



**Sonoma County Continuum of Care
Agenda for Thursday, February 22, 2024
2:00 - 4:00 pm Pacific**

RESCHEDULED Funding & Evaluation Committee Meeting

Zoom Link:

<https://sonomacounty.zoom.us/j/95823901825?pwd=enlrS1Z6M2VKaUEyQmVSc1V3YXFSZz09>
Meeting ID: 958 2390 1825 Passcode: 703495

	Agenda Item	Presenter	Packet Item	Time
1.	Welcome/Call to Order	Chair		2:00-2:05 pm
2.	Consent Calendar (ACTION ITEM) <ul style="list-style-type: none"> • Agenda Review • Minutes January 11, 2024 	Chair	-F&E Agenda -Minutes January 11, 2024	2:05-2:15 pm
3.	Updated Final Funding Amounts	Staff	-2024-25 NOFA comparison sheet	2:15-2:25 pm
4.	2024-25 NOFA Working Group Meeting Update <ol style="list-style-type: none"> 1. Tool Reviews 2. Funding Priorities/Staff Recommendations 3. Recommendation Meetings 	Chair/Committee	n/a	2:25 – 3:15 pm
5.	Process Review <ol style="list-style-type: none"> 1. Recusal Process & Ex Parte Communications 	Staff/Committee	Slide	3:15 – 3:45 pm
6.	Public Comment on Items not on the Agenda	All		3:45 - 3:55 pm
	Adjourn Next F&E Regular Meeting: March 14, 2024	Chair		4:00 pm

PUBLIC COMMENT:

Public Comment may be made via email or during the live zoom meeting. To submit an emailed public comment to the Committee email Andrew.Akufo@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 Committee members. Public comment during the meeting can be made live by joining the Zoom meeting. Available time for comments is determined by the Chair based on agenda scheduling demands and total number of speakers.

Sonoma County Homeless Coalition Funding and Evaluation Committee



Michael Gause, Ending Homelessness Program Manager, Andrew Akufo, PPEA, Chuck Mottern, Community Development Associate, Karissa White, Continuum of Care Coordinator, Thai Hilton, Coordinated Entry Coordinator, Dave Kiff., Executive Director, Daniel Howland Overbury, HMIS Coordinator, Adam Siegenthaler, Department Information Systems Technician II
Committee members: **Teddie Pierce | Una Glass | Chessy Etheridge | Dennis Pocekay | Dannielle Danforth | Rebekah Sammet | Kelli Kuykendall | Margaret Sluyk | Hunter Scott | John Baxter | Wendell Coleman**

Funding and Evaluation Committee Meeting

Thursday, January 11, 2024

2:00pm-4:00pm

Recording:

https://sonomacounty.zoom.us/rec/share/XsSa5nJtDayms_OQicKkFh9bIFT6MNE5UeI6b8zELUcGEXz7cBDp3XXganbXHWt0.QpL6MgW2iyW8EKfx

Passcode: e#p0rrSL

Minutes

1. Meeting called to order at 2:02 pm (00:01:55 - 00:04:06)

Teddie Pierce called the meeting to order, read the Brown Act disclosure, and summarized decorum guidelines.

Present: Teddie Pierce, Una Glass, Dennis Pocekay, Dannielle Danforth, Rebekah Sammet, Kelli Kuykendall, Hunter Scott, John Baxter, Matthew Verscheure

Absent: Margaret Sluyk, Chessy Etheridge, Wendell Coleman

Public: 2 members

Staff: Michael Gause, Andrew Akufo, Chuck Mottern, Karissa White, Thai Hilton

2. Consent calendar (00:04:07 – 00:05:38)

Teddie Pierce presented the agenda.

- At the request of Teddie Pierce, a change will be made to the spelling of a name in the Nov. 28, 2023, F&E Committee Special Meeting minutes
- With that change, **John Baxter moves** to approve the consent calendar:
 - Today's Jan. 11, 2024, F&E Committee Meeting agenda
 - Nov. 9, 2023, F&E Committee minutes
 - Nov. 28, 2023, F&E Committee Special Meeting minutes.
- **Matthew Verscheure** seconds.

- **Public comment:** None
- **Opposed or abstentions:** None
- **Motion passes.** Consent calendar is approved.

3. NOFA Update (00:05:42 – 00:56:10)

- (a) Review of Cost per Client Factors:(00:05:56 – 00:26:59)

Michael Gause confirmed that “Cost per Outcome” was struck.

Michael Gause explained that there was a slight calculation error in the scoring tools which was revised and distributed. Scoring was not affected.

Michael Gause is hosting “office hours” on scoring next Wednesday, January 17, 2024. Committee members are welcome to attend.

Chuck Mottern shared his screen to show the budget tool and provide instructions for its use. He fielded many analytical questions delving into the details of the budget tool. Ultimately, the scoring tool was determined to be well designed and a great step forward in creating a baseline. Additional questions can be directed to Chuck Mottern as they arise.

- (b) Updates on Possible Funding Amounts:(00:27:02 – 00:44:28)

Michael Gause reported that we should know the homeless housing assistance prevention amount within the next three weeks. It will potentially be \$1,000,000 less than last year.

Teddie Pierce indicated that the estimated \$439,000 needed as a set-aside for the street outreach gap may have previously been stipulated in a motion by the Homeless Coalition Board. Staff believes that the amount was around \$400,000 and was aspirational, as a re-affirmation of the sub-regional approach, rather than a carve-out. Teddie Pierce can provide staff with the video of the relevant discussion by the Homeless Coalition Board, for staff’s review and determination. Michael Gause added that several Measure O applicants have indicated that they will be applying to this NOFA, which may additionally over-subscribe funds.

New project applications –

Michael Gause informed the Committee that the number of overall entities applying for new projects remains uncertain. When asked about tribe applications, Michael Gause responded that he had conducted a special Technical Assistance (TA) session which most tribes attended. Some tribes expressed interest in applying but nothing definitive is known as of yet.

Project Homekey –

Michael Gause explained that Project Homekey funds last year totaled \$2,200,000 from HHAP and went exclusively to the City of Rohnert Park and the City of Healdsburg, as previously authorized by the Board of Supervisors and the Continuum of Care (now Homeless Coalition) Board. \$1,100,000 will need to be pulled out of the NOFA this year as directed by both boards.

Teddie Pierce noticed indications that a new Project Homekey NOFA may be forthcoming from the State in June 2024.

The governor's CA January budget was released yesterday. HHAP 6 was not yet included and is contingent upon jurisdictions meeting their goals in HHAPs 3-5. HHAP 6 could appear in the May 2024 revision.

Other NOFAs:

Teddie Pierce suggests adhering to the direction of the F&E Committee charter for the Committee's review of other entities' NOFAs.

Michael Gause clarified that Community Development Commission (CDC) NOFA applications will be going to the Homeless Coalition Board on January 24th. Time constraints won't allow for oversight by the F&E Committee.

Teddie Pierce requests review of ARPA (Human Services Department) and Measure O applications when those NOFA processes are initiated, to be aware of what others are doing, and compare cost baselines over project types and overall funding streams.

Michael Gause stated that with some projects sun-setting, the closing of Horizon Shine and the Rohnert Park Safe Sleeping site, fewer Measure O projects will be seeking funding.

John Baxter requests that staff prepare a table identifying funding sources, specifying which are likely to be funded at a particular level, and including estimates of best-case and mid-level funding scenarios, to provide a range that will be helpful as it is narrowed down over time. It would also be useful to indicate the amount received in the previous year from each source.

Teddie Pierce reported that she and Michael Gause have initiated such a table, mapping last year's spending buckets with this year's to identify increases and shortfalls.

Una Glass stated that the Committee Board had asked for a table of this nature, and that it be updated on a quarterly basis. It should include not only funding sources under Committee purview, but also a list of other agencies and their funding streams. Una Glass suggested that the table could be provided to Committee members via a link to a locked, read-only, Google Sheet, not editable.

- **Public Comment** on sub-items a & b: None
- (c) Questions/confirms from applicants: (00:44:30 – 00:47:20)

For the Committee’s knowledge, Andrew Akufo shared his screen to show questions that arose, and were addressed, from applicants at a Technical Assistance session.

Michael Gause suggests that the Committee pay close attention to projects for youth in the upcoming NOFA.

- (d) Revised Scoring Tools: (00:47:28 – 00:56:10)

Karissa White spoke about an error in an Annual Performance Report (APR) calculation that occurred in the scoring tools but has since been corrected. Scoring was not affected. Messaging has been sent that the scoring tools have been updated and can be accessed via a link to a file stored in the Cloud.

Michael Gause addressed miscellaneous scoring questions from the Committee, with some discussion about responding to anticipated questions that might arise from applicants.

Michael Gause indicated that once applications are received, the APRs can be posted for review by the F&E Committee as soon as able considering the time constraints of the 2024 Point-in-Time Homeless Count scheduled for January 26, 2024.

- **Public Comment** on Item 3: None

4. 2024-25 NOFA Working Group (00:56:50 –01:20:56)

- Discussion focused on the suggestion of forming a small working group of non-conflicted F&E Committee members to meet once or twice prior to the full group meeting in March 2024 to go through scores and look for any mistakes, anomalies, or obviously errant information. Conversation revolved around what constitutes a conflict necessitating recusal, and the process for identifying appropriate reviewers. The goal of the working group would be to provide pre-readiness for the larger F&E Board, not to make recommendations.
- **Una Glass moves** that a working group be appointed to vet data, which will be passed on to the full committee for decision-making.

John Baxter seconds, with the amendment that the working group would consist of the “non-conflicting” committee members who are willing to serve.

Una Glass accepts that friendly amendment.

- **Public Comment:** None

Teddie Pierces clarifies that all Committee members will receive the applications at the same time.

- **Opposed or Abstentions:** None
- **Motion passes.**

Working group members will be Teddie Pierce, Una Glass, John Baxter, and Kelli Kuykendall. Dennis Pocekay is provisional, pending clarification of any potential conflict.

5. Stella M Overview: (01:20:58 – (01:29:30)

- Still a work in progress, as the HMIS team is working on the annual Longitudinal System Analysis (LSA).

Teddie Pierce explained that the LSA feeds data into the Congressional Report. The data repository opened on November 17, 2023, allowing for the ability for communities to upload data until January 17, 2024. LSA detects data errors and HMIS teams work to make corrections. Stella M inputs the LSA data and allows communities to plug in other variables about their projects and receive answers about their right-sized systems. In particular, this could be very helpful with funding gap analysis.

- **Public Comment:** None

Teddie Pierce notes that the F&E Committee has been reduced by two members. The application process will be opened to choose new members for terms to begin in March 2024. Committee openings will be publicly noticed. It could be suggested to the Homeless Coalition Board that new members be advised of expectations about refraining from voting on funding allocations and other topics about which they have not yet had the opportunity to develop a frame of reference.

6. Public Comment on Items not on the Agenda: (01:36:48 – (01:37:51)

- None

Adjournment: The meeting was adjourned at 3:39 pm.

<u>Applicant</u>	<u>SHARE</u>	<u>SHARE</u>
Project	Measure O	HomeShare
Total Score	32.5	39.25
Section 1: Housing Performance		
1a: PSH housing outcome % of exits to and retention of permanent destinations	10	9.25
1b: Percent exiting to permanent housing returning to homelessness in 12 months		
Total points Section 1	10	9.25
Section 2: Income performance/ Housing First/ Coordinated Entry		
2b1: % who increased income from employment from program entry to exit (HUD System Performance Measure 4)	0	0
2b2. % who increased income from sources other than employment (HUD System Performance Measure 4)	0	5
3. Mainstream resources: % of clients accessing mainstream resources (HUD System Performance Measure 4)	0	4.5
4. The projects average unit Year-end Utilization	0	5
5. Housing First Practice and Implementation	0	
6. Coordinated Entry Participation (Total 9 pts)	0	
Total points Section 2	0	14.5
Section 3: Local priorities: Alignment with Strategic Plan Goals		
a. Evidence of Project's collaboration with healthcare providers	2	2
b. PSH Case Management/Services Ratio of 20:1 or lower	0	0
c. Staff training/client screening for mainstream resources including Medi-Cal, CalFresh, TANF, substance abuse programs, employment assistance	1	1
d. Implement best practices gathered from National Alliance to End Homelessness' Center for Evidence-based Solutions to Homelessness, State of California ICF, and alignment with Upstream Investments as evidenced by agency practices on the Upstream portfolio, or other evidence-based practice databases.	1	1
Total Section 3	4	4
Section 3: Agency Management and Capacity		

8. Financial/Audit: process, timeliness; findings/management letter, overall fiscal health	1	2
9. Spend down of funds	4	3
10. Client/lived experience Feedback Process	2.5	2.5
11. Racial Equity and Anti-discrimination Practices & Policies	1	1
12. Change Management & Institutionalization of Knowledge: Procedures are in place to ensure transmission of program and grants management knowledge when staff changes take place.	2	3
13. High data quality and timeliness of assessments.	8	
Total Section 3	18.5	11.5

Applicant	Catholic Charities	Russian Riverkeepers	
Project	Caritas Drop in center	Clean Camp Program	
Total Score	33.5	2.5	
Section 1: Local priorities: Alignment with Strategic Plan Goals			
a. Evidence of the Project's collaboration with healthcare providers	5	3	
b. Staff training/screening for mainstream resources including Medi-Cal, Calfresh, TANF, substance abuse programs, employment assistance	5	0	
c. Alignment with National Alliance to End Homelessness' Center for Evidence-based Solutions to Homelessness, Upstream	5	0	
Total for section 1	15	3	
Section 2: Agency management and Capacity			
3. Financial/Audit: process, timeliness; findings/management letter, overall fiscal	1		
4 Spend down of funds	3	N/A	
5. Client/lived experience Feedback Process	5.5	2.5	

6. Racial Equity and Anti-discrimination Practices & Policies	4	3
7. Change Management & Institutionalization of Knowledge: Procedures are in place to ensure transmission of program and grants management knowledge when staff changes take place.	3	2.5
8. High data quality and timeliness of assessments.	2	0
Total Section 2	18.5	8

Applicant	Catholic Charities	Catholic Charities	CSN	COTS	DCR	HomeFirst	RFH	WCCS
Project	Palms PSH	PSH alternatives	SPC/SV	COTS PSH	Makamo PSH	Scattered Site PSH	PSH	MTN
Total Score	72.58	64.93	79.2	86.23	30.5	29.5	67.75	69.95
Section 1: Housing Performance								
1a: PSH housing outcome % of exits to and retention of permanent destinations	7.75	5.25	9.25	10			9.25	9.25
1b: Percent exiting to permanent housing returning to homelessness in 12 months	8	8	8	8			8	8
Total points Section 1	15.75	13.25	17.25	18	0	0	17.25	17.25
Section 2: Income performance/ Housing First/ Coordinated Entry								
2b1: % who increased income from employment from program entry to exit (HUD System Performance Measure 4)	0	0	1	1.5			0	1
2b2. % who increased income from sources other than employment (HUD System Performance Measure 4)	3.44	5	3	5.4			1.5	2
3. Mainstream resources: % of clients accessing mainstream resources (HUD System Performance Measure 4)	8	8	6.4	6.32			0	0
4. The projects average unit Year-end Utilization	2.89	3.18	3.05	4.51			0	3.2
5. Housing First Practice and Implementation	8	8	7.5	7.5	8	7.5	8	7.5
6. Coordinated Entry Participation (Total 9 pts)	2	0	8	9			9	9
Total points Section 2	24.33	24.18	28.95	34.23	8	7.5	18.5	22.7
Section 3: Local priorities: Alignment with Strategic Plan Goals								
a. Evidence of Project's collaboration with healthcare providers	2	2	2	2	2	1	2	2
b. PSH Case Management/Services Ratio of 20:1 or lower	2	2	2	2	2	2	2	2
c. Staff training/client screening for mainstream resources including Medi-Cal, CalFresh, TANF, substance abuse programs, employment assistance	2	1	2	2	2	2	1	2
d. Implement best practices gathered from National Alliance to End Homelessness' Center for Evidence-based Solutions to Homelessness, State of California ICF, and alignment with Upstream Investments as evidenced by agency practices on the Upstream portfolio, or other evidence-based practice databases.	1	1	2	2	1	1	1	2
Total Section 3	7	6	8	8	7	6	6	8
Section 3: Agency Management and Capacity								

8. Financial/Audit: process, timeliness; findings/management letter, overall fiscal health	1	1	3	3	3	3	2	0
9. Spend down of funds	4	0	4	N/A	N/A	N/A	4	3
10. Client/lived experience Feedback Process	5.5	5.5	5.5	6	5.5	5	5.5	5
11. Racial Equity and Anti-discrimination Practices & Policies	4	4	2	6	4	5	3.5	3
12. Change Management & Institutionalization of Knowledge: Procedures are in place to ensure transmission of program and grants management knowledge when staff changes take place.	3	3	2.5	3	3	3	3	3
13. High data quality and timeliness of assessments.	8	8	8	8	N/A	N/A	8	8
Total Section 3	25.5	21.5	25	26	15.5	16	26	22

Applicant	COTS	IFSN	RFH	SHARE	SAY	TLC	WCCS
Project	COTS RRH	IFSN RRH	RHF RRH	SHARE RRH	SAY RRH	TLC RRH	WCCS RRH
Total Score	60.84	66.3	61.6	55.75	63.28	66	75.25
Section 1: Housing Performance							
1a. RRH Housing Outcome: % of exits to permanent destinations	0	8.65	9.6	7	6.74	7.5	10
1b. Percent exiting to permanent housing returning to homelessness in 12 months	2	6	8	8	3.2	8	8
1c. Length of time between projects start and housing move in date	2	3	0	3	0	2	2
Total points Section 1	4	14.65	17.6	15	9.94	15.5	18
Section 2: Income performance/ Housing First/ Coordinated Entry							
2b1: % who increased income from employment from program entry to exit (HUD System Performance Measure 4)	1.84	1	1	0	1.84	2	1
2b2. % who increased income from sources other than employment (HUD System Performance Measure 4)	0	2.4	1	3	0	0	3.75
3. Mainstream resources: % of clients accessing mainstream resources (HUD System Performance Measure 4)	0	8	0	5.75	6	0	6
4. Housing First Practice and Implementation	8	7.5	8	7.5	7.5	8	7.5
5. Coordinated Entry Participation (Total 9 pts)	9	2	9	0	9	8	9
Total points Section 2	18.84	20.9	19	16.25	24.34	18	27.25
Section 3: Local priorities: Alignment with Strategic Plan Goals							
a) Evidence of Project's collaboration with healthcare providers	2	2	2	2	2	2	2
PSH Case Management/ Services Ration of 201/RRH 30:1	2	2	2	2	2	2	2
B) Staff training/screening for mainstream resources including Medi-Cal, Calfresh, TANF, substance abuse programs, employment assistance	2	2	2	2	2	2	2
C) Alignment with National Alliance to End Homelessness' Center for Evidence-based Solutions to Homelessness, Upstream Investments as evidenced by agency practices on the Upstream portfolio, or other evidence-based practice databases.	2	2	1	1	2	2	2
Total Points Section 3	8	8	7	7	8	8	8
Section 3: Agency Management and Capacity							

3. Financial/Audit: process, timeliness; findings/management letter, overall fiscal health	3	0	2	2	2	3	0
4. Spend down of funds	4	4	4	3	2	3	3
5. Client/lived experience Feedback Process	6	4.75	5.5	2.5	4.5	5	5
6. Racial Equity and Anti- discrimination Practices & Policies	6	3	3.5	1	2	3	3
7. Change Management & Institutionalization of Knowledge: Procedures are in place to ensure transmission of program and grants management knowledge when staff changes take place.	3	3	3	2	2.5	2.5	3
8. High data quality and timeliness of assessments.	8	8		7	8	8	8
Total Section 3	30	22.75	18	17.5	21	24.5	22

Applicant	Catholic Charities	City of Petaluma	HomeFirst	RFH	SAY	SAVS	SAVS	SAVS	WCCS
Project	HOST	Street outreach	Sonoma Valley Outreach	Street Outreach	Street Outreach	Street Outreach	SO Expanded	SO Sonoma Valley	Street Outreach
Total Score	89.83	33	22	85.5	72.6	68.67	21.5	21.5	51
Section 1: Housing Performance									
1a. What is the percentage of people enrolled in SO who were also enrolled in CE?	25	5		25	25	25			25
1b. What is the percentage of people engaged with SO who exit to permanent destinations?	14.15	5		15	8.46	5.35			0
1c. What is the percentage of individuals placed into emergency shelters/transitional housing?	13.18	5		7.5	5.14	4.82			0
Total points Section 1	52.33	15	0	47.5	38.6	35.17	0	0	25
Section 2: Local priorities: Alignment with Strategic Plan Goals									
a. Evidence of the Project's collaboration with healthcare providers	5		5	5	5	5	5	5	5
b. Staff training/screening for mainstream resources including Medi-Cal, Calfresh, TANF, substance abuse programs, employment assistance	5		3	3	5	3	3	3	5
c. Alignment with National Alliance to End Homelessness' Center for Evidence-based Solutions to Homelessness, Upstream Investments as evidenced by agency practices on the Upstream portfolio, or other evidence-based practice databases.	3		3	5	5	3	3	3	5
Total Points Section 2	13	0	11	13	15	11	11	11	15
Section 3: Agency management and Capacity									
3. Financial/Audit: process, timeliness; findings/management letter, overall fiscal health	1	3	3	2	2	1	1	1	0
4 Spend down of funds	3	4	N/A	3	0	4	N/A	N/A	N/A
5. Client/lived experience Feedback Process	5.5	5	5	5.5	4.5	4.5	4.5	4.5	5
6. Racial Equity and Anti-discrimination Practices & Policies	4	3		3.5	2	3	3	3	3
7. Change Management & Institutionalization of Knowledge: Procedures are in place to ensure transmission of program and grants management knowledge when staff changes take place.	3	3	3	3	2.5	2	2	2	3
8. High data quality and timeliness of assessments.	8	N/A	N/A	8	8	8	N/A	N/A	N/A
Total Section 3	24.5	18	11	25	19	22.5	10.5	10.5	11