



Sonoma County Continuum of Care Board Meeting Meeting Minutes

June 23, 2021

1:00 -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: Sean Hamlin, proxy for 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; Ben Leroi, Santa Rosa Community Health; Angela Struckmann, Sonoma County Human Services; Nora Mallonee-Brand, proxy for Bill Carter, Sonoma County Health Services; Margaret Sluyk, Reach For Home; Alena Wall, Kaiser Permanente; Stephen Sotomayor, City of Healdsburg
 - Absent: Ludmilla Bade, Community Member; Don Schwartz, City of Rohnert Park; Lisa Fatu, Social Advocates for Youth;

2. Agenda Approval (2:00)

Agenda Item Number 3 is removed as the Nominated Transitional Aged Youth member is no longer able to serve on the board. If anyone has nominations for the seat please let the board know. Agenda Item Number 5 will also be pushed until next meeting as there is no update at this time.

Ludmilla Bade arrived at this time.

Public Comment:

John Richardson

Kevin McDonnell motioned to approve the agenda; Ludmilla Bade seconded.

Don Schwartz arrived at this time.

Lisa Fatu arrived at this time.

Ayes: Ben Leroi, Jennielynn Holmes, Tom Schwedhelm, Kevin McDonnell, Chuck Fernandez, Ludmilla Bade, Don Schwartz, Lisa Fatu, Sean Hamlin, Angela Struckmann, Nora Mallonee-Brand, Alena Wall, Margaret Sluyk, Stephen Sotomayor

Notes: None

Abstain: None

Absent: None

The motion passed.

3. Approve Minutes from 5/21, 5/26, 6/2 Meetings (7:00)

Tom Schwedhelm motioned to approve Meeting Minutes from 5/21/21, 5/26/21, and 6/2/21; Kevin McDonnell seconded.

5/21/21:

Board Comment:

Ludmilla Bade made one correction.

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

Abstain: Nora Mallonee-Brand, proxy and was not in attendance, Alena Wall was not in attendance.

Absent: None

The motion passed.

5/26/21:

Board Comment:

Tom Schwedhelm made one correction.

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

Abstain: Nora Mallonee-Brand, proxy and was not in attendance, Lisa Fatu, was not in attendance.

Absent: None

The motion passed.

6/2/21:

Board Comment:

None at this time.

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

Abstain: Nora Mallonee-Brand, proxy and was not in attendance, Alena Wall was not in attendance.

Absent: None

The motion passed.

4. Draft Scores from Continuum of Care Evaluations Ad Hoc Committee (14:00)

Karissa White, Continuum of Care Coordinator, provided an overview of the Continuum of Care Program Renewal evaluation process that took place with the CoC Competition Ad Hoc Evaluation Committee. The local rating and ranking process began April 1, 2021 and had 15 total projects rated for renewal totaling \$3,996,584 of potential eligible funding.

Board Recusals:

Ben Leroi

Jennielynn Holmes

Lisa Fatu

Margaret Sluyk

Chuck Fernandez

Tom Schwedhelm to act as interim chair.

Public Comment:

Gregory Fearon

Alice Linn

Ludmilla Bade motioned to approve the Continuum of Care Renewal Evaluation Scores; Sean Hamlin seconded.

Ayes: Kevin McDonnell, Don Schwartz, Stephen Sotomayor, Sean Hamlin, Tom Schwedhelm, Angela Struckmann, Ludmilla Bade, Nora Mallonee-Brand, Alena Wall

Abstain: None

Absent: None

Recused: Ben Leroi, Jennielynn Holmes, Lisa Fatu, Margaret Sluyk, Chuck Fernandez

The motion passed.

5. Word From the Street

Board Member Ludmilla Bade has postponed this item to the next meeting.

6. Recommendation from Workgroup on Emergency Solutions Grant Coronavirus Program (ESG-CV) Funding Decision for the first 20% (50:00)

Michael Gause, Ending Homelessness Program Manager, presented on the status of the ESG-CV Funding. Staff collected information on incurred costs that had not been reimbursed from all emergency shelters in Sonoma County. The work group met to decide the first \$1,155,557 that must be spent by July 31, 2021. If shelters have any trouble expending funds prior to deadline, funds will be deferred to the City of Santa Rosa for capital expenses incurred by the Sam Jones Hall annex.

Board Recusals:

Lisa Fatu

Jennielynn Holmes

Chuck Fernandez
Ben Leroi
Margaret Sluyk
Tom Schwedhelm

Public Comment:

Lisa Fatu
Tom Schwedhelm
Gregory Fearon
Alice Linn
Thomas Ells

Ludmilla Bade motioned to approve the funding allocations as recommended by the ESG-CV Working Group; Angela Struckmann seconded.

Ayes: Kevin McDonnell, Don Schwartz, Stephen Sotomayor, Sean Hamlin, Angela Struckmann, Ludmilla Bade, Nora Mallonee-Brand, Alena Wall

Abstain: None

Absent: None

Recused: Ben Leroi, Jennielynn Holmes, Lisa Fatu, Margaret Sluyk, Chuck Fernandez, Tom Schwedhelm

Motion Passed.

7. Recommendation for Workgroup on Emergency Solutions Grant Coronavirus Program Remaining Funds (1:18)

The workgroup plans to meet in July to determine the next 20% spend down for the September 30, 2021 deadline and make a recommendation to the CoC Board in July. The workgroup will oversee the development of a Letter of Intent for interested organizations.

Public Comment:

Thomas Ells
Colleen Halbohm
Teddie Pierce
Adrienne Lauby
Alice Linn

Jennielynn Holmes motioned to add the ESG-CV work group to the Coordinated Entry Advisory Committee discussion on Emergency Housing Voucher Process; Stephen Sotomayor seconded.

Board Discussion ensued around the need for correlation with the ESG-CV funds, the Emergency Housing Vouchers and the Letter of Intent process. The Coordinated Entry Advisory Committee is exploring funding opportunities to provide case management assistance, housing navigation and landlord recruitment for these housing vouchers.

Don Schwartz motioned the following; Tom Schwedhelm Seconded.

Direct staff to issue an LOI by June 28, 2021, or as soon as possible after review by the ESG-CV Workgroup as coordinated by Stephen Sotomayor, to providers for 20% of ESG-CV funding, including complementing the Emergency Housing Vouchers, with the understanding that demonstrated ability to comply with ESG requirements will be a crucial part of the CoC Board's funding decisions

This will include but not be limited to:

1. exploring ESG-compliant providers supporting all regions of the County
2. expanding capacity for County-wide housing locator services which might be centralized with one provider.
3. expanding capacity for County-wide case conferencing services which might be centralized with one provider.
4. increased housing navigation and case management/housing stabilization
5. security deposits
6. street outreach

The LOI will also be sent to all shelters with potential unreimbursed past or foreseeable COVID-19 related shelter costs for the Wallace House (if eligible), the County and the City of Santa Rosa. Responses will be due by July 9.

The Funding Workgroup, with noticing and attendance consistent with the Brown Act, will meet by July 16 to develop recommendations for the full Board's consideration at a meeting to be held no later than July 23. The Funding Workgroup will meet at its earliest convenience to propose a plan for the remaining 60% of ESG-CV funding.

Any Letter of Intent will be issued only to providers with a demonstrated history of ESG compliance.

The workgroup will follow Brown Act requirements for noticing and public access.

Ayes: Don Schwartz, Stephen Sotomayor, Ben Leroi, Jennielynn Holmes, Chuck Fernandez, Sean Hamlin, Lisa Fatu, Tom Schwedhelm, Angela Struckmann, Ludmilla Bade, Nora Mallonee-Brand, Alena Wall

Abstain: Margaret Sluyk, not enough information

Absent: Kevin McDonnell

Motion Passes.

8. 5 Minute Break (3:38-3:42)

9. Develop and Approve Agenda for the July 15, 2021 Quarterly Membership Meeting (3:43)

Karissa White, Continuum of Care Coordinator, requested direction from the CoC Board for the upcoming CoC Quarterly Membership Meeting. The recommendations from the Governance Charter & Policy Review Committee include an opportunity for community members and providers to provide feedback on the following topics: future Continuum of Care Membership Requirements; Continuum of Care Board Composition; and Committee Structure. The CoC Board recommends having an open discussion pertaining to the new CoC structure in terms of governance and its committees.

Jennielynn Holmes motioned to approve agenda for Jul, 15, 2021. Margaret Sluyk seconded.

Ayes: Don Schwartz, Stephen Sotomayor, Ben Leroi, Jennielynn Holmes, Lisa Fatu, Tom Schwedhelm, Angela Struckmann, Ludmilla Bade, Nora Mallonee-Brand, Alena Wall, Margaret Sluyk, Sean Hamlin
Abstain: None

Absent: Kevin McDonnell, Chuck Fernandez

Motion Passes.

10. Standing Committee Updates (4:03)

Coordinated Entry Assessment Committee

Martha Cheever, Sonoma County Housing Authority Manager, and Rebecca Lane, Santa Rosa Housing Authority Manager, presented on updates on the Emergency Housing Vouchers. SCCDC staff and the housing authorities provided information on the recommendations for target populations approved by the committee for the vouchers.

Public Comment:

Thomas Ells

Don Schwartz motioned to approve target populations for the Memorandum of Understanding and include Measure O as a potential funding source; Tom Schwedhelm seconded.

Ayes: Don Schwartz, Stephen Sotomayor, Ben Leroi, Jennielynn Holmes, Tom Schwedhelm, Angela Struckmann, Nora Mallonee-Brand, Margaret Sluyk, Sean Hamlin

Abstain: Ludmilla Bade, not enough clarity.

Absent: Kevin McDonnell, Chuck Fernandez, Alena Wall, Lisa Fatu

Motion passes.

Don Schwartz requests the Memorandum of Understanding be sent to the board in advance of the meeting.

HMIS Data Committee

Daniel Overbury-Howland presented on the HMIS Committee meeting and on the recurring meeting will begin in August.

Strategic Planning Committee

Co-Chair Tom Schwedhelm presented on the Strategic Planning Committee. Stephen Sotomayor will serve alongside Tom as co-chair. The group is currently working on its Mission, Vision and Values statements. The next meeting will focus on strategies to develop upcoming recommendations and building relationships within the County.

Governance Charter & Policy Review Committee

Chair Don Schwartz presented on the Governance Charter & Policy Review Committee. The committee has identified three priority issues that they would like additional feedback from the community on, which will take place at the CoC's next Quarterly Membership Meeting in July. The committee will work on revision the CoC's Governance Charter after soliciting feedback from community members. The committee recommends the CAO's appointment of a County representative for this committee.

Lived Experience Advisory Body

Ludmilla Bade presented on the Lived Experience Advisory Body. Currently, efforts are focused on looking at an ongoing process to involve learning sessions to help inform the policies and processes. Staff, additional community partners involved with BARHHI efforts, and those with lived experience are currently meeting to discuss listening sessions and how to support these efforts with stipends, gift cards, etc.

Public Comment:

Gregory Fearon
Adrienne Lauby
Alice Linn
Thomas Ells

Don Schwartz motioned to invite the CAO to appoint a county representative to the Governance Charter and Policy Review Committee; Tom Schwedhelm seconds

Ayes: Don Schwartz, Stephen Sotomayor, Ben Leroi, Jennielynn Holmes, Tom Schwedhelm, Angela Struckmann, Nora Mallonee-Brand, Margaret Sluyk, Sean Hamlin, Ludmilla Bade

Abstain: None

Absent: Kevin McDonnell, Chuck Fernandez, Alena Wall, Lisa Fatu

11. Staff Report (4:35)

Kara Young from UCSF, presented on the Benioff Homelessness and Housing Initiative. The goal of the study is to inform policies, programs, and perceptions while understanding characteristics of adults experiencing homelessness in California. The study also aims to characterize immediate precipitants of homelessness, understand the impact of the COVID-19 pandemic on homelessness, and understand experiencing and barriers to housing exits.

This report is not a substitute for the point in time count, rather an estimate of sub-populations and gain more contextual information about individual experiences. The Survey data will be shared to participating counties with the hopes of providing a state wide picture of homelessness and inform local and state policy decisions. The goal is to create partnerships with local continuum of care boards.

Michael Gause, Ending Homelessness Program Manager, provided an update on the Homeless Emergency Aid Program spending: all partners are in line to spend down. There will be a KPMG report coming on July 28th from the CAO office. Staff will send out in packet ahead of time.

Public Comment:

Thomas Ells
Adrienne Lauby
Teddie Pierce

12. Review Draft Agenda for July 28, 2021 Meeting (4:51)

Don Schwartz: requests a presentation on Measure O including information on revenues, spending plan, and anything homeless related in a future meeting.

Ludmilla Bade: would like to approve LOI at this upcoming meeting for the remaining funds. Would also like to have funding committee to discuss Measure O and ESG-CV funds.

13. Board Member Questions and Comments (5:00)

Ben Leroi: Chairs will discuss the possibility to move agenda approval and minutes into a consent item to create a more efficient streamlined process.

Don Schwartz: Would like information on Board of Supervisor's funding decisions regarding homeless services.

14. Public Comment on Non-Agendized Items (5:08)

None at this time.

Meeting Adjourned at 6:08 PM