



# CONTRA COSTA COUNCIL ON HOMELESSNESS MEETING

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## COUNCIL ON HOMELESSNESS MINUTES

**Date:** Thursday, November 7, 2024, 1 pm – 3 pm

**Recording link:** Available by email request to [CChomelesscouncil@cchealth.org](mailto:CChomelesscouncil@cchealth.org)

### **Council Member Attendance:**

- In-Person (12): Alejandra Chamberlain; Carolyn Foudy; Dani Jimenez; Deanne Pearn; Iman Novin; Jai De Lotto; Jazmin Ridley; Juno Hedrick; Nicole Green; Shawn Ray; Wayne Earl; Yahel Moreno
- Remote (2): Janae Thomas; Jo Bruno
- Absent (5): Gabriel Lemus; Hope Dixon; Leslie Gleason; Mia Fairbanks; Tony Ucciferri

**Staff Attendance:** Jaime Jenett, H3; Jamie Schecter, H3; Alex Michel, Homebase; Mark Mora, Homebase; Michele Byrnes, Homebase; Tania Morales, Homebase

### **Community Member Attendance:**

- In-person: Gina Bills, CCCOE; Richard Blue, Community member; Vicky Proctor, Ministry Homeless Advocate; LeAnn Matthews, White Pony Express
- Remote: Tamekia Moss, BACR; Jill Ray, BOS District 2; Rena Moore, CAB and Safe Return Project; Tim Perkins, CCAS; Lynna Magnuson, Caminar; Ishani Rasanayagam, City of Pittsburg; Sara B, Community Member; Traci Simpson, Community Member; Jacqueline Lopez-Padilla, Community Services Bureau; Jaclyn Tummings, Contra Costa County; Salvador Morales, Contra Costa County; Denise Clarke, Contra Costa County Office of Education; Elizabeth Winstead, Department of Rehabilitation; Kelsey Mayeda, DVC, San Ramon Campus; William Smith, Faith in Action East Bay; Mel Frey, Golden State program; Brianna Ramos, Fresh Lifelines for Youth; Anya Kushwaha, H3; Brittany Ferguson, H3; Carina Rodriguez-Pena, H3; Caroline Miller, H3; Cheryl Leonor, H3; Christy Saxton, H3; Kate Horsting, H3; Mary Juarez-Fitzgerald, H3; Natalie Siva, H3; Shelby Ferguson, H3; Sherina Criswell, H3; Yessenia Aguilar, H3; Arianna Johnson, HCP; Jazzman Cardona, Hope Solutions; Sarah Soto, Independent Living Systems; Kristin Kane, Kaiser Permanente; Angela Corona, Lao Family Community Development; Rosie Reid, Mount Diablo Unified School District; Peter Myers, Office of Supervisor Burgis; Courtney Pal, Resources for Community Development; Eddie Morris, RichMinds Network Coalition; Brandon Wirth, SHELTER, Inc.; Christi Rossi, SHELTER, Inc.; Janel Fletcher, SHELTER, Inc.; John Eckstrom, SHELTER, Inc.; Kathryn Ross, SHELTER, Inc.; Maritza Rodriguez (Alicia Alferez), SHELTER, Inc.; Shayne Kaleo, SHELTER, Inc.; O'Neill Fernandez, SOS Richmond; Sean Gannon, United States Navy; Chinue Fields, Urban Tilth; Carmella Kowall, Winter Nights Family Shelter Inc.



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Time	Agenda Item	Presenter
1:00	<b>1. <u>Call to Order</u></b> – Chair starts the meeting	a. Wayne Earl, <i>Chair and Faith Community Representative</i>
- Wayne Earl called the meeting to order.		
1:00	<b>2. <u>Public Comment</u></b> – Open period for members of the public to comment on items not listed on the agenda.	a. Members of the public
<ul style="list-style-type: none"> <li>- Nicole Green shared that there will be a toy giveaway event for the youth in West County and for residents with children that may want gifts. Registration via Eventbrite is required. Flyers were distributed.</li> <li>- Rosie Reed, the McKinney-Vento liaison for Mount Diablo Unified School District, discussed the work of the Mckinney-Vento Education Collaborative and its efforts to improve access to education for unhoused youth. It was reported that 286 youth in the school district are unhoused, which includes students in double up situations which may create an unsafe environment for them and their families. The Mount Diablo Unified School District has now partnered with the CORE program to get students and families housed.</li> </ul>		
1:05	<b>3. <u>Introductions</u></b> a. Hybrid Meeting Norms b. Roll call of Council members and introduction of guests c. Poll – Who’s in the room?	a. Wayne Earl, <i>Chair and Faith Community Representative</i> b. Wayne Earl, <i>Chair and Faith Community Representative</i> c. Wayne Earl, <i>Chair and Faith Community Representative</i>
a. Wayne Earl went over the hybrid meeting norms and guidelines to help ensure that meetings are conducted in a safe and respectful environment that encourages participation and inclusivity. b. Wayne Earl conducted a roll call of Council members and invited guests to introduce themselves in the chat. c. Wayne Earl conducted the poll activity called “Who is in the room?” with the purpose of getting a sense of who is attending the meeting. The poll was conducted via Zoom poll. All answers are anonymous, and the results are provided below:  <b>1. Question 1: How many Council on Homelessness meetings have you attended?</b> <b>Answer:</b> This is my first meeting: 4 (10%) I’ve attended some meetings: 12 (31%) I’ve attended a lot of meetings: 23 (59%) I prefer not to answer: 0 (0%)  <b>2. Question 2: Do you have lived experience of homelessness?</b> <b>Answer:</b> Yes, currently 2 (6%)		



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	<p>Yes, within the past 7 years 6 (17%)</p> <p>Yes, more than 7 years ago 5 (14%)</p> <p>No 23 (64%)</p> <p>I prefer not to answer 0 (0%)</p> <p><b>3. Question 3: What best describes your racial identify?</b></p> <p><b>Answer:</b> African American/Black 9 (17%)</p> <p>American Indian/Alaskan Native 2 (4%)</p> <p>Asian/Pacific Islander/Native Hawaiian 5 (10%)</p> <p>Hispanic/Latinx 11 (21%)</p> <p>White 15 (29%)</p> <p>Multi-racial 7 (13%)</p> <p>I describe myself in another way 2 (4%)</p> <p>I prefer not to answer 1 (2%)</p>	
1:20	<p><b>4. <u>Consent Calendar (ACTION ITEM)</u></b></p> <p>a. APPROVE minutes from the October 3, 2024 Council meeting.</p> <p>b. APPROVE staff report for the November 7, 2024 Council meeting.</p> <p>c. APPROVE applicant for Continuum of Care (CoC) Builds Notice of Funding Opportunity</p>	<p>a. Wayne Earl, <i>Chair and Faith Community Representative</i></p>
<p>Motion</p> <ul style="list-style-type: none"> <li>• State of Motion: <ul style="list-style-type: none"> <li>○ To approve the consent calendar items as listed above.</li> </ul> </li> <li>• Discussion: <ul style="list-style-type: none"> <li>○ None.</li> </ul> </li> <li>• Procedural Record <ul style="list-style-type: none"> <li>○ Motion made by: Jazmin Ridley</li> <li>○ Seconded by: Nicole Green</li> <li>○ AYES: Alejandra Chamberlain; Carolyn Foudy; Dani Jimenez; Iman Novin; Jazmin Ridley; Juno Hedrick; Nicole Green; Shawn Ray; Wayne Earl; Yahel Moreno</li> <li>○ NOES: None</li> <li>○ ABSTAINS: Deanne Pearn; Jai De Lotto</li> <li>○ ABSENT: Gabriel Lemus; Hope Dixon; Leslie Gleason; Mia Fairbanks; Tony Ucciferri</li> </ul> </li> </ul>		
1:25	<p><b>5. <u>Committee Report Outs- report outs from each of the committees below.</u></b></p> <p>a. Nominating Committee</p> <p>i. <b>(ACTION ITEM)</b> APPROVE 2025 candidates recommended by the Nominating Panel to be forwarded to the Board of Supervisors for official approval for Council on Homelessness membership</p>	<p>a. Nicole Green, <i>H3</i> and Jaime Jenett, <i>H3</i></p> <p>b. Alex Michel and Michele Byrnes, <i>Homebase</i></p> <p>c. Yessenia Aguilar, <i>H3</i></p> <p>d. Jaime Jenett, <i>H3</i></p> <p>e. Caroline Miller, <i>H3</i> and Juno Hedrick, <i>Vice Chair</i></p>



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	<p>b. Oversight Committee</p> <p>i. <b>(ACTION ITEM)</b> APPROVE revisions to the 1) Coordinated Entry System Policies and Procedures, and 2) Continuum of Care and Emergency Solutions Grant Written Standards as recommended by the Oversight Committee</p> <p>c. Point-in-Time Count Committee</p> <p>d. Homelessness Awareness Month Committee</p> <p>e. Youth Advisory Board (YAB) Update</p>	<p><i>and Lived Experience Advisor</i></p>
<p>a. <u>Nominating Committee:</u></p> <p>Nicole Green went over the recommendations for the 2025 Council of Homeless membership. The committee reviewed 29 applicants for various positions, including affordable housing developer, educational services, healthcare, homeless service provider, lived experience advisor, veteran services, and workforce development. The number of eligible applications received for each position was shown as well as the demographic of candidates. The committee's scoring system, which now places higher weight on lived experience of homelessness, was refined earlier this year. The names of the recommended candidates and seats were presented.</p> <p>Motion</p> <ul style="list-style-type: none"> <li>• State of Motion: <ul style="list-style-type: none"> <li>○ To approve the candidates recommended by the Nominating Panel to be forwarded to the Board of Supervisors for official approval for 2025 Council of Homelessness membership.</li> </ul> </li> <li>• Discussion: <ul style="list-style-type: none"> <li>○ Deanne Pearn discussed the importance of having technical experts on the Council and have one or two seats dedicated to service providers who are technical experts, particularly in relation to HUD funding and driving a successful application during NOFO season. Jaime Schecter answered that typically the CoC has a homeless service provider seat and because of now the NOFO process has moved into a two-year cycle, H3 will have time to review the nominating materials and will make sure that expertise and technical knowledge on the Council is strengthened. Moreover, Jaime Jenett also shared that the CoC ESG seat, which is sort of the other provider seat that Trinity Center is in right now, will be up next year allowing for staggering of service provider seats.</li> </ul> </li> <li>• Procedural Record <ul style="list-style-type: none"> <li>○ Motion made by: Dani Jimenez</li> <li>○ Seconded by: Iman Novin</li> <li>○ AYES: Carolyn Foudy; Dani Jimenez; Deanne Pearn; Iman Novin; Jai De Lotto; Jazmin Ridley; Juno Hedrick; Nicole Green; Shawn Ray; Wayne Earl; Yahel Moreno</li> <li>○ NOES: None</li> <li>○ ABSTAINS: Alejandra Chamberlain</li> <li>○ ABSENT: Gabriel Lemus; Hope Dixon; Leslie Gleason; Mia Fairbanks; Tony Ucciferri</li> </ul> </li> </ul>		



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In terms of next steps, these recommendations will be sent to the Family and Human Services Committee on November 25<sup>th</sup> and then goes to the Board of Supervisors at a future meeting. The term of COH members who seats are expiring ends on December 31<sup>st</sup> and new members start on January 1<sup>st</sup>, 2025.

### b. Oversight Committee:

Alex Michel presented the revisions to the Coordinated Entry System (CES) policies and procedures, which were approved by the Oversight Committee in October. The revisions aimed to align the CES policies with HUD standards, add a section on maximizing prioritization to utilize time-sensitive funding and opportunities, and include a non-emergency transfer policy. Michele Byrnes then discussed the non-emergency transfer policy, which was added to both the CES policies and the written standards. The policy outlines specific reasons for a transfer, including accessibility, environmental safety, household composition, service level, and participant needs. The team also reviewed the revisions to the written standards, which included updates to the non-emergency transfer policy, a compensation policy for people with lived experience, general cleanup and updating, and additional updates. Jamie Schecter clarified that revisions of these materials are done on an annual basis. Red lines revisions were published online and were part of the meeting packet.

### Motion

- State of Motion:
  - To approve revisions to the 1) Coordinated Entry Policies and Procedures, and 2) Continuum of Care and Emergency Solutions Grant Written Standards as recommended by the Oversight Committee.
- Discussion:
  - None.
- Procedural Record
  - Motion made by: Deanne Pearn
  - Seconded by: Nicole Green
  - AYES: Alejandra Chamberlain; Carolyn Foudy; Dani Jimenez; Deanne Pearn; Iman Novin; Jai De Lotto; Jazmin Ridley; Juno Hedrick; Nicole Green; Shawn Ray; Wayne Earl; Yahel Moreno
  - NOES: None
  - ABSTAINS: None
  - ABSENT: Gabriel Lemus; Hope Dixon; Leslie Gleason; Mia Fairbanks; Tony Ucciferri

### c. Point-in-Time Count Committee:

Yessenia introduced the concept of the annual PIT Count, which is a survey conducted in January to measure homelessness in the community and the data collected is used for funding and planning interventions to reduce homelessness. The PIT Count for 2025 will be held on January 30th. Yessenia also discussed the mythology for the PIT count, the recruitment of volunteers, and the provision of incentives. Two working group meetings have taken place, one in September and the other one in



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October, where planning, methodology and recruitment were discussed. The next meeting, on November 20<sup>th</sup>, will focus on survey sampling strategies. At the COH December meeting, the committee will present methods and ask for approval of Point-in-Time Count methodology. Registration for volunteers will be announced later in the month and gift cards will be provided.

d. Homelessness Awareness Month (HAM) Committee:

A reception will be held on Tuesday, November 12<sup>th</sup>, to honor volunteers, landlords, partners, and people with lived experience. The Board of Supervisors will also meet the same day to issue proclamations for Homelessness Awareness Month and declaring December 21<sup>st</sup> as Homeless Person’s Memorial Day. On November 14, the Youth and Young Adult panel will feature members of the Youth Action Board. Lastly, on December 20<sup>th</sup>, the Homeless Person’s Memorial Day will take place, and it is a planned partnership with other organizations to honor those who have passed away while experiencing homelessness.

e. Youth Advisory Board (YAB):

Caroline Miller shared that that the application for the HUD Youth Homelessness Demonstration Program (YHDP) was not awarded, but they will continue building and empowering the Youth Action Board and moving forward with the strategic plan. The community strategic planning and YHDP meeting, held on October 30, had the participation of 23 people and eight YAB members. Four COH members participated as part of adult allies: Alejandra Chamberlain, Deanne Pearn, Juno Hedrick, and Tony Ucciferri. A list of YAB activities, such as bylaws update and request for proposal trainings, for the months of October and November were shown.

2:10

**6. Old Business**

a. Funding Updates

a. Jamie Schecter and Christy Saxton, H3

a. Funding Updates:

Jamie Schecter provided an update on the Consolidated Housing and Homeless Services RFP process. Applications are due on November 22 and the importance of the project and the potential impact it could have on the justice-involved population was emphasized. The link to the RFP was shared and may be accessed [here](#). Anyone interested in receiving email notifications and updates for Funding Opportunities can sign up for the newsletter [here](#). Jamie also included funding updates on the CoC Builds NOFO program aimed to provide funding to acquire, build, or rehabilitate projects into Permanent Supportive Housing. The overall timeline was shared, and the application deadline is November 21<sup>st</sup>, 2024. The project was submitted by Hope Solutions, called Village of Hope, a 16-unit permanent supportive housing project in Pittsburg targeting transition age youth (18-24) with disabling conditions. Deanne Pearn shared that the Village of Hope’s project will provide a safe parking program, on-site services and a community garden. Additionally, H3 is working to pilot Bridge Housing model in Central County, a 68-units interim housing project targeting households with permanent housing pathway. H3 will establish a vendor pool to solicit on-site services, and the project is expected to begin services in Winter 2025.



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2:20	<p><b>7. <u>New Business</u></b></p> <p>a. 2024 Council on Homelessness Work Plan Check-In</p> <p>i. <b>(ACTION ITEM)</b> APPROVE 2025 Council on Homelessness Work Plan for Board of Supervisors and recommendations for the Quarter 3 report to the Board of Supervisors</p>	<p>a. Jamie Schecter, H3</p> <p>b. Jaime Jenett, H3</p>
<p>a. <u>2024 Council on Homelessness Work Plan Check-In:</u></p> <p>Jamie provided a recap of the 2024 work plan and the timeline for the 2025 Council on Homelessness work plan. The PATH committee aimed to reduce unsheltered homelessness by 25% by 2024, but this goal was not achieved. Instead, the focus shifted to reducing inflow through coordinated prevention. The work plan also included providing advice and recommendations to the Board of Supervisors, convening stakeholders for a regional action plan, updating and redesigning the CoC's coordinated entry prioritization and assessment tools, implement changes to the CoC NOFO scoring tools to better prioritize resource, and creating opportunities for individuals with experience of homelessness to engage in policy making and planning conversations.</p> <p>Jaime proceeded to discuss the work plan for 2025. A list of six goals was presented to the Council with a particular emphasis on cross-system collaboration from different entities and agencies. H3 is developing the work plan and COH members will do a reporting and describe how well they completed and implemented the work. Jo Bruno suggested adding a focus on racial equity on item number 5 of the work plan where it discussed opportunities for people with lived experience of homelessness, and Nicole proposed prioritizing community-based organizations like non-profits and churches in the work plan. Jamie Schecter proposed drafting item number 5 as follows: "Continue to create opportunities for small grassroots, community-based organizations working to end homelessness and engage in policymaking." Deanne Pearn, COH member, mentioned the importance of protecting and increasing resources secured through the HUD flow process. Based on this comment, Jamie Schecter recommended changing item number 6 to: "Prioritize cross departmental collaboration for funding opportunities to increase resources in the CoC and continue to protect and increase resources secured through the HUD NOFO process." Wayne Earl pointed out that importance of finding ways to reach out to community-based organizations by going to them as most are busy doing the on-groundwork and are not able to come to these meetings, and for item 6, he suggested adding collaboration with mental health and substance-use treatment. Iman Novin recommended pursuing more fundings projects from housing focused programs such as Homekey, which is an attempt by the State to create policy that merges the CoC funding programs with housing developers. The official work plan with these recommendations will be presented to the Board on December 5<sup>th</sup>, which gives not much time to implement all the feedback presented today. Jaime Jenett will follow up by email if needed.</p> <p>In terms of the recommendation for Quarter 3 to the Board of Supervisors, it reads as follows: "To demonstrate respect and be in alignment with best practice, create policies and mechanisms to provide financial compensation to participants with lived experience asked to engage in Board of Supervisor</p>		



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activities including advisory boards, focus groups, and planning process.” Jamie shared that some of this language is based on a new policy that the Contra Costa Health Department is drafting.

## Motion

- State of Motion:
  - To approve the 2025 Work Plan and recommendations, with addition/correction from feedback obtained in this meeting and the recommendation for the Quarter 3 report to be submitted to the Board of Supervisors.
- Discussion:
  - None.
- Procedural Record
  - Motion made by: Deanne Pearn
  - Seconded by: Jazmin Ridley
  - AYES: Alejandra Chamberlain; Carolyn Foudy; Dani Jimenez; Deanne Pearn; Iman Novin; Jai De Lotto; Jazmin Ridley; Juno Hedrick; Nicole Green; Shawn Ray; Wayne Earl; Yahel Moreno
  - NOES: None
  - ABSTAINS: None
  - ABSENT: Gabriel Lemus; Hope Dixon; Leslie Gleason; Mia Fairbanks; Tony Ucciferri

2:40	<b>8. <u>Announcements</u></b>	a. All
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- a. General Announcements:
- Alejandra Chamberlain distributed physical cards as a way to raise awareness of the Homeless Youth Awareness month as well as Homeless Awareness month.
  - The County Office of Education is doing a sock donation drive. The goal this year is to collect 500 pairs, more than goal last year, as there's been an increase in homeless students by about 600. Pins were available to anyone who wanted to wear them to raise awareness.
  - Melanie Erickson announced that the Department of Conservation and Development is working on the Community Development Block Grant (CDBG) funds emergency solutions grant and the State ESG funds for proposals that can be submitted from nonprofits, public agencies, and others serving county for public services, economic development, infrastructure, public facilities as well as homelessness services. More information can be found at this site. Additionally, the Home funding application will be due on December 5th at 5 pm. The link can be found here.
  - The Bay Area Rescue Mission will be providing free Thanksgiving meals to the community from November 24th to 28th from 4 to 6 pm at 200 McDonald Avenue. They also will host their annual Turkey Giveaway for Thanksgiving on Tuesday, November 26th across the street at 123 McDonald Avenue from 9 -11 am. Interested community members can register here. Volunteers can also register at the same site.
  - SHELTER, Inc. and East Bay Works will be hosting a job fair on November 15th from 10 am - 12 pm at America's Job center of California with many employers being present.





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2:45	<b>9. <u>Pin It</u></b>	a. Wayne Earl, <i>Chair and Faith Community Representative</i>
<ul style="list-style-type: none"><li>• The next COH meeting will be on December 5<sup>th</sup>, from 1:00 – 3:00pm at 1025 Escobar Street in Martinez.</li><li>• A list of upcoming meetings was shared and will also be sent via email.</li></ul>		



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## Commonly Used Acronyms

Acronym	Definition
APR	Annual Performance Report (for HUD homeless programs)
BIPOC	Black and Indigenous People of Color
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.
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
DCD	(Contra Costa County) Department of Conservation and Development
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/NOFO	Notice of Funding Availability/ Notice of Funding Opportunity
PHA	Public Housing Authority
PUI	Persons Under Investigation
PWLE	People With Lived Experience of Homelessness
SAMHSA	Substance Abuse & Mental Health Services Administration
SRO	Single-Room Occupancy housing units
SSDI	Social Security Disability Income



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SSI	Supplemental Security Income
TA	Technical Assistance
TAY	Transition Age Youth (usually ages 18-24)
VA	Veterans Affairs (U.S. Department of)
VASH	Veterans Affairs Supportive Housing
VI-SPDAT	Vulnerability Index – Service Prioritization Decision Assistance Tool