



**Sonoma County Continuum of Care (CoC) Board
Agenda for June 23, 2021
1:00pm-5:00pm Pacific Time**

	Agenda Item	Packet Item	Presenter	Time
	Welcome, Roll Call and Introductions		Board Chair	1:00pm
1.	Approve Agenda (ACTION ITEM)	6/23 Agenda	Board Chair	1:05pm
2.	Approve minutes from 5/21, 5/26, 6/2 (ACTION ITEM)	5/21, 5/26, 6/2 DRAFT Minutes	Board Chair	1:10pm
3.	Approve new Board Member (ACTION ITEM)	Nomination Form	Board Chair	1:15pm
4.	Draft Scores from CoC Renewal Evaluations Ad Hoc Committee (ACTION ITEM with recusals)	Draft Scores from CoC Renewal Evaluations & Exec Summary – <i>item will be sent when available</i>	Ad Hoc Committee representative	1:20pm
5.	Word From the Street		Ludmilla Bade	1:50pm
6.	Recommendation from Workgroup on Emergency Solutions Grant Coronavirus (Round 2) Program [ESG-CV (Round 2) Funding – First 20% (ACTION ITEM with recusals)	Recommendation on ESG-CV Funding	Working Group Representative	1:55pm
7.	Recommendation from Workgroup on Emergency Solutions Grant Coronavirus (Round 2) Program [ESG-CV (Round 2) Funding – Remaining funds (ACTION ITEM)		Working Group Representative	2:30pm
8.	5 Minute Break			3:00pm
9.	Develop & Approve Agenda for July 15 Quarterly Membership Meeting (ACTION ITEM)		CDC Staff	3:05pm
10.	Standing Committee Updates (ACTION ITEMS) <ul style="list-style-type: none"> • Coordinated Entry Advisory (CEA) Committee • Strategic Plan Committee 	CEA Committee- Emergency Housing Vouchers Recommendation	Committee Representatives	3:20pm

	<ul style="list-style-type: none"> • Charter & Policy Review Committee • Homeless Management Information System (HMIS)/Data Committee • Lived Experience Advisory Body 			
11.	Staff Report <ul style="list-style-type: none"> • UCSF Benioff Homelessness and Housing Initiative • Report out on KPMG internal workgroup • Report out on Homeless Emergency Aid Program (HEAP) spending 	California Statewide Survey of Homelessness (CSSH)/UCSF Benioff Homelessness and Housing Initiative (BHHI) Documents	CDC Staff	4:20pm
12.	Review Agenda for July 28 CoC Board Meeting	DRAFT 7/28 Agenda	CDC Staff	4:30pm
13.	Board Member Questions & Comments		Board Chair	4:45pm
14.	Public Comment			4:55pm

PUBLIC COMMENT:

Public Comment may be made via email or during the live zoom meeting. To submit an emailed public comment to the Board email Madison.Murray@sonoma-county.org. Please provide your name, the agenda number(s) on which you wish to speak, and your comment. These comments will be emailed to all Board members. Public comment during the meeting can be made live by joining the Zoom meeting using the above provided information. Available time for comments is determined by the Board Chair based on agenda scheduling demands and total number of speakers.



Sonoma County Continuum of Care Board Meeting Meeting Minutes

May 21, 2021

1:00 pm – 3:00 pm Pacific Time – Meeting held by Zoom

[Recording of Continued Meeting](#)

1. Welcome and Introductions (0:00)

- Ben Leroi, Continuum of Care (CoC) Board chair, called the meeting to order at 1:00 pm. Ben Leroi went over the agenda, clarified Zoom rules around public comment and Brown Act guidelines.
- Roll Call was taken:
 - *Present: Supervisor Chris Coursey; Tom Schwedhelm, City of Santa Rosa; Chuck Fernandez, Committee on the Shelterless; Margaret Sluyk, Reach For Home; Ludmilla Bade, Community Member; Don Schwartz, City of Rohnert Park; Ben Leroi, Santa Rosa Community Health; Lisa Fatu, Social Advocates for Youth; Bill Carter, Sonoma County Health Services; Jennielynn Holmes, Catholic Charities of the Diocese of Santa Rosa; Angela Struckmann, Sonoma County Human Services*
 - *Absent: Kevin McDonnell, City of Petaluma; Stephen Sotomayor, City of Healdsburg; Alena Wall, Kaiser Permanente*

2. Agenda Approval (2:00)

Kevin McDonnell joined at this time.

Public Comment

None at this time.

Jennielynn Holmes motioned to approve the agenda; Chuck Fernandez seconded.

Board Comments:

Ayes: Ben Leroi, Jennielynn Holmes, Tom Schwedhelm, Kevin McDonnell, Chuck Fernandez, Bill Carter, Margaret Sluyk, Ludmilla Bade, Don Schwartz, Stephen Sotomayor, Lisa Fatu, Chris Coursey, Angela Struckmann

Notes: None

Abstain: None

Absent: Stephen Sotomayor, Alena Wall

The motion passed.

3. Workgroup Recommendation regarding Unspent Homeless Emergency Aid Program (HEAP) Funding (9:00)

Staff began recusal process. Board members that recused: Ben Leroi, Chuck Fernandez, Margaret Sluyk, Lisa Fatu, Kevin McDonnell.

Chuck Fernandez was brought back to maintain quorum.

Ludmilla Bade gave a brief update on the work group that met on May 13, 2021 to disperse \$295,000 available Unspent HEAP funds. The goal was to create a plan for any additional HEAP funds that may become available in order to act quickly and spend the entire amount. Funds need to be spent by June 30, 2021. Work group included Don Schwartz, Angela Struckmann, and Ludmilla Bade.

Organization	Project Name	Amount Requested		FINAL - Approved 3/24		Final Approved Recs 5/21 Mtg
St. Vincent De Paul	St. Vincent de Paul Commons (SVdP)	\$ 572,986.00		\$182,000		\$49,000
PEP Housing	River City Senior Apartments	\$ 150,000.00		\$75,000		\$65,000
Reach for Home	Passenger van with Mobile Showers/Laundry	\$ 150,000.00		\$43,000		\$6,000
CSN	Stony Point Commons	\$ 127,416.18		\$75,000		\$50,000
SAY	Homelessness Shelter and	\$ 100,000.00		\$10,000		\$20,000
SAVS	Misc. Outreach Services	\$ 90,000.00		\$30,000		\$10,000
City of Petaluma	Downtown Streets Team Pick-up Truck	\$ 50,000.00				\$50,000
City of Petaluma	Petaluma CAHOOTS Program Vans	\$ 90,000.00		\$0		\$45,000
			Total	\$573,000		\$295,000
						Plan B- Additional unspent funds will go to PEP @ \$10,000 and then all remaining funds will go to St.Vincent De Paul

Board Comment:

Chris Coursey: clarified whether or not the budget chart was included in the meeting packet.
 Tom Schwedhelm: Is the goal to get the money spent? Would like more information on spending plans and organizational capacity to spend down quickly.

Discussion ensued on planning for the remaining funds to ensure that all funds are expended.

Public Comment:

Lisa Fatu
 Alice Linn

Adrienne Lauby
Teddie Pierce

Board Comment:

Don Schwartz: readdressed the SAY funding question. Asked for clarification on \$89,000 from HEAP interest. Proposed that SAY receive \$20,000 from PEP & \$20,000 from SVDP.

Discussion ensued on HEAP interest and moving funds by the spending deadline.

Don Schwartz: withdrew suggestion. Based on HEAP interest discussion.

Jennielynn Holmes: Can we ask SAY if they would be able to expend funds by deadline?

Lis Fatu: clarified that the interest dollars were considered for FY 21/22. The dollars SAY asked for was for street outreach and shelter. Funds would be used to on salaries, wages, and shelter supplies. The interest will be used next fiscal year. Would be able to expend funds by June 15, 2021.

Bill Carter: how much money would be able to be spent?

Funds can be used retroactively or moving forward.

Ludmilla Bade: The interest funding available in July, are agencies willing to switch the allocations?

Chris Coursey: It is not on the agenda to discuss other funds.

Don Schwartz motioned to approve the committee's recommendation with an amendment to remove \$ 10,000 each from the St Vincent de Paul and PEP Housing projects, totaling \$20,000 and allocate it to Social Advocates for Youth. If the state doesn't approve these changes within the application for the services, all the funding would go to the St Vincent de Paul project; including any additional HEAP funds that would not be spent by the deadline; Tom Schwedhelm seconded.

Board Comment:

Bill Carter: what is the rationale for taking the funding away?

Don Schwartz: explained urgency of fund distribution and thinking.

Jennielynn Holmes: if state doesn't approve any of the funding allocations, funds would default to Saint Vincent de Paul?

Ludmilla Bade: offer amendment of \$20,000 to SAVS outreach. With 15k being taken from PEP and SVDP.

Bill Carter: would defer to committee.

Angela Struckmann: recommend to keep committee recommendations. Would there have to be another request for the approval of non-capital projects?

Don Schwartz withdrew the motion.

Don Schwartz motioned to accept the committee recommendations, with one exception, to reduce to \$20,000 total funding to SAY (\$10,000 from PEP/SVDP). Any remaining HEAP funds that become available, either because the state does not accept the amendment to allocate funds to services or any additional projects that cannot spend HEAP funds, would be to allocate the remaining funding

with \$10,000 to PEP Housing and the remaining to the St Vincent de Paul project; Tom Schwedhelm seconds.

Ludmilla Bade: amendment of \$20,000 to SAVS outreach. With 15k being taken from PEP and SVDP.

Ayes: Jennielynn Holmes, Tom, Chris Coursey, Chuck Fernandez, Angela Struckmann, Bill Carter, Ludmilla Bade, Don Schwartz

Noes: None

Abstain: None.

Recused: Lisa Fatu, Ben Leroi, Margaret Sluyk, Kevin McDonnell

Absent: Alena Wall, Stephen Sotomayor

The motion passed.

Michael Gause will provide an update on the submission and request to the state at the next Continuum of Care board meeting.

4. Recommendation for Strategic Planning and Charter Review Committee Membership (1:19)

Jennielynn Holmes provided recommendations for Strategic Planning Committee and the Charter & Policy Review Committee. The recommendation is to split into two committees: the Strategic Planning Committee and the Charter & Policy Review Committee. Chair Ben Leroi and Co-Chair Jennielynn Holmes worked to ensure that all committees did not have a quorum and maintained diverse experiences.

Board Comment:

Chris Coursey: Challenge of having an even number of committee members in regard to passing votes.

Ludmilla Bade: Is there a list of the applicants? Would be interested in seeing it.

Tom Schwedhelm: Looking for a regional plan from the strategic committee and an 11th person could be a representative from the county.

Don Schwartz: Concurred with Tom and importance of working with Board of Supervisors for the regional plan. Oscar Chavez is willing to serve on the committee, he is already on the Community Development Committee.

Jennielynn Holmes: Supportive of adding someone from the county. Not sure of the process, but it can't be a county member from the board to avoid quorum.

Public Comment:

Alice Linn

Gregory Fearon

Ted from Sonoma HAS

Board Comment:

Ludmilla Bade: Would like to see denied applications and organizations that they represented. Questioned process of adding an 11th member. Also voiced concern about limit of community members and lived experience community members.

Margaret Sluyk: challenge of community applicant pool, needing more outreach next time. Would like to consider the names today and add subsequent agenda on the 11th person to ensure committees are established and running.

Kevin McDonnell: We don't hear the affected community as much as we should and we should create a process for feedback.

Kevin McDonnell motioned to approve the committees as listed, except to add an 11th member to the Strategic Planning Committee and reserve the seat for a County appointment assigned by the County Administrator; Tom Schwedhelm seconded.

Board Comment:

Jennielynn Holmes: Supportive of having a strong Lived Experience committee to work closely with and elicit feedback from.

Tom Schwedhelm: Committed to receiving feedback.

Ludmilla Bade: recommend forming a membership and a funding committee if we can expand next week's agenda. The community was informed that there was an April 1st deadline for applications, is adding a new member in accordance with proper procedure in notifying the public?

Ludmilla Bade made an amendment to vote on the 10 members as outlined. Amendment was not accepted.

Ayes: Jennielynn Holmes, Tom Schwedhelm, Chris Coursey, Chuck Fernandez, Angela Struckmann, Bill Carter, Ludmilla Bade, Don Schwartz, Lisa Fatu, Ben Leroi, Margaret Sluyk, Kevin McDonnell

Noes: None

Abstain: None.

Absent: Alena Wall, Stephen Sotomayor

5. Review Draft Agenda for May 26, 2021 Continuum of Care Board Meeting (1:57)

Board Comments:

Don Schwartz: I would like to have a status of Board of Supervisors approval of funding recommendations, are staff recommendations consistent with this group? Would like an update on the HUD monitoring of the CoC as well. Would like to see agenda come after staff report.

Tom Schwedhelm: Is county on track to meet HUD's deadline by Monday, May 24, 2021?

Don Schwartz: I know there is a written Built for Zero document. Has that been sent out?

Ludmilla Bade: Preference to have agenda review after public comment as well. Please move Word from the Street to after funding item. Is discussion of COVID grants happening today?

Michael Gause provided a brief update and will provide more information on Wednesday about County portion of ESG COVID funds.

Don Schwartz: Can the expansion of Project Hope and creating a path to address highly vulnerable through a By-Names list be an eligible expense?

Ludmilla Bade: What is total amount of ESG-CV funding? What is the 20% figure and what is the deadline for spending? Would also like to know about potential deadlines.

6. Public Comment for Non-Agendized Items (2:15)

Gerry La-Londe Berg

Gregory Fearon

Alice Linn

Kathleen Finigan

Teddie Pierce

Ted from HAS

Suzanne

7. Board Member Questions and Comments:

Ludmilla Bade: Not seeing status on the Coordinated Entry Request for Proposal? Also question regarding the upcoming quarterly membership meeting and providing input on agenda.

Meeting Adjourned at 3:30 PM



Sonoma County Continuum of Care Board Meeting Meeting Minutes

May 26, 2021

1:00 pm – 5:00 pm Pacific Time – Meeting held by Zoom

[Recording of Continued Meeting](#)

1. Welcome and Introductions (0:00)

- Ben Leroi, Continuum of Care (CoC) Board chair, called the meeting to order at 1:00 pm. Ben Leroi went over the agenda, clarified Zoom rules around public comment and Brown Act guidelines.
- Roll Call was taken:
 - *Present: Supervisor Chris Coursey; Tom Schwedhelm, City of Santa Rosa; Kevin McDonnell, City of Petaluma; Chuck Fernandez, Committee on the Shelterless; Margaret Sluyk, Reach For Home; Ludmilla Bade, Community Member; Don Schwartz, City of Rohnert Park; Ben Leroi, Santa Rosa Community Health; Stephen Sotomayor, City of Healdsburg; Tanya Carvajal, proxy for Lisa Fatu, Social Advocates for Youth; Alena Wall, Kaiser Permanente; Angela Struckmann, Sonoma County Human Services*
 - *Absent: Bill Carter, Sonoma County Health Services; Jennielynn Holmes, Catholic Charities of the Diocese of Santa Rosa*

2. Agenda Approval (2:00)

Public Comment

Alice Linn

Don Schwartz motioned to approve the agenda with re-order; Kevin McDonnell seconded.

Jennielynn Holmes joined at this time.

Bill Carter joined at this time.

Ayes: Ben Leroi, Jennielynn Holmes, Tom Schwedhelm, Kevin McDonnell, Chuck Fernandez, Bill Carter, Margaret Sluyk, Ludmilla Bade, Don Schwartz, Stephen Sotomayor, Tanya Carvajal, Alena Wall, Chris Coursey, Angela Struckmann

Notes: None

Abstain: None

Absent: None

The motion passed.

3. Approve Minutes from May 5, 2021

Public Comment

None at this time.

Chris Coursey motioned to approve the minutes for May 5, 2021; Margaret Sluyk seconded.

Ayes: Kevin McDonnell, Don Schwartz, Stephen Sotomayor, Ben Leroi, Jennielynn Holmes, Chuck Fernandez, Bill Carter, Margaret Sluyk, Chris Coursey, Alena Wall, Tanya Carvajal

Noes: None

Abstain: Tom Schwedhelm, absent from meeting; Angela Struckmann, absent from meeting; Ludmilla Bade, did not review

Absent: none

The motion passed.

4. Homeless Emergency Solutions Grant (ESG) COVID-19 Update (8:00)

Michael Gause provided an overview of a staff recommendation for the updated ESG-CV funds and discuss the required expenditure deadline and a staff recommendation for spending the \$4,737,799. Funds are eligible for retroactive spending from March 2020. A minimum of 40% of the eligible funds must be spent on Rapid Re-housing programs (\$2,107,475) and the remaining 60% (\$3,628,712) may be spent on both congregate and non-congregate emergency shelters. The first 20% spending benchmark is July 31, 2021. A second 20% must be spent by September 2021. All funds must be expended by September 2022.

Staff recommendation is to distribute the initial 20% across the emergency congregate and non-congregate shelters who have incurred costs due to the COVID-19 pandemic. Funding would be split evenly among all shelters. Staff recommends that a work group is initiated to determine how to spend the remaining ESG-CV funds.

Board Comment:

Board discussed the staff recommendation and determined that there was not enough information to make a decision on funding and that a workgroup should be formed.

Public Comment:

Teddie Pierce
Gerry La Londe-Berg
Gail Simons

Before motions began, Board members whose organizations could potentially receive funding recused themselves.

Board members that voluntarily recused:

Margaret Sluyk
Ben Leroi
Jennielynn Holmes
Chuck Fernandez
Tanya Carvajal
Tom Schwedhelm

Supervisor Chris Coursey volunteered to be interim chair.

Kevin McDonnell motioned to fund all of the listed and unlisted emergency shelters on the basis of population served, Don Schwartz seconded.

Don Schwartz: There are meant to be unfunded but related costs with no federal or state funding received, to include FEMA reimbursement for FEMA related costs. We are ensuring that dollars go to organizations that have not received COVID related funding. 60% of the first 20% should go to the shelters and the remaining 40% to Rapid Re-housing. The funding decision should be based on unfunded COVID costs and occupancy.

Stephen Sotomayor: I do not support making a decision today.

Stephen Sotomayor motioned to get more information from staff, via a work group, on incurred costs prior to making a funding decision, Alena Wall seconded.

Kevin McDonnell: There is a benefit to getting the spending started now while also relying on a work group to strategize and research for the remaining funds. We need to make decisions and utilize the work group. I withdraw my motion.

Ludmilla Bade: I would prefer a 2/3 expenditure from Kevin McDonnell's recommendation.

Kevin McDonnell: We need to vote on this then open it back up and have the entire group vote on the plan to get a work group for the remaining funding.

Don Schwartz: We need to refer to the work groups as Ad-Hoc Committee meetings.

Ludmilla Bade: I would like to see a broader eligibility beyond shelters.

Bill Carter: Would this process jeopardize the funds?

Ayes: Kevin McDonnell, Don Schwartz, Stephen Sotomayor, Bill Carter, Chris Coursey, Alena Wall, Angela Struckmann, Ludmilla Bade

Noes: None

Abstain: None

Absent: None

Recused: Tom Schwedhelm, Jennielynn Holmes, Tanya Carvajal, Chuck Fernandez, Ben Leroi, Margaret Sluyk

The motion passed.

The group decided on two weeks for analysis and board members interested in joining the Ad-Hoc will email Leah Benz.

Recused Members were brought back for further board discussion.

Don Schwartz: We know that we are not doing a great job with our Rapid Re-housing programs because 25% go to already housed. There is a work group working on Rapid Re-housing standards and I would like a report from the group to come to the full board as soon as work is done We need to know how the providers are doing.

Tom Schwedhelm: Recused members should have been brought back as soon as Kevin McDonnell withdrew his motion.

Kevin McDonnell: we need to come up with a specific task for the upcoming ad-hoc group. The 40%/60% split can be a task of the work group and how they intend to solicit the funds.

Ludmilla Bade: I would support a letter of intent going out as soon as possible.

Kevin McDonnell motioned to create an Ad-Hoc committee with open meetings to the public, to determine expenditures of the remaining 80% of the funds, that the group be co-membershiped by the initial work group, and determine a process and recommendation for the spending to bring back to the full board, Chris Coursey seconded.

Board Comment:

Jennielynn Holmes: questioned recusal process for the work group

Kevin McDonnell: my motion is to make the work group the same as the initial one so a modification to the motion would have to be made. The process for the work group should include welcoming voices and have mechanism to include providers on the calls.

Chris Coursey: Ensured that the public will be able to attend the meetings to allow stakeholder input.

Ludmilla Bade: we need to be open to shift the membership as needed.

Public Comment:

Gregory Fearon

Ayes: Ben Leroi, Jennielynn Holmes, Tom Schwedhelm , Kevin McDonnell, Chuck Fernandez, Bill Carter, Margaret Sluyk, Ludmilla Bade, Don Schwartz, Stephen Sotomayor, Tanya Carvajal, Alena Wall, Chris Coursey

Notes: None

Abstain: None

Absent: Angela Struckmann

5. Word from the Street (1:04)

Ludmilla Bade presented on her recent experience with HAS in the City of Sonoma. She noted the value of feeling included, having a safety network that allows those struggling with finding shelter to take the next step. She also discussed the importance of understanding the difference between a home and a house and the experience therein. HAS also hosts a mentoring group that pairs people up.

Public Comment:

Gail Simons

Alice Linn

Adrienne Lauby

6. Five Minute Break (1:52-1:58)

7. Report on Continuum of Care Renewal Evaluations from the Ad Hoc Committee

Karissa White provided an update on the Continuum of Care Competition Evaluation meeting and site visits with participating agencies. The Ad Hoc group met on May 17 and May 24, 2021 to review the Program Renewal Application materials for all 15 projects. Site visits are currently underway and the committee will meet in June prior to the Continuum of Care Board meeting to finalize the scoring and

make a recommendation to bring back for the boards consideration. Michael Gause thanked the committee members.

Board Comments:

Kevin McDonnell: It has been a great experience to be on the Ad Hoc committee, has humanized the issues and the providers.

Public Comment:

None at this time.

8. Update on Emergency Housing Vouchers

Martha Cheever, Housing Authority Manger for Sonoma County, and Rebecca Lane, Housing Authority Manager for the City of Santa Rosa presented on the upcoming available Emergency Housing Vouchers (EHV). 150 EHV's have been provided to the County of Sonoma and 128 EHV's have been allocated to the city of Santa Rosa. Additional vouchers may become available. The goal of today's session is to facilitate the beginning of a recommendation for target populations. The Memorandum of Understanding needs to be signed no later than July 31, 2021. The Housing Authority also identifies it as a top priority to connect with the Lived Experience Advisory Board.

Board Comments:

Jennielynn Holmes: This has so much opportunity to initiate the system change we want. I recommend utilizing the Coordinated Entry Assessment Committee as it is already a public meeting.

Tom Schwedhelm: Echoes Jennielynn's excitement, but thinks that this should be a separate committee. Also clarified that two separate MOU's will be signed, so the board can recommend more than one target population.

Margaret Sluyk: Is it possible to use funds for Permanent Supportive Housing populations?

Kevin McDonnell: What is the housing availability?

Ludmilla Bade: Will there be a program beyond the applications? Are vouchers released through the lottery system? We are hearing about the mismatch of resources with the lack of wrap around resources.

Jennielynn Holmes: Would be interesting to see ESG-CV funds also support this. We have a real opportunity to end homelessness in sub populations with this opportunity.

Ben Leroi: Can you confirm that we can use the ESG-CV funds for this?

Don Schwartz: What is the timeline and time limit on the vouchers? It is critical that we establish a relationship with the realtor/landlord community. Requested the slides so that board members can extend through their communication channels. Also curious about the plan to provide continual case management.

Jennielynn Holmes: If the vouchers cover the leasing there is a potential to repurpose the funds for case management.

Don Schwartz: Room to amend Measure O dollars via the Board of Supervisors.

Public Comment:

Adrienne Lauby
Gregory Fearon
Dannielle Danforth
Gail Simons
Alice Linn
Teddie Pierce
Jules Pelican

Board Discussion:

The CoC Board discussed utilizing the CEA Committee to determine prioritization of these vouchers and discussed the need to collect feedback from the public and those with lived experience.

Margaret Sluyk motioned to use the Coordinated Entry Assessment Committee to work through the requirements of the vouchers with the support of the public and lived experience to create an MOU; Jennielynn Holmes seconded.

Tom Schwedhelm requested an amendment to permit additional committee members for this discussion made up of CoC Board members to discuss and make recommendations for the prioritization of vouchers. Jennielynn accepted the amendment.

Ayes: Kevin McDonnell, Ludmilla Bade, Don Schwartz, Jennielynn Holmes, Chuck Fernandez, Bill Carter, Margaret Sluyk, Tanya Carvajal, Ben Leroi, Tom Schwedhelm, Angela Struckmann, Alena Wall, Stephen Sotomayor

Noes: None

Abstain: None

Absent: Chris Coursey

The motion passed.

Interested Board Members: Margaret Sluyk, Tom Schwedhelm, Ben Leroi, Don Schwartz

9. 100 Day Challenge for Homeless Youth (3:45)

Meghan Murphy and Martha Cheever presented on the 100 Day Challenge which was a County wide initiative. In 100 days, the goal was to connect 65 Transitional Aged Youth to housing with a focus on the LGBTQI+ population and BIPOC youth. The 100 Day Challenge also helped to reimagine the homeless response system in order to ensure housing accessibility to the maximum number of youths. Post challenge, 59 youth moved into stable housing. There are 32 remaining housing vouchers that are looking for housing or still in process of procuring the voucher. In total, 91 transitional aged youth were impacted by the challenge. The constraints in the system were identified as follows: capacity restraints, lack of housing stock, and limitation of the HUD definition of homelessness.

Public Comment:

None at this time.

10. Standing Committee Updates (4:00)

Thai Hilton provided update on the Coordinated Entry Advisory Committee, which is working on developing the Request for Proposal for the Coordinated Entry Operator.

Leah Benz provided a brief update on the Homeless Management Information System Committee who's first meeting is scheduled in the middle of June.

Karissa White provided an update on the Lived Experience Board and the timeline and outreach strategy that is being developed to ensure engagement. Goal is to listen to the community and create something for Sonoma County. There is a need to compensate people for their time so the Sonoma County Community Development Commission is exploring funding sources for this.

Board Comments:

Don Schwartz: Asked about the RFP and share if community finds the process intimidating.

Public Comment:

Alice Linn

Adrienne Lauby

Teddie Pierce

Gregory Fearon

11. Staff Report (4:09)

Leah Benz let the board know that the KPMG meeting is scheduled for June 2, 2021 from 1:30 PM – 3:00 PM.

Michael Gause updated on the HUD monitoring process that is currently underway. Youth Homelessness NOFO was released for collaborative applicants and Continuums of Care. Built for Zero has also started the nationwide kick off.

Board Comment:

Don Schwartz: Are we in contract with Built for Zero? With Community Shared solution? There is a services agreement without signatures.

Alena Wall: explained a bit of Built for Zero from the Kaiser Permanente Perspective.

Don Schwartz: Would like this to go to the Strategy and Planning Committee

Ludmilla Bade: Can the CoC planning be fund be used for stipends? Would like an update on the status of the HEAP fund reallocations.

Public Comment:

None at this time.

12. Review Draft Agenda for June 23, 2021 (4:22)

Board Comment:

Don Schwartz: For the membership meeting it may be helpful to discuss issues with membership and strategic plan. How might the CoC membership look different in the future?

Ludmilla Bade: Change review agenda to draft agenda.

Public Comment:

Alice Linn

13. Board Member Questions & Comments (4:28)

Tanya Carvajal provided a nomination for the TAY Gianna Luis Jacques

Don Schwartz: Rohnert Park has 1.3 million dollars to homelessness for encampments and hiring a full time position. Would like a By-Names list and expanding Project Hope, the goal of not reinventing the wheel.

Council is also pursuing tiny homes and a volunteer-led safe parking program. Also opened a 218 unit affordable housing complex which may be the largest ever in Sonoma County.

Tom Schwedhelm: Curious about Reasonable Impact council as Santa Rosa is starting a strategic planning process. Supervisor Gorin is listed as the board member for Sonoma County and is curious about its relationship.

Ludmilla Bade: there are really tight deadlines, is it possible to consider another meeting in June? Also would like a physical invitation to pass out for the Lived Advisory Body and process for signing people up.

Jennielynn Holmes: Perhaps the organizations can pull together some funds to leverage funds and work together to provide incentives for lived experiences. Gift cards are an option until we can get a stipend, organizations may reach out on their own and get a pot together.

Stephen Sotomayor: discussed North County's process for ending homelessness as all parts are heading into strategic planning. There is an increasing collaboration due to this effort.

Public Comment:

Alice Linn

Adrienne Lauby

14. Public Comment (4:53)

None at this time.

Meeting Adjourned at 5:55 PM



Sonoma County Continuum of Care Board Meeting Meeting Minutes

June 2, 2021

1:30 -3:00 pm Pacific Time – Meeting held by Zoom

[Recording of Continued Meeting](#)

1. Welcome and Introductions (0:00)

- Ben Leroi, Continuum of Care (CoC) Board chair, called the meeting to order at 1:32 pm. Ben Leroi went over the agenda, clarified Zoom rules around public comment and Brown Act guidelines.
- Roll Call was taken:
 - *Present: Supervisor Chris Coursey; Tom Schwedhelm, City of Santa Rosa; Kevin McDonnell, City of Petaluma; Jennielynn Holmes, Catholic Charities of the Diocese of Santa Rosa; Chuck Fernandez, Committee on the Shelterless; Ludmilla Bade, Community Member; Don Schwartz, City of Rohnert Park; Ben Leroi, Santa Rosa Community Health; Lisa Fatu, Social Advocates for Youth; Angela Struckmann, Sonoma County Human Services*
 - *Absent: Bill Carter, Sonoma County Health Services; Margaret Sluyk, Reach For Home; Alena Wall, Kaiser Permanente; Stephen Sotomayor, City of Healdsburg*

2. Agenda Approval (4:00)

Board Comment:

Lisa Fatu

Lisa Fatu motioned to approve the agenda with an emergency item added to consider a letter of support from the board to SAY; Jennielynn Holmes seconded.

Bill Carter joined at this time.

Ayes: Ben Leroi, Jennielynn Holmes, Tom Schwedhelm, Kevin McDonnell, Chuck Fernandez, Ludmilla Bade, Don Schwartz, Lisa Fatu, Chris Coursey, Angela Struckmann

Notes: None

Abstain: Bill Carter, missed conversation.

Absent: Alena Wall, Margaret Sluyk, Stephen Sotomayor

The motion passed.

3. SAY Letter of Support for the Coffee House Teen Shelter (7:00)

Lisa Fatu, SAY Executive Director, gave a brief update on the program status and what is needed from the board. The Coffee House Teen Shelter is for 12-18 youth experiencing homelessness. They are the

only program of its kind between San Francisco and Eureka. Overall funding is expected to be cut and historically the Continuum of Care Board has signed a letter of support.

Public Comment

Gerry La Londe Berg
Gregory Fearon

Lisa Fatu motioned to approve supporting signature on a letter of support; Kevin McDonnell seconded.

Stephen Sotomayor and Margaret Sluyk arrived at this time.

Ayes: Kevin McDonnell, Don Schwartz, Stephen Sotomayor, Ben Leroi, Jennielynn Holmes, Chuck Fernandez, Bill Carter, Margaret Sluyk, Chris Coursey, Lisa Fatu, Tom Schwedhelm, Angela Struckmann, Ludmilla Bade

Abstain: none.

Absent: Alena Wall

The motion passed.

4. KPMG Report Presentation (12:00)

William Zizic, Kate Singer, and Olivia Rabbitt provided a 20 minute overview on their report on all of the Sonoma County Homeless and Housing Programs. The objective of the report was to assess an inventory of homeless and housing programs; determine whether there has been a duplication of services; identify services and functions across organizations; and determine if there are organizational structures outside of the county which could effectively administer programs while also identifying best practices to administer the programs. The methodology included interviews, comparing counties homeless and housing programs to create a 160 page report with 27 recommendations and 95 action items. The recommendations and action items are filed into ten buckets: program enrichment and integration; program optimization; Coordinated Entry; coordinated service delivery; housing coordination and access; system support and enablers; system and data usage; training and capabilities; strategy structure and funding of governance, organization structure, and funding optimization. The goal is to find a model for the county to collaborate and build tools.

Board Comment:

Chris Coursey: Noted there is a longer report to the Board of Supervisors recorded and available to view.

Ludmilla Bade: noted that additional challenges in the system include permit departments and code enforcement. There also needs to be a grievance committee.

Don Schwartz: Requested that KPMG updates remain as a standing item on all upcoming board agendas.

Public Comment:

Gregory Fearon
Gerry La Londe-Berg

Adrienne Lauby
Teddie Pierce

Board Comment:

Chris Coursey: We should hand this to the strategic planning committee who can move specific things to the charter committee.

5. Board Member Questions & Comments

None at this time

6. Public Comment (1:38)

Adrienne Lauby

Meeting Adjourned at 3:10 PM

NOMINATION FORM

Name of Person Being Nominated: *Gianna Louis-Jacques*

Agency: *Social Advocates for Youth*

Address: *2447 Summerfield Rd. Santa Rosa CA 95405*

Telephone: *707-544-3299*


Email: *gianna.louis-jacques@saysc.org*

Geographical area or subpopulation(s) represented:

TAY with lived experience.

Other reasons nominee should be considered for the CoC Board:

Name of Nominator: *Bella Ortega*

Signature of Nominator: 

Agency: *S.A.Y*

Address: *2447 Summerfield Rd. Santa Rosa CA. 95405*

Telephone: *707-595-0296*

Email: *Bella.Ortega@saysc.org*

Nominations must be received by 5:00 pm on December 4, 2020

Signed nominations may be scanned and emailed to Karissa.White@sonoma-county.org or delivered to Sonoma County Continuum of Care, c/o Sonoma County Community Development Commission, 1440 Guerneville Road, Santa Rosa CA 95403.

**Sonoma County Continuum of Care Board
Executive Summary**

Item: 6 - Recommendation from Ad Hoc Committee on Emergency Solutions Grant Coronavirus (Round 2) Program [ESG-CV (Round 2) Funding (ACTION ITEM)]

Date: June 16, 2021

Staff Contact (Name/Email): Michael Gause, Ending Homelessness Program Manager

Agenda Item Overview

In this item, the ESG-CV Working Group provides a recommendation to the full CoC Board for allocation of 20% of State ESG-CV funds prior to the first expenditure deadline of July 31, 2021. Previously, the CoC Board directed the work group to bring back a spending recommendation for the first 20% of the ESG-CV 2 funds. The ESG Working Group of the CoC Board met on June 14 to discuss the initial spending plan of \$1,155,577 that must be spent by July 31st, 2021. The group received research from staff on all emergency shelter/non-congregate shelter incurred costs in Sonoma County and opened the meeting to public comment. The breakdown is as follows: a total of \$504,333 to emergency shelters and \$651,224 to the City of Santa Rosa to cover capital expenses for the Sam Jones Hall annex. There is a contingency plan that if any organization has trouble spending down by July 31st, the funds will go to the Sam Jones Hall annex.

Homeless Emergency Solutions Grants (ESG) COVID-19	
Funding Overview:	Amount
ESG CV 1	\$790,600
ESG CV 2	\$4,987,187
Total Available:	\$5,777,787
CDC Admin	(\$41,600)
Dispersed in FY 21/22 Contracts	(\$998,388)
Funding needing to be allocated:	\$4,737,799

Funding Information Received:

Organization	Shelter Name	Shelter Type	Amount
Catholic Charities	Sam Jones Hall	Single Adult	\$135,549
COTS	MIC/Kids First	Single Adult	\$118,875.39
SAY	Dream Center/ES	TAY/seasonal	\$78,672.00
Reach For Home	Winter Shelter	Seasonal	\$45,000
Catholic Charities	Family Support Center	Family Shelter	\$48,459
YWCA	Safe House	DV victims	\$5,778.10
Nations Finest	Hearn's House	Veterans	\$72,000
City of Santa Rosa	SJH Annex	Non-Congregate Shelter	\$651,224
	Shelter Totals:		\$504,333
City of Santa Rosa:			\$651,224
TOTAL DISTRIBUTION:			\$1,155,557

Additional Notes:

- 1.) Community Action Partnership Shelter, Sloan House, information was not received prior to the meeting.
- 2.) Wallace Housing information was received after the deadline and the Working Group meeting and it is unclear if this would be eligible due to lack of utilization of HMIS for participants.
- 3.) Finley Center and Sandman Hotel costs are funded by other federal COVID relief funds.
- 4.) West County Community Services Emergency Shelter is funded by other COVID relief funds.

Staff Recommendation

Approve the Working Group allocations for ESG-CV funds and direct staff to support the Working Group to identify allocations for additional funding for ESG-CV prior to the July CoC Board meeting, including development of a Letter of Intent (LOI) for interested organizations.

Sonoma County Continuum of Care Board Executive Summary

Item 8: Coordinated Entry Advisory Committee Emergency Housing Vouchers Recommendation

Date: June 23, 2021

Staff Contact: Thai Hilton, Coordinated Entry Coordinator, Thai.Hilton@sonoma-county.org

Agenda Item Overview

The Coordinated Entry Advisory (CEA) Committee met on May 28th and again on June 11th to discuss prioritization of Emergency Housing Vouchers with the Sonoma County and Santa Rosa Housing Authorities to discuss prioritization of subpopulations for the emergency housing vouchers. As directed by the CoC Board, additional CoC Board members were present during the discussion and took part in the following recommendations.

The CEA committee approved the following target population percentages:

- 30% Chronic homeless dedicated
- 30% Permanent Supportive Housing Chronic Homeless Dedicated programs
- 10% Chronic Homeless high use medical care
- 20% families (homeless/housing instability in RRH)
- 5% Transitional age youth
- 5% Survivors of domestic violence/human trafficking

In addition, the CEA Committee approved the following to be paired with referrals from Coordinated Entry for the vouchers:

Referrals for the chronically homeless and TAY will prioritize the ability to demonstrate eligibility for on-going case management services. This will include exploring options such as but not limited to:

- a. Savings in housing expenses which can be applied to case management.
- b. Medical case management.
- c. Criminal justice programs.
- d. Funding from the cities.
- e. The Commons project in Santa Rosa.
- f. ESG-CV funds.
- g. Other development of homeless-targeted housing in Sonoma County.

Staff Recommendation

The CEA Committee and Staff recommend the CoC Board approve the recommendations for the Emergency Housing Vouchers.

FACT SHEET

The California Statewide Survey of Homelessness (CSSH)

The California Statewide Survey of Homelessness (CSSH), conducted by the UCSF [Benioff Homelessness and Housing Initiative](#) (BHHI) with financial support from the BHHI, Blue Shield Foundation of California and the California Health Care Foundation, aims to **inform policies, programs and perspectives in order to prevent and end adult homelessness in California**. The CSSH will use survey data and in-depth interviews to achieve five aims:

- 1) To understand the characteristics of adults experiencing homelessness in California
- 2) To characterize the immediate precipitants of homelessness
- 3) To characterize people's experiences while homeless
- 4) To understand the barriers to exiting homelessness and obtaining housing and
- 5) To understand the impact of the COVID-19 on homelessness.

Inspired by a request from Health and Human Services Secretary Mark Ghaly, the CSSH will provide data to complement, but not replicate, data from the Point in Time count, Homeless Management Information System and Homeless Data Integration System.

Where Will the Survey Take Place?

We have chosen 8 counties (and expanded one to a two-county cluster) that will allow us to draw state-wide estimates. **We chose counties to represent California's diversity:** urban and rural, Northern and Southern, Coastal and Inland. We will use venue- and respondent-driven sampling approaches to ensure that we are able to draw a sample that represents all homeless adults in the area.

Who Will Be Surveyed?

We plan to conduct **structured interviews with approximately 350 and 500 participants in each county**, in order to draw reliable estimates. All adults experiencing homelessness, whether as single adults or in families, will be eligible. We will conduct **interviews in English and Spanish and other threshold languages** (depending on the County). To further our understanding of the population, we will conduct a series of qualitative interviews. This research involves **in-depth, recorded interviews with selected participants**.

What Role Will Local Communities Play?

We will convene **three community advisory boards (CABs)** to provide input into all aspects of the study. The CABs will include: 1) people with lived experience of homelessness from throughout the State; 2) local, state, and national representatives of homeless system practitioners and policymakers and 3) a learning community of representatives from the 8 participating counties. They will offer guidance on data collection tools; sampling; data interpretation; and dissemination of the study findings.

To design and conduct each study, **UCSF BHHI faculty and staff will work alongside leaders and community members in each county to design data collection efforts to insure we reach even the most hard-to-reach populations.** Additionally, in each county, we will hire and train a team of people (those with lived expertise or college students) to administer the 45-minute questionnaire. We will provide financial support for organizations that partner with us and hourly salary for the interviewers. **Although we will work closely with our county partners throughout the duration of the study, we plan to minimize work on the part of local leadership.**

What Kinds of Questions Will Be Asked?

The questionnaire includes questions about precipitants of homelessness; alcohol, drug, and mental health issues; the personal impact of COVID-19; current income and benefits; current and prior intimate partner violence exposure; housing and health service utilization; and respondents' perceptions of interventions that would help them achieve stable housing. Based on their responses to the questionnaire, we will invite certain participants to complete a qualitative interview to describe their experiences and perspectives in depth.

How will the Data Be Used?

The findings will provide a State-wide picture of homelessness, increase our current knowledge, and fill existing knowledge gaps about unsheltered populations and homelessness, examine the effects of COVID-19 on homelessness, and inform local and State policy decisions. BHHI will disseminate these findings through presentations, reports, editorials, and academic journal articles. **While we will not publicly identify county-level data, we will provide each County with data from their own County, to inform internal planning and policies.**

When Will the Survey Take Place?

We plan to collect data in each County for approximately three weeks, after a planning process. **We plan to initiate data collection in the summer of 2021; we anticipate it will take 15 months to complete data collection.** We will issue interim reports throughout the data collection period.

Where Can I Find Out More?

In April, BHHI held a public webinar to introduce the study. You can find the [webinar recording](#) and the [PowerPoint slides](#) on our website.

Questions?

Dr. Margot Kushel

Division Chief, UCSF Center for Vulnerable Populations and Principal Investigator

Email: Margot.Kushel@ucsf.edu

Kara Young

Manager of Stakeholder Engagement at the Benioff Homelessness and Housing Initiative

Email: Kara.Young@ucsf.edu

California Statewide Survey of Homelessness
The Benioff Homelessness and Housing Initiative

As we prepare to arrive on the ground in your county, we would like your help identifying community partners for the following:

1. **Sampling:** We want to make sure that we include the experiences of even the most hard-to-reach unsheltered communities, and we know that you are the local experts. We want to set up a meeting between our sampling team and organizations in your county who can help us understand the landscape of where people are so that we can develop our local sampling methodology. We are especially interested in talking to community leaders who develop and implement the PIT count.
2. **Members for our Learning Collaborative:** We will be forming a Community Learning Collaborative made up of representatives from CBOs who are helping to implement the study. These practitioners, service providers, policy makers, and community members will lend their expertise to support our survey implementation process, help us learn quickly on the ground, and collaboratively catalyze broad community-based impact.
3. **Representatives for our Lived Expertise Advisory Board:** We are forming a Lived Expertise Advisory Board that will be comprised of people with current or past experiences of homelessness living across the eight Continuums of Care (CoCs) where we will be conducting the survey. The members of this advisory board will be our trusted collaborators through every step of the survey process from framing our research questions and compassionately entering each community, to surveying hard-to-reach populations and understanding our findings. We are hoping you can nominate 2-3 people from your county to serve on this advisory board.
4. **Community Hosts:** We are looking for places where we can call home base while we are in your county conducting surveys. These would be physical locations where we can rest in between shifts, use the bathroom, charge our devices, store our equipment overnight, and use the internet. We can offer the organization(s) a stipend for the help.
5. **Local Interview Team:** We want to hire a team of people in your county to help us conduct our surveys. Ideally, we would like to hire those with lived or living expertise of homelessness. However, we are open to any suggestions you have about who you think might be the best people to hire. We are looking to partner with a CBO to help identify and pay these interviewers. We can offer the organization a stipend for the time and assistance.

If you have any questions about these partnerships, please don't hesitate to contact Kara Young, Manager of Stakeholder Engagement at BHHI. Email: Kara.Young@ucsf.edu

Learning Collaborative Overview
California Statewide Survey of Homelessness
The Benioff Homelessness and Housing Initiative

Goals for the Learning Collaborative

The purpose of the Learning Collaborative is to share best practices and strategies to conduct the California Statewide Survey of Homelessness. This effort is led by the Benioff Homelessness and Housing Initiative (BHHI) at the Center for Vulnerable Populations at UCSF in partnership with partner communities in eight Continuums of Care in California. The Learning Collaborative will be comprised of Continuum of Care organizations, non-profit providers, BHHI staff members, and community members with lived expertise of homelessness. These practitioners will lend their expertise to support the research process, help us learn quickly on the ground, and collaboratively catalyze broad community-based impact. To this end, the Learning Collaborative will:

- Help our research team develop and implement best practices around study administration.
- Share strategies on the implementation of survey and qualitative research.
- Share strategies and best practices around hiring and training community members, particularly those with lived expertise, to serve as research staff.
- Share strategies to optimize outreach and community engagement.
- Share best practices around reporting back results to communities.

Learning Collaborative Members

The Learning Collaborative membership will be comprised of those helping us to implement our study in the eight Continuums of Care where we will conduct our survey. These representatives will include:

- Representatives from the Continuum of Care boards
- Non-Profit organizations and service providers involved in the implementation of the study
- Members of the BHHI survey team
- Community members with lived or living expertise of homelessness

Meeting Structure

- Meetings will be 90-minutes once a month starting in June 2021 and lasting through 2022.
- Outside of the meeting time, member of the collaborative will be asked to set aside 2-3 hours of service per month to review materials and prepare for our meetings.
- Meetings will take place virtually over zoom with the possibility of meeting in person in 2022.
- A \$100 stipend per meeting attended will be provided to compensate members for their time.
- The first meeting will be held in June. Date and time T.B.D.

Questions?

Kara Young, Manager of Stakeholder Engagement at BHHI. Kara.Young@ucsf.edu

Lived Expertise Advisory Board Overview

California Statewide Survey of Homelessness

The Benioff Homelessness and Housing Initiative

Goals for the Lived Expertise Advisory Board

The purpose of the Lived Expertise Advisory Board is to guide and inform the survey research team of the California Statewide Survey of Homelessness led by the Benioff Homelessness and Housing Initiative at the Center for Vulnerable Populations at UCSF. Members of this board will be our trusted collaborators through every step of the survey process from piloting our research questionnaire and compassionately entering each community, to targeting hard to reach populations and understanding our survey data. To this end, the Lived Expertise Advisory Board will have the opportunity to help our research team:

- **Test Survey Questions**
- **Develop Outreach/Community Engagement Strategies**
- **Interpret Survey Findings**
- **Design Dissemination Materials**
- **Co-Present Study Findings**

Agenda items presented for discussion at each meeting will be decided upon collaborative by the board. Advisory board members may also be asked for input and reflections in between meetings, though we will plan to do this sparingly. No prior experience with advisory boards required. Training and mentorship will be provided. Translation available.

Lived Expertise Advisory Board Members

We aim to create a diverse and representative group of advisors who come from a range of lived or living experiences of homelessness - from rural and urban communities, living sheltered and unsheltered, young and old, in families and single.

Meeting Structure

- Meetings will be 90-minutes once a month starting in June 2021 and lasting through 2022.
- Outside of the meeting time, advisory board members will be asked to set aside 2-3 hours of service per month to review materials and prepare for our meetings.
- Meetings will take place virtually over zoom with the possibility of meeting in person in 2022.
- A \$100 stipend per meeting attended will be provided to compensate advisory board members for their time.
- The first meeting will be held in June. Date and time T.B.D.

Questions?

Kara Young, Manager of Stakeholder Engagement at BHHI. Email: Kara.Young@ucsf.edu



**Sonoma County Continuum of Care (CoC) Board
DRAFT Agenda for July 28, 2021
1:00pm-5:00pm Pacific Time**

	Agenda Item
	Welcome, Roll Call and Introductions
1.	Approve Agenda (ACTION ITEM)
2.	Approve minutes from 6/23 (ACTION ITEM)
3.	Word From the Street
4.	Recommendation from Workgroup on Emergency Solutions Grant Coronavirus (Round 2) Program [ESG-CV (Round 2) Funding (ACTION ITEM with recusals)
5.	Report on Final Homeless Emergency Aid Program (HEAP) spending
6.	Standing Committee Updates <ul style="list-style-type: none"> • Coordinated Entry Advisory (CEA) Committee • Strategic Plan Committee • Charter & Policy Review Committee • Homeless Management Information System (HMIS)/Data Committee • Lived Experience Advisory Body
7.	Staff Report
8.	Review Agenda for August CoC Board Meeting
9.	Board Member Questions & Comments
10.	Public Comment

PUBLIC COMMENT:

Public Comment may be made via email or during the live zoom meeting. To submit an emailed public comment to the Board email Madison.Murray@sonoma-county.org. Please provide your name, the agenda number(s) on which you wish to speak, and your comment. These comments will be emailed to all Board members. Public comment during the meeting can be made live by joining the Zoom meeting using the above provided information. Available time for comments is determined by the Board Chair based on agenda scheduling demands and total number of speakers.