

Contra Costa Council on Homelessness
12/19/2024 Oversight Committee Meeting
Member Materials



Contra Costa Council on Homelessness

12/19/2024 Oversight Committee Meeting Materials



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5. Link to [Contra Costa County CoC Program Models and Performance Standards](#)
6. Link to [Contra Costa County CoC Coordinated Entry System Policies & Procedures](#)
7. Link to [Contra Costa County CoC Written Standards](#)



CONTRA COSTA COUNCIL ON
HOMELESSNESS
**OVERSIGHT COMMITTEE
WORKING GROUP**

VIRTUAL WORKING GROUP AGENDA
Thursday December 19, 2024, 11:30AM – 1:00PM

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:

Working Group (VIRUTAL ONLY) Link to register: <http://tinyurl.com/yys6u27y>
How to Join the Meeting Via Call-In: 1 669 900 6833 / Meeting ID: 849 4424 3652

TIME	AGENDA ITEM	PRESENTERS
11:30am (10 min)	Welcome, Introductions, & CoH Roll Call a. Welcome b. Review agenda c. Introductions d. Mentimeter - Who's in the Room?	- Alex Michel, <i>HB</i> - Jamie Schecter, <i>H3</i>
11:40am (3 min)	2024 Meeting Logistics a. Cmte vs. Work Group Mtg b. 2024 Meeting Schedule	- Jamie Schecter, <i>H3</i>
11:43am (5min)	Announcements a. Open period for announcements on items not listed on the agenda.	- Alex Michel, <i>HB</i> - Members of the public
11:48am (2 min)	October Meeting Recap a. Provide Oct meeting recap; meeting minutes will be approved during Feb 2025 meeting	- Alex Michel, <i>HB</i>
11:50am (5min)	CES P&Ps + Written Standards Update a. Link to approved Coordinated Entry Policies & Procedures b. Link to approved Written Standards	- Alex Michel, <i>HB</i>
11:55am (15min)	2025 Monitoring Process Update a. Provide update on 2025 monitoring process	- Michele Byrnes, <i>HB</i>
12:10pm (10 min)	Program Models & Performance Standards Updates a. Participant Satisfaction Survey updates b. Link to Program Models & Performance Standards	- Shelby Ferguson, <i>H3</i>



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12:20pm (15 min)	CES Updates a. CES Assessment Replacement Project b. Overview of Ongoing AND Upcoming Programs & Housing Resources c. Policies & Procedure Updates	- Mary Juarez-Fitzgerald, <i>H3</i>
12:35pm (5 min)	Accountability Corner – Q4 a. Review Q4	- Jamie Schecter, <i>H3</i>
12:40pm (18min)	Overview of 2025 Workplan a. Provide overview of potential 2025 workplan	- Jamie Schecter, <i>H3</i>
12:48pm (2 min)	Wrap-Up a. Overview of upcoming meetings	- Alex Michel, <i>HB</i>

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



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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.



OVERSIGHT COMMITTEE WORKING GROUP

December 19, 2024 from 11:30 – 1:00 p.m.

WELCOME

Alex Michel, *Homebase*

Agenda

1. Welcome & Introductions
2. 2024 Meeting Logistics
3. Announcements
4. October Meeting Recap
5. CES P&Ps and Written Standards Update
6. 2025 Monitoring Process Update
7. Program Models & Performance Standards Updates
8. CES Updates
9. Accountability Corner – Q4
10. Overview of 2025 Workplan
11. Wrap-up – 1:00pm

INTRODUCTIONS



Jamie Schechter, Homeless Services Chief

Mary Juarez-Fitzgerald, Coordinate Entry Manager

Shelby Ferguson, CoC Administrator

Email: contracostacoc@cchealth.org



Michele Byrnes, Directing Analyst

Mark Mora, Senior Policy Analyst

Alex Michel, Senior Policy Analyst

Email: contracosta@homebaseccc.org

1. What part of the following geographic areas do you spend the most time in?
2. Do you have lived experience of homelessness?
3. What best describes your racial identity?

MENTIMETER: WHO'S IN THE ROOM

2024 MEETING LOGISTICS

Jamie Schechter, *H3*

COMMITTEE vs WORKGROUP

There will be two types of meetings held throughout the year, each with a different structure.

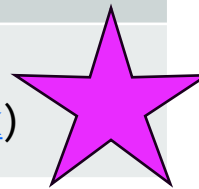
Committee Meeting

- Every other meeting, starting in Feb
- In-person CoH member attendance required (with exemptions)
- Activities include voting to approve/adopt minutes and other items as needed

Workgroup Meetings

- Every other meeting, starting in April
- Fully virtual
- Activities include hearing presentations, hearing from stakeholders and partners, and developing updates and other content

Date	Time	Location
February 15	11:30am – 1:30pm	In-person 2120 Diamond Blvd, Concord (McMorrow Training Room) (hybrid Zoom link)
April 18	11:30am – 1:30pm	Virtual only (Zoom registration link)
June 20	11:30am – 1:30pm	In-person 2120 Diamond Blvd, Concord (McMorrow Training Room) (hybrid Zoom link)
August 15	11:30am – 1:30pm	Virtual only (Zoom registration link)
October 17	11:30am – 1:30pm	In-person 2120 Diamond Blvd, Concord (McMorrow Training Room) (hybrid Zoom link)
December 19	11:30am -1:30pm	Virtual only (Zoom registration link)



2024 MEETING SCHEDULE

ANNOUNCEMENTS

Alex Michel, *Homebase*

OCTOBER MEETING RECAP

Alex Michel, *Homebase*

RECAP

The following items were covered during the 2024 October Oversight Cmte meeting:

- ✓ Reviewed & Approved June 20, 2024 meeting minutes
- ✓ Heard Program Models & Performance Standards updates
- ✓ Heard Coordinated Entry updates
- ✓ Approved recommendation of revisions to Coordinate Entry System Policies & Procedures to CoH
- ✓ Approved recommendation of revisions to Written Standards to CoH
- ✓ Reviewed Accountability Corner

COORDINATED
ENTRY SYSTEM
P&PS AND
WRITTEN
STANDARD
UPDATES

Alex Michel, *Homebase*

2025
MONITORING
PROCESS

Michele Byrnes, *Homebase*

PURPOSE OF COMPLIANCE MONITORING

- Improve **system performance** by identifying barriers to effective program performance;
- Increase **knowledge** among CoC-funded agencies regarding CoC compliance and financial management;
- Help agencies **prepare for audits or monitoring** from HUD; and
- Identify opportunities and gaps for **additional technical assistance, trainings, or one-on-one meetings** regarding areas of compliance impacting multiple agencies.

2025 FOCUSED MONITORING APPROACH

- Focus Area 1: Systemic Findings from previous monitoring cycles
- Focus Area 2: Equity
- Focus Area 3: Project Corrective Actions

FOCUS AREA 1: SYSTEMIC FINDINGS

- Timekeeping
 - Tracking staff time and connecting it to approved, eligible activities
- Fair Housing
 - Fair Housing Remedies and Notification

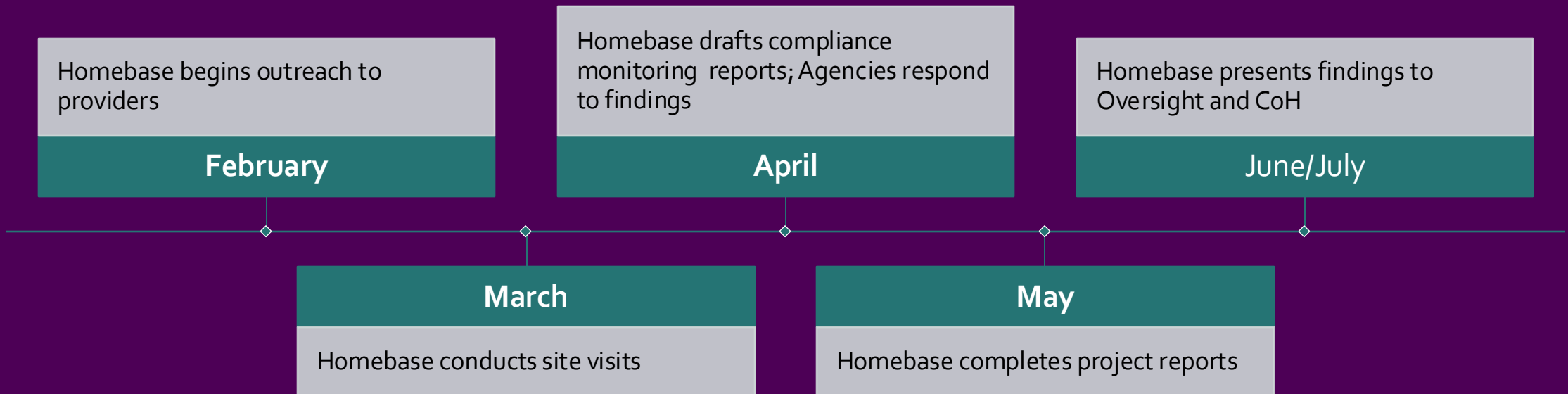
FOCUS AREA 2: EQUITY

- Program Models Racial Equity Measures
- 2024 CoC NOFO Scoring Tool

FOCUS AREA 3: PROJECT CORRECTIVE ACTIONS

- Reviewing progress made on project-specific findings from previous monitoring cycles
- Example: If an agency did not have a compliant record retention policy in 2023, we would request documentation that the agency has an updated, compliant policy.

COMPLIANCE MONITORING TIMELINE



REFLECTIONS FROM 2024 COMPLIANCE MONITORING - SATISFACTION SURVEY

- Respondents expressed:
 - preference for in-person site visits over virtual
 - site visits were helpful in understanding CoC compliance requirements
 - process timeline (February – May) was appropriate

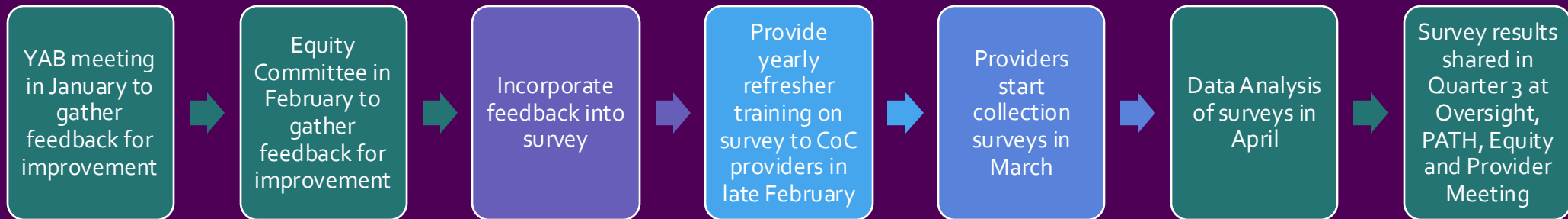


QUESTIONS?

PROGRAM MODELS & PERFORMANCE STANDARDS

Shelby Ferguson, *H3*

2025 COC PARTICIPANT SATISFACTION SURVEY





NEXT STEPS

Hear results from the Youth Action Board (YAB) and Equity Committee regarding their feedback on the CoC Participant Satisfaction Survey in February's Oversight Meeting

CES UPDATES

Mary Juarez-Fitzgerald, *H3*

COORDINATED ENTRY UPDATES



Update on VI-SPDAT Replacement
Project



Overview of Ongoing AND
Upcoming Programs & Housing
Resources



Policies & Procedure Updates

CE ASSESSMENT REPLACEMENT PROJECT



PROJECT LAUNCHED JULY 2024



STEERING COMMITTEE
CONVENED & MEETING
MONTHLY



CURRENTLY IN FIRST PHASE OF
STAKEHOLDER ENGAGEMENT &
DATA ANALYSIS



STAY TUNED FOR FURTHER
UPDATES AS PROJECT
PROGRESSES!

ONGOING PROGRAMS– RAPID REHOUSING

NEW! Hope Solutions County-Wide RRH

- Fall 2024 Launch
- 80 HHs between 2024-2026

New Pathway

- Shelter Inc
- DV Specific

BACRS RRH for Families

- Bay Area Community Resources
- ~10-15 New Families
- Ongoing as of January 2024

Lao Family Adult RRH

- Lao Family Community Development
- Ongoing as of January 2024

EHSD / Population Specific

- CalWORKS HousingWORKS
- HDAP

NEW / ONGOING PROGRAMS – PERMANENT SUPPORTIVE HOUSING

ACCESS (Expansion)

- PSH w/Hope Solutions
- 16 Total
- 10 Scattered Site 1BR for Single Adults – 2025
- 6 Cottages for Seniors – TBD (Jan 2025)

Rick Judd Commons

- No Place Like Home Project
- Partnership w/, RCD, CCBH & Hope Solutions
- 13 1BR Units
- Late 2024/ Early 2025 Opening

Valor Village

- VHHP Veteran Supportive Housing
- 15 1BR Units
- Partnership with SAHA

GENERAL CE UPDATES & REMINDERS



Efforts to support TAY System

TAY Specific Case Conferencing & Provider meeting spaces

Exploration of data integration

Connection with expanded CORE outreach teams & TAY providers



Other projects around Coordinated Prevention ongoing

New Prevention Triage Tool Coming Soon



CE Annual Performance Report due 12/31/2024

Dashboard Clean Up complete

Reminder to monitor CE APR Dashboard if you send / receive / participate in Coordinated Entry



Monthly Homeless Service Provider Call

2nd Tuesday of the Month, 8:30-9:30am

Reminder to Join!

ACCOUNTABILITY CORNER – Q4

Jamie Schechter, *H3*

2024 Oversight Committee Workplan

Purpose: Review and assess the development, implementation, and improvement of: CoC, Coordinated Entry System, HMIS database, and System Outcomes

Annual Priorities	Audience	Goals and Activities			
		Q1: Jan - Mar	Q2: Apr - Jun	Q3: Jul - Sep	Q4: Oct - Dec
<ol style="list-style-type: none"> 1. Monitor regular operations of CoC 2. Explore and recommend improvements to CES with focus on equity and effective prioritization of housing resource 3. Ensure strong feedback loops in homeless response system through CoC Complaint process, program models, and CoC Written Standards 	<ol style="list-style-type: none"> 1. Providers in the Homelessness Response System 2. Stakeholders interested in system level decision-making 3. People experiencing homelessness or at risk of homelessness 	<p>Goals: Onboard Oversight committee to current projects and processes, finalize policy work begun in 2023, and initiate 2024 monitoring process. Discuss Youth Advisory body.</p> <p>Activities:</p> <ul style="list-style-type: none"> • Committee introductions + Chair/Co-chair selection • Finalize meeting calendar for 2024 • Approve 2024 Oversight Work Plan • Hear presentation on Monitoring Process + 2024 timeline • Written Standards revision discussion • Accountability Corner: review 2023 Q4. 	<p>Goals: Updates on Program Models and Coordinated Entry, refine revisions to Written Standards</p> <p>Activities:</p> <ul style="list-style-type: none"> • Written Standards revision discussion updates • Program Models & Performance Standards Discussion: accountability guidelines and program model for transitional/bridge housing • Annual update on Coordinated Entry P&Ps and update on CE Assessment and Prioritization Project • Hear presentation on 2024 Compliance Monitoring process findings • Accountability Corner: review 2024 Q1 & Q2. 	<p>Goals: Assess revisions to Written Standards, review updates to Program Models and CE.</p> <p>Activities:</p> <ul style="list-style-type: none"> • Written Standards revision discussion updates • Program Models & Performance Standards discussion updates • General CE Updates • Accountability Corner: review 2024 Q3. 	<p>Goals: Create priorities for 2025 and close ending pending policy items.</p> <p>Activities:</p> <ul style="list-style-type: none"> • Hear presentation on CE updates • Hear presentation on Written Standards updates • Hear presentation on Program Models updates • create 2025 workplan • Accountability Corner: review 2024 Q4

Scratch Pad	Accountability Corner	
<ol style="list-style-type: none"> 1. Housing Stability Vouchers? 2. Consider ways to collect feedback on the Coordinated Entry System? 3. Opportunities for lived experience engagement 4. Equity? 	<p>January - March Update</p> <ol style="list-style-type: none"> 1. What goals/milestones were accomplished? 2. What new needs were identified? <p>July - September Update</p> <ol style="list-style-type: none"> 1. What goals/milestones were accomplished? 2. What new needs were identified? 	<p>April - June Update</p> <ol style="list-style-type: none"> 1. What goals/milestones were accomplished? 2. What new needs were identified? <p>October - December Update</p> <ol style="list-style-type: none"> 1. What goals/milestones were accomplished? 2. What new needs were identified?

Reference Round Up

SMART Goals: <https://www.managementcenter.org/resources/smartie-goals-worksheet/>
CoC Written Standards: <https://www.cchealth.org/home/showpublisheddocument/6397/638258160748570000>.
CE P+P: <https://www.cchealth.org/home/showpublisheddocument/6393/638258160735770000>
CoC Program Models & Performance Standards: <https://www.cchealth.org/home/showpublisheddocument/6567/638258163191470000>
Previous Agendas and Minutes: <https://www.contracosta.ca.gov/agendacenter>

2024 WORKPLAN – QUARTER 4

Goals

- Create priorities for 2025 and close pending policy items

Activities

- Written Standards revision
- Program Models and Performance Standards updates
- General Coordinated Entry Updates
- Create 2025 workplan
- Accountability Corner

ACCOUNTABILITY CORNER – QUARTER 4

What was accomplished?

- Approved written standards and Coordinated Entry policies and procedures updates
- Received update on VI-SPDAT replacement project
- Received update on CoC performance measure project

What was not accomplished?

LOOKING AHEAD

What new needs were identified?

OVERVIEW OF 2025 WORKPLAN

Jamie Schechter, *H3*

WORKPLAN DEVELOPMENT GOALS

Alignment with CoH Committees

- Identify points of collaboration

High level

- Build in flexibility as our work is iterative and dynamic

Ambitious

- Keep striving for high impact

Strategic

- Build on identified priorities and strategies

2025 WORKPLAN REVIEW

2025 Oversight Committee Workplan					
Purpose: Review and assess the development, implementation, and improvement of: CoC, Coordinated Entry System, HMIS database, and System Outcomes					
Annual Priorities	Audience	Goals and Activities			
		Q1: Jan - Mar	Q2: Apr - Jun	Q3: Jul - Sep	Q4: Oct - Dec
1. Monitor regular operations of CoC with an emphasis on performance standards 2. Explore and recommend improvements to CES with focus on equity and effective prioritization of housing resource 3. Ensure strong feedback loops in homeless response system through CoC Complaint process, program models, and CoC Written Standards	1. Providers in the Homelessness Response System (i.e., providers within and outside of Coordinated Entry System) 2. Stakeholders interested in system level decisionmaking 3. People experiencing homelessness or at risk of homelessness	Goals: Onboard Oversight committee to current projects and processes; initiate 2025 monitoring process; discuss Youth Advisory body. Activities: - Committee introductions + Chair/Co-chair selection - Finalize meeting calendar for 2025 - Approve 2025 Oversight Work Plan - Hear presentation on CoC 101 / Program Models 101 - Update on Participant Satisfaction Survey - Accountability Corner: review 2025 Q1	Goals: Updates on Program Models and Coordinated Entry System. Activities: - Program Models & Performance Standards Discussion: accountability guidelines and introduction to program model for transitional/bridge housing pilot - General Coordinated Entry updates, including CES Assessment and Prioritization Project - Hear presentation on 2025 Compliance Monitoring process findings - PIT Count update - Participant Satisfaction Survey update - HIC update - Accountability Corner: review 2025 Q2	Goals: Updates on Program Models and Coordinated Entry System. Activities: - Program Models & Performance Standards discussion updates - Update on Equity Measures - Annual CE updates - Performance Measure updates - Annual Report updates - Accountability Corner: review 2025 Q3	Goals: Create priorities for 2026 and close any pending policy items. Activities: - Hear presentation on general CE updates - Hear presentation on Program Models updates - Create 2026 workplan - Accountability Corner: review 2025 Q4
Scratch Pad		Accountability Corner			
		January - March Update 1. What goals/milestones were accomplished? 2. What new needs were identified?	April - June Update 1. What goals/milestones were accomplished? 2. What new needs were identified?		
Reference Round Up		July - September Update 1. What goals/milestones were accomplished? 2. What new needs were identified?	October - December Update 1. What goals/milestones were accomplished? 2. What new needs were identified?		
SMART Goals: https://www.managementcenter.org/resources/smartie-goals-worksheet/ CoC Written Standards: https://www.cchealth.org/home/showpublisheddocument/6397/638258160748570000 CE P+P: https://www.cchealth.org/home/showpublisheddocument/6393/638258160735770000 Previous Agendas and Minutes: https://www.contracosta.ca.gov/agendacenter CoC Program Models & Performance Standards: https://www.cchealth.org/home/showpublisheddocument/6567/638258163191470000					

WRAP UP

Alex Michel, *Homebase*

NEXT STEPS

☐ Next meeting: February xxth, 11:30am - 1:30pm – IN-PERSON

UPCOMING MEETINGS

CoH/Cmte	Date/Time	Location	Zoom Link
Homeless Service Provider Meeting	January 9, 8:30 – 9:30am	VIRTUAL ONLY	https://homebaseccc.zoom.us/meeting/register/tZlqc-mvqDwoE9PPYaR8_6COhfChAJ1vuFED
COH Orientation & Meeting	January 9, 1 – 4pm	1025 Escobar, Martinez (IN-PERSON)	https://homebaseccc.zoom.us/j/83882491530

DRAFT 2025

2025 Oversight Committee Workplan			
Purpose: Review and assess the development, implementation, and improvement of: CoC, Coordinated Entry System, HMIS database, and System Outcomes			
Annual Priorities	Audience	Goals and Activities	
<p>1. Monitor regular operations of CoC with an emphasis on performance standards</p> <p>2. Explore and recommend improvements to CES with focus on equity and effective prioritization of housing resource</p> <p>3. Ensure strong feedback loops in homeless response system through CoC Complaint process, program models, and CoC Written Standards</p>	<p>1. Providers in the Homelessness Response System (i.e., providers within and outside of Coordinated Entry System)</p> <p>2. Stakeholders interested in system level decisionmaking</p> <p>3. People experiencing homelessness or at risk of homelessness</p>	<p>Q1: Jan - Mar</p> <p>Goals: Onboard Oversight committee to current projects and processes; initiate 2025 monitoring process; discuss Youth Advisory body.</p> <p>Activities:</p> <ul style="list-style-type: none"> - Committee introductions + Chair/Co-chair selection - Finalize meeting calendar for 2025 - Approve 2025 Oversight Work Plan - Hear presentation on CoC 101 / Program Models 101 - Update on Participant Satisfaction Survey - Accountability Corner: review 2025 Q1 	<p>Q2: Apr - Jun</p> <p>Goals: Updates on Program Models and Coordinated Entry System.</p> <p>Activities:</p> <ul style="list-style-type: none"> - Program Models & Performance Standards Discussion: accountability guidelines and introduction to program model for transitional/bridge housing pilot - General Coordinated Entry updates, including CES Assessment and Prioritization Project - Hear presentation on 2025 Compliance Monitoring process findings - PIT Count update - Participant Satisfaction Survey update - HIC update - Accountability Corner: review 2025 Q2
		<p>Q3: Jul - Sep</p> <p>Goals: Updates on Program Models and Coordinated Entry System.</p> <p>Activities:</p> <ul style="list-style-type: none"> - Program Models & Performance Standards discussion updates - Update on Equity Measures - Annual CE updates - Performance Measure updates - Annual Report updates - Accountability Corner: review 2025 Q3 	<p>Q4: Oct - Dec</p> <p>Goals: Create priorities for 2026 and close any pending policy items.</p> <p>Activities:</p> <ul style="list-style-type: none"> - Hear presentation on general CE updates - Hear presentation on Program Models updates - Create 2026 workplan - Accountability Corner: review 2025 Q4
Scratch Pad			
Accountability Corner			
<p>January - March Update</p> <p>1. What goals/milestones were accomplished?</p> <p>2. What new needs were identified?</p>			
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<p>SMART Goals:</p> <p>https://www.managementcenter.org/resources/smartie-goals-worksheets/</p> <p>CoC Written Standards:</p> <p>https://www.cchealth.org/home/showpublisheddocument/6397/638258160748570000</p> <p>CE P+P:</p> <p>https://www.cchealth.org/home/showpublisheddocument/6393/638258160735770000</p> <p>Previous Agendas and Minutes:</p> <p>https://www.contracosta.ca.gov/agendacenter</p> <p>CoC Program Models & Performance Standards:</p> <p>https://www.cchealth.org/home/showpublisheddocument/6567/638258163191470000</p>			



CONTRA COSTA COUNCIL ON HOMELESSNESS
OVERSIGHT COMMITTEE MEETING

IN-PERSON COMMITTEE MEETING MINUTES

Thursday October 17, 2024, 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:

COMMITTEE MEETING (IN-PERSON) Link to register: <https://tinyurl.com/yvt666hf>

How to Join the Meeting Via Call-In: 1- 669-900-6833 / Meeting ID: 892 1400 4649

CoH member attendees: Alejandra Chamberlain (in-person), Carolyn Foudy (in-person), Deanne Pearn (in-person), Gabriel Lemus (absent), Juno Hedrick (in-person), Leslie Gleason (in-person), Mia Fairbanks (virtually, exemption), Wayne Earl (in-person),

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?	- Alejandra Chamberlain, <i>CoH</i> - Alex Michel, <i>HB</i> - Jamie Schecter, <i>H3</i>
Notes <ul style="list-style-type: none"> AM welcomed committee members and facilitated Mentimeter activity 		
11:40am (5 min)	2024 Meeting Logistics	- Jamie Schecter, <i>H3</i>
Notes: <ul style="list-style-type: none"> JS reviewed meeting logistics 		
11:45am (5min)	Public Comment a. Open period for public comment on items not listed on the agenda.	- Alejandra Chamberlain, <i>CoH</i> - Members of the public



CONTRA COSTA COUNCIL ON HOMELESSNESS
OVERSIGHT COMMITTEE MEETING

Notes:

- Question: I am with the Commission on Aging. Would like to know the main goals of the committee and the CoH. Also want to know how long the group has been in existence. Did not see the agenda yet. I was invited to come out because I have concerns about homelessness.
- JS provided agenda materials in chat and provided brief background on CoH and the Oversight Committee

11:50am (5 min)	Review June 20, 2024 Mtg. Key Takeaways & Approve Meeting Minutes a. Key takeaways from the June 20,2024 meeting: <ul style="list-style-type: none"> ● Reviewed & approved June 20, 2024 meeting minutes ● Heard update on 2024 monitoring process ● Heard update on Program Models & Performance Standards ● Heard update on Coordinated Entry ● Update & discussion around Written Standards Revisions ● Reviewed Accountability Corner ACTION ITEM: Approve the meeting minutes from June 20, 2024	- Alejandra Chamberlain, <i>CoH</i>
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Notes:

- Carolyn motioned to approve June meeting minutes
- Leslie seconded
- No discussion
- All present members voted to approve June meeting minutes unanimously

11:55am (10min)	Program Models & Performance Standards Updates a. Link to current Program Models & Performance Standards.	- Shelby Ferguson, <i>H3</i>
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Notes:

- none



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12:05pm (45min)	Coordinated Entry Updates <ol style="list-style-type: none"> a. Review & Approve CES P&P Revisions b. Hear updates on CES Assessment Tool revision process c. Link to current Coordinated Entry System Policies & Procedures. Version with proposed revisions is in materials packet. 	<ul style="list-style-type: none"> - Mary Juarez-Fitzgerald, <i>H3</i> - Mark Mora, <i>HB</i> - Alex Michel, <i>HB</i>
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Notes:

- Homebase discussed proposed revisions to CES Policies & Procedures
- Question: What is the process for an unhoused to go to the county to get assistance? If I know someone experiencing homelessness, where would I take them to get help?
 - JS: People experiencing homelessness can call 211 to access services. County has CORE street outreach teams as well to get connect to people experiencing unsheltered homelessness. People can also go to Care Centers to get 1:1 help and connection to system of care.
 - SF: Mary, our CE manager and myself are happy to do a Coordinated Entry/Continuum of Care 101 training with you if that would be helpful! more of a one on one training and you can ask questions directly. Our flier you know about our access points Jamie mentioned is here in English: [638255574295270000 \(cchealth.org\)](https://www.cchealth.org/638255574295270000)
- Question: Who, other than CoH/H3 uses this content? Who would utilize it or use it as a guide?
 - MJF: One big group / stakeholder who utilizes this document aside from our team, are our homeless service providers who receive referrals to their programs from coordinated entry, as well as our access points such as CORE, CARE and 211.
- Question: confirm that there is a 4th option for external non-emergency transfers?
 - MB: yes, forgot to add to the slides but it is outlined in the policy and it is in regard to defunded projects
- Question: in the introduction of the CES P&Ps, it suggests that these CES P&P are mandated by HUD but it does not say if the P&Ps meet and/or exceed HUD requirements. In the 3rd paragraph (second sentence) of Section 1, we should add that sentence.
 - JS great edit, we can implement
- Question: I doubt it won't be approved, but is there a timeline needed for it to be approved ... if it's not, is there a timing problem?
 - JS: we can push timeline, does not hold back doing business as usual
 - MJF: Ideally we would have updated it back in Aug/Sept but due to it being an action item needed to wait until this month. If it's not approved today it pushes it back many months.
- Comment: support from RCD for these changes. RCD submitted a letter recommending a lot of these changes. I want to focus on a few changes that will support individuals experiencing homelessness



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with HIV/AIDS. Changes encourage individuals to disclose HIV/AIDS diagnosis and then facilitates getting access to specific resources available

- Comment: We work with health systems to proactively find eligible individuals not in HMIS that would be a good fit for HOPWA units
- Comment: I have seen other county efforts and these changes are superb

Action item

- Leslie motions to approve CES P&P
- Wayne seconds
- Discussion
 - Comment: on pg 87 of materials packet (pg. 16 of CES P&Ps), it says that Care Center services will include certain services on site that are inaccurate. Could we do a little wordsmithing to show that it is referrals to or information on these services?
 - JS: we can adjust that
 - Comment: on pg 103 of materials packet (pg. 33 of CES P&Ps), I was super excited to see this the new language “The CoC lead agency provides support to providers to ensure physical access points are accessible to individuals with disabilities”, but not sure what we mean by accessibility.
 - JS: Did not want to get too in the weeds about what we mean. More just wanted to know that the CoC can make connections to services that individuals may need.
 - Question: are we going to be looking at P&Ps again once we revise VI-SPDAT
 - JS: Yes. This process was more for clean up
 - MJF: Today’s revisions are to update compliance and reflect current workflow. Next year once we revise VI-SPDAT, we will revisit the P&Ps more intensely
 - MJF: Ideally this update would have happened before October 1. Did not get to it sooner because Oversight only meets every other month officially in person
- Roll Call
 - All present members voted to approve the CES P&Ps unanimously
- MJF gave update on efforts to replace Housing Needs Assessment (VI-SPDAT)
- Question: instead of changing to already available housing needs assessment, we are going to develop a tool from the ground up, is that correct?
 - MJF: right now, we are convening a work group to the identify needs and priorities for the community. We do not know exactly what new tool needs to be developed and if we can use another existing tool.
 - JS: we are looking at other communities’ tools
- Question: does HUD need to approve our new tool?



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- JS: No, HUD does not get into the weeds of that, they just insist communities have a prioritization process.
- Question: Hearing a lot of qualitative analysis, what about the quantitative analysis – we have a lot of data on who we are serving vs who we are housing, and those should differ - do we have that information available and if we do, can we look at it?
 - MJF: Focus Strategies is doing a very extensive data analysis alongside stakeholder engagement to guide the process. They have shared preliminary findings in steering cmte. We could ask them to share those findings with this group as well.
- Question: I am hearing a lot of descriptive qualities. But the VISPDAT is a statistically validated proven method. Worried about exerting our preferences if we lean too much on community priorities. Tool should be statistically validated.
 - JS: that is a part of the pilot, we'll be using the data to look at it to make sure we are not reproducing inequalities.
 - MJF: we can ask Focus Strategies to come back to this group to share data analysis with this group; what we have seen with the Vi-SPDAT in CoCo with data is the same as findings across the nation. Like white individuals are more likely to score higher on VI-SPDAT.
- Question: I do not participate in the assessment as much as some others. Did not see education section as a stakeholder group. How can they be part of the process?
 - MJF: we are partnering with Tipping Point to improve engagement with TAY. Will want to connect with K-12 in stakeholder engagement opportunities. Housing needs assessment though is used for individuals that fall under HUD literal homelessness definition. Through work with Tipping Point might help reach students and families that do not fall under HUD definition but fall under McKinney Vento education definition
 - JS: difference on how CoC and HUD defines homelessness vs the school district - this process will not change HUD's definition of Homelessness; this leads us to how do we address the gaps in the system
- Question: the existing tool has biases, but if you are not training the tool with who exists in county and who we are serving, it will create inequalities. So, will this tool exist so that as we get data that we can feed that into this tool (as the demographics of our county change) so that we are better serving who is homeless now? And also, what will happen to individuals already in Queue after making changes to assessment?
 - JS: this process will definitely have to look into what happens to those already being prioritized; will never have anything perfect, but committed to doing better. Want to be flexible and adaptable when identifying issues moving forward.
- Comment: seeing communities develop different tools for youth vs adult. Given that youth will score lower in acuity/chronic homelessness compared to adult. So it makes sense to keep processes separate.



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12:50pm (30min)	Written Standards Revisions <ol style="list-style-type: none"> a. Review & Approve Written Standards Revisions b. Link to current Written Standards. Version with proposed revisions is in materials packet. 	<ul style="list-style-type: none"> - Jamie Schecter, <i>H3</i> - Michele Byrnes, <i>HB</i> - Alex Michel, <i>HB</i>
<p>Notes:</p> <ul style="list-style-type: none"> ● Question: what do we mean by compensation (i.e. transportation, childcare, etc.)? <ul style="list-style-type: none"> ○ JS: language is broad because it is all encompassing. Will address any barrier that people with lived experience have that inhibits ability to participate in meeting. <p>Roll Call</p> <ul style="list-style-type: none"> ● Deanne motioned ● Carolyn seconded ● No discussion ● All present members voted to approve revisions to the written standards 		
1:20pm (5min)	Accountability Corner <ol style="list-style-type: none"> a. Review 2024 Q3 	- Jamie Schecter, <i>H3</i>
<p>Notes:</p> <ul style="list-style-type: none"> ● Question: do we need to meet more often in actual mtg to accomplish things? <ul style="list-style-type: none"> ○ JS: we can always make adjustments as needed! ● Question: will this committee have anything to do with annual monitoring process <ul style="list-style-type: none"> ○ JS: will come to this group with monitoring updates before going to CoH. This upcoming year will be looking at agency level for HUD compliance ● Question: will Oversight need to do anything to prep for monitoring process? <ul style="list-style-type: none"> ○ JS: we can think on that ● Question: where do the bylaws live? <ul style="list-style-type: none"> ○ JS: bylaws are revised by the governance committee. This year it took from February to October. 		
1:25pm (5 min)	Adjourn <ol style="list-style-type: none"> a. December Oversight work group discussion b. Overview of upcoming committee meetings 	- Alex Michel, <i>HB</i>
<ul style="list-style-type: none"> ● AM asked if the December meeting needs to be rescheduled. ● JS would also like to suggest holding the meeting in person to be able to vote on items ● December 19th date works for group (if cookies are provided :)) ● Comment: PATH cmte and Oversight cmte scheduled too close together. Can we revisit the schedule for either meeting? <ul style="list-style-type: none"> ○ JS: will know more in November about how to make adjustments 		



CONTRA COSTA COUNCIL ON HOMELESSNESS
OVERSIGHT COMMITTEE MEETING

Oversight Committee Roll Call & Voting Record (October 17, 2024)

	Member	Seat / Affiliation	Attended y/n (virtual or in-person)	Approve 06/20/24 Meeting Minutes	Approve CES P&Ps Revisions for recommendation to CoH	Approve Written Standards Revisions for recommendati on to CoH
1.	Alejandra Chamberlain (she/her)	Education and Vocational Services Representative (CoCo Office of Education)	Y - in-person	Y	Y	Y
2.	Carolyn Foudy (she/her)	Employment and Human Services (EHSD) Representative (Employment and Human Services Dept.)	Y - in-person	Y - motion	Y	Y - second
3.	Deanne Pearn (Pear EN) (she/her)	Homeless Service Provider Representative (Hope Solutions)	Y - in-person	Y	Y	Y - motion
4.	Gabriel Lemus	Federal Homeless and Housing Funding Administration Representative (Contra Costa Department of Conservation and Development)	Absent	-	-	-
5.	Juno Hedrick	Lived Experience Advisor (YAC Member)	Y - in-person	Y	Y	Y
6.	Leslie Gleason (she/her)	CoC/ESG Program Grantee Representative (Trinity Center)	Y - in-person	Y - second	Y - motion	Y
7.	Mia Fairbanks	Health Care Representative (Healthcare for the Homeless)	Y (virtual, exemption)	Y	Y	Y
8.	Wayne Earl (he/him)	Faith Community	Y - in-person	Y	Y - second	Y



CONTRA COSTA COUNCIL ON HOMELESSNESS OVERSIGHT COMMITTEE MEETING

		Representative (Rock Harbor Christian Fellowship)			
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Oversight Committee CoH Member Roll Call & Voting Record (10/17/2024)

- Y = Yes (specify if virtual or in person)
- N = No
- A = Abstain
- Quorum = 5

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



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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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OVERSIGHT COMMITTEE MEETING

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.