list-style-type: none"> <li>○ JS: PATH, same cadence as Oversight; Equity met every month expect the third</li> </ul> </li> <li>● Comment: this consolidation will help with collaboration/engagement across the system</li> <li>● Q1             <ul style="list-style-type: none"> <li>○ Requested updates to Q1 goals/activities                 <ul style="list-style-type: none"> <li>■ #1 – add a point about discussing need for workgroups</li> </ul> </li> </ul> </li> </ul>		



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- #2 – add bullet point about including regular updates on work that is being continued from the PATH and Equity Committees

- Q2

- Comment: system outcomes is an Oversight responsibility – I think it’s important that every quarter we have Oversight Committee reviewing outcomes/updates based on system-level changes/transitions based on HUD priorities
  - Add language to workplan
- Question: How do we incorporate the date we’ve used in PATH/Equity into this work?
  - JS: good question – this is something that we is great for discussion/planning with the next chair/co-chairs to make sure we are doing so throughout next year
  - Question: how was the data used in the PATH/Equity?
    - JS: Looking at trends, how did things shift, etc. We can think about how to incorporate it in Oversight

- Q3:

- Question: When does Funding meetings start to meet each year?
  - JS: normally meets in Q1
  - Comment: It is important to provide space for check-ins/ updates on changes that come about due to HUD changing priorities, etc. Can we add quarterly check wherever it is appropriate?
    - JS: at the very least that will come up in CoH, and we can bring them here too
- Question: will Oversight continue to look at NOFO report card from HUD?
  - JS: yes, we can bring this back to Oversight next year
    - Add language to workplan
- Question: is this workplan is flexible to adjust as things change, depending on HUD priority changes, etc.
  - JS: yes!
- Question: what would H3 like Oversight to include based on your internal purview, especially amongst the transitions that are in the pipeline due to NOFO/HUD changing priorities?
  - MJF: flexibility around, assuming good intent if/when something is missed; w/ tumultuous/uncertain times ahead; we also hope everyone leans in and participates in these conversations, bringing in your expertise to these conversations is so important
  - JS: agree with MJF, accountability and flexibility; also, regional action plan in PATH was great, but this will likely not be our target anymore because of the transitions in the pipeline due to federal changes in priorities
  - JF: would like to see Oversight incorporate data dashboards
- Question: do we know the structure of the Oversight meetings for next year?
  - JS: it will be similar to this year, every 3rd Thursday, 11:30am - 1:30pm

1:05pm

**Adjourn**

- Courtney Pal, CoH



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(5 min)	a. Review next steps b. Overview of upcoming meetings	
<b>Minutes:</b> <ul style="list-style-type: none"> <li>● JS: reminder of 2026 PIT count, accepting volunteers; shared Homeless Persons Memorial Day event</li> <li>● Announcement: Bay Area Rescue mission holiday meal distribution event; shared holiday meal events at Bay Areas Rescue Mission, Sunday - Thursday 4:30 - 6:30pm</li> </ul>		

Acronym	Definition
APR	Annual Performance Report (for HUD homeless programs)
CARE	Coordinated Assessment and Resource
CCYCS	Contra Costa Youth Continuum of Services
CDBG, CDBG-CV	Community Development Block Grant (federal and state programs) and the federal Community Development Block Grant CARES Act coronavirus allocation.
CES	Coordinated Entry System
CESH	California Emergency Solutions and Housing program (state funding)
Continuum of Care (CoC)	Continuum of Care approach to assistance to the homeless. Federal grant program promoting and funding permanent solutions to homelessness.
Con Plan	Consolidated Plan, a locally developed plan for housing assistance and urban development under CDBG.
CORE	Coordinated Outreach Referral, Engagement program
COVID-19	Coronavirus
DOC	Department Operations Center
EHSD	(Contra Costa County) Employment and Human Services Division
EOC	Emergency Operations Center
ESG and ESG-CV	Emergency Solutions Grant (federal and state program) and the federal Emergency Solutions Grant CARES Act coronavirus allocation.
ESG-CV	Emergency Solutions Grant CARES
FMR	Fair Market Rent (maximum rent for Section 8 rental assistance/CoC grants)
HCD	Housing and Community Development (State office)
HEAP	Homeless Emergency Aid Program (State funding)
HEARTH	Homeless Emergency and Rapid Transition to Housing (HEARTH) Act of 2009
HHAP	Homeless Housing and Assistance Program
HMIS	Homeless Management Information System
HOME	Home Investment Partnerships (CPD program)
HUD	U.S. Department of Housing and Urban Development (federal)
MHSA	Mental Health Services Act
NOFA	Notice of Funding Availability



Contra Costa Continuum of Care

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PHA	Public Housing Authority
PUI	Persons Under Investigation
SAMHSA	Substance Abuse & Mental Health Services Administration
SRO	Single-Room Occupancy housing units
SSDI	Social Security Disability Income
SSI	Supplemental Security Income
TA	Technical Assistance
TAY	Transition Age Youth (usually ages 16-24)
VA	Veterans Affairs (U.S. Department of)
VASH	Veterans Affairs Supportive Housing
VI-SPDAT	Vulnerability Index – Service Prioritization Decision Assistance Tool

### EQUITY DEFINITIONS

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

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



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<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.