



**Sonoma County Continuum of Care  
Agenda for June 18th, 2024  
3:00pm-4:00pm Pacific**

**Funding & Evaluation Committee Meeting**

Review CoC Competition Workgroup Scoring Recommendations

**Zoom Link:**

	<b>Agenda Item</b>	<b>Presenter</b>	<b>Packet Item</b>	<b>Time</b>
	Welcome, Roll Call and Introductions	Staff		3:00pm
1.	Approve Agenda (ACTION ITEM)	Chair	-F&E Agenda	3:05pm
2.	Scoring Adjustment Recommendation for CES (ACTION ITEM)	Staff	Staff Report – Renewal Evaluation Coordinated Entry Scoring	3:10pm
3.	Final Scoring Review- Site Visit Notes: Buckelew, Committee on the Shelterless (COTS), and West County Community Services (WCCS)	Staff	-CoC Project Renewal Evaluation Reports	3:20pm
4.	Final Scoring Review- Site Visit Notes: Community Support Network (CSN), Sonoma County CDC Housing Authority (SCCDC HA)	Staff	-CoC Project Renewal Evaluation Reports	3:30pm
5.	Final Scoring Review- Site Visit Notes: Catholic Charities (CCDSR) and St Vincent de Paul (SVDP)	Staff	-CoC Project Renewal Evaluation Reports	3:40pm
6.	Renewal Final Scoring Recommendations and Approval (ACTION ITEM)	Chair		3:50pm
7.	Public Comment – Items not on the Agenda	Chair		3:55pm
	Adjourn	Chair		

**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 [Araceli.Rivera@sonoma-county.org](mailto:Araceli.Rivera@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.



## Funding and Evaluation Committee Executive Summary

**Item 2** Renewal Evaluation Coordinated Entry (CE) Scoring Adjustment Recommendation

**Meeting Date:** June 18, 2024

**Staff Contact:** Karissa White, Continuum of Care Coordinator, [Karissa.White@sonoma-county.org](mailto:Karissa.White@sonoma-county.org)

---

### Item Overview

CoC staff are presenting this item as a needed change in the [2024 CoC Competition Renewal Project Scoring Tool](#). The measure being requested for adjustment is in section “6. Coordinated Entry Participation,” for the measure “Percentage of accepted eligible referrals from Coordinated Entry” with a total of three points previously allocated. The recommendation is coming, as approved by the CoC Competition and Evaluation (CCE) Workgroup on June 12th, to remove this section of the scoring tool. After further review of this measure, staff found additional information related to the options to reject referrals in CE, and after spending a significant amount of time reviewing referrals that were rejected. These three points are not currently shown on the scoring spreadsheet provided to the committee for approval, with a total point value of 97 instead of 100.

### Background Information

In previous competitions, referral rejections from CE were reviewed and scored to ensure that providers were not screening certain individuals out of their projects. In previous competitions, there were several reasons for a provider to reject a CE referral in HMIS, and only four of those options were permitted. Staff would filter out those permissible in the CE Policies and Procedures and score projects on the rejections that were not permissible. This was a clear measure that was easy to collect through a basic report in HMIS.

CoC staff were not aware that CE rejection reasons had been narrowed down in HMIS to only include the limited options that are permissible through the updated CE Policies and Procedures. In addition, with the new case conferencing model, all referrals are required to have approval during case conferencing prior to the provider being allowed to reject the referral in HMIS. It was found that the Homeless Services NOFA scoring tool had made significant adjustments to the way in which this measure was scored due to this change, and they had also updated the total point values in this section to only include up to two points.

The way in which this measure is currently being scored would leave almost all providers with zero points in this section. With the NOFA scoring, the only two rejections for which a provider was held accountable were for participant choice and inability to contact or locate the participant. While the NOFA scoring did include the review and scoring of these rejections for that process, the point values in terms of the percentages of referral rejects were extremely less; 100% of accepted referrals would get

three points and nothing less with this current CoC scoring tool, whereas with the NOFA, up to 50% of referrals rejected would receive the full two points. The following is information regarding which referral rejections are accounted for in the revised process from the CE Operator:

For the NOFA, the CES Operator had “recommended only taking into account referral rejections due to participant choice and inability to locate/contact participants, as these are the referral rejection reasons most under providers’ control. The CES Policies and Procedures are clear that it is the responsibility of providers to exhaust all options in trying to contact referred participants, so this should be included. Some providers have argued that participant choice rejections are outside of a provider’s control, but the intention of measuring this rejection reason is to include the efforts providers make to ensure their projects are desirable to and meet the needs of people experiencing homelessness.”

Originally, staff was going to propose this exact change for the scoring tool, but after further research, found no current way to measure this equitably at this point in time. The CoC Coordinator reviewed over 50 individual referrals, case notes, and project enrollments as they relate to referrals rejected due to participant choice. There were a number of referrals that were clearly documented in the system to not be at fault of the provider receiving the referrals. Examples include but are not limited to two referrals being sent to separate projects at the same time and the participant accepting one over the other, case notes in the system from other providers noting they wanted to live in a specific region of the county due to services and the referral was sent outside of that service area, case notes in which a participant declined referral due to not being able to climb up the stairs for an available unit. In addition, some individuals reviewed had clear case notes of why the referral was rejected, while others had no notes at all besides the referral being approved to be rejected into case conferencing. Given this information, it was hard for staff to quantify this into a measurable score.

The point of including these measures, in general, is to ensure that the provider is trying all ways possible to contact the person prior to rejecting the referral and so that the provider isn't necessarily setting burdensome project expectations when describing the project to the individual being referred and meeting the needs of people experiencing homelessness. The measurement of reviewing project enrollments with corresponding referrals from CE is still being measured and is included within the total score possible. CE recently implemented a policy in which referrals will be screened for client choice prior to sending the referral. The referral data reviewed during the last 12 months for scoring does not account for this policy shift; thus, staff and the CCE Workgroup do not believe there is a real way to measure rejections equitably at this point. It is recommended that this scoring measure be included in the next competition, in which the rejection data reviewed will account for this new policy, and referrals will have been vetted for choice prior to sending the referral.

### **Recommendations for Approval:**

As approved by the CCE Workgroup on June 12<sup>th</sup>, remove the scoring measure “Percentage of accepted eligible referrals from Coordinated Entry” completely from the renewal project scoring tool. This would leave a total of 97/97 points possible.



SONOMA COUNTY  
**HOMELESS  
COALITION**

## Sonoma County Funding and Evaluation Committee Executive Summary

**Items:** 3-6 CoC Program Renewal Project Final Scoring Recommendations and Approval (with Recusals)

**Date:** June 18, 2024

**Staff Contact:** Karissa White, Continuum of Care Coordinator, [Karissa.White@sonoma-county.org](mailto:Karissa.White@sonoma-county.org)

---

### Summary

As a requirement of the Continuum of Care Program, individual projects must be evaluated, scored and ranked against each other annually for HUD's CoC Competition. First, projects that already have been awarded funding are scored and then once HUD releases the Notice of Funding Opportunity, new projects are evaluated and scored against renewing projects. The following item is the scoring for the renewing projects and Corrective Action Plans for two organizations to be approved by the Funding and Evaluation Committee recommended by the CoC Competition Evaluation (CCE) Workgroup. Final approvals will be with the Homeless Coalition Board on June 26, 2024.

### Recommended Actions:

1. Approve the scoring of renewal projects for the 2024 CoC Competition as recommended by the Sonoma County CCE Workgroup– Renewal Projects.
2. Approve Corrective Action Plans for St. Vincent de Paul, Commons, and Buckelew, Sonoma SCIL projects.

### Discussion

The Continuum of Care (CoC) Program is designed to promote communitywide commitment to the goal of ending homelessness; provide funding for efforts by nonprofit providers, and State and local governments to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness; promote access to and effect utilization of mainstream programs by homeless individuals and families; and optimize self-sufficiency among individuals and families experiencing homelessness. The Homeless Coalition (HC) Board is charged with approving projects, including their scores and ranking for this national competition for funding in line with HUD CoC Program priorities. In Sonoma County, the process to score projects begins with the evaluation and scoring of renewing projects (projects that are already in existence).

As described in your packet materials from April 11, 2024, the 2024 CoC renewal scoring matrix was approved by this Committee as well as the HC Board. The CoC Competition is extremely time-consuming once HUD releases the NOFO, so renewal projects (existing projects) are scored first. With this review process, renewal project supplemental materials are extensively reviewed, and CoC Staff and CCE

Workgroup members conduct site visits before the release of the NOFO. This ensures the HC has enough time to thoroughly review all existing projects and develop Corrective Action Plans (if needed). Projects are scored based on system performance, adherence to HUD guidelines, and local priorities. Projects awarded through this process are all contracted directly with HUD. The final ranking of renewals will not be completed until the CoC NOFO period opens and renewals are ranked with new project applications (date to be determined upon release of NOFO).

The CCE Workgroup had an in-depth project evaluation meeting on May 14th to review project application materials for the Sonoma County CoC’s 2024 Continuum of Care (CoC) Program renewal projects. Site visits for Continuum of Care Program renewal projects were conducted from May 21st through June 3rd, with seven separate agencies for two hours. Sonoma County Department of Health Services, Homelessness Services Division, Continuum of Care Coordinator Karissa White, Homeless Projects Specialist Araceli Rivera, Coordinated Entry Coordinator Thai Hilton, and select CCE Workgroup members met with renewing agencies to discuss initial scoring. During the site visits, providers were given the opportunity to dispute any scoring discrepancies or provide additional information for the workgroup to consider when finalizing scoring during the meeting on June 12, 2024.

On June 12<sup>th</sup>, the CCE Workgroup members met to review information collected during site visits, to adjust the scoring of each project based on the information collected during site visits, and to make final recommendations for scoring for each project. The CCE Workgroup reviewed the additional information provided by the Renewal Applicants and discussed site visits. The CCE Workgroup unanimously approved scoring for this year’s Continuum of Care renewing projects as listed below:

Score	Agency	Project	Housing Type
76.08	Sonoma County CDC- Housing Authority	CoC Rental Assistance HIV	Permanent Supportive Housing
71.60	West County Community Services	Mill Street Supportive Housing	Permanent Supportive Housing
69.78	Committee on the Shelterless	Community Based PSH	Permanent Supportive Housing
69.41	Community Support Network	Stony Point Commons	Permanent Supportive Housing
67.45	Catholic Charities	PSH 2	Permanent Supportive Housing
64.64	Buckelew Programs	Sonoma SCIL	Permanent Supportive Housing
57.45*	Community Support Network	SAY Sponsor-Based Rental Assistance	Permanent Supportive Housing
55.40	St Vincent de Paul	St Vincent de Paul	Permanent Supportive Housing
NA**	West County Community Services	Elderberry Commons	Permanent Supportive Housing

## Project Notes

\* Community Support Network (CSN) is currently in the process of transferring a grant for the CoC Program previously operated by Social Advocates for Youth (SAY). Although given a numerical score, CSN is currently working on the grant transfer with HUD to ensure the youth remain housed in this project. They have found bridge funding to keep youth previously housed with SAY in their units prior to receiving formal approval of the grant transfer. This project should be considered new as the data being evaluated was from the previous provider, SAY.

\*\* West County Community Services Elderberry Commons will receive an automatic pass through this funding competition per HUD regulations. The project is newly funded, has not yet begun operations, and has not yet received their HUD contract for this project. Therefore, this project was not scored.

## Corrective Action Plans

### Buckelew Sonoma SCIL

As approved with this year's scoring matrix for renewing projects, any project that is found to have enrollments that did not have a corresponding referral from the required Coordinated Entry System (CES) will be placed on an automatic Corrective Action Plan (CAP) for 12 months. This project was found to have an enrollment outside the Coordinated Entry System (this does not include those enrollments for the HUD-approved Emergency Transfer Plan for domestic violence situations).

Buckelew's Sonoma SCIL project was found to have one out of one enrollment within the last 12 months that did not have a corresponding CES referral. This enrollment took place in 2023, and they have set meetings with the CES Operator to discuss a process for referrals moving forward. The provider informed staff that this enrollment was vetted through the Sonoma County Behavioral Health provider, and they were informed it went through the CES process. This project managed its own referrals due to the unique eligibility requirements prior to the new CE Operator Case Conferencing referral process. Buckelew staff were informed of these changes, and the Buckelew FACT project was put on a similar CAP last competition (which was around the same time last year). Staff will monitor referrals versus enrollments on a quarterly basis for the period of 7/1/24-6/30/25 to ensure compliance moving forward.

### St. Vincent de Paul Commons

The Commons project fell below the 80% threshold requirement of the highest-scoring project, as outlined within the CoC Program Renewal Application instructions, and will be placed on a performance Corrective Action Plan. Staff is currently working with the provider to improve their performance prior to the next Annual Performance Report (APR) submitted to HUD. The CCE Workgroup made an exception to review a partial APR since the project began enrollments in December of 2023. The initial APR submitted to HUD for their first year of operations did not include any performance-related measures, as they were unable to occupy the units due to construction delays. The project, with 30 units, is now fully occupied, and working with staff to ensure the expectations of the project are met now that they have fully occupied all units.

## Optional Review

The following information is provided for transparency for those who wish to review and is not required for committee members' review. The CCE Workgroup has thoroughly reviewed each project in depth to come up with the final scores set for approval.

Original Application Materials and Additional Scoring Information Collected During Site Visits:

<https://share.sonoma-county.org/link/SBFHy0JmtHc/>

Initial Staff/Workgroup Write-ups to Agencies (previously provided to the Committee):

<https://share.sonoma-county.org/link/gHHXeYhWaqU/>

Scoring Sheet (Approved by CCE Workgroup):

[https://share.sonoma-county.org/link/-vS\\_3K9fBrU/](https://share.sonoma-county.org/link/-vS_3K9fBrU/)

## Recommended Action

Approve the CoC Competition Evaluation Workgroup's recommendation of scoring for the CoC Program Renewal Projects and the Corrective Action Plans.