

Contra Costa Inter-Jurisdictional Council on Homelessness
Executive Committee

September 14, 2012, 12:00 – 1:00

MINUTES

I. Consumer Report Update

- a. Update by Stephanie Batchelor/Consumer Advisory Board members
- b. Homies for the Homeless
 - i. Curriculum: Ready to Rent (evidence-based practice)—trains consumers on how to prepare to move into housing, sustain their housing, lower the rate of repeat consumers, assist in landlord relationships, budgeting, other skills
 - ii. Training begins Jan. 2013 with consumers who want to help others, have sustained their housing

II. Health Care for the Homeless Update

- a. Update by Alvin Silva, Health Care for the Homeless
- b. County medical record: CCLink opens communication between clinics and hospitals, even mobile clinics
- c. Reorganization in Public Health: new Home Visiting Adult Unit
 - i. Targeted case management Public Health nurses go visit consumers in park, library, housed, whenever referral established
- d. West County Health Center opening soon, replacing 38th Street Richmond
 - i. Adding four hours of ambulatory clinic for homeless clients
- e. Total of 36 hours committed to ambulatory care for homeless (excluding mobile clinic)
- f. October: one-time breast health clinic at Concord, elsewhere for homeless
 - i. Concord Police Department could give folks a ride to the clinic
- g. Alvin Silva to send out more information about updates via email

III. By-law Change: Discussion and Vote

- a. Presented by Amanda Stempson, HomeBase
- b. Proposal to change by-laws to make Executive Committee seats less specific and easier to fill, to increase the involvement of certain sectors, and to increase compliance with the new HUD CoC interim rule
- c. Discussion: if Housing Provider seat is added, there is a possibility of two housing providers (“Nonprofit housing developer, homeless services or housing provider”)
 - i. Not a problem—want a more streamlined approach, easier to fill seats

- d. Discussion: change “City/Town Elected Official or representative” to at-large seats by geographic region
 - i. Doug: good change
- e. Discussion: change Mayor’s Conference Appointee seat to elected official seat
 - i. Issue: can we fill it?
 - ii. Not limited to the Mayor’s Conference—they could designate someone else to represent them
 - iii. Also may need to change in the future to comply with HUD final regs—could make this at-large for now, revisit later
- f. Brainstorm: other seat ideas
 - i. Social Services: Social Worker/Case Manager/EHSD, CalWorks, benefits, CFS
 - ii. Revenue
 - iii. Behavioral Health Provider
 - iv. Education (homeless kids)—school board, school district
- g. Discussion: what is the role of the Executive Committee? Is it a summary, more efficient group of CCICH?
 - i. If so, then the seats don’t really matter; just get people in who will contribute to the discussion
 - ii. If different, we have a responsibility to the Board of Supervisors (BoS): need to think about being the gatekeepers from CCICH to create specific recommendations to the BoS
 - iii. In choosing seats, need to ask: what do we want the BoS to see, understand, and do?
 - iv. HUD is envisioning more of a outcomes review and monitoring process for CoC Board—changing role in future
 - v. Two roles
 - 1. Summarize the CCICH ideas
 - 2. Decision-making body for recommendations to BoS and HUD
- h. Discussion: staggered seats
 - i. Good idea, unless cannot get people to fill seats
- i. Discussion: historic difficulties
 - i. Mayor’s Conference Appointee
 - ii. Elected official seats
 - iii. It’s in our best interest to make these seats easier to fill
 - 1. Executive Committee had interested parties apply for open seats who we could not accommodate because the relevant seats were already filled, with no flexibility
- j. **Motion by Dorothy Sansoe**
 - i. Strike from III(A):
 - “, except the Mayor’s Conference Appointee, City/Town and County representatives”
 - ii. In III(B):

1. Change “Mayor’s Conference Appointee” to “Elected Official or their Designee”
 - a. **Motion by Robin Heinemann for friendly amendment:**
change “Elected Official or their Designee” to “Behavioral Health Provider”
 - i. **Seconded by Stephanie Batchelor**
 - ii. **Amendment accepted by Dorothy Sansoe**
 2. Change “City/Town Elected Official or representative” to “East County at Large”
 3. Change “City/Town Elected Official or representative” to “West County at Large”
 4. Change “City/Town Elected Official or representative” to “Central County at Large”
 5. Change “Nonprofit housing developer, homeless services or housing provider” to “Nonprofit housing developer or homeless services provider”
 6. Add new seat: “Housing Provider”
- iii. Strike from III(B):
 “The Mayor’s Conference Appointee seat will be appointed and subject to removal by the Contra Costa Mayor’s Conference.
 3) Town representatives from unincorporated areas will be appointed and subject to removal by the Contra Costa Board of Supervisors.
 City/Town representatives from incorporated areas will be appointed by the Board of Supervisors on recommendation of the city or town being represented.
 4)”
- iv. **Seconded by Doug Stewart**
 - v. **Vote by hand: passed unanimously**

IV. Executive Committee as Review and Rank

- a. Presented by Jay Lee, HomeBase
- b. Discussion: possibility of Executive Committee serving as Review and Rank Committee for HUD CoC NOFA, performance review and monitoring processes
- c. Duties of the Review and Rank Committee this year would include:
 - i. Attending a 2-hour Review and Rank Orientation (probably in late October/early November)
 - ii. Over the course of a week, reviewing materials from each project applicant (probably in November or early December)
 - iii. Attending a meeting to discuss and score projects (probably in December)
- d. Could also do ongoing monitoring
- e. Discussion: do we need the entire committee to be involved? Or, could we just have representatives from the Executive Committee serve on a Review and Rank subcommittee?

- i. Stephan Peers, Brenda Kain, and Doug Stewart are interested in volunteering
- ii. Everyone on the Executive Committee should receive the materials, and optionally go to the training (mandatory for Review and Rank subcommittee)
- iii. Review and Rank subcommittee should have about five members
- iv. Lavonna Martin will solicit more volunteers for the Review and Rank subcommittee via email