



**Sonoma County Continuum of Care Board  
Agenda Report**

**Item No:** 1 (Consent Calendar)  
**Subject:** May 24, 2023 CoC Board Meeting Agenda  
**Meeting Date:** May 24, 2023  
**Staff Contact:** Alea Tantarelli, Alea.Tantarelli@Sonoma-County.org

---

**SUMMARY**

This staff report presents the May 24, 2023 CoC Board Meeting proposed agenda. The agenda contains all proposed items that will be discussed by the CoC Board. The proposed agenda is attached as Attachment A.

**RECOMMENDED ACTION(S)**

Approve May 24, 2023 agenda.



**ATTACHMENT A**

**Sonoma County Continuum of Care (CoC) Board  
Agenda for May 24, 2023  
1:00pm-5:00pm Pacific Time**

**PublicZoom Link:**

<https://sonomacounty.zoom.us/j/99261791880?pwd=djc0b1ZsU1FpOU1kbjJ0UDNOcUhfQT09>

**Phone:** 1 (669) 900-9128 **Webinar ID:** 992 6179 1880 **Passcode:** 650935

	<b>Agenda Item</b>	<b>Packet Item</b>	<b>Presenter</b>	<b>Time</b>
	Welcome, Roll Call and Introductions		Board Chair	1:00pm
	<b>Note: Items 1-5 below are proposed for adoption via one motion as the Consent Calendar.</b>	N/A		
1.	5/24/23 Agenda (Consent Calendar)	Draft Agenda	Staff	1:05pm
2.	Minutes from 4/26/23 (Consent Calendar)	Draft Minutes	Staff	
3.	Summary of Follow-ups from the Previous Meeting(s) (Consent Calendar)	Summary of Follow-ups	Staff	
4.	HHAP Lead Agency Authorization (Consent Calendar)	HHAP Lead Agency Authorization	Staff	
5.	CoC Budget (Consent Calendar)	CoC Budget	Staff	
6.	Reports from Lead Agency Staff <ul style="list-style-type: none"> <li>• May 2023 Regional Communications Update</li> <li>• Funding &amp; Evaluation Committee Process</li> </ul> Potential ACTION ITEM	Staff Report for Reports from Lead Agency	Staff	1:20pm
7.	Service Provider Roundtable (SPR) Update Potential ACTION ITEM		Margaret Sluyk	1:50pm
8.	Word from the Street Potential ACTION ITEM		Chessy Etheridge	2:00pm

9.	Local Homeless Services NOFA 23/24 Funding Decisions (with recusals) ACTION ITEM	Staff Report for Local Homeless Service NOFA	Staff	2:10pm
10.	10-minute break			2:45pm
11.	Bridge Housing Initiative Update Potential ACTION ITEM	Staff Report on Bridge Housing Initiative	JanCobaleda-Kegler	2:55pm
12.	Oakland Housed Presentation Potential ACTION ITEM	Staff Report on Oakland Housed	Oakland Housed Representative	3:15pm
13.	Reports from Standing Committees: <ul style="list-style-type: none"> <li>• Funding &amp; Evaluation Committee</li> <li>• Coordinated Entry Advisory (CEA) Committee ACTION ITEMS: Approve two policy changes &amp; dynamic prioritization approach</li> <li>• Strategic Planning Committee</li> <li>• Homeless Management Information System</li> <li>• Lived Experience Advisory &amp; Planning Board (LEAP)</li> </ul> Potential ACTION ITEM	-Staff report for CEA Committee  -Staff Report for Strategic Plan year 1 priorities	Committee Representatives	3:45pm
14.	Review Agenda for Next CoC Board Meeting <ul style="list-style-type: none"> <li>• CoC Program Preliminary Renewal Project Scoring</li> <li>• HMISEvaluation Report</li> </ul> Potential ACTION ITEM	Staff Report for DRAFT Agenda for 6/28/23	Board Chair	4:45pm
15.	Board Member Questions & Comments Potential ACTION ITEM		Board Chair	4:50pm
16.	Public Comment on Items not on the Agenda		Board Chair	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 [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 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.*



3. provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to reduce the number of individuals and families experiencing homelessness for the first time.

FY 21, 1,570 individuals were counted in Emergency Shelter (ES) ES/Transitional Housing (TH)/ Permanent Housing (PH) with no entries in ES/TH/PH in the previous 24 months, this represents an increase of 3% from FY 20 of people experiencing homelessness for the first time. Analysis of HMIS data indicated 20% of individuals homeless for the first time experienced domestic violence in 2021, a decrease from 34% in 2020.

1. First-time homeless (FTH) CoC RISK FACTORS of: Surveys conducted by paid homeless guides from 2022 PIT Count reflected 32% of individuals were homeless for the first time, a slight increase from 31% in 2020, but a reduction from 35% in 2018. RISK FACTORS identified for FTH: PIT surveys included being under the age of 25, older than 50 in particular. Additionally, 9% of individuals became homeless due to Covid related issues, loss of job (23%), argument with family/friend (11%), divorce/separation (10%), alcohol/drug use (16%), and eviction (9%). Since 2018, older adults have been disproportionately impacted. Almost one-quarter (23%) of survey respondents cited job loss as the primary cause of their homelessness. 63% reported unaffordable rent as an obstacle to securing permanent housing, and another 45% cited no job or not enough income as an obstacle.

2. STRATEGIES to address at-risk families/individuals: A) Homeless prevention funding of approximately \$150,522 in FY21/23 across the CoC's geography and over \$30 million of ERAP funds; B) CoC DV Project serving categories 1&4 homeless; C) Multidisciplinary Team of County Safety Net partners shared data in IBM's Watson Care Manager to coordinate discharge planning with jails/clinics & prevent homelessness of individuals w/chronic health issues; D) Partnership w/MCKV Liaisons in school districts to rapidly connect families at risk of homelessness to CE; E) Funding for Legal Aid projects support low-income families/individuals in Sonoma County to avoid eviction; F) CARES Act Emergency Rental Assistance for eviction prevention funding during COVID; G) developing a streamlined partnership/workflow to help 211 obtain the most accurate resource information from providers; H) New CE Operator is focusing heavily on training providers working in CE. This includes a new robust prevention/diversion screening; I) Homeless Action Plan & county-wide Strategic Plan outcome goal/strategy to reduce FTH by 3% by 2024.

3. OVERSIGHT: CoC's HMIS Data Committee, in collaboration w/ the Strategic Planning Committee, has primary oversight, and reports to the CoC Board.

## 2 How does Sonoma County compare to other CoCs in the CoC Funding Competition –

HUD does not publicly provide detailed scores of all CoCs. HUD sends CoC scores directly to the Collaborative Applicant. They, however, do provide the following break out comparing scores, as shown below. This information was also included in the packet item from the last board meeting.

- Our CoC's total application score was 159.5
- Highest Score for any CoC 188.75
- Lowest Score for any CoC 53.5
- Median Score for all CoCs 154.5
- Weighted Mean Score\*\* for all CoCs 162.25

### 3. What can be used for [CoC Program Match](#) and what is the requirement?

Simply put, "match" is the non-federal share of costs that the recipient is required to contribute to accomplish the purposes of the grant. The CoC Program requires a 25 percent match of the awarded grant amount minus funds for leasing. Cash or in-kind resources will satisfy the match requirement. All costs paid for with matching funds must be for activities that are eligible under the CoC Program.

Example:

- Project A has no leasing funds and their total award is \$200,000
  - Match required: \$50,000
- Project B has \$200,000 in total award as well, but \$50,000 of the award is used for leasing units. In this case, we do not count leasing dollars towards match, so the match would only be 25% of \$ 150,000.
  - Match required: \$ 37,500

sources of cash that may be used as match include:

- Grants from private, local, state, and federal resources (if not statutorily prohibited by source)
- Cash resources
- Revenues from fundraising efforts organized by the recipient or subrecipient
- Recipient or subrecipient staff working on grant eligible activities who aren't paid from the CoC Program grant but are paid from other agency resources

In-kind match is the value of any real property, equipment, goods, or services contributed to a CoC Program grant that would have been an eligible CoC Program activity if the recipient or subrecipient paid for them directly with CoC Program funds. In-kind match can be donations provided directly by the recipient, subrecipient, or third party.

### 4. Will there be additional Measure O funds available next year?

Additional Measure O funds are expected to be available in the coming Fiscal Year for support of housing focused solutions for homelessness.

### 5. Request for study session with the CoC Board and HUD representatives about the role of the CoC.

HUD representatives, Matt White and Howard Burchman, presented on the role of the CoC Board in the winter of 2021 and the presentation was recorded. Staff are providing a link to the recording to see if the recording satisfies this request. If not, staff can request another presentation from HUD representative. [https://share.sonoma-county.org/link/Y6Lv365r\\_-Y/](https://share.sonoma-county.org/link/Y6Lv365r_-Y/)

## **6. CoC Strategic Planning Committee Recording**

The CoC Board requested hearing additional information about the progress of the CoC Strategic Plan. While the CoC Board will receive a status update at the May 24<sup>th</sup> CoC Board meeting, members are welcome to view the recording from the last CoC Strategic Planning Committee meeting held on April 21, 2023.

<https://sonomacounty.zoom.us/rec/share/IXZ3xXRZbD8LHeeo7dgAZMTezJvcErpyB0yXp3PotmlYkaZDvElFxJmMjJfcgyA.znYa8DrJU7j-1n6u>

**Passcode:** p4e!6K7x



















<b>Fiscal Year 2023-2024 Funding Recommendations (051724)</b>					
<b>Organization</b>	<b>Project Type</b>	<b>Project Name</b>	<b>Received FY 2022-2023</b>	<b>Applied for FY 2023-2024</b>	<b>F&amp;E Committee Recommended (5-11-2023)</b>
Catholic Charities of Santa Rosa (CC of SR)	E. Shelter	Family Support Center	\$200,000.00	\$225,000.00	\$225,000.00
Catholic Charities of Santa Rosa (CC of SR)	E. Shelter	Sam Jones Hall	\$323,000.00	\$640,408.00	\$582,408.00
Catholic Charities of Santa Rosa (CC of SR)	Other	Homeless Services Center	\$50,000.00	\$181,500.00	\$181,500.00
Catholic Charities of Santa Rosa (CC of SR)	PSH	PSH Alternatives	\$200,000.00	\$337,787.00	\$337,787.00
Catholic Charities of Santa Rosa (CC of SR)	PSH	Palms Inn	\$135,000.00	\$156,820.00	\$156,820.00
Catholic Charities of Santa Rosa (CC of SR)	S. Outreach	Homeless Outreach Services Team (HOST)	\$325,651.00	\$368,324.00	\$238,324.00
City of Petaluma	S. Outreach	Enhanced Mental Health and Outreach	\$0.00	\$600,000.00	\$0.00
City of Santa Rosa	Capital (Shelter)	Sam Jones Hall Capital Improvements	\$0.00	\$955,100.00	\$232,000.00
Community Action Partnership of Sonoma Co (CAPSC)	E. Shelter	Sloan House Emergency Shelter	\$52,153.00	\$109,387.00	\$0.00
Community Action Partnership of Sonoma Co (CAPSC)	Hx. Prevention	Season of Sharing Hx. Prevention	\$0.00	\$81,765.00	\$0.00
Community Action Partnership of Sonoma Co (CAPSC)	RRH	CAPSC Rapid Re-Housing	\$0.00	\$1,350,411.00	\$0.00
Community Support Network (CSN)	PSH	CSN PSH - Housing First PSH	\$111,104.00	\$152,019.00	\$152,019.00
COTS	E. Shelter	Mary Isaak Center Emergency Shelter	\$422,590.00	\$549,367.00	\$549,367.00



Organization	Project Type	Project Name	Received FY 2022-2023	Applied for FY 2023-2024	F&E Committee Recommended (5-11-2023)
COTS	RRH	COTS Rapid Re-Housing	\$188,965.00	\$236,207.00	\$214,319.75
HomeFirst	C. Entry	Coordinated Entry	\$185,559.00	\$86,759.00	\$86,759.00
HomeFirst	Hx. Prevention	Sonoma County Homelessness Prevention Program	\$0.00	\$393,923.00	\$0.00
HomeFirst	Non-Congregate	Labath Landing	\$0.00	\$35,820.00	\$35,820.00
Homeless Action Sonoma (HAS)	Non-Congregate	Home and Safe Center	\$0.00	\$921,000.00	\$0.00
Interfaith Shelter Network (IFSN)	RRH	IFSN Rapid Re-Housing	\$225,213.00	\$527,000.00	\$258,994.95
Reach for Home (RFH)	PSH	RFH Permanent Supportive Housing	\$119,348.00	\$140,000.00	\$140,000.00
Reach for Home (RFH)	RRH	RFH Rapid Re-Housing	\$43,546.00	\$80,000.00	\$50,077.90
Reach for Home (RFH)	S. Outreach	RFH Street Outreach	\$34,768.00	\$80,000.00	\$80,000.00
SHARE Sonoma County	Other	Home Share Program	\$202,352.00	\$295,002.00	\$202,002.00
SHARE Sonoma County	PSH	Community Shared Housing Program	\$0.00	\$492,703.00	\$0.00
SHARE Sonoma County	RRH	SHARE Rapid Re-Housing	\$311,365.98	\$374,717.00	\$335,587.86
Social Advocates for Youth (SAY)	E. Shelter	Dream Center Emergency & Winter Shelter (YOUTH)	\$169,215.00	\$246,405.00	\$246,405.00
Social Advocates for Youth (SAY)	Hx. Prevention	SAY TAY Homelessness Prevention (YOUTH)	\$30,000.00	\$31,830.00	\$0.00

Organization	Project Type	Project Name	Received FY 2022-2023	Applied for FY 2023-2024	F&E Committee Recommended (5-11-2023)
Social Advocates for Youth (SAY)	RRH	SAY Rapid Re-Housing (YOUTH)	\$156,667.00	\$187,457.00	\$187,457.00
Social Advocates for Youth (SAY)	S. Outreach	SAY Street Outreach (YOUTH)	\$211,542.00	\$228,100.00	\$94,887.00
Sonoma Applied Village Servcies (SAVS)	Non-Congregate	Horizon Shine	\$522,678.00	\$731,761.00	\$0.00
Sonoma Applied Village Servcies (SAVS)	S. Outreach	SAVS Outreach Personnel & Info. Systems Upgrades	\$113,131.00	\$96,229.00	\$0.00
The Living Room	Hx. Prevention	TLR Homelessness Prevention Housing Retention	\$0.00	\$440,574.00	\$0.00
TLC Child & Family Services	RRH	TLC TAY Rapid Re-housing (YOUTH)	\$212,920.00	\$317,814.00	\$227,799.96
West County Community Services (WCCS)	E. Shelter	West County Navigation Center	\$864,000.00	\$960,000.00	\$864,000.00
West County Community Services (WCCS)	Hx. Prevention	WCCS Homelessness Prevention	\$90,000.00	\$94,805.00	\$0.00
West County Community Services (WCCS)	PSH	Meeting Their Needs	\$37,000.00	\$52,590.00	\$52,590.00
West County Community Services (WCCS)	RRH	WCCS Rapid Re-housing	\$269,927.88	\$278,913.00	\$278,913.00
West County Community Services (WCCS)	Capital (Homekey)	Georges Hideaway PSH Capital Project	\$0.00	\$1,250,000.00	\$0.00
YWCA Sonoma County	E. Shelter	YWCA Safe House	\$34,768.00	\$150,000.00	\$67,845.00
<b>Totals =</b>			<b>\$5,842,463.86</b>	<b>\$14,437,497.00</b>	<b>\$6,078,683.42</b>

<b>FUNDS INCLUDED IN NOFA RELEASE</b>	
Sonoma County General Fund	\$440,000.00
Measure L	\$447,480.00
State ESG (Annual)	\$175,923.00
HHAP 3	\$114,023.00
HHAP 4	\$3,576,423.00
Homeless Housing Incentive Program (HHIP)	\$1,900,000.00
<b>Total Funds Available In NOFA</b>	<b>\$6,653,849.00</b>
<b>Proposed to be Allocated (F&amp;E Committee, May 11)</b>	<b>\$6,078,683.42</b>
<b>Remaining to be Allocated</b>	<b>\$575,165.58</b>



**Sonoma County Continuum of Care Board  
Agenda Report**

**Item No:** 13 Coordinated Entry Advisory Committee (CEA)  
**Subject:** Changes to CE policies and procedures  
**Meeting Date:** May 24, 2023  
**Staff Contact:** Thai Hilton [thai.hilton@sonoma-county.org](mailto:thai.hilton@sonoma-county.org)

---

**SUMMARY**

Lead Agency and HomeFirst staff are seeking approval of 3 items, 2 policies changes and the approval of a new approach to prioritization.

**Dynamic Prioritization:** Recently, lead-agency and HomeFirst staff participated in HUD learning sessions on new Coordinated Entry processes. One of the new practices that was shared was the concept of “dynamic prioritization”. Dynamic prioritization is a process that uses more than just a static vulnerability score to refer individuals to housing interventions. Dynamic prioritization uses a “bucket” system where individuals are placed into housing interventions based on their need.

When a referral is needed, case conferencing is used to discuss the vacant unit and who is ready to move into the unit. In this context “ready” means in contact with a provider. Of those who are ready, the most vulnerable who is eligible is prioritized for the housing intervention. This means that referrals would only be sent to those who have verified contact information. This does not mean that those who do not have verified contact information are ignored rather outreach is directed to attempt to find those individuals to verify their contact information. This is a crucial component of dynamic prioritization.

Lead-agency and HomeFirst staff believe that this process would allow for more provider participation in the referral process and would reduce the amount of time from referral to housing offer. It allows for the use of current information in the decision-making process, and this is done in an open, transparent setting.

Our local CE system is not currently set up to immediately implement this process. There are several steps that need to be taken to implement this process. Today’s presentation will outline those steps and the timeline for implementation.

Lead-agency staff believes that this process will increase the buy-in to CE and the case conferencing meeting. It also would align well with Built for Zero and the sub-regional approach to outreach that the community is pursuing. Providers often voice frustration with the current static process and spending time locating clients. Lead-agency staff believes that this process will allay some of those concerns. Ultimately, if adopted, staff believes that this approach will lead to a more collaborative, efficient coordinated entry process informed by data.

**Changes to CES policies and procedures:** Below is a short summary of the proposed changes. Attached to this summary are in-dept descriptions of the changes.

- 1) Include domestic violence status as equally prioritized with Chronic Homeless status for PSH referrals when project eligibility allows.
- 2) Set a minimum location standard for providers when they are attempting to contact a client who has been referred to their program. This is an initial step in the dynamic prioritization process.

**RECOMMENDED ACTION(S)**

(By numbered item, the recommendation that staff is asking the Board to make)

1. Approve

**ATTACHMENTS:**

A: description of policy changes.

**Change:** Include Domestic Violence status as equally prioritized with Chronic Homeless status for PSH referrals when the project eligibility allows.

**Reasoning:** Our current policies create barriers to safety for those fleeing domestic violence. People in this population are often by definition not Chronically Homeless, and do not gain access to life-saving PSH resources that would otherwise be available to them. This change will remove that barrier.

**Note:** This change will affect a very small number of participants in the system (less than 10 likely) and applies to few PSH projects that do not require chronic homeless status in their own eligibility criteria, but nevertheless creates a possibility of services for these participants.

**Policy language change below.** Highlighted sections are additions. Beginning of this section can be found on page 29 of the current CES Policies and Procedures found here: <https://sonomacounty.ca.gov/Main%20County%20Site/Health%20and%20Human%20Services/Health%20Services/Documents/Homelessness%20Services/Coordinated%20Entry%20System/CES%20Policies%20and%20Procedures%20update%2002.22.23.pdf>

#### Prioritization for Permanent Supportive Housing

Households are prioritized for PSH based on vulnerability and prioritization in HUD notice CDP-16-11, *modified to include domestic violence status where doing so does not conflict with CDP-16-11:*

- 1st priority: Chronically Homeless households *or households fleeing domestic violence* with Severe Service Needs.
- 2<sup>nd</sup> Priority: Homeless households with a Disability with Severe Service Needs.
- 3<sup>rd</sup> Priority: Homeless households with a Disability Coming from Places Not Meant for Human Habitation, Safe Haven, or Emergency Shelter Without Severe Service Needs.
- 4<sup>th</sup> priority: Homeless households with a Disability Coming from Transitional Housing.

“Severe service needs” in this prioritization ranking are measured by the Total Prioritization Score, or the Enhanced Prioritization procedure.

Note: housing programs are required to document homeless history and disability according to their contracted requirements only. PSH referrals follow prioritization ranking procedure based on known homeless history and disability status at CES Case Conference, *as well as projects’ specific eligibility criteria, including chronic homelessness status.*

**Change:** Including a minimum location standard in the “Unknown/Disappeared” Rejection Standard that would define the minimum attempts to contact a referred participant each program must complete before rejecting the referral.

**Reasoning:** Housing Providers have consistently asked for clarity on the policy for when they can request referral rejection in Case Conference since the system policies went through their major overhaul in July 2022. HomeFirst staff met with providers who had success filling their units successfully with a comparatively low referral rejection rates early in Q3 to ask for their tips on locating referrals. HomeFirst also met internally with a group of people with lived experience (all recommended or from the LEAP board) to develop this standard. Both groups generally aligned in what they considered to be required in successfully locating vulnerable referred participants. Such a policy is also standard in many Coordinated Entry Systems in other regions.

**Policy language change below.** Highlighted sections are additions. Beginning of this section can be found on page 38 of the current CES Policies and Procedures found here:

<https://sonomacounty.ca.gov/Main%20County%20Site/Health%20and%20Human%20Services/Health%20Services/Documents/Homelessness%20Services/Coordinated%20Entry%20System/CES%20Policies%20and%20Procedures%20update%2002.22.23.pdf>

Rejection of Referrals

Only four standardized options are available for rejecting a referral from Coordinated Entry: the participant does not meet eligibility requirements, the project is not currently accepting applications, the participant has disappeared or is not able to be located, or the participant refused the housing offer. Providers may not reject a referral without a consensus approval of all parties present at CES Case Conference. Housing providers may request to reject a referral at any CES Case Conference subsequent to the referral being made.

*Procedure:*

- 1) The Housing Provider shall record all attempts to contact participant when following up on a referral. Records of attempted contacts, contacts made and their disposition shall be recorded in the “Case Notes” of each participants’ HMIS dashboard and electronic file.
- 2) All referral rejections must be brought to CES Case Conference and the reasons for rejection and attempts to accept the referral presented. They may request additional

support or community expertise in moving forward with the referral. The rejection request will be voted on by all parties present at CES case conference.

- a. After voting approval, the Housing Provider will reject the referral in HMIS and include a note of the reason why.
- 3) If a provider wishes to appeal a rejection decision made at CES Case Conference, they may present the case at the Coordinated Entry Advisory Committee Shelter and Appeals Subcommittee.

*Rejection Standard: Does not meet eligibility requirements*

- The CoC maintains a public website with eligibility requirements for all projects in the CoC's geographic area participating in Coordinated Entry. A housing provider may reject a referral only if the participant does not meet basic published eligibility requirements, inclusive of (when applicable) immediate safety risk or meeting activities of daily living (ADLs), or the provider has exhausted all options to document eligibility. Examples include single adults that were part of a family unit when assessed and have been referred to a families-only project, or non-veterans attempting to access SSVF funded units. An agency may not reject a participant on presumed "fit" in housing or shelter. An agency may not reject a participant due to barriers in documenting eligibility without exhausting all possible options first.

*Rejection Standard: Program no longer accepting applications*

- If a program is no longer accepting applications, the referring agency and CE will work together to redirect the referral to another program within HMIS. This includes instances when a project serves multiple populations (ex: individuals and families) but only has openings for one population at a given type.

*Rejection Standard: Unknown/Disappeared*

If referring agencies have exhausted all options to contact a referral, they may request to decline the referral as "unknown/disappeared." While all options must be exhausted, at minimum this is defined as:

- *In person outreach or collaboration with regional outreach teams to search likely locations on at least 2 separate occasions, including at least once at a prepared meal distribution site in the referred participant's most recent known region if such a site exists.*
- *If a secondary contact is known, 1 attempt*
- *For any known and in service phone number, 6 attempts, at different times of day, over at least 4 days*
  - *If possible, leave a voice message with call back info*



- *Text each known and in service phone number at least 1 time*
- *Known email addresses, 1 attempt*
- *Known contacts with other agencies within the last 90 days: housing provider must successfully get in contact with the agency. If no contact is able to be made, the provider can bring the case to CES Case Conference for support in making contact. This includes collaboration with outreach providers.*

*All attempts must be documented in the referred participant's HMIS profile in their CES program.*

To ensure quick movement of Participants into available openings, the community present at CES Case Conference is highly encouraged to allow housing providers to reject a referral if they have exhausted all options to contact them and it has been 2 weeks since the referral was made, though each case should be considered with its own context. NOTE: Project Based Voucher units shall allow a minimum of 2 weeks from referral being made to rejection due to "Unknown/Disappeared".

*Rejection Standard: Participant Refused Offer*

- If a participant refuses a referral, the below "Right of Refusal" policy will be followed.



Lead Agency Initial 2023 Efforts	Plan id	Start Date	End date	Assigned	Notes
In alignment with Built for Zero, establish a single By Names List to better serve all individuals experiencing homelessness in Sonoma County	3.6a	1/1/2023	7/1/2023	Thai	This is in process with Built for Zero, and has started with the use of regional BNLs.
Create a new vulnerability assessment, prioritization, and placement process to replace the VI-SPDAT that includes an analysis of individuals' housing strengths and results in equitable housing placement	3.7a	6/1/2023	12/31/2023	CE redesign working group	Home Base's Technical Assistance is helping with this effort.
Develop a robust communication strategy to keep the public and individuals experiencing homelessness more informed of services, policy changes, challenges, and successes	3.5a	5/1/2023	9/1/2023	Michael and Alea	An Internal DHS Workgroup is now meeting weekly to develop this strategy
Strengthen and prioritize the supportive services in the existing homeless response system	2.1 a+b	1/1/2023	Ongoing	Systemwide	The FY 2023-24 NOFA has attempted to start to address this, but more work needs to be done.
Build an effective and equitable subregional street outreach model	2.5b	7/1/2023	12/31/2023	BFZ improvement team	
Adopt a long-term funding strategy for homeless services	3.1b	1/1/2203	9/30/2023	Lead Agency and CoC Board	Andrew Hening has prepared this, and it is under review within the Continuum of Care.
Ensure the system of care and its individual programs are evaluated based on key performance metrics	3.14a	1/1/2023	ongoing	F&E Committee	The F&E Committee attempted to use new metrics within recent NOFAs, but more needs to be done.
Add 200 PSH and 100 non-congregate shelter beds	1.2a , 1.3a	1/1/2023	12/31/2023	Tally by Systemwide	In Calendar 2023, the County of Sonoma added 87 NCS Beds. Catholic Charities/Burbank will add 30 NPLH PSH beds towards the end of June 2023. Studios at Montero added 60 PSH beds in May - June 2023.
Ensure an effective transition to Department of Health Services	N/A	1/15/2023	7/1/2023	Lead Agency	The Lead Agency staff continues to work on this.

**Sonoma County Continuum of Care Board  
Agenda Report**

**Item No:** 14  
**Subject:** June 28, 2023 CoC Board Meeting Draft Agenda  
**Meeting Date:** May 24, 2023  
**Staff Contact:** Alea Tantarelli, Alea.Tantarelli@Sonoma-County.org

---

**SUMMARY**

This staff report briefly summarizes the June 28, 2023 CoC Board Meeting proposed agenda. The draft agenda contains all proposed items that will be discussed by the Continuum of Care Board at the June 28, 2023 CoC Board Meeting. The draft agenda is attached as **Attachment A**.

**RECOMMENDED ACTION(S)**

None – an informational item only.

**Attachment A**  
**Sonoma County Continuum of Care (CoC) Board**  
**Agenda for June 28, 2023**  
**1:00pm-5:00pm Pacific Time**

**PublicZoom Link:**

<https://sonomacounty.zoom.us/j/99261791880?pwd=djc0b1ZsU1FpOU1kbnJ0UDNOcUhFQT09>

**Phone:** 1 (669) 900-9128 **Webinar ID:** 992 6179 1880 **Passcode:** 650935

	<b>Agenda Item</b>	<b>Packet Item</b>	<b>Presenter</b>	<b>Time</b>
	Welcome, Roll Call and Introductions		Board Chair	1:00pm
	<b><i>Note: Items 1-3 below are proposed for adoption via one motion as the Consent Calendar.</i></b>	N/A		
1.	6/28/23 Agenda (Consent Calendar)	Draft Agenda	Staff	1:05pm
2.	Minutes from 5/24/23 (Consent Calendar)	Draft Minutes	Staff	
3.	Summary of Follow-ups from the Previous Meeting(s) (Consent Calendar)	Summary of Follow-ups	Staff	
4.	Reports from Lead Agency Staff Potential ACTION ITEM	Staff Report for Reports from Lead Agency	Staff	1:25pm
5.	Service Provider Roundtable (SPR) Update Potential ACTION ITEM		Margaret Sluyk	1:50pm
6.	Word from the Street Potential ACTION ITEM		Chessy Etheridge	2:00pm
<del>7.</del>	CoC Program Preliminary Renewal Project Scoring ACTION ITEM		Staff	2:10pm
8.	10-minute break			3:00pm

9.	HMISEvaluation Report  Potential ACTIONITEM		Staff	3:10pm
10.	Reports from Standing Committees: <ul style="list-style-type: none"> <li>• Funding &amp; Evaluation Committee</li> <li>• Coordinated Entry Advisory (CEA) Committee</li> <li>• Strategic Planning Committee</li> <li>• Homeless Management Information System</li> <li>• Lived Experience Advisory &amp; Planning Board (LEAP)</li> </ul> Potential ACTIONITEM		Committee Representatives	3:45pm
11.	Review Agenda for Next CoC Board Meeting Potential ACTION ITEM	Staff Report for DRAFT Agenda for 7/26/23	Board Chair	4:45pm
12.	Board Member Questions & Comments Potential ACTION ITEM		Board Chair	4:50pm
13.	Public Comment on Items not on the Agenda		Board Chair	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 [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 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.*

## ACRONYMS & COMMON TERMS – Updated 11-2-2022

AAF	Annual Adjustment Factor	CTAC	Cities and Towns Advisory Committee
ACC	Annual Contributions Contract	DCSS	Department of Child Services
ADA	Americans with Disabilities Act	DDA	Disposition and Development Agreement
AFFH	Affirmatively Furthering Fair Housing	DHCS	Dept of Health Care Services (State dept)
AHA	Affordable Housing Agreement	DHS	Department of Health Services (County dept)
AHDA	Affordable Housing Development Assistance (Santa Rosa)	DSLCL	Disability Services and Legal Center
AHP	Affordable Housing Program (FHLB)	DST	Downtown Streets Team (Petaluma)
AMI	Area Median Income	EA	Environmental Assessment
APE	Area of Potential Effect	EIR	Environmental Impact Report (State)
ASHC	Affordable Housing and Sustainable	EIS	Environmental Impact Statement (Federal)
BHDC	Burbank Housing Development Corporation	ELI	Extremely Low Income
CalHFA	California Home Finance Agency	ENA	Exclusive Negotiating Agreement
Cal-ICH	CA Interagency Council on Homelessness	EOP	End of Participation
CAPIT	Child Abuse Prevention, Intervention and Treatment Fund	ERAP	Emergency Rental Assistance Program
CAPSC	Community Action Partnership Sonoma County	ESG	Emergency Solutions Grants (formerly Emergency Shelter Grants)
CASp	Certified Access Specialist	ESL	English as a Second Language
CBDO	Community-Based Development Organization	FEMA	Federal Emergency Management Agency
CCC	Center for Community Change	FESG	Federal Emergency Shelter Grants Program
CCOC	Cloverdale Community Outreach Committee	FHA	Federal Housing Administration
CCofSR	Catholic Charities of Santa Rosa	FHANC	Fair Housing Advocates of Northern California
CDBG	Community Development Block Grant	FHIP	Fair Housing Initiatives Program
CDBG-CV	CDBG for Coronavirus Response	FHLB	Federal Home Loan Bank
CDBG-DR	CDBG for Disaster Recovery	FHP	Fair Housing Plan
CDC	Community Development Commission	FMR	Fair Market Rent
CE	Coordinated Entry	FONSI	Finding of No Significant Impact
CEF	California Equity Fund	FSS	Family Self-Sufficiency Program
CEQA	California Environmental Quality Act	FY	Fiscal Year
CFH	County Fund for Housing	FYE	Fiscal Year End
CFR	Code of Federal Regulations	GAO	Government Accounting Office
CHAS	Comprehensive Housing Affordability Strategy	GR	Gross Rent
CHD	California Human Development Corporation	GSE	Government-Sponsored Enterprises
CHDC	California Housing Development Corporation	HAC	Housing Assistance Committee
CHDO	Community Housing Development Organization	HAP	Housing Assistance Plan
CHFA	California Home Finance Agency	HAS	Homeless Action Sonoma
CHRB	Community Housing Resource Board	HCD	Housing and Community Development (State of California)
CHRP-O	California Housing Rehabilitation Program for Owner-Occupied Housing	HCDA	Housing and Community Development Act
CHSC	Community Housing Sonoma County	HCV	Housing Choice Voucher
CIF	Community Investment Funds (FHLB)	HDS	Housing Discrimination Study
CLG	Centro Laboral de Graton (Graton Labor Center)	HEART	Homeless Encampment Access and Resource Team (County)
C of O	Certificate of Occupancy	HEAP	Homeless Emergency Assistance Program
CoC	Continuum of Care	HELP	Housing Enabled by Local Partnerships (funded by CalHFA)
COOP	Continuity of Operations	HERO	Helping Enrich Resource Opportunity
COTS	was “Committee on the Shelterless”	HEROS	HUD Environmental Review Online System
CPI	Child Parent Institute	HHAP	Homeless Housing, Assistance and Prevention
CRI	Community Resources for Independence	HHIP	Homeless Housing Incentive Program
CRLP	Commercial Rehabilitation Loan Program	HHSC	Health and Human Services Committee
CSF	Community Services Fund	HMDA	Home Mortgage Disclosure Act
CSHHP	California Self-Help Housing Program	HMIS	Homeless Management Information System
CSN	Community Support Network	HOME	Home Investment Partnerships Program
		HOPWA	Housing Opportunities for People with AIDS
		HOST	Homeless Outreach Service Team

## ACRONYMS & COMMON TERMS – Updated 11-2-2022

HPRP	Housing Prevention Rapid Re-Housing Program	NIMBY	“Not in My Back Yard”
HQS	Housing Quality Standards	NOFA	Notice of Funding Availability
HSD	Human Services Department (County dept)	NOFO	Notice of Funding Opportunity
HUD	US Department of Housing and Urban Development	NOI-RROF	Notice of Intent to Request Release of Funds
HUD/202/811	HUD New Construction for Elderly/Handicapped	NPLH	No Place Like Home
HUD/236	HUD Mortgage Insurance & Interest Reduction Payment for Multi-Family Rental Projects	NSCS	North Sonoma County Services
HUD/8	HUD Section 8 New Construction Program	NSP	Neighborhood Stabilization Program
IG	Inspector General	OMB	Office of Management and Budget
IGR	Independent Group Residence	PASS	Plan for Achieving Self-Support
IIG	Infill and Infrastructure Grant	PBV	Project-Based Voucher
IMD	Institute of Mental Disease	PCC	Program Coordination Committee
IMDT	Interdepartmental Multi-Disciplinary Team	PHA	Public Housing Authority
InRESPONSE	Mental Health Response Team (Santa Rosa)	PHADA	Public Housing Authorities Directors Association
IOLERO	Independent Office of Law Enforcement Review and Outreach (County agency)	PHC	Partnership Health Plan California
IPA	Independent Public Accountant	PHM	Public Housing Manager
JPA	Joint Powers Authority	PHRA	Public Housing Reform Act of 1998
JRT	Joe Rodota Trail	PIC	Public and Indian Housing Information Center
LASC	Legal Aid of Sonoma County	PIH	Public and Indian Housing
LHA	Local Housing Authority	PI	Public Infrastructure (County department)
LI	Low Income	PII	Personal Identifiable Information
LIA	Live-In Aide	PJ	Participating Jurisdiction
LIHF	Low Income Housing Fund (San Francisco-based Fund Source)	PLHA	Permanent Local Housing Allocation
LISC	Local Initiatives Support Corporation	PMSA	Primary Metropolitan Statistical Area Established by the US Census
LMIHAF	Low and Moderate-Income Housing Asset Fund	PPSC	Petaluma People’s Service Center
LSA	Longitudinal Systems Analysis (HMIS)	PRA	Public Records Act
MAI	Member of the Appraisal Institute	PRMD	Permit & Resource Management Department (Sonoma County)
MAR	Monthly Activities Report	PS	Payment Standard
Measure O	¼ Cent Sales tax for housing/homelessness	PSA	Purchase and Sale Agreement
MHP	Multi-Family Housing Project (HCD)	PSH	Permanent Supportive Housing
MITCS	Multi-Family Tenant Characteristics System	PSIF	Preliminary Site Information Form (Part of the RECD Process)
MRBP	Mortgage Revenue Bond Program	PUD	Planned Unit Development
MSA	Metropolitan Statistical Area	QC	Quality Control
MSS	Mobile Supportive Services	QFHO	Qualified Fair Housing Organization
MWBE	Minority and Women’s Business Enterprises	QHWRA	Quality Housing and Work Responsibility Act of 1998
MYFS	Mendocino Youth & Family Services	R&R	Reinvestment and Revitalization Fund
NAHB	National Association of Home Builders	RCAC	Rural Communities Assistance Corporation
NAHRO	National Association of Housing and Redevelopment Officials	RCF	Residential Care Facility
NAMISC	National Alliance on Mental Illness Sonoma County	RDIP	Rental Development Incentive Program
NAREB	National Association of Real Estate Brokers	REAC	Real Estate Assessment Center (HUD)
NBOP	North Bay Organizing Project	RECDS	Rural Economic Community Development Service
NBVR	North Bay Veterans Resource Center	REFB	Redwood Empire Food Bank
NCCLF	Northern California Community Loan Fund	RFH	Reach for Home
NDP	Neighborhood Development Program	RFP	Request for Proposals
NEPA	National Environmental Policy Act	RFQ	Request for Qualifications
NFHA	National Fair Housing Alliance	RHCP	Rental Housing Construction Program (State of California)
		RRH	Rapid Re-Housing
		RRP	Rental Rehabilitation Program
		RTA	Request for Tenancy Approval



## ACRONYMS & COMMON TERMS – Updated 11-2-2022

SAHA	Satellite Affordable Housing Associates
SAMHSA	US Substance Abuse and Mental Health Services Administration
SAVS	Sonoma Applied Village Services
SAY	Social Advocates for Youth
SCPEO	Sonoma County People for Economic Opportunity
SCFBOP	Sonoma County Faith-Based Organizing Project
SCRIMS	Sonoma County Rental Information and Mediation Services
SEMAP	Section 8 Management Assessment Program
SHPO	State Historic Preservation Office
SLE	Sober Living Environment
SMI	Severe Mental Illness
SMSA	Standard Metropolitan Statistical Area
SOS	Sonoma Overnight Support
SPARC	Site Plan and Architectural Review Committee (Petaluma)
SPMs	System Performance Measurements (HMIS)
SRO	Single Room Occupancy
SSA	Social Security Administration
SSI	Supplemental Security Income
Stella M	HUD online tool to assist in homelessness response system effectiveness
Stella P	HUD program using LSAs to show system performance
SVDP	St. Vincent de Paul
TANF	Temporary Assistance for Needy Families
TAT	Threat Assessment Team
TBA	Tenant-Based Assistance
TBRA	Tenant-Based Rental Assistance
TCAC	Tax Credit Allocation Committee
TLC	TLC Child and Family Services
TLR	The Living Room
TOD	Transit-Oriented Development
TOT	Transit Occupancy Tax (Advertising Fund)
TR	Tenant Rent
TTP	Total Tenant Payment
UA	Utility Allowance
UDAG	Urban Development Action Grant
URP	Utility Reimbursement Payment
USDA-RD	United States Department of Agriculture – Rural Development
VAMA	Voluntary Affirmative Marketing Agreements
VASH	Veterans Affairs Supportive Housing (voucher)
VAWA	Violence Against Women Reauthorization Act of 2005
VCA	Voluntary Compliance Agreement
VLI	Very Low Income
VVC	Vietnam Veterans of California
WCCS	West County Community Services
WPC	Whole Person Care
WRS	Women's Recovery Service
YIMBY	Yes in My Backyard