



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

Item No: 1 (Consent Calendar)
Subject: August 23, 2023 CoC Board Meeting Agenda
Meeting Date: August 23, 2023
Staff Contact: Alea Tantarelli, Alea.Tantarelli@Sonoma-County.org

SUMMARY

This staff report presents the August 23, 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 August 23, 2023 agenda.



**Sonoma County Continuum of Care (CoC) Board
Agenda for August 23, 2023
1:00pm-5:00pm Pacific Time**

Public Zoom Link:

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

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

#	Agenda Item	Packet Item	Presenter	Time
	Welcome, Roll Call and Introductions		Board Chair	1:00pm
	Note: Items 1-4 below are proposed for adoption via one motion as the Consent Calendar.	N/A		
1.	8/23/23 Agenda (Consent Calendar)	Draft Agenda	Staff	1:05pm
2.	Minutes from 7/26/23 (Consent Calendar)	Draft Minutes	Staff	
3.	Summary of Follow-ups from the Previous Meeting(s) (Consent Calendar)	Summary of Follow-ups	Staff	
4.	CoC Charter Revision: HUD Required Anti-discrimination Addition (Consent Calendar)	Charter Revision Language	Staff	
5.	Reports from Lead Agency Staff <ul style="list-style-type: none"> • Regional Communications Update • Plans for Emergency Shelter Site • Next Steps for Oakland Housed • Bimonthly County & Service Provider Team Mtg • Committee Roles & Responsibilities • Potential Name Change for CoC Potential ACTION ITEM	Staff Report for Reports from Lead Agency	Staff	1:25pm
6.	By Names List Progress Potential ACTION ITEM	Staff Report for By Names List	Staff	2:00pm
7.	Service Provider Roundtable (SPR) Update (Provider Update from SHARE Sonoma County) Potential ACTION ITEM	SHARE slides	Margaret Sluyk	2:15pm

8.	Word from the Street Potential ACTION ITEM		Chessy Etheridge	2:35pm
9.	10-minute break			2:45pm
10.	Open Board Discussion: Gaps in the Housing System (RV parking, nighttime safe parking, hospice beds, recuperative care beds, and more) Potential ACTION ITEM	Brief Points to Open Facilitated Discussion	Board Chair	2:55pm
11.	Reports from Standing Committees: <ul style="list-style-type: none"> • Funding & Evaluation Committee • CEA Committee • Strategic Planning Committee • Lived Experience Advisory & Planning Board (LEAP) Potential ACTION ITEM	-CEA Committee Update -Progress Update on SP Year 1 Priorities	Committee Representatives	3:15pm
12.	Review Agenda for Next CoC Board Meeting <ul style="list-style-type: none"> • Proposed Data Elements for Program Evaluation • Communications Approach • Long-term Funding Plan & Stella M Discussion Potential ACTION ITEM	Staff Report for DRAFT Agenda for 9/27/23	Board Chair	4:00pm
13.	Board Member Questions & Comments Potential ACTION ITEM		Board Chair	4:15pm
14.	Public Comment on Items not on the Agenda		Board Chair	4:30pm

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. 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.



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

Item No: 2 (Consent Calendar)
Subject: Meeting Minutes 6/28/2023
Meeting Date: 08/23/2023
Staff Contact: Araceli Rivera, Homeless Project Specialist, Araceli.Rivera@sonoma-county.org

SUMMARY

This staff report briefly summarizes the July 26th , 2023, CoC Board Meeting Minutes. The attached meeting minutes contain all items discussed by the Continuum of Care Board at the July 26th, 2023, CoC Board Meeting.

RECOMMENDED ACTION(S)

Approve CoC Board Meeting Minutes from July 26th, 2023.

Sonoma County Continuum of Care Board Meeting Meeting Minutes

DRAFT Wednesday, July 26th, 2023
1:00 – 5:00 p.m. Pacific Time – Meeting held by Zoom

Welcome and Roll Call (00:05:40 - 00:07:55)

Dennis Pocekay called meeting to order at 1:01 p.m. and went over the Zoom rules around public comment and Brown Act guidelines.

- *Present: Dennis Pocekay, City of Petaluma; Jennielynn Holmes, Catholic Charities Diocese of Santa Rosa; Kelli Kuykendall proxy for Natalie Rogers, City of Santa Rosa; Chris Coursey, BOS County of Sonoma; Kathleen Pozzi; Martha Cheever, Sonoma County CDC; Una Glass, City of Sebastopol; Don Schwartz, City of Rohnert Park; Ron Wellander proxy for Jack Ding, City of Sonoma; Danielle Danforth, West County Community Services; Margaret Sluyk, Reach for Home; Ben Leroi, Santa Rosa Health Centers; Mark Krug, Burbank Housing.*
- *Arrived after meeting commenced: Chessy Etheridge, Adult Lived Experience Representative; Jackie Elward, City of Rohnert Park.*
- *Absent: Chris Keys, Redwood Gospel Mission; Cheyenne McConnell, TAY Representative*

A quorum was present.

1. Approval of Consent Calendar (00:07:56 – 00:13:24)

Dennis Pocekay, CoC Board Chair went over consent calendar, 7/26 and approval of 6/28/2023 meeting minutes.

Jennielynn Holmes motioned to approve Consent Calendar; Una Glass seconded the motion.

Public Comment: none

Abstentions or objections: Ben Leroi and Mark Krug abstained from approving June meeting minutes. Martha Cheever recused self from item item 6.

Motion Approved

Approval of Consent calendar items 1, 2, 3, 4, 5, and 6.

7. Reports from Lead Agency Staff (00:13:25 – 00:36:28)

- CoC Program Notice of Funding Opportunity (NOFO) 2023 Update: Karissa White gave update, noting that priorities outlined within this year's NOFO are the same as last year. Karissa gave HUD required deadlines and presented best practices for being successful with grant applications, as the e-snaps system can be complicated. Multiple support opportunities will be provided to applicants. An overview of potential awards, risks, and definition of new project types was presented. HUD has allocated up to 14 points (7 for housing, 7 for healthcare) for new projects.
- CoC Program New Project Scoring: (Karissa White) Working group reviewed scoring tool from last year and made adjustments for this year.
- CoC Competition Remaining Process: (Karissa White) New project scoring tool will be used for upcoming CoC competition. Local Request for Proposals will be released August 2nd, CoC Competition Evaluation Workgroup will have final meeting August 29th, Approval from CoC Board will occur during a special meeting on September 6th.

Board members asked clarifying questions and offered discussion.

Public Comment: Michael Hilbert, Rebekah Sammet, Elizabeth Goldman, Gregory Fearon

8. Service Provider Roundtable (SPR) Update (00:36:29 – 01:08:32)

Margaret Sluyk shared there is ongoing discussion regarding changes that have taken place over the last year with HMIS. A bullet point list of changes would help the group assess whether it feels we are moving towards a more open HMIS system or not. Next step: Provide bulleted information to disperse and get feedback on these changes. The group is also exploring ways to have all services providers engage with the HMIS system. Currently there are some that do not receive CoC funds and are not required to interact with HMIS. The goal is to bring all services providers into communication through one system.

The next Roundtable meeting will focus on Coordinated Entry.

Starting today there will be 1-2 services providers presenting their work during CoC Board meetings to increase awareness of what type of work is being done by each provider.

Tim Miller presented historical context for peer counseling and current information on West County Community Services Peer Support Program. Transition to Housing Program focuses on people who will need extra support upon entering housing. (transitioning from shelter, jail, hospital). The types of support are offered:

- 1) High needs 1 to 1 peer counseling
- 2) Walk in Centers with both group and 1:1 options
- 3) Senior peer counseling

Clarification: West County Community Center (WCCC) is a separate entity from West County Health, though they work closely together. WCCC peer support programs are open to everyone, regardless of where they are located.

SHARE Sonoma County will be the provider presenting at

Public Comment: Ludmilla Bade, Gregory Fearon

Board members discussed goals of a universal information system and current challenges to that goal.

9. Word from the Street (01:08:33 – 01:09:30)

This item will be addressed later in the meeting.

Public Comment: None

10. Decorum Guidance (1:09:35 – 1:22:23)

Dave Kiff presented a 2nd Draft of decorum guidelines, with a reminder that this guidance is intended to help meetings to flow well, embrace respectful disagreement, and manage time so all agenda items are addressed. These guidelines are not intended to restrict free speech of anyone involved with CoC meetings.

Public Comment: Michael, Ludmilla Bade, Elizabeth Goldman

Chris Coursey moved to adopt the 2nd draft of guidelines, as amended with the redlining. Kathleen Pozzi seconded the motion.

Discussion

Abstentions or objections: None

Motion Passes with unanimous consent.

11. Representation on the CoC Board (1:22:25 – 2:24:03)

- **Tribal Member Seat (1:22:25 – 2:13:51)**

Karrissa provided an overview of the technical assistance provided over the last 6 months to address racial disparities within our Homeless System of Care, the data demonstrating these disparities, and the need for an Indigenous representative seat on the CoC board. Karissa introduced Seetha Reddy, who has been serving as the technical assistant in this effort. Seetha provided background for Assembly Bill 1010 and presented information about the tribal citizens who live within the boundaries of Sonoma County, some living on their ancestral land and some living displaced from their ancestral land. Effectiveness of homelessness services relies heavily upon case workers either being Indigenous or well-informed about the unique needs of Indigenous people, communities, and Tribes. The issue of representation of a diverse group of Indigenous people is very complex. Staff suggests that the process unfold according to the dynamics presented when engaging with local Indigenous people and Tribal organizations.

Staff recommends a 5-step process, with a listening session happening during Step 4.

- 1- CoC Board approves designated seat
- 2- CoC meets with Tribal Nations, Tribes and Tribal entities.
- 3- CoC develops eligibility document
- 4- CoC does outreach to entities
- 5- Application review and selection

Discussion: Board members discussed the option of keeping the 3 At Large seats and adding an additional seat for an Indigenous representative vs. transforming one of the At Large seats into an Indigenous representative seat. The timeline for developing and filling the new seat was also discussed.

Una Glass moved to direct staff to make proposals for changing the charter to accommodate the new seat, with the understanding that staff may not be able to fully execute the process by the time elections occur in 2023. Danielle Pocekay seconds the motion.

Ben Leroi offered a friendly amendment to clarify the motion is to change the charter to replace one of the At Large seats with a Tribal Representative seat in 2023 and leaving that seat unfilled until the consultation process is complete.

Public Comment: Michael, Ludmilla, Teddie Pierce

Motion passes with unanimous vote.

- **LEAP Board Chair on CoC Board (non-voting member) (02:13:52 – 02:23:59)**

Jennielynn reviewed history of this action item. Board members discussed the value of having the LEAP Board Chair attend all CoC Board meetings as a non-voting liaison.

A clarification was made: Page 45 of the meeting packet incorrectly states “the CoC Board was created in February 2022.” It should read “the LEAP Board was created in February 2022.”

Don Schwartz made the motion to approve the creation of a non-voting seat on the CoC Board of Directors, to be occupied by the LEAP Board Chair. Chessy Etheridge seconded the motion.

Margaret Sluyk moved to amend the language: Approve the creation of a non-voting participatory member of the CoC Board of Directors, to be occupied by the LEAP Board Chair. Don Schwartz seconded the motion.

Public Comment: Michael, Rebekah Sammet

Motion Passed by unanimous agreement.

12. 10-minute break (02:24:54 – 02:34:59)

Meeting resumed; Staff confirmed a quorum was present.

9. Word from the Street (02:34:60 – 02:50:03)

Chessy Etheridge shared that the LEAP board and people on the streets are having conversations about the challenges interfacing with homelessness services while also owning an RV. There is a need to expand this conversation. The board briefly discussed some of the issues. Dennis Pocekay suggested putting this topic on a future CoC Board agenda.

Public Comment: Ludmilla Bade,

13. Long-term Funding Plan - 2nd Discussion (02:50:04 – 03:27:47)

Dave summarized the staff report and reminded board members to review the slide presentation prepared by Andrew Henning which contains strategic planning recommendations. Priorities to consider for 2024 NOFA funding applications: 1) Subregional approach to street outreach. Tying funding to geographical areas so that the entire county is being covered. 2) Centralized approach to homelessness prevention. The goal is to eliminate both gaps and duplications in services across the county, being efficient and effective with funding.

Board request: Designate staffing for collecting metric updates on a monthly basis.

Public Comment: Rebekah Sammet, Teddie Pierce

14. Reports from Standing Committees (03:27:48 – 3:33:34)

- Funding & Evaluation Committee: Teddie Pierce gave an overview of most recent committee workings and future plans.

- LEAP: Rebekah Sammet gave an update. LEAP Board is currently full, but interested parties are still welcome to apply.

Public comment: No comments

15. Review Agenda for Next CoC Board Meeting (03:33:35 – 03:38:41)

Dennis Pocekay presented the topic of canceling the August board meeting, due to member vacations and lack of urgent agenda items. Board members discussed options and determined that August meetings will proceed as usual.

Public comment: none

Staff comment: Michael Gause

Board member questions and comments: none

Abstentions or objections: None

Motion passes with unanimous consent.

Meeting was adjourned at 4:39 p.m.

Sonoma County Continuum of Care Board Agenda Report

Item No: 3 (Consent Calendar)
Subject: Summary of Follow-ups from the Previous Meeting(s)
Meeting Date: August 23, 2023
Staff Contact: Dave Kiff, DHS Homelessness Services Division, Dave.Kiff@sonoma-county.org

Summary

At the previous meeting, CoC Board members and others asked for the Lead Agency staff to follow up on specific items. Staff summarized responses to present at the August 23rd CoC Board meeting.

Recommended Action(s)

No recommended Action

Discussion

At the previous meeting, CoC Board members and others asked for the Lead Agency staff to follow up on the following questions or comments.

1. **CoC Program NOFO Information:** The local Sonoma County CoC Program Competition for funding Request for Proposals was released on July 5th. New and Renewal project applications are due on August 23rd by 5:00 pm. More information will be provided to the CoC Board during the CoC Board Special Meeting on September 6th.

Possible Funds Available:

CoC Bonus Funding: \$290,828

Domestic Violence Bonus Funding: \$234,975

You can access all the information on our website here:

<https://sonomacounty.ca.gov/health-and-human-services/health-services/divisions/homelessness-services/continuum-of-care/continuum-of-care-competition>

2. **Open HMIS Changes:**

The lead agency developed a presentation for providers that outlines the changes made in the last several years to make an “open HMIS” system. This presentation was shared at the bi-monthly lead agency/provider meeting and was sent out to providers in an email. Below is a summary of the changes that were made to open the HMIS system.

- **Coordinated Entry (CE) dashboard:** The CE dashboard shows system-wide program history. Projects that the participant has participated in (shelter, housing programs, day services) can be seen as well as case notes from individuals who have interacted with the client. Additionally, the client's ROI is stored here and providers can upload housing related documents to the dashboard so they can be accessed across the system.
 - **Client project history report:** This report will show the selected client's entire history in the system as well as the number of days they were enrolled in a specific program. This helps with documenting chronic homelessness.
 - **Participants entered into Coordinated Entry report:** Shows how many of a program's clients are enrolled in CE. This report is useful for shelter and street outreach projects to determine which clients are enrolled in CE so they can offer enrollment to those who are not.
 - **Positive exit destinations and re-entry into homelessness report:** Gives the rate of housing retention and returns to homelessness for selected programs. This report allows for program monitoring.
 - **Reuse of HUD assessments:** Clients who are entered into a federal or state-funded program must complete a HUD entry/update/annual/exit assessment. Previously this assessment had to be completed when someone entered into a project. This required the client to provide the same information multiple times. Projects are now permitted to prepopulate those assessments with the responses from a previous assessment. Providers only need to ask if the client's income or health information has changed.
 - **Housing plans:** Providers have stated that they would like to have a housing plan that can be shared across the system. The lead agency can develop that for HMIS but needs information on what elements providers would like to see. The service providers group will discuss and report back to the lead agency for development. Additionally, this type of planning will be one of the purposes of the by names list (BNL) meetings. BNL meetings will be focused on specific clients. Developing a case plan will be an essential part of that work.
3. **Explanation of DHS / HS program team names and functions (aka the IMDT question).**
Board members and others have asked how some of the Homelessness Services programs work here at the Lead Agency (the Sonoma County Department of Health Services or DHS).

First, realize that "IMDT" (Interdepartmental Multi-disciplinary Team) is an overall term that describes bringing staff from various County departments together in a non-siloed model to approach specific issues. There are "cohorts" within the IMDT model.

The "IMDT Meeting" is also a common term used for a Wednesday morning weekly session where various County staffers and service provider staff come to update care plan

management for about roughly 1% of County clients – the high needs, high service utilizers. This only happens if the client has signed a release of information (ROI) to consent to this collaborative management effort. Additionally, all participants in the Wednesday meetings must sign statements pledging to protect client confidential information.

Second, as noted, there are multiple cohorts under the IMDT umbrella – these include Whole Person Care (Medi-Cal eligible homeless and related), SOUL, HEART, Mental Health Diversion (for persons coming from justice settings), emergency department high utilizers, emergency rapid response (from the 2017 fires and related), Homekey, and a COVID-19 response cohort. Cohorts can change over time, or be disbanded as needs change. An expected future cohort may include a CARE Court group.

The cohorts are part of Access Sonoma (“ACCESS” meaning accessing coordinated care and empowering self sufficiency), which is an effort to use teams, technology (software formerly known as IBM/Watson Care Manager), key leadership from County Safety Net Departments, and partnering service providers to work together to solve key issues.

The HEART team (Homeless Encampment Access and Resource Team) and the SOUL Team (Solving Obstacles for Unsheltered Lives) are both IMDT cohorts and are also two sections within the DHS/HS Division. The third section is the Ending Homelessness Team, which the CoC Board is very familiar with. I refer to these sections this way:

- The **Finders**. Led by James Alexander, the HEART Team finds people in encampments and tries to help get them into some type of shelter. Typically, HEART works in the County unincorporated area, but it can also partner with service providers and cities on complex encampments. HEART is comprised entirely of DHS / HS staff, but it does coordinate with other County departments such as Parks, Public Infrastructure, the Sheriff’s Office, and the County Counsel.
- The **Keepers**. Led by Nasim Bahadorani, the SOUL Team helps keep people housed once they have been identified for housing. This includes many supportive services that unsheltered clients need – housing readiness / navigation, benefit assistance, CE enrollment, Substance Use Disorder tools, workforce development, and more. Nasim serves as facilitator for the Wednesday morning care plan coordination meetings. SOUL is a true “IMDT” – it has staff from DHS, the Human Services Department, and the Sonoma County Community Development Commission.
- The **Funders**. Led by Michael Gause, these 11 folks are familiar to the CoC Board and I won’t further describe what the EH Team does here.

4. **PIT Count Final Report:** The full 2023 Sonoma County Point in Time Count report is now available and posted online here:

<https://sonomacounty.ca.gov/health-and-human-services/health-services/divisions/homelessness-services/what-we-know-about-homelessness/homeless-count>

As noted previously, the County saw a 22% decrease in homelessness in 2023. The full Report has details on causes of homelessness, demographics, and jurisdictional information.

5. Update on MOUs going to BOS:

The MOUs between the CoC and the CoC Lead Agency (Department of Health Services) were delayed from going to the Board of Supervisors for adoption. The MOUs were developed with the previous Lead Agency (Community Development Commission) and previous County Administrator. More time is needed for the review from the current Lead Agency and County Administrator before going to the Board of Supervisors.

6. Link to final Decorum Guidance document:

At the July 26th 2023 CoC Board meeting, members approved a redlined Decorum Guidance document. Here is a link to the final document: <https://share.sonoma-county.org/link/lwjEZN3mWcs/>



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

Item No: 4 (Consent Calendar)
Subject: HUD Required Anti-discrimination Addition
Meeting Date: August 23, 2023
Staff Contact: Karissa White, CoC Coordinator, Karissa.White@sonoma-county.org

SUMMARY

The U.S. Department of Housing and Urban Development (HUD) 2023 Continuum of Care Program Notice of Funding Opportunity (NOFO) has expanded its description for CoC's to include in their anti-discrimination policies. This item requests that the additional language is incorporated in our CoC's Governance Charter.

The expanded language in the Collaborative Application includes, "ensures emergency shelter, transitional housing, and permanent housing (PSH and RRH) do not deny admission or separate family members regardless of each family member's self-reported sexual orientation and gender identity."

In addition, the NOFO scores communities on whether or not they have "worked with CoC and ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients." As this part will take time to develop, CoC/ESG Staff will work on developing a uniform policy to bring back to the CoC Board for approval after the CoC Competition has ended.

RECOMMENDED ACTION(S)

1. Approve the additional language to be incorporated within the CoC's Governance Charter Anti-discrimination section. See Attachment A.
2. Continuum of Care and Emergency Solutions Grants Program staff shall work on the development of a uniform anti-discrimination policy to bring back to the CoC Board for approval after the CoC Competition has ended.

Attachment A

Current CoC Governance Charter Language:

Continuum of Care Policies

Non-Discrimination

The members, officers, committee members, contractors and services of the Continuum of Care will be selected and offered entirely on a nondiscriminatory basis with respect to race; color; national origin or citizenship status; age; disability (physical or mental); religion; sex; sexual orientation or identity; genetic information; HIV or AIDS; medical conditions; political activities or affiliations; military or veteran status; status as a victim of domestic violence, assault or stalking; or any other federal, state or locally protected group.

Providers of the Continuum of Care are required to adhere to HUD's Equal Access Final Rule (EARFR) and HUD's Gender Identity Final Rule (GIFR). Through the final rules, HUD ensures equal access to individuals in accordance with their gender identity in programs and shelter funded under programs administered by HUD's Office of Community Planning and Development (CPD). HUD's housing programs are open to all eligible individuals and families regardless of sexual orientation, gender identity, or marital status.

If Continuum of Care projects are out of compliance with the CoC's anti-discrimination policies, the Continuum of Care Lead Agency shall take corrective action. Non-discrimination policy violations include any violation of HUD's EAFR & GIFR, provisions of federal civil rights laws, including the Fair Housing Act, Section 504 of the Rehabilitation Act, Title VI of the Civil Rights Act, or Titles II and III of the Americans w/ Disabilities Act. The Lead Agency shall report to the CoC Board the violation(s) and recommended a Corrective Action Plan. The CoC Lead Agency shall also notify the findings to State and/or Federal representatives to work on a resolution when *necessary*.

Revised CoC Governance Charter Language:

Continuum of Care Policies

Non-Discrimination

The members, officers, committee members, contractors and services of the Continuum of Care will be selected and offered entirely on a nondiscriminatory basis with respect to race; color; national origin or citizenship status; age; disability (physical or mental); religion; sex; sexual orientation or identity; genetic information; HIV or AIDS; medical conditions; political activities or affiliations; military or veteran status; status as a victim of domestic violence, assault or stalking; or any other federal, state or locally protected group.

Providers of the Continuum of Care are required to adhere to HUD's Equal Access Final Rule (EARFR) and HUD's Gender Identity Final Rule (GIFR). Through the final rules, HUD ensures equal access to individuals in accordance with their gender identity in programs and shelter funded under programs administered by HUD's Office of Community Planning and Development (CPD). HUD's housing programs are open to all eligible individuals and families regardless of sexual orientation, gender identity, or marital status. **This includes not denying admission to or separating family members when they enter shelter or housing, including serving all family members together and in accordance with each family member's self-reported sexual orientation and gender identity.**

If Continuum of Care projects are out of compliance with the CoC's anti-discrimination policies, the Continuum of Care Lead Agency shall take corrective action. Non-discrimination policy violations include any violation of HUD's EARFR & GIFR, provisions of federal civil rights laws, including the Fair Housing Act, Section 504 of the Rehabilitation Act, Title VI of the Civil Rights Act, or Titles II and III of the Americans w/ Disabilities Act. The Lead Agency shall report to the CoC Board the violation(s) and recommended a Corrective Action Plan. The CoC Lead Agency shall also notify the findings to State and/or Federal representatives to work on a resolution when *necessary*.



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

Item No: 5

Subject: Report from the Lead Agency

1. Regional Communications Update
2. Plans for Emergency Shelter Site
3. Next Steps for Oakland Housed
4. Bimonthly County & Service Provider Team Mtg
5. Committee Roles & Responsibilities
6. Potential Name Change for CoC

Meeting Date: August 23, 2023

Staff Contacts: Dave Kiff, Division Director, Dave.Kiff@sonoma-county.org

1 – Regional Communications Update

The Regional Communications update is now a bi-monthly effort to update the Continuum of Care Board on various regional and service provider activities, and can be found here: <https://share.sonoma-county.org/link/pS8EP17QZs4/>

2 – Plans for Emergency Shelter Site

The County of Sonoma was slated to discuss the next steps for the persons who remain sheltered at the Emergency Shelter Site at the County administrative campus, but the agenda item was not complete in time to make the 8-22 agenda. The next open date is September 12th. The County team intended to propose two different alternatives to the ESS, neither of which would involve tent housing. The County has an open Request for Proposals (RFP) for Interim Housing Support Services and Site Management that could cover all of the County's remaining interim housing sites (the Ballfield Trailers, the Hotel Azura, the ESS, and future changes to Los Guilicos Village).

3 – Next Steps for Oakland Housed

The EH Team met with the City of Santa Rosa and Catholic Charities on August 15th to receive an overview of a homelessness prevention model that Catholic Charities has been piloting. This program is similar to the Oakland Housed/All Home model and could be replicated on a larger

scale. The EH Team and the City of Santa Rosa will be meeting again with All Home in September to discuss next steps.

4 – Bimonthly County & Service Provider Team Mtg

The every-other-month in person meeting between DHS Homelessness Services staff and area service providers occurred again in August 2023, with less attendance but with good discussion about ways to improve upon the FY 24-25 Local Homelessness Services NOFA, an example of the data and performance metrics that the DHS Team is proposing to use (in this case, for Permanent Supportive Housing programs) and about Open HMIS. All service providers continue to be welcome to attend these meetings, which are typically the first Thursday of every other month starting at 10:00 a.m.

5 – Committee Roles & Responsibilities

The Funding and Evaluation Committee has discussed bringing an item to the CoC Board that would refine and revise its roles and responsibilities. This is fine. But it made Lead Agency staff suggest that all Committees have formal roles and responsibilities as approved by the CoC Board. We propose that the CoC Board would discuss these once each year, at the December meeting. Committees' roles and responsibilities could be revised annually or unchanged but affirmed annually. Board members should let staff know if they have concerns about this approach. We would also bring forward the F&E Committee's proposed roles and responsibilities at the December 2023 meeting.

6 – Potential Name Change for CoC

The lead agency believes that the Continuum of Care (CoC) should consider changing its name. The "Continuum of Care" name is confusing for lead agency staff, providers and the public. CoC refers to a specific funding stream which requires the community to create an oversight board made up of stakeholders. In some communities, the CoC only oversees that funding stream however, in this community this body oversees almost all funding streams.

This creates confusion among staff and providers because it isn't always clear if someone is referring to the CoC program or the broader Sonoma County CoC. There is a great deal of difference between what a project can do with program funds if they are funded through the CoC program or the Sonoma County CoC NOFA. Eligible project types, program design and program activities can all be affected.

More importantly, this name creates confusion for the public. Almost no one outside the homeless service sector knows what a CoC is or what it does. When someone is looking for information on the community's efforts, they are looking for easily digestible information. Clear communication with the public is essential for any public service. A name that does not clearly communicate a body's role does not facilitate clear communication with the public. Additionally, a clearer name would help with search engine optimization.

The CoC board should consider another name that clearly communicates its role. If the board is interested in changing its name, staff suggests something that is very clear for the public and providers, for example “Sonoma County Homelessness Continuum (SCHC)” or “Sonoma County Homelessness Oversight Board” SCHOB or any name that someone can understand at a glance.

We welcome the Board’s input on this issue, either at this meeting or a future meeting.

#



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

Item No: 6.
Subject: Built for Zero/By Names List (BNL) update
Meeting Date: August 23, 2023
Staff Contact: Thai Hilton thai.hilton@sonoma-county.org

SUMMARY

BFZ helps communities develop reliable, monthly data on all individuals experiencing homelessness. With this data, communities can have a better understanding of the true scope of their homeless population and understand the inflow and outflow of their system. The lead agency has been working with community partners to make improvements to our data contribution and infrastructure to achieve this data.

The Sonoma County BFZ team has accomplished a lot since beginning this work. We are now able to track our monthly inflow and outflow of individuals experiencing homelessness. One step BFZ communities make is to develop By Names Lists (BNL). These are lists of everyone experiencing homelessness in the community. With these lists, communities case conference around clients. The purpose of case conferencing is to have in-depth knowledge about individuals so communities can understand what barriers are keeping people from exiting homelessness.

In recognition of the large scope of our homeless population, and to leverage the existing BNL efforts, we decided to take a subregional approach to our case conferencing and outreach services. The county has been broken up into 6 subregions. In each subregion, we are working to develop case conferencing meetings. This is currently happening in 3 subregions. In addition to these subregional case conferencing meetings, we have begun a county-wide BNL and case conferencing meeting. This group includes partners from each subregion as well as regional partners that serve county wide. This group is very new and is setting the groundwork to have a data-driven case conferencing meeting. The group has developed a manual for subregions to follow so that data is consistent across the system.

The county-wide BNL group is currently deciding on how to sort the BNL to be effective. It is not realistic to be able to case conference on each person since there are so many individuals experiencing homelessness. Several ideas have been raised. One option is to focus the case

conferencing on each subregion's 20 hardest to serve. The group can identify barriers to these individuals getting housed and attempt to remove those barriers. The group could use the Coordinated Entry (CE) enhanced prioritization process so they can be prioritized for housing.

Another option is to leverage the dynamic prioritization process that CE is implementing. Dynamic prioritization attempts to predict the number of housing placements CE will refer to a month in advance. The CE case conferencing group then goes through the list of individuals who are likely to be referred in the next month and identifies who has verified contact. Those who do are prioritized for housing. The county wide BNL could be used to direct outreach workers to clients to inform them about potential housing options to see if they are interested and to help them with getting document ready. If fully implemented, individuals who are referred to housing options will have already been informed and given a chance to select the intervention and they will be document ready. This will greatly reduce the amount of work and time the housing program has to spend reaching out the client to offer housing and to get them ready.

Regardless of the approach(s), the county-wide BNL will be tracking people's movement through the system to identify where people get stuck in the system. People will be placed into process buckets. We will track the time it takes people to move through the buckets. This will identify where exactly our system's bottlenecks are. When available, this data will be presented to this board.

RECOMMENDED ACTION(S)

None. Information only

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

Item No: 7

Subject: Service Provider Roundtable (SPR) Update (Provider Update from SHARE Sonoma County)

Meeting Date: August 23, 2023

Staff Contact: Michael Gause, Ending Homelessness Program Manager,
Michael.Gause@sonoma-county.org

SUMMARY

At each CoC Board meeting, one homeless services provider is invited to present information about their efforts to ensure the CoC Board has an understanding of all of the work that is occurring throughout Sonoma County. Shared Housing And Resource Exchange (SHARE) Sonoma County will be highlighted at the August 23rd CoC Board meeting.

RECOMMENDED ACTION(S)

Informational Item only.

ATTACHMENTS:

A: SHARE Sonoma County PPT Slides: <https://share.sonoma-county.org/link/WpqyYgCSeis/>



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

Item No: 10
Subject: Open Discussion – Gaps in the System of Care
Meeting Date: August 23, 2023
Staff Contacts: Dave Kiff, Division Director, Dave.Kiff@sonoma-county.org

This item is unusual for the CoC Board, and comes after consultation with the Board Chair and Vice-Chair as to how to allow for an open discussion at the Board level about what Board members and others may see as “gaps in the system of care” that could be discussed and given direction about.

It comes in part because of July 2023’s discussion by Chessy Etheridge about a need for more safe RV parking in the area. Others have expressed those concerns, as well as needs for more recovery beds and recuperative care beds.

We’re not sure how this will work or its true value, but believe that we won’t go wrong by encouraging lightly facilitated (i.e. this memo) free-flowing discussion and problem solving.

#

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

Item No: 11. Reports from standing committees
Subject: Coordinated Entry Advisory Committee (CEA)
Meeting Date: August 23, 2023
Staff Contact: Thai Hilton thai.hilton@sonoma-county.org

SUMMARY

The lead agency has been working with technical assistance providers, Homebase, on early steps of the Coordinated Entry assessment and prioritization redesign. This process began in March 2023 when Homebase met with coordinated entry staff from the lead agency and HomeFirst. In April 2023, Homebase held listening sessions with 38 community partners.

After these listening sessions, Homebase has held a series of community meetings with target groups. These groups included Outreach/Shelter/Access points, executive directors/community leaders, people with lived experience, Coordinated Entry case conferencing participants and permanent housing providers. The first meeting with each group was to educate and discuss the current coordinated entry system's prioritization system - its goals, outcomes, and implementation - and identify areas for change. The second meeting focused on options and best practices for changing the prioritization system and tools, in alignment with the community's needs and priorities. At the end of these meetings, the stakeholder groups selected representatives to form a working group that will begin the process of creating a new assessment and prioritization process for the community. The CEA committee will be considering a proposal to form that working group at the September CEA committee meeting.

RECOMMENDED ACTION(S)

None. Information only

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

Item No: 11
Subject: Strategic Planning Committee Update
Meeting Date: August 23, 2023
Staff Contact: Michael Gause, Ending Homelessness Program Manager,
Michael.Gause@sonoma-county.org

SUMMARY

The Strategic Planning Committee is currently meeting bimonthly on the third Friday of the month from 9-10:00am. At each meeting, staff provide an overview of progress on the year one efforts. The CoC Board requested this update be presented to the Board at each meeting.

RECOMMENDED ACTION(S)

Informational Item only.

ATTACHMENTS:

<https://share.sonoma-county.org/link/-dNy1QUTUkc/>

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

Item No: 12
Subject: September 27, 2023 CoC Board Meeting Draft Agenda
Meeting Date: August 23, 2023
Staff Contact: Alea Tantarelli, Alea.Tantarelli@Sonoma-County.org

SUMMARY

This staff report briefly summarizes the September 27, 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 September 27, 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 September 27, 2023
1:00pm-5:00pm Pacific Time

Public Zoom Link:

<https://sonomacounty.zoom.us/j/99261791880?pwd=djc0b1ZsU1FpOU1kbnJ0UDNOcUhfQT09>

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

#	Agenda Item	Packet Item	Presenter	Time
	Welcome, Roll Call and Introductions		Board Chair	1:00pm
	<i>Note: Items 1-3 below are proposed for adoption via one motion as the Consent Calendar.</i>	N/A		
1.	9/27/23 Agenda <i>(Consent Calendar)</i>	Draft Agenda	Staff	1:05pm
2.	Minutes from 8/23/23 <i>(Consent Calendar)</i>	Draft Minutes	Staff	
3.	Summary of Follow-ups from the Previous Meeting(s) <i>(Consent Calendar)</i>	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.	Proposed Data Elements for Program Evaluation Potential ACTION ITEM		Staff	2:00pm
6.	Service Provider Roundtable (SPR) Update Potential ACTION ITEM		Margaret Sluyk	2:35pm
7.	Word from the Street Potential ACTION ITEM		Chessy Etheridge	2:55pm
8.	10-minute break			3:05pm

9.	Long-term Funding Plan & Stella M Discussion Potential ACTION ITEM		Staff	3:15pm
10.	Communications Approach Potential ACTION ITEM		Staff	3:40pm
11.	Reports from Standing Committees: <ul style="list-style-type: none"> • Funding & Evaluation Committee • HMIS Committee • CEA Committee • Strategic Planning Committee • Lived Experience Advisory & Planning Board (LEAP) Potential ACTION ITEM	Progress Update on SP Year 1 Priorities	Committee Representatives	3:55pm
12.	Review Agenda for Next CoC Board Meeting Potential ACTION ITEM	Staff Report for DRAFT Agenda for 10/25/23	Board Chair	4:30pm
13.	Board Member Questions & Comments Potential ACTION ITEM		Board Chair	4:45pm
14.	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. 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
NAMI SC	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