



NOMINATING COMMITTEE MEETING

Tuesday, August 18, 2026

2:30pm – 4:30pm

WELCOME

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Purpose of Meeting: Discuss revisions to the 2026
Council on Homelessness Nomination Process

Agenda

1. Welcome, Roll Call
2. Public Comment
3. Discuss the Purpose of the Committee & Proposed Timeline
4. Review the CoH Recruitment Process & Application Materials
5. Working Towards Representative Diversity on the CoH
6. Recommendations for Improving the Application Materials & Scoring
7. Review Marketing Materials & Recruitment
8. **Adjourn – 12:00 PM**



Jaime Jenett, *Community Engagement Specialist*

Email: contracostacoc@cchealth.org



Mark Mora, *Senior Policy Analyst*

Email: contracosta@homebaseccc.org

NOMINATING COMMITTEE INTRODUCTION

Name

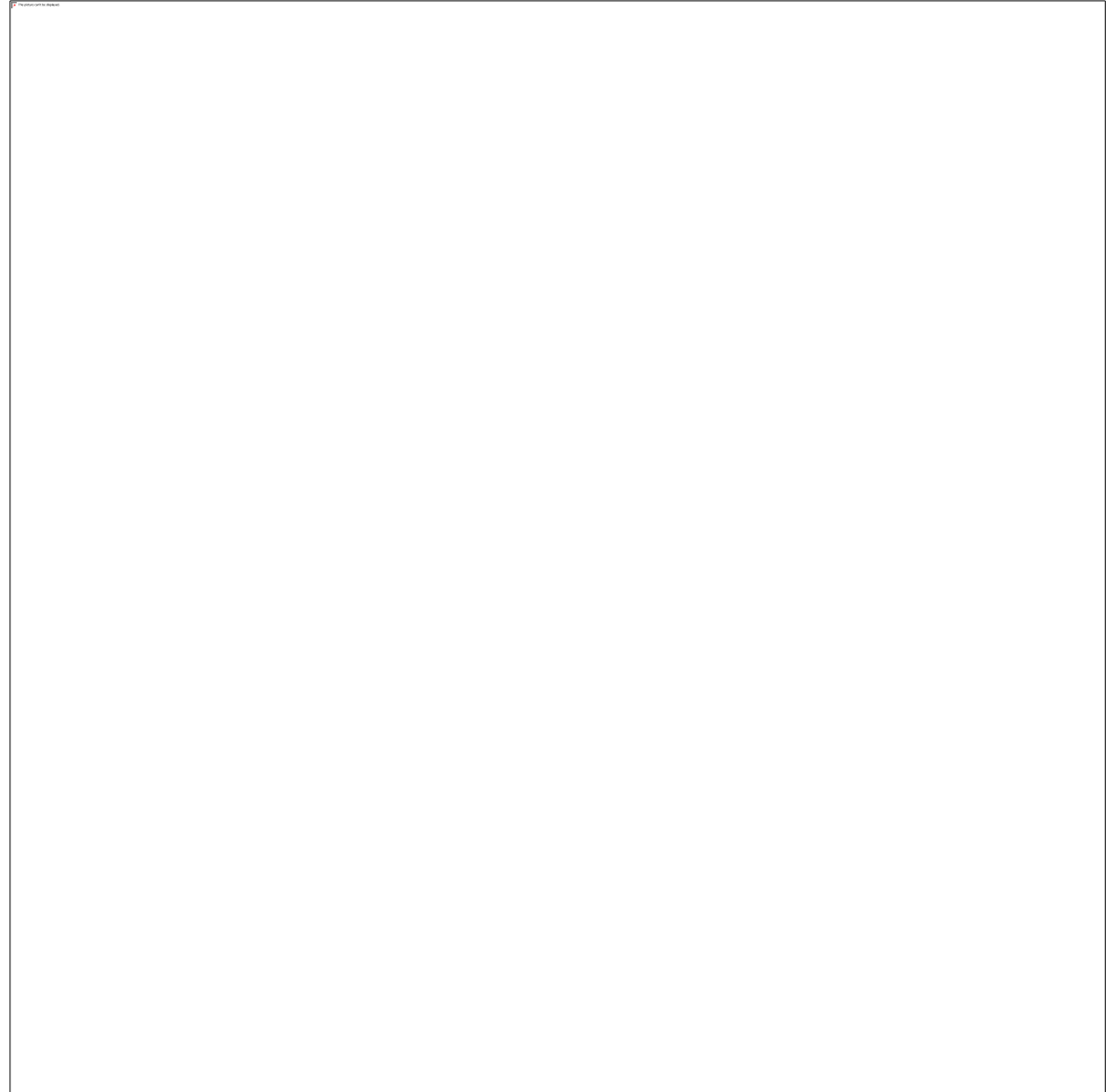
(example: Mark)

Pronouns

(example: he/him)

Icebreaker

What is your ideal weather?

A large, empty rectangular box with a thin black border, occupying the right half of the slide. It is intended for participants to write their responses to the questions listed on the left.

PUBLIC COMMENT

Presenter:

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Role of Nominating Committee Members:

Listen

Role of Community Members:

Provide a Public Comment (2 minute limit)

PURPOSE OF THE NOMINATING COMMITTEE

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PURPOSE OF THE NOMINATING COMMITTEE

- The purpose of the Nominating Committee is to review and recommend improvements to the nominating process for Council seat appointments that will expire at the end of the 2026 calendar year
 - The nominating process includes recruitment and application materials
- Once recommended changes are approved by the Council and applications are received, a Nominating Panel will review and recommend applicants for seats (in October)

REVIEW THE COUNCIL RECRUITMENT PROCESS AND APPLICATION MATERIALS

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PROPOSED NOMINATING COMMITTEE TIMELINE

Item	Date(s)	Description
Committee Meeting	8/18	Finalize recommended changes to recruitment process & application materials
CoH Meeting	9/3	Review and approve recommended changes, recruit for Nominating Panel
Recruit Applicants	9/4-9/25	Includes office hours for applicants on week of 9/19
Panel Orientation	Week of 9/28	Panelists receive information on how to pre-score
Panel Pre-Scoring	~2 weeks	Panelists will pre-score applications before meeting #1
Panel Meeting #1	Week of 10/12	Review of applications
Panel Meeting #2	Week of 10/19	Finalize seat recommendations
CoH Meeting	11/5	Review and approve seat recommendations

COH RECRUITMENT PROCESS

- **August 2026:** Refine Application Materials
- **September 2026:** Recruitment
- **October 2026:** Nominating Panel Selects Applicants
- **November 2026:** CoH/FHS Approval
- **December 2026:** Board of Supervisors Approval
- **January 2027:** New Council Members Start Term!

COH SEATS EXPIRING 12/31/26

Educational
and Vocational
Services

Affordable
Housing
Developer

Veterans
Administration

Lived
Experience
Advisor #1

Health Care

Homeless
Service
Provider

Workforce
Development

COH APPLICATION MATERIALS

County Advisory Board Application

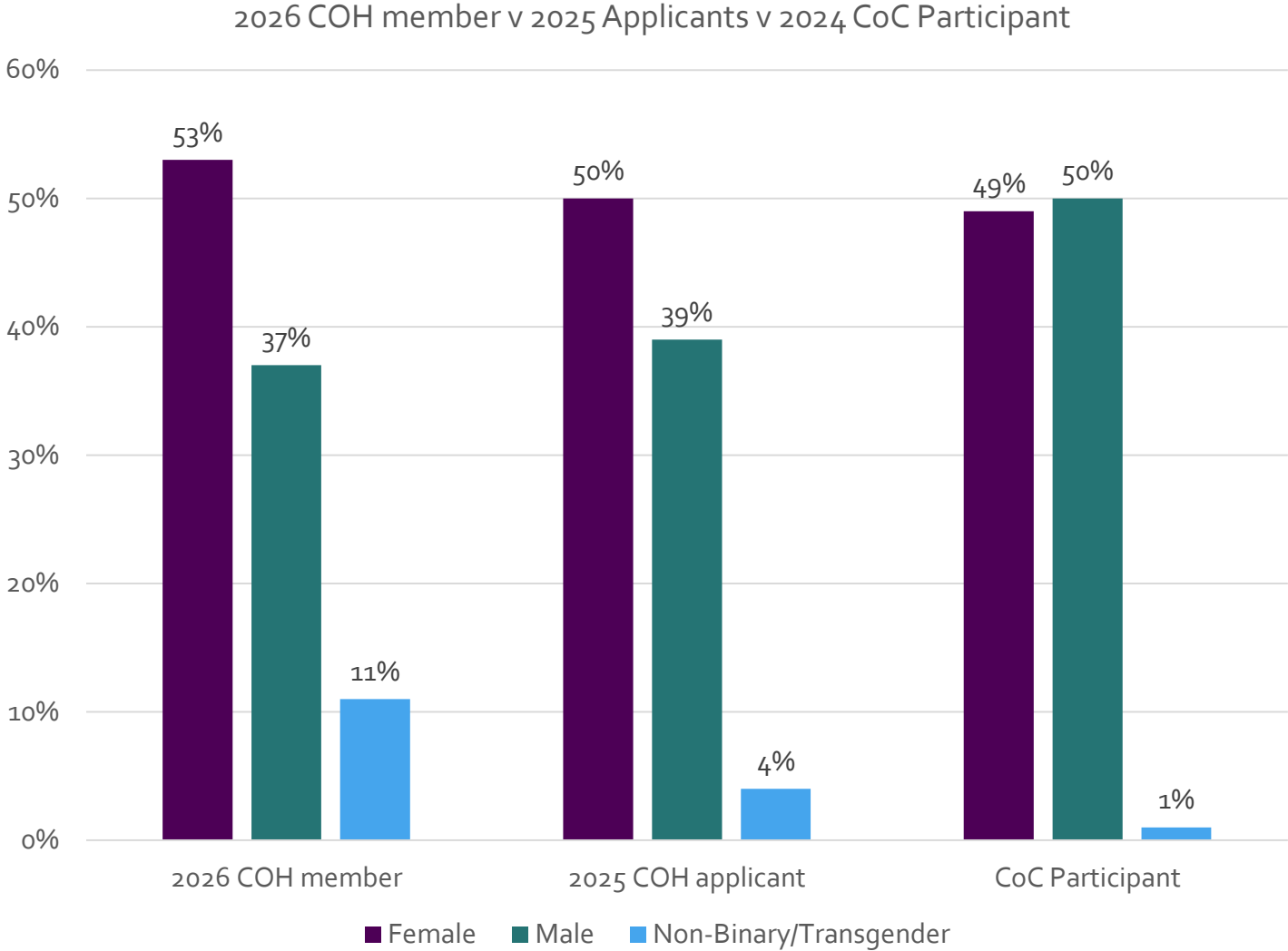
Council on Homelessness Supplemental Questions

Scoring Rubric

WORKING TOWARDS REPRESENTATIVE DIVERSITY IN THE CoH

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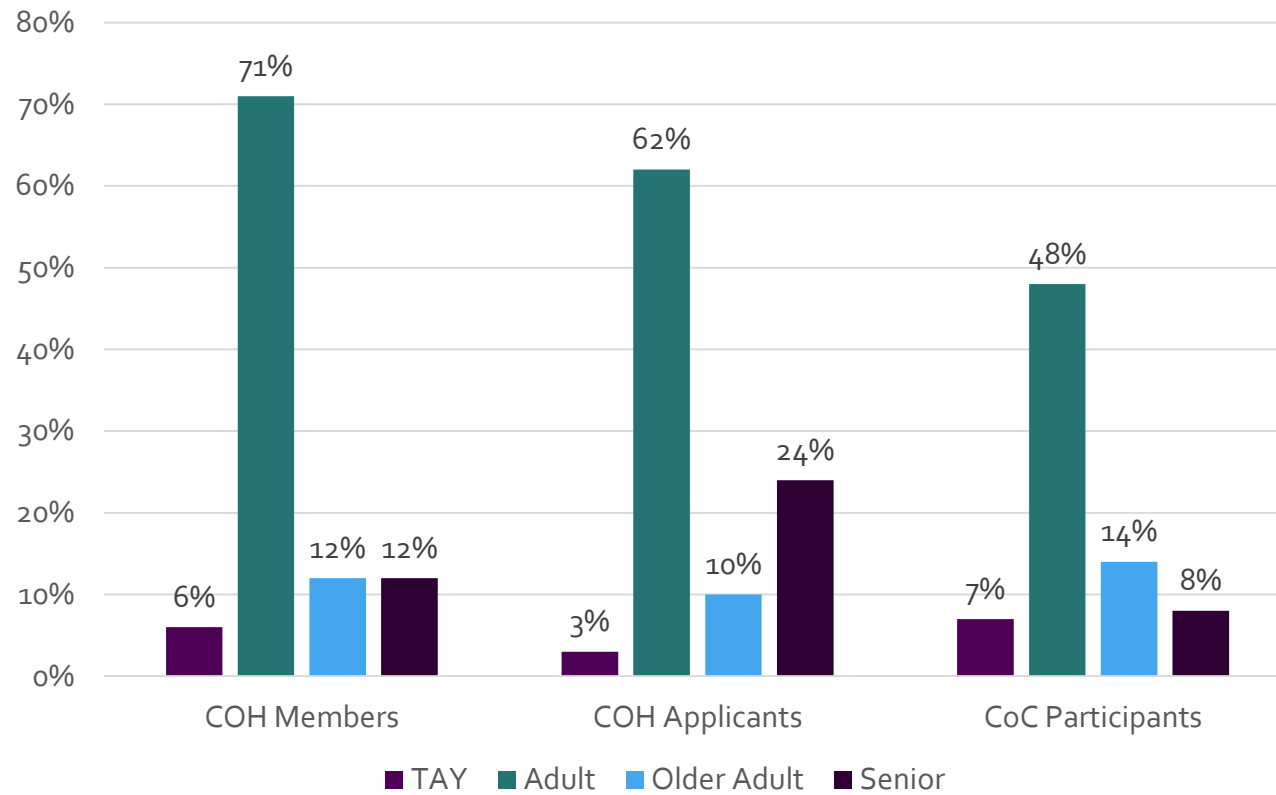
- Less men apply for and sit on CoH compared to men experiencing homelessness in Contra Costa County



GENDER

- All TAY CoH applicants applied for the youth representative seat

2026 COH member v 2025 COH applicants v 2024
CoC participants

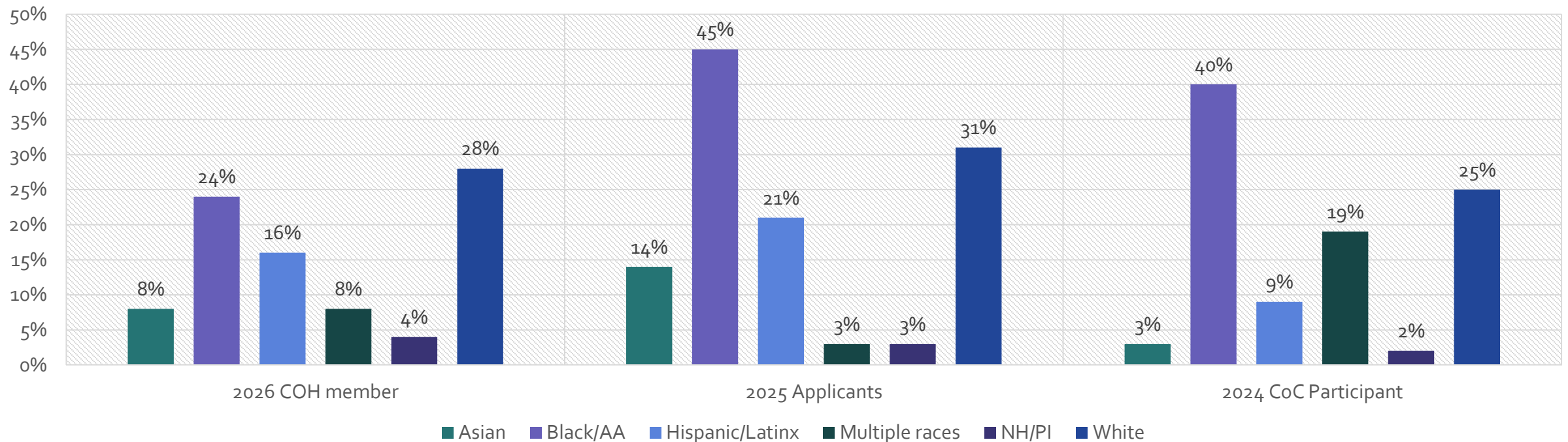


AGE

RACE AND ETHNICITY

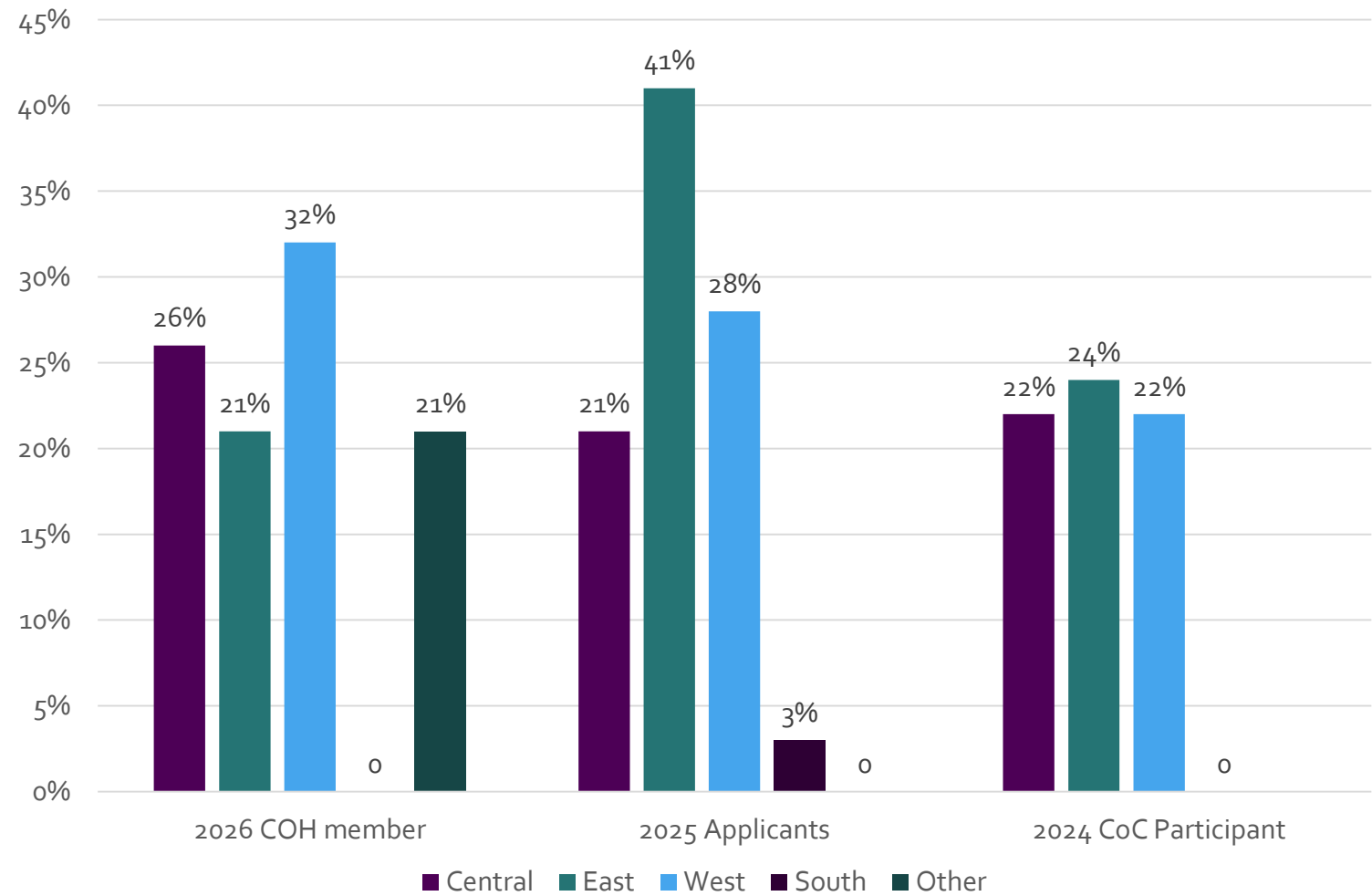
- CoC participant demographics captured differently, not allowed to select more than one race or ethnicity
- Opportunity to recruit and seat more BIPOC individuals

Race/Ethnicity by 2026 COH member v 2025 applicant v 2024 CoC Participant



- Most CoC consumers lost housing in East County in 2024

2026 COH member v 2025 applicant v 2024 CoC where lost housing



GEOGRAPHIC REPRESENTATION

LIVED EXPERIENCE OF HOMELESSNESS

	2026 CoH Members	2025CoH Applicants
Current or previous lived experience of homelessness	42%	31%

CONSIDERING DIVERSITY IN COH APPLICATION MATERIALS

- 12 points (out of 68 or 18%) are associated with lived experience of homelessness or connection to someone with lived experience of homelessness.
- 12 pts (18%) are associated with an applicant's commitment to equity and ensuring that all communities have equal access to services

BROAD OUTREACH IN COH RECRUITMENT PROCESS

- The Nominating Panel receives a short training on implicit bias during orientation.
- Recruitment is announced via email, website, and at several committee meetings.
- Recruitment through organizations and networks that serve and work with underrepresented groups on the CoH is important.
- Recruitment is open for at least 2 weeks (3 weeks this year).

IMPROVING THE APPLICATION MATERIALS & SCORING

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APPLICATION MATERIALS & SCORING PROCESS

Recommendations (based on 2025 feedback & staff review):

1

- Consider deleting Q5 (barriers for certain groups)

2

- Consider deleting or rewording Q8 (housing first)

3

- Update Q9 (committee list)

4

- Review demographic questions and intro to section

RECOMMENDATION #1: QUESTION 5

- Staff recommendation - Consider deleting this question as responses from 2025 weren't particularly helpful, and to align with federal policy
- Current Question - *Unhoused people in Contra Costa County come from many different backgrounds in terms of race, ethnicity, culture, ability, age, sexual and gender identity, and immigration status. Please list and explain 3 reasons why certain groups might have a harder time accessing services than others. (400 words maximum)*

RECOMMENDATION #2: QUESTION 8

- Staff recommendation - Consider deleting or rewording this question to align with federal policy
- Current Question - *The Council is committed to the Housing First approach, which means people can get into housing without needing to meet certain requirements like being sober, participating in a religious program, or having a job. In response, the Council has established this 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.*
 - *Do you agree with the Housing First approach and Guiding Principle described above?*
- Possible revision - remove “Housing First” term but maintain the rest of the question

RECOMMENDATION #3: QUESTION 9

- Staff recommendation - Update this question to reflect current committee structure
- Current Question - Lists the following committees:
 - Standing Committees: Equity, HMIS Policy, Oversight, PATH
 - Ad Hoc Committees: Funding, Governance, Homelessness Awareness Month, Nominating, Point-In-Time
- Possible revision
 - Standing Committees: HMIS Policy, Oversight
 - Ad Hoc Committees: Funding, Governance, Homelessness Awareness Month, Nominating, Point-In-Time

RECOMMENDATION #4: DEMOGRAPHIC INFORMATION

- Staff recommendation – Consider deleting section intro and consider whether to keep demographic questions
- Current Introduction – The Council aims to engage as broad a representation as possible of abilities, ages, sexual and gender identities, immigration statuses, and racial, ethnic, and cultural backgrounds, and geographical representation within the County. Responses to the following questions are optional and will be considered in aggregate to ensure that we have recruited a diverse pool of applicants. The Nominating Panel will not review applicants' responses to the following questions.
- Current Demographic Questions
 - What are your pronouns?
 - What is your gender identity?
 - What is your sexual orientation?
 - What best describes your age? (responses are age groupings)
 - What best describes your race/ethnicity?
 - Please identify the following geographic areas you represent and/or spend the most time in by selection of one or more of the options below. (responses are geographic areas of Contra Costa County)
 - Is there any other information you would like to share, including anything that would help us understand how you would contribute to the diverse representation of people and experiences on the Council?

DISCUSSION

Any other recommendations to improve the process for applicants and panelists?

Review Recommendations

COH APPLICATION & SCORING: RECOMMENDATIONS

1. Delete Q5 to align with federal policy
2. Delete or reword Q8 to align with federal policy
3. Update Q9 to reflect current committee structure
4. Delete introduction to Demographic Questions
5. Other recommendations brought forth by the committee

CONFIRM REVISIONS TO SHARE AT 8/12 EQUITY COMMITTEE MEETING

- Which revisions should we bring to the 8/12 Equity Committee meeting for feedback?
 - *Note: any feedback shared will be brought back for the 8/18 Nominating Committee Meeting*
- Homebase recommendations:
 - Make supplemental questions 2, 4, 5, and 7 more readable and accessible
 - Provide an opportunity for incumbent candidates who meet a participation and attendance standard to receive extra points

MARKETING MATERIALS & RECRUITMENT PROCESS

Jaime Jenett, H3

MARKETING & RECRUITMENT

- FAQ Document (substantial revisions made this year)
- Email Language for Applicants
- Office Hours
- Translation
- Seat Descriptions

ADJOURN

Next Steps:

- 9/3 - Council Meeting to approve recommended changes
 - Volunteer to speak on recommendations?
- Interested in serving on Nominating Panel?

THANK YOU!

Please reach out to ContraCosta@homebaseccc.org with questions.