

LEADERSHIP COUNCIL

Tom Schwedhelm, Chair
Mark Krug, Vice Chair
Julie Combs
Susan Gorin
Lynda Hopkins
Gabe Kearney
David Kuskie
Rebekah Sammet
Don Schwartz



LEAD AGENCY

Sonoma County
Community Development Commission
1440 Guerneville Road
Santa Rosa, CA 95403

STAFF CONTACT

Michael Gause
(707) 565-1977
michael.gause@sonoma-county.org

Technical Advisory Committee Meeting

January 15, 2019 | 3:00 p.m. – 5:00 p.m.

City of Santa Rosa Utilities Field Operations Center, Rooms A & F
35 Stony Point Road | Santa Rosa, CA 95401

Agenda

CALL TO ORDER – 3:00 p.m.

ROLL CALL

APPROVAL OF CURRENT AGENDA

REPORTS

January 04, 2019 Leadership Council Meeting, Vice Chair Report

Chair Report

Introduction of new TAC member

Staff Report

GENERAL PUBLIC COMMENT

The public is invited to make comments on items within the Leadership Council's jurisdiction that are not listed on the current agenda for up to 15 minutes. Comments are limited to three minutes per speaker. Any additional general public comment will be heard at the conclusion of the meeting. While members of the public are welcome to the Council under the Brown Act, the Council may not deliberate or take action on items not on the agenda.

I. APPROVAL OF MINUTES

- A.** Technical Advisory Committee Minutes, November 13, 2018
 - 1. Minutes PDF

II. UNFINISHED BUSINESS

- A.** Establishment of proposed Regular TAC Meeting Date and Time
 - 1. 2nd Wednesday of each month, 1:00 – 3:00 p.m.
 - 2. 2nd Thursday of each month, 1:00 – 3:00 p.m.
- B.** Term Limits for TAC Members

III. NEW BUSINESS

- A. Creating Strong linkages Between TAC and Leadership Council**
- B. Appointment of TAC Member to HOME Sonoma County Governance Charter Subcommittee**
- C. Task Group Formation, Process, and Chairs**
 - 1. Housing First/Coordinated Entry
 - 2. Data Initiatives
 - 3. Performance Management and Evaluation

III. FUTURE BUSINESS

- A. Public Body and Brown Act Training**
- B. Orientation to HUD's Continuum of Care Funding Process**

IV. ADJOURN The next regular meeting of the Technical Advisory Committee will occur TBD.

In accordance with the Americans with Disabilities Act, if you require special assistance to participate in this meeting, please contact the Sonoma County Community Development Commission at (707) 565-7500 (voice) or (707) 565-7555 (TDD). Translators and American Sign Language interpreters for individuals with hearing disabilities will be available upon request. A minimum of 48 hours is needed to ensure the availability of translation services.

In accordance with Government Code §54957.5, any materials of public record relating to an agenda item that are provided to a majority of the members less than 72 hours before the meeting will be made available upon request at the Sonoma County Community Development Commission, 1440 Guerneville Road, Santa Rosa during normal business hours and will be posted online 72 hours prior to each meeting. Materials of public record that are distributed during the meeting shall be made available for public inspection at the meeting if prepared by the lead agency or a member of the legislative/advisory body, or within two business days after the meeting if prepared by some other person.

Agendas and supporting documents can be found at: sonomacounty.ca.gov/Homeless-System-of-Care-Redesign/

LEADERSHIP COUNCIL

Tom Schwedhelm, Chair
Mark Krug, Vice Chair
Julie Combs
Susan Gorin
Lynda Hopkins
Gabe Kearney
David Kuskie
Rebekah Sammet
Don Schwartz



LEAD AGENCY
Sonoma County
Community Development Commission
1440 Guerneville Road
Santa Rosa, CA 95403
STAFF CONTACT
Michael Gause
(707) 565-1977
michael.gause@sonoma-county.org

**Technical Advisory Committee (TAC) Meeting
Tuesday, November 13, 2018
Minutes**

- 1. Welcome and Introductions**
- 2. Call to Order and Roll Call**

Geoffrey Ross called the meeting to order at 1:05 p.m. and members were introduced.

TAC Members Present: Lindsey Bell-Kerr, Tom Bieri, Brian Bicker, Colleen Carmichael, Una Glass, Jennielynn Holmes, Chris Keys, Mark Krug, David Kuskie, Alice Linn, Tim Miller, Annie Nichol, Jennifer O'Donnell, Tamara Player, Rebekah Sammet, Daniel Schurman, Don Schwartz, Mary Stompe, Angela Struckmann, Jerry Threet, Katrina Thurman

Alternate TAC Members Present: Celeste Austin, Dave Cade, Vanessa Guevara, Kathryn Jurik

CDC Staff Present: Margaret Van Vliet, Executive Director; Geoffrey Ross, Assistant Executive Director; Jenny Helbraun Abramson, Homeless Services Manager; Michael Gause, Continuum of Care Coordinator; Chuck Mottern, Public Services Funding Coordinator; Karissa White, Senior Community Development Specialist; Suzanne Whipple, Community Development Specialist II

- 3. Overview of Homeless System of Care Technical Advisory Committee (TAC)**

The Assistant Executive Director of the Community Development Commission and Director of Housing and Community Services for the City of Santa Rosa provided an overview of the TAC's role and responsibilities.

- 4. Election of Interim Chair**

Daniel Schurman elected as interim chair.

Ayes: All

Noes: None

- 5. Election of TAC members to Leadership Council**

Committee members discussed issues and benefits with elections of TAC members to the Leadership Council.

TAC members were voted into the new Leadership Council:

- | | |
|---------------------------------------|-------------------------------------|
| 1. Mark Krug, Burbank Housing | 3. Rebekah Sammet, lived experience |
| 2. Don Schwartz, City of Rohnert Park | 4. David Kuskie, lived experience |

Members randomly selected for one year term:

- | | | |
|-----------------|----------------------|-------------------|
| 1. David Kuskie | 3. Angela Struckmann | 5. Rebekah Sammet |
| 2. Mary Haynes | 4. Annie Nichol | 6. Debra Sanders |

7. Lindsey Bell-Kerr

8. Jennifer O'Donnell

Previous CoC Board members with one year term:

- | | | | |
|----------------------|--------------|-----------------|--------------------|
| 1. Jennielynn Holmes | 2. Tom Bieri | 3. Brian Bicker | 4. Daniel Schurman |
|----------------------|--------------|-----------------|--------------------|

Remaining Members with two year term:

- | | | |
|-----------------------|--------------------|---------------------|
| 1. Colleen Carmichael | 6. Alice Linn | 11. Mary Stompe |
| 2. Karin Demarest | 7. Tim Miller | 12. Jerry Threet |
| 3. Una Glass | 8. Tamara Player | 13. Katrina Thurman |
| 4. Chris Keys | 9. Barbie Robinson | |
| 5. Mark Krug | 10. Don Schwartz | |

Alternate members' terms:

- | | | | |
|-------------------|--------------|--------------------|------------------|
| 1. Celeste Austin | 2. Dave Cade | 3. Vanessa Guevara | 4. Kathryn Jurik |
|-------------------|--------------|--------------------|------------------|

Public Comment

- An unidentified member of Homeless Action! advised new TAC members, to consider learning from those with lived experience. This speaker recommended not electing people to the Leadership Council who have a financial conflict of interest.
- Dale Jenkins, West County advocate, stated that current members do not represent the entire county; members all represent the 101 corridor. Dale urged the Executive Directors to have the courage to talk about issues without having concerns about conflict with their positions.
- Bruce Pearson, Homeless Action!, recommended tiny houses.
- Debbie McKay, Sonoma County resident, recommended the Leadership Council have representation from the smaller cities and towns, which are often forgotten.
- Celeste Austin, The Living Room, expresses that our county needs to have diversity in homeless services to have credibility.

6. Governance Charter Review

The Continuum of Care Coordinator presented sections of the draft Governance Charter specific to the TAC, requesting input. Members discussed sections of the document and requested a presentation at the next meeting on the history of the previous CoC Board and how the TAC and new Leadership Body came to be. Recommendations were made to have a training for the new members on the Brown Act. Other members expressed a wish to discuss with the Leadership Council whether the term limits for TAC members could be modified.

7. Task Group Formation

The TAC reviewed and made recommendations on formation of the initial Task Groups. The CoC Coordinator informed the committee that formation of the Coordinated Entry/Housing First Committee, Performance Measurement and Evaluation Committee and Data Initiatives Committee are high priorities at this point. Members of the TAC made suggestions to the new Leadership Council on the combinations

of subject matter within the task groups. Sign-up sheets were circulated for the first three groups and suggestions of chairs were made for the Leadership Council's consideration.

Public Comment

Members of the public asked if they could volunteer for the Task Groups. Those interested may send their contact information to CoC Coordinator, Michael Gause.

8. Public Comment for Items Not on the Agenda

None

9. Homeless Emergency Aid Program (HEAP) Funding Priorities

Jenny Helbraun Abramson, the Commission's Homeless Services Manager, presented draft funding priorities and recommendations for the \$12.1 million in one-time assistance from the state for HEAP funding. Due to limited time at the meeting for public comment, she noted that the document is a draft and comments will be accepted until December 3rd; also that the level of detail is due to planned inclusion of a local HEAP funding process in the upcoming consolidated Homeless Services Notice of Funding Availability (NOFA).

Public Comment

- Gregory Fearon, Homeless Action!, stated that the TAC the HEAP application does not require as much detail as the Commission recommends. HA! encourages creativity and alternative projects.
- Scott Wagner, Homeless Action!, reported that HA's sessions on HEAP funds prioritized tiny villages and RV/Safe Parking, and noted that the Commission's recommendations do not address this input.

10. 2019-2020 Homeless Services Notice of Funding Availability (NOFA)

Jenny Helbraun Abramson, Homeless Services Manager, presented the consolidated 2019-2020 Homeless Services NOFA to the TAC for review, repeating that public input would be accepted until December 3rd.

11. Future Meetings of the Homeless System of Care TAC

Time did not allow scheduling of the next TAC meeting. Commission staff will bring a proposal of monthly meetings for the first six months, after which meetings will become bimonthly.

Any writings or documents presented to a majority of the Technical Advisory Committee or Leadership Council regarding any item on this agenda will be made available for public inspection in the Sonoma County Community Development Commission office located at 1440 Guerneville Road, Santa Rosa, CA 95403 during normal business hours.

DISABLED ACCOMMODATION: If you have a disability which requires an accommodation, an alternative format, or requires another person to assist you while attending this meeting, please contact the Administrative Services Officer at (707) 565-7520, as soon as possible to ensure arrangements for accommodation.

LEADERSHIP COUNCIL

Tom Schwedhelm, Chair
Mark Krug, Vice Chair
Julie Combs
Susan Gorin
Lynda Hopkins
Gabe Kearney
David Kuskie
Rebekah Sammet
Don Schwartz



LEAD AGENCY

Sonoma County
Community Development Commission
1440 Guerneville Road
Santa Rosa, CA 95403
STAFF CONTACT
Michael Gause
(707) 565-1977
michael.gause@sonoma-county.org

Technical Advisory Committee Task Groups

Members of the TAC are required to serve on one or more focused Task Groups responsible for advising the Leadership Council on a specific component of the federally-mandated Continuum of Care. Additional ad hoc Task Groups can be established as authorized by the Leadership Council. The first three standing Task Groups will consist of the following.

1. Coordinated Entry and Housing First

This group will ensure that the Homeless System of Care is compliant with HUD/State requirements for Housing First and that a countywide Coordinated Entry System is effective and responsible to real-time community needs.

Proposed Chair: *None*

Interested TAC Members:

Alice Linn	Lindsey Bell-Kerr	Mary Haynes	Dave Cade
Tom Bieri	Tim Miller	Angela Struckmann	Colleen Carmichael
Jerry Threet	Annie Nicol	Vanessa Guevera	Jennielynn Holmes

2. Performance Measurement and Evaluation

This group will be responsible for monitoring overall system performance, Annual Performance Reports for individual projects, and the annual submissions of 7 System Performance Measures. This group will also evaluate and rate annual Continuum of Care and Emergency Solutions Grant projects.

Proposed Chair: *Jennifer O'Donnell*

Interested TAC Members:

Debra Sanders	Una Glass	Kathryn Jurik	Jennifer O'Donnell
Angela Struckmann	Mary Haynes	Alice Linn	Chris Keys

3. Data Initiatives

This group would be responsible for advising the Leadership Council on issues regarding Sonoma County's web-based Homeless Management Information System (HMIS), developing and maintaining the dashboard of metrics to achieve the vision of zero functional homelessness, and alerting the Leadership Council of providers whose data jeopardizes the overall system. This group also monitors the annual Homeless Count and Housing Inventory Chart.

Proposed Chair: *Una Glass*

Interested TAC Members:

Chris Keys	Una Glass	Jennielynn Holmes	Alice Linn
------------	-----------	----------------------	------------