



CONTRA COSTA COUNCIL ON HOMELESSNESS MEETING MINUTES

The Contra Costa Council on Homelessness provides a forum for communication and coordination about the implementation of the County's Strategic Plan to prevent and end homelessness, and for orchestrating a vision on ending homelessness in the County, educating the community on homeless issues, and advocating on federal, state, and local policy issues affecting people who are homeless or at-risk of homelessness. The Council provides advice and input on the operations of homeless services, program operations, and program development efforts in Contra Costa County. Items may be taken out of order based on the business of the day and preference of the Council.

Date, Time: Thursday, April 6, 2017 1:00pm – 3:00pm

Location: ZA Room, 30 Muir Road, Martinez, CA 94553

Council Member Attendance:

Present: Gabriel Lemus (Chair), Teri House (Vice Chair), Diane Aguinaga, John Barclay, Alejandra Chamberlain, John Eckstrom, Miguel Hidalgo-Barnes, Brenda Kain, Gary Kingsbury, Doug Leich, Cecelia McCloy, Dan Sawislak, Anne Struthers.

Absent: Stephanie Bachelor, Joseph Villarreal.

Staff Attendance: Lavonna Martin, Jennifer Baha, Contra Costa Health Services (H3); Amanda Wehrman, Tara Ozes, HomeBase.

Public Attendance: Kristi Abbott, Paula Bonnell, Naja Boyd, Peter Brooks, Donna Colombo, Sanaa Gad, Leslie Gleason, Chuck Grant, Carey Kachurka, Shayne Kaleo, Kate Lewis, Bill Jones, Lalzsha Norton, Usha Ramachandran, Sarah Thomas, Melaine Venenciano, Elsa Zavala.

1. Welcome and Introductions

- Call to order by Gabriel Lemus, Chair

2. Approve Minutes (Action Item)

- Motion
- Statement of Motion:
 - We move to adopt the minutes from the March 2nd Council on Homelessness Meeting
- Discussion:
 - The Council reviewed the minutes from the March 2nd Council meeting
 - The Council moved to approve.
- Procedural Record:
 - Motion made by: Doug Leich
 - Seconded by: John Barclay



COUNCIL ON HOMELESSNESS MEETING MINUTES

- AYES: Gabriel Lemus (Chair), Teri House (Vice Chair), Diane Aguinaga, John Barclay, Alejandra Chamberlain, John Eckstrom, Miguel Hidalgo-Barnes, Brenda Kain, Gary Kingsbury, Doug Leich, Cecelia McCloy, Dan Sawislak, Anne Struthers
- NOES: None
- ABSTAINS: None
- ABSENTS: Stephanie Bachelor, Joseph Villarreal.
- Motion Carried

3. Bylaws Update (Action Item)

- Amanda Wehrman gave an update on the Council bylaws.
 - Ad Hoc Bylaws Committee Update: The Bylaws Committee met twice in March and developed proposed revisions. There are still outstanding items to discuss, such as conflict of interest forms to confirm with the Contra Costa Board of Supervisors.
 - The process of reviewing the Bylaws will be complete in time for the May Council meeting.

4. Provider Presentations

- Lavonna Martin introduced the new members of the Council on Homelessness. Over the next couple of Council meetings, the new members will be introduced further to the CoC Program competition, the CoC-funded housing providers, and Coordinated Entry providers.

Anka Presentation:

- Shayne Kaleo gave an overview of the services provided by Anka Behavioral Health;
 - Anka's Role in Coordinated Entry: Anka was awarded the funds to expand services as a CARE Center as part of Coordinated Entry, and developed the first Warming Center in partnership with the County.
 - The pilot program serves as a great intervention, serving 55 individuals so far, and offering 377 services (such as linkages to benefits);
 - Entry to Warming Center: The Warming Center does not allow walk-ins; through the Coordinated Entry system, there are 3 entry points: By calling 211, Outreach "CORE" Teams, and access point sites such as the CARE Centers.
 - Individuals in need of services call 211, which goes to dispatch, who connect with CORE Teams, and CORE Teams assess individuals and family for appropriateness for entry into the Warming Center;
 - Policy: Want to minimize consumer frustration of walking in and being turned away because facility is at



COUNCIL ON HOMELESSNESS MEETING MINUTES

capacity; also, want to assess behavior for appropriateness for the setting (some being served are families with young children); once there is more capacity, CORE team will not have to do this, but at the moment they are helping a lot to understand what the need is.

Contra Costa Interfaith Housing (CCIH) Presentation:

- Louise Bourrassa gave an overview of Contra Costa Interfaith Housing services;
 - CCIH is currently servicing more than 1,100 through housing and social services; when Coordinated Entry ramps up, CCIH will serve 1400 individuals;
 - CCIH's mission is to provide Permanent Housing and services related to accessing/remaining in housing; their values are to have faith – that those who become housed may remain housed.
 - Permanent Supportive Housing Programs: CCIH has three Permanent Supportive Housing programs:
 - Garden Park Apartments: 27 units providing intensive on-site services for homeless families with adult members living with a disability;
 - ACCESS: A program that was formerly 3 programs from Anka combined into one, of scattered site housing for chronically homeless single adults living with mental illness; services include case management in a “tiered” approach, for all levels of acuity;
 - Families in Supportive Housing (FISH): 20 units of scattered site housing in a master lease program serving chronically homeless families; this program also includes an intensive mobile services team, of case managers, licensed mental health clinicians, and a youth mental health clinician.
 - Resident Monitor Program: Through Mercy Housing California, CCIH hired residents to be monitors and help with maintenance of the community.
 - Eviction Prevention: CCIH meets with landlords regularly to discuss those at risk of imminent eviction, and mitigate for behavioral and other challenges, with a 97% eviction avoidance rate.
 - Housing Navigation Program: Bill Jones gave an update that as part of Coordinated Entry, housing navigators have assisted 30 individuals to find permanent housing, and have assisted around 60 individuals to qualify for permanent housing.



COUNCIL ON HOMELESSNESS MEETING MINUTES

Monument Crisis Center Presentation:

- Sandra Scherer gave an overview of the services provided by Monument Crisis Center
 - 5 Programs at Monument Crisis Center: Food distribution and nutrition, resource and referral/health and wellness, senior services, youth services, and community engagement (assisted by numerous interns, Americorp, volunteers, and a community of partners).
 - Services and Hours: Services are for all ages, abilities, and needs; drop-in center and walk in hours are 9am-12pm Monday through Thursday, and 5pm-7pm on Tuesdays; Residents of Contra Costa County or others can walk in at those times and start to receive services immediately. Spanish is available for programs and workshops, and other languages will be offered soon.
 - Bus Services are offered through the Monument Shuttle, which goes to BART and other convenient locations; drivers are also able to lower a gate to give access to those with disabilities or those with strollers or groceries.
 - Coordinated Entry CARE Capable Center: Services for homeless clients enhanced because of Coordinated Entry, but also in parallel to non-homeless clients.
 - As a CARE Capable Center, Monument is able to send clients to the Anka and Trinity CARE Centers, and to the Warming Center if need be.
 - Clients Served and Staffing: This Fiscal Year, 700 homeless clients were served, out of over 8000 individuals and families in total, making individuals and families experiencing homelessness a significant portion of Monument's client base.
 - Staff include 6 Full Time Employees, an Operations Manager, and Executive Director Sandra Scherer, and offer regular training at the center for volunteers; additionally, Housing Navigators from CCIH are on-site, coordinated by Bill Jones.

SHELTER, Inc. Presentation:

- Elsa Zavala and Leslie Gleason gave an overview of the services provided by SHELTER Inc.
 - Homeless Prevention and Rapid Rehousing (RRH) Programs:
 - Population: Serving singles and families experiencing homelessness or at risk of homelessness. The main challenge with Rapid Re-housing is getting landlords on-board. SHELTER Inc.'s main focus is to help clients through crisis and to keep housing once it is obtained.



COUNCIL ON HOMELESSNESS MEETING MINUTES

- Partners: Bay Area Legal Aid helps solve barriers to housing for clients, and the Family Justice Center is allowing SHELTER Inc. to use their location in Richmond with one case manager. Support Services for Veterans Families (SSVF), serving 200 veterans and their families; this past year, SHELTER Inc. encouraged and supported a family to apply for a VA Loan, and were able to move into their own home. SHELTER Inc. also coordinates with Berkeley Food and Housing, sharing the client by name list, and Stand Down in East County, working on identifying those Veterans who are in need.
- Reentry – AB 109:
 - SHELTER Inc. provides case management services for 75 to 80 participants, singles and families, who may not be able to unify with family because of many barriers.
- Transitional Services Department:
 - Previous other services have one focus – preventing and ending the cycle of homelessness, as well as property management (brick and mortar). The Transitional Services aspect is run by Laurel te Velde, managing the Mountain View Family Shelter; Reach Plus Singles (RRH/Master Leasing for Singles) – which is sunsetting soon, transitioning these funds to other permanent supportive housing (PSH); Reach Plus Family Rapid Rehousing; HousingWORKS (RRH), for families who are referred by CalWORKS and actively pursuing employment goals; Transitional Housing Partnership (PSH), for disabled families and singles, which is scattered site master leased units, and; Permanent Step Project (PSH).
- Employment Services:
 - SHELTER Inc. is funded these through private dollars.
- Property Management:
 - Owned and leased by SHELTER Inc.; Pittsburg Family Center will be sunsetting, and will be PSH under the name of “THRIVE.”
 - The Lyle Morris properties have 19 units, ready for occupancy;
 - For RRH, the lease is with the participant – resulting in varying amounts of subsidy; for PSH, lease may be in the participant’s name or master leased. The HUD standard is that the rent subsidy is based on 30% of adjusted income.
 - Regarding communication with landlords and advance notice of when a participant is at risk of eviction, SHELTER Inc. relies on self-identification from tenant, and not from landlord.



COUNCIL ON HOMELESSNESS MEETING MINUTES

Trinity Center:

- Donna Colombo gave an overview of the services provided by Trinity Center;
 - From Safety Net Services to Advocacy: In the first half of this year, Trinity served 355 people, and helping to house 16. Participants are referred to as members, because they are members of this community, and staff are called “Member Assistants.” Staff include 8 Full Time Employees, and 20+ volunteers, in partnership with other community organizations.
 - Coordinated Entry CARE Center: As a CARE Center, Trinity serves 60-70 people every day. In 2017-2018, Trinity will have an Onsite Housing Placement Specialist, Substance use assessment and referral, and will offer space for mental health counseling services, classes and workshops for low-income residents.
 - Employment Assistance: Trinity employs up to 10 members, and currently have 4 members who work part-time; so far this year, Trinity has helped to find employment for 44 members. The goal is to help members to understand how to be successful in a job, and how to earn money for food and other basic needs.
 - Expanded Programs: Staff are having great success in assisting members with substance use counseling, and at this stage are getting to know members more to build up trust.
 - Seasonal Program: Trinity successfully ran a winter shelter for 4 ½ months in the National Guard armory this year in Walnut Creek, serving 60 members, primarily older women living with disabilities.
 - For more information, please see the East Bay Times article with photos and testimonials at the following link:
<http://www.eastbaytimes.com/2017/04/01/walnut-creek-winter-shelter-ends-successful-first-year/>
 - Vision for the Future: Trinity Center has been working for 3 years on a proposal for a new location. Around mid-2018, Trinity hopes to have 44 units of very low-income housing, 23 units of which have project based vouchers that will be filled through Coordinated Entry. The new construction is scheduled to break ground in December 2017, provided partner Resources for Community Development gets awarded 9% tax credits in June; the move in date is likely to be March 2019. The new site is conveniently located near BART, and on the bus line. Trinity Center will have to vacate its current location before



COUNCIL ON HOMELESSNESS MEETING MINUTES

moving, and will need another location for a year and a half before moving in.

5. Committee Updates

- Amanda Wehrman provided an update on Committee endeavors.

Coordinated Entry Committee & Workgroup Update:

- The Oversight Committee came together in late March, and put together a timeline for April and May. Committee staff have set a pace of work to complete Policies & Procedures in the next month.
 - Please let us know if you want to be a part of any of these committees/workgroups!

All Providers Meeting Update:

- Providers participating in the Coordinated Entry system came together in early March, very much in alignment with philosophy of implementation Phase I and making changes after learning from initial implementation to shape the system over time.
- Participants discussed the Plan-Do-Study-Act (PDSA) Cycle usage for Coordinated Entry, as well as communication pieces and roles and responsibilities within each agency and identified additional trainings.

CoC/ESG Providers Meeting Update:

- John Eckstrom gave an update on the recent CoC/ESG Provider meeting; providers met on March 20, 2017, to debrief the 2016 CoC Program Competition and funding results, as well as the FY2016 scoring factors and local process to consider changes for FY2017.
- At the Executive Directors' meeting directly following, the leadership was asked to join the Oversight Committee, highlighting the importance of clear communication between program leadership and staff attending Coordinated Entry committee meetings.
 - The Oversight Committee will next meet on April 27, 2017, at 2pm at the Homeless Program Conference Room.

6. Built for Zero Update (Standing Item)

- Jennifer Baha, Built for Zero Coordinator at H3, provided an update regarding progress on the Built for Zero campaign.
 - Built for Zero is focused on building a robust Coordinated Entry System; in order to accomplish this goal, efforts are focused on creating a "By Name List."
 - Veterans By Name List: The list grew to 142 (due to CORE Outreach); housing placements are down, due to using up HUD VASH vouchers.
 - Growth in Chronically Homeless Veterans from 35 to 41, after having been static at 33 for a long time.



COUNCIL ON HOMELESSNESS MEETING MINUTES

- Chronically Homeless By Name List: This list grew from January to February, from 463 to 524; hoping to plateau soon.
- Outreach and Engagement Committee:
 - Doug Leich and the Multi-faith ACTION Coalition are focused on creating a Housing Security Fund;
 - Housing Security Fund Update: \$18,328 raised as of April 5, 2017.
 - Go to <http://tinyurl.com/housingsecurityfund> to donate.
- Additional Activities for 2017: Learning Sessions by CSH and the CSH “Surge” for Contra Costa County;
 - Built for Zero recently created a new goal statement – to reduce Veteran homelessness by 34% by August, 2017, and is developing a plan now to accomplish this goal. Learning sessions are taking place now, and in September 2017.
 - CSH “Surge”: Processes are in place to whittle down the By Name List of 142 veterans and get them housed to achieve functional zero; this will happen in late May/early June.

7. Policy and Advocacy Update (Action Item)

- Lavonna Martin, H3, spoke about an opportunity to have a more vocal role in advocating for homeless youth, in asking Board of Supervisors to support AB 1406;
 - This topic is very timely, as the last CoC Quarterly meeting held on January 20, 2017, focused on preventing and ending Youth Homelessness.

AB 1406 – Homeless Youth Advocacy and Housing Program

- This bill would create the Homeless Youth Advocacy and Housing Program under the Department of Housing and Community Development. It would provide \$15 million on on-going basis for grants to CoCs that fund housing/advocacy-related services for youth experiencing homelessness. It would build off efforts from HUD’s Youth Homelessness Demonstration Program, requiring CoCs to create a local plan to reduce youth homelessness (age 24 and under), offering housing opportunities and advocacy services related to foster care, CalWORKs, and disability benefits.
 - The target population is Transitional Aged Youth (TAY), 16-24 years of age;
 - In Contra Costa, the number of TAY is growing by 10% every year, and the County is currently serving 1300 homeless youth.
- Award grantees: Like HUD’s Youth NOFA, up to 10 local CoCs eligible to receive funds; CoCs must demonstrate the ability to provide housing assistance & supportive services to youth transitioning to self-sufficiency.



COUNCIL ON HOMELESSNESS MEETING MINUTES

- Set for Legislative Committee agenda on April 10th, and upon approval, Lavonna Martin will propose that the Contra Costa County Board of Supervisors sign a letter of support for AB 1406.

- Motion
- Statement of Motion:
 - We move to urge the Contra Costa County Board of Supervisors to support AB 1406, and offer to write a letter of support for endorsement by the Board.
- Discussion:
 - The Council discussed its support for AB 1406.
 - The Council moved to approve support for AB 1406, and to urge the Contra Costa Board of Supervisors to support and endorse a letter to be written in support of the legislation.
- Procedural Record:
 - Motion made by: Anne Struthers
 - Seconded by: Doug Leich
 - AYES: Gabriel Lemus (Chair), Teri House (Vice Chair), Diane Aguinaga, John Barclay, Alejandra Chamberlain, John Eckstrom, Miguel Hidalgo-Barnes, Brenda Kain, Gary Kingsbury, Doug Leich, Cecelia McCloy, Dan Sawislak, Anne Struthers
 - NOES: None
 - ABSTAINS: None
 - ABSENTS: Stephanie Bachelor, Joseph Villarreal.
- Motion Carried

CDBG/HOME Update

- Gabriel Lemus, Council Chair, provided an update on the status of the federal budget and the future of CDBG/HOME programs.
 - Budget Process: This process starts when the President proposes the first budget, and Congress negotiates 12 Appropriations bills which get sent to President for signature to become a law; these bills need a substantial amount of approval by both parties before they can be put before the President. Congressional spending is currently being funded at last Fiscal Year's levels under a Continuing Resolution (CR) which is set to expire on April 28, 2017, unless it is extended.
 - Last week, the President threw in a spending bill that would call for the remainder to increase the military's budget by \$30 billion dollars, for border security;
 - Could see CDBG and HOME programs cut or eliminated; however, this is not necessarily dictated by the Administration – Congress passed increases before when the President proposed cuts.



COUNCIL ON HOMELESSNESS MEETING MINUTES

- Senator McCain wants the appropriation bills passed, and does agree there should be increases to the military; could be a combination of CR and appropriation bills passed and sent to President when the current CR is set to expire or after it is extended.
- Council Priorities: Typically priorities are set by the Council, for types of activities, not necessarily programs/agencies; one opportunity through the CoC Provider meetings to discuss priorities for the coming year.
 - The Board of Supervisors have already sent letters supporting opposition to these reductions and elimination of these programs.

No Place Like Home Update

- Tara Ozes, HomeBase, gave an update on the status of the No Place Like Home Program.
 - Technical Assistance Funds: The application for these funds should be released this month, for immediate disbursement to build capacity for future No Place Like Home projects in the County.
 - NPLH Advisory Committee: The Advisory Committee met for the first time on March 23, 2017, to discuss the program framework and to hear public comment regarding issues for development of the Program Guidelines.
 - The Committee will meet next on May 18, 2017. For information on how to attend in person or by phone, please follow the link at <http://www.hcd.ca.gov/grants-funding/active-funding/nplh.shtml>

National Day of Action for Housing

- Tara Ozes, HomeBase, gave an update on the status of the National Day of Action for Housing.
 - The Contra Costa Homeless program endorsed the National Day of Action for Housing campaign event on April 1, 2017, advocating for more affordable housing for those experiencing homelessness.
 - The next General Meeting of the CoC on April 21, 2017 will have a panel discussion to discuss in detail what it takes to develop more affordable housing in Contra Costa and other counties.

8. Nuts & Bolts

- Invitation to Attend the Monument Crisis Center 2017 Resource Fair: All are welcome to attend the Resource Fair on Thursday, May 11, from 3pm-5pm, at 1990 Market Street, Concord, CA 94520.
- PIT Count Update: The raw data from the recent Point In Time Count has just come in, and will take 3 weeks to package and put into context before submitting to the Department of Housing and Urban Development via the Homelessness Data



COUNCIL ON HOMELESSNESS MEETING MINUTES

Exchange. The Homeless Program will have a draft form of the recent PIT data at the next Council meeting.

- City of Antioch Update: On March 30, 2017, the Antioch City Council reported out of a closed sessions that it has named Ron Bernal as new City Manager.

9. Pin It

- May CoC Meeting Ideas?
 - Overview of CoC Program Competition process for new Council members.
- Next Meeting: **May 4, 2017**
- CoC Quarterly Meeting: **April 21, 2017**