



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

Item No: 1 (Consent Calendar)
Subject: January 25, 2023 CoC Board Meeting Agenda
Meeting Date: January 25, 2023
Staff Contact: Alea Tantarelli, Alea.Tantarelli@Sonoma-County.org

SUMMARY

This staff report presents the January 25, 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 January 25, 2023 agenda.



ATTACHMENT A

**Sonoma County Continuum of Care (CoC) Board
Agenda for January 25, 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 1-5 below are proposed for adoption via one motion as the Consent Calendar.</i>	N/A		
1.	1/25/23 Agenda (Consent Calendar)	Draft Agenda	Staff	1:05pm
2.	Minutes from 11/30/2022 & 12/7/2022 (Consent Calendar)	Draft Minutes	Staff	
3.	Summary of Follow-ups from the Previous Meeting(s) (Consent Calendar)	Summary of Follow-ups	Staff	
4.	Built for Zero Update (Consent Calendar)	Built for Zero Update	Staff	
5.	CoC Governance Charter Revision (Consent Calendar)	Charter Revision	Staff	
6.	Reports from Lead Agency Staff <ul style="list-style-type: none"> • Lead Agency Transition to Department of Health Services • Update on CalAIM • Housing Authority's Administrative Plan 	Staff Report for Reports from Lead Agency	Staff	1:25pm
7.	Service Provider Roundtable (SPR) Update		Margaret Sluyk	1:55pm
8.	Word from the Street		Chessy Etheridge	2:05pm

9.	Measure O Notice of Funding Availability (NOFA) ACTION ITEM: Provide comments to the Board of Supervisors prior to the Board's direction to issue the NOFA	Staff Report for Measure O NOFA	Staff	2:15pm
10.	What to Expect in 2023?	Staff Report for What to Expect	Staff	2:40pm
11.	10-minute break			3:00pm
12.	Homeless Point in Time (PIT) Count 2023	Staff Report for PIT	Staff	3:10pm
13.	Overview of HUD System Performance Measures	Staff Report & Submitted SPMs	HMIS Data Committee Chair & Staff	3:20pm
14.	CoC Committees - Next Steps	Staff Report on Committee Next Steps	Staff	3:40pm
15.	Reports from Standing Committees: <ul style="list-style-type: none"> • Funding & Evaluation Committee • Coordinated Entry Advisory (CEA) Committee ACTION ITEM: Approve the Combined CE and HMIS release <ul style="list-style-type: none"> • Strategic Plan Committee • Homeless Management Information System (HMIS)/Data Committee • Lived Experience Advisory & Planning Board (LEAP) • Youth Action Board 	Staff Report for CEA Committee	Committee Representatives	3:50pm
16.	Review Agenda for Next CoC Board Meeting <ul style="list-style-type: none"> ▪ Community Development Block Grant Corona Virus (CDBG-CV), Emergency Solutions Grant (ESG), and/or Low and Moderate-Income Housing Asset Fund (LMIHAF) Funding Requests ▪ CoC Governance Charter Revisions 	Staff Report for DRAFT Agenda 2/22/23	Board Vice Chair	4:30pm
17.	Board Chair & Vice Chair Election ACTION ITEM: Elect a 2023 CoC Board Chair ACTION ITEM: Elect a 2023 CoC Board Vice-Chair	Staff Report for Chair & Vice-Chair Commitment	Staff	4:40pm
18.	Board Member Questions & Comments		Board Chair	4:50pm
19.	Public Comment on Non-Agendized Items		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.



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

Item No: 2 (Consent Calendar)
Subject: Meeting Minutes 11/30/2022 and 12/14/2022
Meeting Date: 01/25/2023
Staff Contact: Araceli Rivera, Homeless Project Specialist, Araceli.Rivera@sonoma-county.org

SUMMARY

This staff report briefly summarizes the November 30, 2022, and December 14, 2022, CoC Board Meeting Minutes. The attached meeting minutes contain all items discussed by the Continuum of Care Board at the November 30, 2022, and December 14, 2022, CoC Board Meeting.

RECOMMENDED ACTION(S)

Approve CoC Board Meeting Minutes from November 30, 2022, and December 14, 2022



Sonoma County Continuum of Care Board Meeting Meeting Minutes

ATTACHMENT A

Wednesday, November 30, 2022

1:00 – 5:00 p.m. Pacific Time – Meeting held by Zoom

Recording of Meeting:

Welcome and Roll Call (00:05:20 - 00:07:54)

- Tom Schwedhelm, Continuum of Care (CoC) Board Chair, called the meeting to order at 1:00 p.m. He went over the Zoom rules around public comment and Brown Act guidelines. He also thanked all the Board members for their dedication and hard work in 2022.
- Roll Call was taken:
 - *Present: Ben Leroi, Santa Rosa Community Health Center; Jennielynn Holmes, Catholic Charities of the Diocese of Santa Rosa; Tom Schwedhelm, City of Santa Rosa; Dennis Pocekay, City of Petaluma; Chris Coursey, Sonoma County Supervisor; Margaret Sluyk, Reach for Home; Kathleen Pozzi, Community Member; Jan Cobaleda-Kegler, Sonoma County Behavioral Health; Chessy Etheridge, Lived Experience Advisory and Planning Board (arrived late); Cheyenne McConnell, Youth Community Member; Una Glass, City of Sebastopol; Don Schwartz, City of Rohnert Park; John Moore, City of Cotati; Mark Krug, Burbank Housing; Madolyn Agrimonti, City of Sonoma; Stephen Sotomayor, City of Healdsburg*
 - *Absent: Chris Keys, Redwood Gospel Mission*

A quorum was present.

1. Approval of Consent Calendar (00:07:52 – 00:28:51)

Don Schwartz requested that Item 3. (Summary of Follow-ups from the Previous Meeting(s) and Item 5. (Proposed Charter Revisions) be removed from the Consent Calendar for further discussion. Martha Cheever, CDC Leased Housing Manager, and Michael Gause, CDC Community Development Manager, answered Don's questions regarding the assignment of housing vouchers.

Dave Kiff and Andrew Hening answered questions regarding the termination clause and possible RFP process in the Strategic Plan. Dave offered to work with Andrew to make it clearer.

Public comment: Gerry La Londe-Berg

John Moore moved to approve the Consent Calendar with the exception of Item 5., which approves Version 1 of the Charter Amendment Revision with Version 2 to come back to the Board at the next meeting; seconded by Mark Krug.

Ayes: Ben Leroi, Jennielynn Holmes, Tom Schwedhelm, Dennis Pocekay, Chris Coursey, Margaret Sluyk, Kathleen Pozzi, Jan Cobaleda-Kegler, Cheyenne McConnell, Una Glass, Don Schwartz, John Moore, Mark Krug, Madolyn Agrimonti, Stephen Sotomayor

Noes: None

Abstain: None

Absent: Chris Keys, Chessy Etheridge

The motion passed.

2. Reports from Lead Agency Staff (00:28:52 – 00:53:31)

- **2023 Point in Time (PIT) Count**

Michael Gause reported the PIT Count will take place on January 27, 2023. The planning process has started; the surveys and volunteer link should be up in the next 2 to 3 weeks. The app will be used again with a paper back-up when needed. There will be training for the volunteers. Kathleen Pozzi volunteered to make and distribute flyers indicating it is just a count and no one will be arrested with outstanding warrants.

- **CoC Board Nominations**

Thai Hilton shared a presentation showing the open seats on the CoC Board, the elected members that will remain on the Board of the second year of their terms, and the Board members who are appointed to their seats. Nominations will be accepted through December 7, and the 3 open elected seats will be made at the Quarterly Membership Meeting on December 15. The LEAP Board will make their final decision for the one open elected seat during their meeting on December 16.

- **HHAP Round 3 Delay**

After the Governor paused all HHAP-3 applications last month, ours was successfully resubmitted and finalized. The funds should be available before the end of 2022 or early 2023. The first draft of HHAP-4 application has been submitted.

- **Updates on Data Dashboard Effort**

Adam Siegenthaler, Department Information Systems Tech, shared a presentation regarding making data a little more transparent and easier to find. He showed the Continuum of Care's webpage with the Sonoma County Homeless Data Dashboard with 5 metrics that will be updated monthly.

Public Comment: Teddie Pierce

3. Homeless Service Provider Group Update (00:53:32 – 01:06:31)

Margaret Sluyk reported that 10 service providers have provided pay data, which they analyzed. They will initially be focusing on 3 specific roles: Housing Case Managers, Shelter Employees, and Street Outreach Case Managers.

Public Comment: None at this time.

4. Word from the Street (01:06:32 – 01:37:09)

Chessy Etheridge spoke about the information on open warming stations that she was given when she called 2-1-1. She was told there were none in Santa Rosa. She asked questions about possible funding. Michael Gause reported that information would be going out today in both English and Spanish regarding open warming stations. He also stated that winter shelters will be an eligible use of funds next year. Tom Schwedhelm provided more information regarding jurisdictional and land use issues. Andrew Akufo requested he be sent an email with any participant information that he could share.

Public Comment: Gerry La Londe-Berg, Alice Linn, Kelli Kuykendall, Teddie Pierce

5. State Emergency Solutions Grants – Corona Virus (ESG-CV) Bonus Rapid Rehousing Funding (01:37:10 – 01:50:05)

Michael Gause reported that \$300,000 in additional Rapid Rehousing funds has been awarded by the State to the CoC, which must be expended by September 30, 2023.

Public Comment: Teddie Pierce, Dannielle Danforth

Dennis Pocekay moved to refer the decision to the Funding and Evaluation Committee for recommendations based on evaluation protocols; seconded by Stephen Sotomayor.

Ayes: Ben Leroi, Jennielynn Holmes, Tom Schwedhelm, Dennis Pocekay, Chris Coursey, Margaret Sluyk, Kathleen Pozzi, Jan Cobaleda-Kegler, Chessy Etheridge, Cheyenne McConnell, Una Glass, Don Schwartz, John Moore, Mark Krug, Madolyn Agrimonti, Stephen Sotomayor

Noes: None

Abstain: None

Absent: Chris Keys

The motion passed.

6. Memorandum of Understanding for CoC Board (01:50:06 – 02:21:42)

Andrew Hening shared a presentation of the recommendations for a Lead Agency MOU and a Collaborative Applicant MOU. He suggested additional review by County Counsel and HUD Technical Assistance.

Public Comment: Teddie Pierce

Don Schwartz moved to adopt the proposed MOUs with 2 amendments: under **County Responsibilities**, delete “To the extent to which the recruitment process for senior staff at the Collaborative Applicant includes a community panel process, at least two panelists will be appointed by the CoC Board Chair and Vice Chair.”; add “When hiring a division director to oversee the [Lead Agency/Collaborative Applicant] function, the County will include a community interview panel as part of the process. At least two panelists will be appointed by the CoC Board Chair and Vice Chair. The full interview panel will provide feedback to the County Administrator and the Director of Health Services about candidates. Ultimately, the Director of the Department of Health

Services will make the final selection of the division director.” **Under Amendments and Notices,** delete “The MOU may be amended in writing by either party and is in effect upon signature of both parties;” add “The MOU may be amended upon written agreement by both parties;” seconded by Dennis Pocekay.

Ayes: Ben Leroi, Jennielynn Holmes, Tom Schwedhelm, Dennis Pocekay, Margaret Sluyk, Kathleen Pozzi, Jan Cobaleda-Kegler, Chessy Etheridge, Cheyenne McConnell, Una Glass, Don Schwartz, John Moore, Mark Krug, Madolyn Agrimonti, Stephen Sotomayor
Noes: None
Abstain: Chris Coursey
Absent: Chris Keys

The motion passed.

7. 10-Minute Break (02:21:42 – 02:34:32)

Meeting resumed; a quorum was present.

8. CoC Strategic Planning Presentation: (02:36:38 – 04:02:59)

Stephen Sotomayor thanked the members of the Strategic Planning Committee, consultants, and staff for their work during the last year. He introduced Matt Weber with Homebase who shared a presentation on the Sonoma County 5 Year Strategic Plan to Prevent & End Homelessness. Aram Hauslaib with Homebase provided additional information.

Public Comment: Teddie Pierce, Gerry La Londe-Berg, Alice Linn, Tom Bieri

John Moore moved to continue this meeting and table this particular draft until the CoC Board meeting on December 14 with comments or changes emailed to staff by close of business on December 5 and staff to send out a revised version by the afternoon of December 9; seconded by Don Schwartz.

Ayes: Ben Leroi, Jennielynn Holmes, Tom Schwedhelm, Dennis Pocekay, Chris Coursey, Margaret Sluyk, Jan Cobaleda-Kegler, Chessy Etheridge, Cheyenne McConnell, Una Glass, Don Schwartz, John Moore, Mark Krug, Madolyn Agrimonti, Stephen Sotomayor
Noes: None
Abstain: None
Absent: Chris Keys, Kathleen Pozzi

The motion passed.

Meeting was adjourned at 5:06 p.m.



Sonoma County Continuum of Care Board Meeting Meeting Minutes

ATTACHMENT B

Wednesday, December 14, 2022

1:00 – 5:00 p.m. Pacific Time – Meeting held by Zoom

Recording of Meeting:

Welcome and Roll Call (00:05:01 - 00:06:56)

- Tom Schwedhelm, Continuum of Care (CoC) Board Chair, called the meeting to order at 1:00 p.m. and reminded everyone that it is a continuation of the November 30, 2022, Continuum of Care Board Meeting.
 - Roll Call was taken:
 - *Present: Jennielynn Holmes, Catholic Charities of the Diocese of Santa Rosa; Tom Schwedhelm, City of Santa Rosa; Dennis Pocekay, City of Petaluma; Chris Coursey, Sonoma County Supervisor; Margaret Sluyk, Reach for Home; Kathleen Pozzi, Community Member; Jan Cobaleda-Kegler, Sonoma County Behavioral Health; Chessy Etheridge, Lived Experience Advisory and Planning Board (arrived late);*
 - *Cheyenne McConnell, Youth Community Member; Una Glass, City of Sebastopol; Don Schwartz, City of Rohnert Park; John Moore, City of Cotati; Mark Krug, Burbank Housing; Madolyn Agrimonti, City of Sonoma; Stephen Sotomayor, City of Healdsburg*
 - *Absent: Ben Leroi, Santa Rosa Community Health Center; Chris Keys, Redwood Gospel Mission*
- A quorum was present.**

1. Agenda (00:06:57 – 00:11:25)

Tom Schwedhelm asked that a new agenda item - #14.5 Encampment Resolution Fund – be added to the agenda. Dave Kiff requested #14.6 be added to get feedback from the Board regarding the late submittal of a Board membership application.

Public Comment: None at this time.

John Moore moved to add #14.5 and #14.6 to the agenda; seconded by Una Glass.

Ayes: Jennielynn Holmes, Tom Schwedhelm, Dennis Pocekay, Chris Coursey, Margaret Sluyk, Kathleen Pozzi, Jan Cobaleda-Kegler, Cheyenne McConnell, Una Glass, Don Schwartz, John Moore, Mark Krug, Madolyn Agrimonti, Stephen Sotomayor

Noes: None

Abstain: None

Absent: Ben Leroi, Chris Keys, Chessy Etheridge

The motion passed.

13. Strategic Plan Presentation (00:11:26 – 01:17:02)

Dave Kiff shared a presentation of a red-line document, which he referred to as the discussion draft, showing additions, deletions, and changes to the proposed Strategic Plan. Dave and Aram Hauslaib with Homebase answered questions from Board members.

Public Comment: Alice Linn, Teddie Pierce, Margaret DeMatteo, Denise, Gerry La Londe-Berg, Ludmilla Bade

Dennis Pocekay moved to accept the red lining to the Strategic Plan that's been presented as well as the changes made between yesterday and today; seconded by John Moore. Don Schwartz proposed a friendly amendment to add the words "and meets the job qualifications" to 3.3d. Dennis and John accepted the friendly amendment.

Ayes: Jennielynn Holmes, Tom Schwedhelm, Dennis Pocekay, Chris Coursey, Margaret Sluyk, Kathleen Pozzi, Jan Cobaleda-Kegler, Chessy Etheridge, Cheyenne McConnell, Una Glass, Don Schwartz, John Moore, Mark Krug, Madolyn Agrimonti, Stephen Sotomayor

Noes: None

Abstain: None

Absent: Ben Leroi, Chris Keys

The motion passed.

14. Reports from Standing Committees: (01:17:03 – 01:32:13)

- **Funding and Evaluation Committee:** Teddie Pierce reported they have developed an evaluation tool that will be applied to 5 rapid rehousing projects: Catholic Charities, Interfaith Shelter Network, Social Advocates for Youth, SHARE Sonoma, and TLC Child and Family Services. The CDC released a NOFA on December 7 that includes 2 funding streams for eligible homeless services activities. They are requesting this Committee be involved in the review of these homeless-focused applications. Margaret Sluyk and Dannielle Danforth are new members that will participate as subject matter experts but will not be voting members.
- **Coordinated Entry Advisory Committee:** Thai Hilton shared a presentation of a proposed change to CD policies and procedures that would allow for Transitional Aged Youth who are at imminent risk of homelessness to be immediately referred to RRH providers who can serve Category 2.

Public Comment: None at this time.

Madolyn Agrimonti moved to include Category 2 for Transitional Age Youth in Coordinated Entry referrals; seconded by Kathleen Pozzi.

The motion passed.

- **HMIS Data Committee:** Chair Heather Sweet reported the Committee welcomed Manny as a new member; the position of Secretary is still open. At the January

meeting, they will be submitting recommendations for the release of information to the Coordinated Entry Advisory Committee, as well as information on their review of systems performance measures. The evaluation of HMIS function will be performed in March, 2023.

- **Lived Experience and Advisory and Planning (LEAP) Board:** Chair Rebekah Sammet said they recently hosted conversations with Homebase, provided input into the Strategic Plan, and are reviewing the applications for the Lived Experienced open. Chessy Etheridge reported their Shelter Monitoring Committee will start action soon.
- **Youth Action Board:** Michael Gause said an update will be provided at the January meeting.

Public Comment: None at this time.

14.5 Encampment Resolution Fund Grant Applications (01:32:13 – 1:39:07)

Dave Kiff reported the State released a NOFA on December 1 for the second round of funding for Encampment Resolution Funds totaling approximately \$280,000,000 with applications due by the end of February. Lead agency staff is requesting authorization to issue statements on the CoC's behalf that would include a letter under the Chair's signature expressing the collaboration between the County and local jurisdictions who are considering submitting an ERF Grant application.

Public Comment: Alice Linn, Ludmilla Bade

Dennis Pocekay moved to authorize Lead Agency staff to issue letters of support; seconded by Mark Krug.

Ayes: Jennielynn Holmes, Tom Schwedhelm, Dennis Pocekay, Chris Coursey, Margaret Sluyk, Kathleen Pozzi, Jan Cobaleda-Kegler, Chessy Etheridge, Cheyenne McConnell, Una Glass, Don Schwartz, John Moore, Mark Krug, Madolyn Agrimonti, Stephen Sotomayor
Noes: None
Abstain: None
Absent: Ben Leroi, Chris Keys

The motion passed.

14.6 Late Application Received for Board Membership (01:39:08 – 01:45:19)

Dave Kiff reminded the members that the Charter states a membership application should be submitted no later than 7 working days before the vote of the general membership. One application came in after the 7-day window, although a partial application was completed at the 6-day window. He is asking the Board to consider waiving that requirement and have that application considered by the general membership at the meeting on December 15.

Public Comment: None at this time.

Chris Coursey moved that the Board make a one-time exception and allow this applicant to be part of the group tomorrow; seconded by John Moore.

Ayes: Jennielynn Holmes, Tom Schwedhelm, Dennis Pocekay, Chris Coursey, Margaret Sluyk, Kathleen Pozzi, Jan Cobaleda-Kegler, Chessy Etheridge, Cheyenne McConnell, Una Glass, Don Schwartz, John Moore, Mark Krug, Madolyn Agrimonti, Stephen Sotomayor

Noes: None

Abstain: None

Absent: Ben Leroi, Chris Keys

The motion passed.

15. Review Agenda for January Board Meeting (01:45:20 – 01:50:40)

The draft agenda was reviewed, and Tom Schwedhelm suggested moving #5 (Elect a Board Chair & Vice Chair) to the very end of the meeting. Don Schwartz asked if the draft of the County Housing Authority's Administrative Plan would be included on the January agenda.

Public Comment: Teddie Pierce, Alice Linn

16. Board Member Questions & Comments (01:50:41 – 01:59:05)

Don Schwartz recognized and thanked the Board of Supervisors for the \$4 million in ARPA funds they committed to address homelessness. Mark Krug thanked Tom Schwedhelm for his years of service on the Santa Rosa City Council and congratulated Tom on his retirement. Kathleen Pozzi expressed her thanks and admiration to Tom, as did Madolyn Agrimonti and Jennielynn Holmes.

Public Comment: None at this time.

Meeting was adjourned at 1:55 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: January 25, 2023
Staff Contact: Michael Gause, Ending Homelessness Program Manager,
Michael.Gause@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 January 25th CoC Board meeting.

Recommended Action(s)

No recommended Action

Discussion

A summary of follow-ups from the previous meeting(s). 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. Have the proposed MOU drafts gone through County Counsel? – Lead Agency staff met with special counsel regarding the two MOUs (Lead Agency and Collaborative Applicant) the week of January 16-20, 2023 with a report back due by the close of the week Jan 20. Staff can report back verbally to the CoC Board on 1-25 regarding any hurdles that special counsel sees. Special Counsel review was not for policy issues, but for legality and compliance with known HUD and related regulations. County Counsel is reviewing for County-specific and policy concerns now.

2. Warming center information distribution process – The December 2022 cold snap had us revisiting how we advertise and distribute information about warming (or cooling) centers. This season, we started to use a QR Code method to allow fliers to be distributed that referred back to regularly-updated web page information (on socoemergency.org) and further linked [here](#). The change to a single QR code (with English and Spanish web page referrals) allowed us to stay nimble and more current in providing information.



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

Item No: 4. Built for Zero Update (Consent Calendar)
Subject: Built for Zero Update
Meeting Date: January 25, 2023
Staff Contact: Thai Hilton Thai.hilton@sonoma-county.org

SUMMARY

Sonoma County is a Built for Zero (BFZ) Community. For introductory information on BFZ, visit [here](#). If you would like a formal introduction to Sonoma County BFZ, contact the staff member listed above.

The local BFZ work group has been working on implementing a sub-regional by names list (BNL) and sub-regional case conferencing. Subregions have been defined and new BNL metrics in HMIS will be implemented soon. 1 subregion (Sonoma valley) has begun regular case conferencing.

In the next year, staff hopes to complete the BFZ score card. This would be a significant achievement for the community. It would allow the community to achieve the “quality data” designation and will allow the community to advance to the next phase of BFZ. To complete the scorecard, the community will need to define and implement the sub-regional approach to outreach and ensure that all outreach in the county is clearly mapped out, has full geographic coverage, and is coordinated to ensure that teams are deployed to locations and times that they are likely to effectively engage with unsheltered homeless individuals. Outreach services will need to be significantly expanded and coordinated to achieve these goals. Additionally, the community will need to fully implement sub-regional and county-wide BNL case conferencing.

RECOMMENDED ACTION(S)

None information only

ATTACHMENTS:

None



Sonoma County Continuum of Care Board Agenda Report

Item No: 5 (a Consent Calendar Item)
Subject: Proposed CoC Charter Revisions
Meeting Date: January 25, 2023
Staff Contact: Dave Kiff, Division Director, DHS Homelessness Services
Dave.Kiff@sonoma-county.org

SUMMARY

Following up on our November 2022 CoC Board meeting, CDC staff proposed two relatively minor revisions to the current CoC Governance Charter that was finalized on December 29th, 2021. The **first proposed revision** gave additional flexibility to the County Administrator to appoint a senior County manager to the CoC Board from any County department that has a direct connection to the homelessness System of Care (versus three specific departments). This passed and is now in the Charter.

The **second proposed revision** needed further review (see discussion below), and is brought back before you following that review. The change improves clarity around the CoC Board's ability to enter into specific memoranda of understanding (MOUs) relating to its Lead Agency and its Collaborative Applicant.

If approved today, the second revision would be effective immediately. See **Attachment A** for a link to the complete CoC Governance Charter (dated December 29, 2021).

RECOMMENDED ACTION(S)

Approve the proposed revision to the CoC Governance Charter.

DISCUSSION

Proposed Charter Revision: Ability to Enter into MOUs for Lead Agency and Collaborative Applicant.

The intent of this revision is to show how the CoC Board can consider adopting one or more Memoranda of Understanding (MOUs) with varying entities or agencies to provide staff support to the CoC. This recommendation comes at the suggestion of the consultant working on proposed MOUs (Andrew Hening) and is intended to mirror language in other CoCs' charters that include similar flexibility.

At the November 2022 CoC Board meeting, Board member Schwartz suggested that new proposed Charter language about an RFP not be included in the final text, as the addition seemed unnecessary (i.e. why bother to say something isn't necessary?).

The proposed language read: "There will be no requirement for a Request for Proposal (RFP). In response to negligence or poor performance of the CoC Lead Agency (or CA), the Sonoma County CoC Board reserves the right to open an RFP process at any time and designate a new CoC Lead Agency."

In the recommendation below, this language is NOT included in the proposed addition.

The original (**current**) language is found on Pg 14 of the CoC Governance Charter under **Administrative Agencies** and reads:

Administrative Agencies

HUD-Designated "Collaborative Applicant"

1. *The Sonoma County Community Development Commission has been designated as Collaborative Applicant for the Continuum of Care.*
2. *For the purposes of the annual HUD NOFA application and the management of CoC Program planning grants, the Collaborative Applicant must also be a grant recipient.*
3. *The Collaborative Applicant is the only entity that may*
 - a. *Submit the CoC Consolidated Application to HUD*
 - b. *Apply for grants from HUD on behalf of the Continuum of Care.*
 - c. *Apply for and receive CoC Program planning funds on behalf of the Continuum of Care.*

To accommodate the consideration and adoption of a more formal agreement that identifies the relationship between the CoC Board and its support entities, the **below change is proposed** (with added section in underline and removed section in strike-out):

Proposed Amendment

(in the middle of Page 14 of the Governance Charter):

~~Administrative Agencies~~

~~HUD-Designated "Collaborative Applicant"~~

- ~~1. The Sonoma County Community Development Commission has been designated as Collaborative Applicant for the Continuum of Care.~~
- ~~2. For the purposes of the annual HUD NOFA application and the management of CoC Program planning grants, the Collaborative Applicant must also be a grant recipient.~~

- ~~3. The Collaborative Applicant is the only entity that may~~
 - ~~a. Submit the CoC Consolidated Application to HUD~~
 - ~~b. Apply for grants from HUD on behalf of the Continuum of Care.~~
 - ~~c. Apply for and receive CoC Program planning funds on behalf of the Continuum of Care.~~

Lead Agency

The Sonoma County Continuum of Care Board will appoint a Lead Agency that will provide meeting support for the Board, and all other committees. The Lead Agency is responsible for scheduling meetings, developing agendas, issuing meeting materials and posting all relevant documents to Continuum of Care website. All responsibilities are documented in the *Continuum of Care Lead Agency Memorandum of Understanding*.

The designation of the Lead Agency is valid for a maximum of two (2) years and will be renewed automatically every year thereafter. Either party, the Continuum of Care or the Lead Agency, may terminate the MOU at a date prior to the renewal date specified in the MOU by giving 180 days written notice to the other party. The termination shall be effective on the date specified in the notice of termination.

At the time of the relevant amendment to this charter, the designated Lead Agency is the Homelessness Services Division within the Sonoma County Department of Health Services.

Collaborative Applicant

The Continuum of Care must designate a legal entity who is also a Continuum of Care Program eligible applicant to serve as the Collaborative Applicant. The Collaborative Applicant is responsible for collecting and combining the required application information from all Continuum of Care Program funded projects within the geographic area. The Collaborative Applicant is also responsible for submitting the annual application to HUD for Continuum of Care Program funding and to apply for Continuum of Care Planning dollars. These and any additional responsibilities are documented in the Continuum of Care *Collaborative Applicant Memorandum of Understanding*.

The designation of the Lead Agency is valid for a maximum of two (2) years and will be renewed automatically every year thereafter. Either party, the Continuum of Care or the Lead Agency, may terminate the MOU at a date prior to the renewal date specified in the MOU by giving 180 days written notice to the other party. The termination shall be effective on the date specified in the notice of termination.

Before the submission of the annual application to HUD for Continuum of Care Program funding, the Collaborative Applicant must submit a final draft of the application to Sonoma

County Continuum of Care Board for approval. Depending on the timing of the submission to HUD, the Sonoma County Continuum of Care Board and Collaborative Applicant will create a timeline for submission to the Continuum of Care.

At the time of the relevant amendment to this charter, the designated Lead Agency is the Homelessness Services Division within the Sonoma County Department of Health Services.

Staff welcomes comments and questions about this item and this proposed change.

ATTACHMENTS:

A: CoC Governance Charter ([link](#))

Attachment A

The final CoC Governance Charter can be found here:

https://sonomacounty.ca.gov/Main%20County%20Site/General/Sonoma/Sample%20Dept/Divisions/Housing%20Authority/Services/Services/_Documents/Sonoma-County-CoC-Governance-Charter-12-29-2021.pdf



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

Item No: 6

Subject: Report from the Lead Agency

1. Lead Agency Transition to Department of Health Services
2. Update on CalAIM
3. The Sonoma County Housing Authority's (SCHA) Administrative Plan

Meeting Date: January 25, 2023

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

1 – Lead Agency Transition to Department of Health Services. The new division within the Sonoma County Department of Health Services (DHS) is called Homelessness Services. It combines three major functions under one Division as follows:

- I. The Interdepartmental Multidisciplinary Team (IMDT) which links staff from at least three County safety net departments (DHS, Human Services, and the Community Development Commission) provides complex behavioral health and other services to persons in crisis. This team of 11 persons (6 from DHS, 4 from HSD, and 1 from CDC) has four positions not yet filled. This team is led by DHS Health Program Manager Nasim Bahadorani;
- II. The Homeless Encampment Access and Resources Team (HEART) and Homekey Cohort, which works specifically on addressing existing encampments via behavioral health and related skilled outreach personnel. This team of 10 DHS staff (with 3 positions not yet filled) is led by DHS Health Program Manager James Alexander. As noted, this team includes the pending 4-person cohort that will work with cities and service providers at the region's 6 and more Homekey sites;
- III. The Ending Homelessness Team, which has served as Lead Agency to the Sonoma County Continuum of Care, managing the Strategic Planning process, HUD and HCD NOFAs and grants, monitoring, policy and committee work, and more. This team of 10 (with all positions filled) is led by Michael Gause, Community Development Manager.

All three Teams are in place and working (noting the vacant positions), including the relocated Ending Homelessness Team, with staff having physically relocated offices to the main DHS offices at 1450 Neotomas, Suites 115/120 in Santa Rosa.

However, please note that the administrative transfer of HUD and some HCD contracts will follow and may not be transferred until the close of the Fiscal Year to make accounting simpler. Additionally, the EH Team positions will be administratively transferred over to DHS in February

or March 2023. Functionally, this is not consequential, but it will be administratively technical until the positions transfer and the contracts follow.

Dave Kiff, the former interim executive director of the CDC, has moved over effective January 10, 2023 to DHS to serve as the division director of the Homelessness Services Division. James, Michael, and Nasim report to Dave. Dave has two additional positions that are pending (a program analyst and an office assistant). Dave reports to Health Services Director Tina Rivera.

2 – Update on CalAIM

As a reminder, the **Continuum of Care’s 2023-2027 Strategic Plan** includes the following under Strategy 2.2 (Significantly Expand Mental and Physical Healthcare Services for Individuals Experiencing Homelessness, Including Those Living in Supportive Housing):

Action Step 2.2b: Leverage CalAIM’s Enhanced Care Management and Community Supports programs to assist in funding intensive care coordination across multiple systems.

California Advancing and Innovating Medi-Cal (CalAIM) is a long-term commitment to transform Medi-Cal (which is the US Government’s Medicaid program in California) to offer a more equitable, coordinated, and person-centered approach to maximizing health and life trajectory. CalAIM is not a single program – it’s a series of programs designed to support Medi-Cal clients. Local agencies are implementing two new programs under the Cal-AIM rubric:

- [Community Supports](#) (CS – also referred to as “In Lieu of Services or ILOS) and
- Enhanced Care Management (ECM).

In Sonoma County, CalAIM beneficiaries eligible for ECM must be enrolled in [Partnership HealthPlan of California](#) (PHC) and be one of the ECM [target populations](#) identified by Cal-AIM.

Not all homeless individuals will be eligible for CalAIM services and those that are eligible will not necessarily be eligible for all of the services offered by CalAIM. Below is a description of some CalAIM services.

Community Supports (CS). CS programs come in “where traditional health care services on their own are not enough to support well-being. For example, a person experiencing homelessness who is diagnosed with cancer may not be able to tolerate chemotherapy if they don’t have a safe place to stay, rest, and recover from treatment. Traditionally, Medi-Cal has not covered that safe place to recuperate, instead only covering a nursing home or hospital, which is more than what is needed.”¹ CalAIM instead gives managed care plans the option to substitute new clinical and nonclinical services for traditionally covered services like care in a nursing home or hospital.

¹ From <https://www.chcf.org/publication/calaim-explained-overview-new-programs-key-changes/#new-programs>

Enhanced Care Management (ECM). The ECM benefit is intended to be intensive, community-based case management and care coordination where Medi-Cal (PHC) members live and/or receive care. Additionally, DHCS states that the ECM benefit is for populations that are the most complex, demonstrating the highest needs.

While the CoC system may be assisting a client with the approved supportive services allowed through PSH, PSH supportive services do not require attention and coordination for physical health, behavioral health or transition care management services such as those required in the ECM model and of the ECM Lead Care Manager.

It is likely that clients being served through the PSH supportive services would qualify for ECM in a similar manner as many of the PSH clients' qualify for county specialty mental health services. However, services delivered by both the ECM provider and the PSH case manager cannot be duplicative.

ECM can be used to compliment PSH supportive services but not replace them. The services are different than those offered by traditional PSH case management. Additionally, the services are temporary where PSH requires permanent services.

Housing Transition Navigation Services. Assist MediCal beneficiaries with obtaining housing.

Examples of services include:

- Conducting tenant screening/housing assessments
- Development of housing support plan
- Identification of resources and assistance with housing search

Housing Deposits. Assists with identifying, coordinating, securing, or funding one-time services and modifications necessary to enable a person to establish a basic household that does not constitute room and board. Examples of services include:

- Security deposits
- Set-up fees for utilities
- First month coverage of utilities

Housing Tenancy and Sustaining Services. Provides tenancy and sustaining services, with the goal of maintaining safe and stable tenancy once housing is secured. Examples of Services include:

- Early identification/intervention for behaviors that may jeopardize housing
- Education on tenant and landlord rights/responsibilities and coaching on maintaining relationships with landlords/property managers
- Case Management support for addressing barriers to housing retention
- Assistance with resolving landlord/neighbor disputes to prevent eviction
- Assistance with benefits, housing recertification, and resources to prevent eviction
- Support for Member in reviewing/updating/modifying housing support and crisis plan(s)

- Health and safety visits, and providing independent living and life skills training
- Continuing assistance with lease compliance

Discussion. Support from the providers listed below could fill a gap in projects that do not have dedicated case management such as the Emergency Housing Voucher (EHV) program. Combined, ECM’s Housing Navigation, Housing Deposits and the Housing Tenancy and Sustaining Services would provide the support to assist individuals access housing. A level of vulnerability will need to be identified. The support provided is not permanent, lasting 3-6 months, therefore the services are not PSH level.

ECM offers more intensive services that are distinct from traditional PSH supportive services. ECM could be used to provide more robust services for PSH clients if they qualify.

There is also an opportunity to use the housing deposits and housing navigation services in combination with the Community Housing Connector (CHC) program through the SCHA. Using the housing deposits services would allow the program to stretch the flexible dollars it has.

Some agencies have plans for using CalAIM to support their existing programs and are not looking for general referrals. Two agencies have stated that they would be open to partnering with a voucher program to provide housing navigation and sustaining services.

Local agencies that have CalAIM services:

Agency	Housing Transition/Navigation	Housing Deposits	Housing Tenancy and Sustaining Services
Catholic Charities	X	X	X
CSN	X	X	X
COTS	X	X	X
RFH	X	X	X
SHARE	X	X	X
Sonoma County Whole Person Care	X	X	X
West County Health Center	X	X	X
Serene Health	X	X	X
Petaluma People Services	X	X	X
Environmental Alternative People’s Services	X	X	X

Conclusion. Cal-AIM appears to be a valuable resource to integrate into our funding and services matrix, even with its shortcomings regarding duration of use and the limited amount of funding it provides compared to the cost of similar services.

As the Strategic Plan notes, integrating more of Cal-AIM's resources into our System of Care is an early year priority for us, and we welcome the CoC Board's thoughts on improving the use of this resource via training and additional knowledge sharing. We appreciate PHP's partnership with the Continuum of Care and our service provider network in this regard.

3 – Sonoma County Housing Authority's Administrative Plan –

The Sonoma County Housing Authority (SCHA) is in the process of updating its Administrative Plan and its Annual Plan for Fiscal Year 2023-24. An administrative plan defines the Housing Authority's policies for the Housing Choice Voucher (HCV) Program (often referred to as Section 8) and the Annual Plan provides a status update on the Housing Authority's progress in meeting the goals outlined in the Five-Year Plan.

Updates to the plan include proposals for preferences for individuals experiencing homelessness (see Section D, HCV Local Preference, Part 6 as highlighted on the pages that follow).

The CoC board is invited to provide public comment as individuals or as a Board on the administrative plan. Staff recommends that the Board direct staff to place an item on the February CoC Board meeting to approve the Board's written comments, which can be developed in the interim once Board members have a brief discussion today.

A copy of the public hearing notice, the FY 2023 Annual Plan and the proposed revisions to the Administrative Plan are located on-line here <https://sonomacounty.ca.gov/notice-of-public-hearing-sonoma-county-housing-authority-annual-pha-plan-for-fy-2023-2024>.

Written comments will be accepted by the Housing Authority until March 2, 2023 and the Public Hearing is scheduled for March 15, 2023.

Proposed Amendments to the SCHA Administrative Plan

Chapter 4 – Establishing Preferences and Maintaining a Waiting List

Section D HCV Local Preferences

1. In-Place Preference (page 4-3). This preference is being deleted in its entirety. Upon review, it was determined that providing this limited preference may result in a disparate impact.
2. In-Place Homeless Prevention Preference (page 4-4). Minor modifications are being made to clarify eligibility requirements
3. Homeless Preference (page 4-4 & 4-5). This change removes the requirement that households be referred by the Coordinated Entry System and allows for direct referrals from supportive service providers. Clarifies that referrals of persons who have successfully participated in transitional housing, interim housing, or emergency shelter programs within Sonoma County may be referred for the voucher program by a supportive service provider. Implements the expectation that the referring supportive services provider provides housing navigation assistance and one year of housing stabilization services for those referred for assistance through the Housing Authority.
4. Move-On Allocation (page 4-5). Minor clarifying changes related to eligibility requirements and availability of funding
5. Housing Access and Reentry Program (page 4-5 & 4-6). Changes the program from a pilot program to an ongoing program. Makes minor clarifying changes related to eligibility requirements.
6. Limited Preference for Households Experiencing Chronic Homelessness (page 4-6 & 4-7). This is a new preference being added in order to make housing vouchers available to chronically homeless households. Referrals for this preference must come from the Sonoma County Coordinated Entry System and will only be accepted when funding to provide housing search assistance, case management and post-housing stabilization services are available through the Sonoma County Continuum of Care.

Section E, Initial Determination of Local Preference Qualification

1. Preference Denial (page 4-7). Clarifies that if a person does not meet a preference that was claimed on their initial application, their name will be returned to the waitlist position they would have been assigned without the preference.

Chapter 13 – Establishing Preferences and Maintaining a Waiting List

Section B, Restrictions on Moves (pages 13-1 & 13-2). Clarifies reasons that a request to move may be denied to include only those violations of Family Obligations that may result in termination of assistance and delinquency on repayment agreements.

Section D, Portability

1. **Restrictions on Portability, Participants (page 13-3)**. Provides that a portability request may be denied if the requesting family is subject to a repayment agreement with the Housing Authority.

Chapter 21 – Project Based Voucher Program

Section D, Application Review and Award Process for Competitive PBV Awards

1. **Tied Applications (page 21-7)**. Modifies criteria for award when two or more applications have a tied score after ranking. Considerations will include the application with the greatest number of homeless-dedicated one and two bedroom units.

Section G, Other Program Guidelines

1. **Utilizing Coordinated Entry System as a Waitlist (pages 21-13 & 21-14)**. Provides clarifications on the expectations of the property when the proposer seeks to provide homeless-dedicated PBV units. Changes include:
 - a. The owner or their staff will enter into an MOU with the Sonoma County Coordinated Entry System (CES)
 - b. The owner or their staff will provide the projects eligibility criteria to the CES to be posted on a publicly-facing webpage
 - c. Unless another funding stream predetermines the vulnerability range for referrals, the owner, CES staff, and Housing Authority will together come to agreement on the vulnerability range of the referrals to the project based on CES policies
 - d. Provides that it is the owner’s responsibility to participate in CES case conferencing and to make all CES required efforts to locate CES applicants.
 - e. Provides that applicants referred from CES may only be rejected by the owner for the designated CES reasons
 - f. Provides that if multiple referrals are received, the owner or their designated staff must process applications in the order they appear on the referral list.
 - g. Provides that if the owner, or designated staff, reject a referral, the reasoning must fit within the CES guidelines and the property’s tenant selection plan and be documented in the Homeless Information Management System (HMIS).

- h. Clarifies that the referral individuals on the referral list will be ordered in accordance with who is determined to be the most vulnerable based upon the CES prioritization process
- i. Adds in additional PBV projects which are utilizing CES as a waitlist

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

Item No: 9
Subject: Measure O Notice of Funding Availability (NOFA)
Meeting Date: January 25, 2023
Staff Contact: Dave Kiff, Division Director, DHS Homelessness Services
Dave.Kiff@sonoma-county.org

SUMMARY

The Sonoma County Board of Supervisors, at its January 31, 2023 meeting, may consider the adoption and release of a Notice of Funding Availability (NOFA) for one-time fund balance revenues of \$3 million from Measure O's category **four** (Behavioral Health Homeless). Lead Agency staff structured the NOFA such that it reflects programs, projects, and approaches identified within the 2023-2027 Continuum of Care Homelessness Strategic Plan as adopted by the CoC Board on December 14, 2022.

In the spirit of increased and effective collaboration, the County Administrator directed that the NOFA be presented for comment to the CoC Board in advance of the Board of Supervisors' consideration of the NOFA.

RECOMMENDED ACTION(S)

Board members are welcome to provide any comments or offer specific direction on the proposed 2023 Measure O NOFA.



COUNTY OF SONOMA

The County of Sonoma is pleased to invite you to respond to this

Notice of Funding Availability (NOFA)

to support

Housing-Focused Homelessness Interventions

consistent with the Strategies and Action Steps of the

2023-2027 Sonoma County Continuum of Care's

Homelessness Strategic Plan

Release Date:	Wednesday, February 1, 2023
Responses Due:	Friday, March 17, 2023 @ Noon (12:00 p.m. PST)
Amount Available:	\$3 million, which may be awarded to one or multiple projects
Eligible Applicants:	Community-based organizations (CBOs) - alone or partnered together), County departments, cities, cities in partnership with CBOs, cities in partnership with the County.

NOTE: If you are considering applying for funds from this NOFA, you are strongly encouraged to discuss your concepts and proposals prior to submission with:

- Tina Rivera (Tina.Rivera@sonoma-county.org)
- Michael Gause (Michael.Gause@sonoma-county.org); or
- Dave Kiff (Dave.Kiff@sonoma-county.org)

This NOFA: The Sonoma County Board of Supervisors is pleased to invite you to respond to this Notice of Funding Availability (NOFA) of \$3,000,000 in unallocated **Measure O dollars** from the **Behavioral Health Homeless** section of [the measure](#).

Respondents should be: (1) Community-Based Organizations (CBOs), working alone or in partnership with other CBOs, with municipalities, or with County departments; (2) Cities or County departments, working alone or in cooperation with CBOs.

Priority Projects. This NOFA will follow the guidance and strategies of the **2023-2027 Homelessness Strategic Plan** (found [here](#)) as approved by the Sonoma County Continuum of Care Board (on December 14, 2022) and by the Sonoma County Board of Supervisors (on January 31, 2023). As such, it may prioritize **existing programs and projects** (including those that are well into the developmental or permitting stages), each of which must be

Housing-Focused (i.e. staff and support systems that consistent working towards housing and where program success is measured in large part by successful placements into permanent housing solutions), including but not limited to programs and projects such as the below:

- **Shared Housing or Master Lease Programs** that provide permanent housing for persons ready for housing with varying levels of supportive services. These programs (already housing-focused) should have a success rate of less than 6% “returns to homelessness” of the client base.
- **Non-Congregate Shelter (NCS) programs** that may include modifications of existing physical structures (such as existing congregate shelters) to improve client privacy and separation, new NCS modular shelters or “tiny” homes, or similar programs that accommodate a variety of needs for persons experiencing homelessness. These programs must have a housing-focused approach, with a goal to place at least 30% of clients in permanent housing within 3-6 months of program arrival.
- **24/7 “Safe Parking” programs** that operate twenty-four hours a day, seven days a week (24/7), provide for non-congregate emergency shelter opportunities for persons experiencing homelessness. These facilities may provide recreational vehicle (RV) and trailer parking, auto and truck parking, tent camping, or a mix of each category. Programs must have a housing-focused approach, with a goal to place at least 30% of clients in permanent housing within 3-6 months of program arrival.
- **Permanent Supportive Housing** that can be acquired or constructed and placed into service relatively quickly. These programs (already housing-focused) should have a success rate of less than 6% “returns to homelessness” of the client base.
- **Other concepts** not stated above but which are housing-focused interventions that will lead to unhoused individuals securing permanent housing.

Programs must provide an appropriate level of supportive services for individuals and families experiencing homelessness, including benefit navigation (employment income or non-employment benefit income), housing navigation, behavioral health, medical, recovery, and other social services that will assist residents in moving to more permanent housing opportunities.

Proposals should discuss the program or project in detail, including the provision of essential daily services, client support, and other strategies to achieve **key performance indicators** to measure the success of the effort, such as:

1. The percentage of persons who achieve stable permanent housing;
2. The percentage of persons who increase income (employment income and non-employment income);

3. Returns to homelessness by persons served by the program; and
4. The cost per person served.
5. That the program or project improved the well-being of Black, Indigenous and other People of Color (BIPOC) clients who are overrepresented in Sonoma County's unhoused population. This could include an indicator(s) showing how a higher percentage of BIPOC residents secured safe and stable housing as a result of the program or project

About Equity.

Equity in this instance are programs and processes that recognize that each unhoused person or family unit comes from and has different circumstances. It sets a goal of allocating the correct amount and type of resources and opportunities to individuals and families so that they can reach an equal outcome to persons who didn't face the same barriers.

To plan on how your proposed or existing program or project will reach equal outcomes and improve the well-being of BIPOC clients through services and safe, stable housing, respondents should review the Human Development Index (HDI) scores for various US Census Tracts identified in the [Portrait of Sonoma County: 2021 Update](#).

The County may adjust the scope and other details of this request to address emerging needs prior to, or after a program is stood up.

In advance of submitting a response to this NOFA, city proposers are encouraged to partner with CBOs and to dialogue directly with the named contacts for this NOFA. CBOs are likewise encouraged to inform or partner with affected cities (if the site is in an incorporated area) or with the County if the site is in an unincorporated area. In the latter case, County staff will consult with the relevant Supervisor representing the unincorporated territory to discuss early proposals.

The County itself may submit a proposal in response to this NOFA. This should not be a deterrent to others to submit proposals, however. The collective goal is to increase the number of persons successfully housed and who successfully maintain housing..

B. Additional Information

This NOFA does not commit the Sonoma County Board of Supervisors to award any funds. The Sonoma County Board of Supervisors will make decisions on awarding of funds based on the information received and staff's knowledge and understanding about the capabilities of qualified respondents.

Respondents are advised that the County of Sonoma will not pay for any information or administrative costs incurred in response to the NOFA. All costs associated with responding to this NOFA will be solely at the interested party's expense. Based on the information provided by the respondents to this NOFA, a determination will be made regarding any actual award of funds through a Letter of Intent (LOI) or similar process. All submissions in response to this NOFA become County property and will not be returned.

C. Submitting your Proposal

Please submit your proposal electronically via PDF (or similar) not later than 12:00 noon Pacific Standard Time on **Friday, March 17, 2023**. Your proposal should be emailed to dave.kiff@sonoma-county.org and michael.gause@sonoma-county.org. Late responses will not be considered.

D. Submittal Requirements

All proposals must be **12 pages or less** and include the following with the information requested below.

1. **Cover Letter.** The proposal must be transmitted with a cover letter signed by an official authorized to submit the document to us.
2. **Program or Project Details.** Please submit a development concept that shows the scope of your program or project, location of the project, a site plan with program elements (if applicable), and any related information that you deem to be helpful in our discussion of your application. As noted, we suggest including the above-noted key performance indicators with your submission.
3. **Commitment to Being Housing-Focused.** Please state within your Cover Letter or service plan how your organization will ensure that placement in permanent housing will be a focus of your program's efforts.
4. **Capital Budget.** If applicable, please include information such as lease costs, purchase costs, site preparation and infrastructure, modular unit purchase, and more. Please include other estimated sources of funds in addition to this NOFA's funds.
5. **Operating Plan.** Please provide as specific an operating plan (with preliminary budget) as you can, including expected sources of funds to cover the plan.
6. **Lived Experience.** Please describe how your proposal/project/program has incorporated the comments and interests of persons with lived experience in being unhoused.
7. **Equity.** Please describe how your program or project ensures that persons who are overrepresented in the unhoused community, like Black and Native American/Alaskan individuals or families, are served by your program or project. Please include what data you will collect to measure this. Please also describe how your organization outreached to

BIPOC clients and communities (including those with lived experience) to develop your proposal.

8. **Where applicable, a 501(c)3 information.** Where a partner is a community-based organization, respondents should include that CBO's 501(c)3 determination letter and a board of directors resolution approving the application for funds. Respondents are encouraged to also submit their most recent audited financial statements covering two years.
9. **Key Contact Information.** For the proposal's primary point of contact, include the best phone number and email address.

E. Proposal Evaluation

The successful applicant(s) will be selected based on, but not limited to, the following criteria (and not necessarily in order of importance):

1. Overall Proposal and Program Quality
2. Whether the proposal/program is an existing program, one in developmental stages, or one that is still in the proposal phase.
3. The program's operational plan and how it strives to be housing-focused as well as to measure and achieve good results with the key performance indicators noted in this NOFA.
4. Geographic need - the Board will evaluate your proposal with others and may award funds to geographic areas of Sonoma County that have the greatest need for a project (i.e. where areas of the county may experience shortfalls of housing and service opportunities when compared to the rest of the county)..
5. Adherence by the Proposer to the provisions of this NOFA, including but not limited to the Submittal Requirements and performance metrics, especially those that relate to equity.

As noted, early contact with us is strongly encouraged. If that is not done within the application window, our evaluation process may or may not include a brief interview with the proposer(s) and Dave, Tina, and/or Michael.

F. Resulting Fund Award:

There is no guarantee that we will award funds from this NOFA should applications not be deemed viable. Recipients will have 36 months from the date funds are awarded to expend all funds.

G. Preliminary NOFA Schedule:

Date	Activity
February 1, 2023	NOFA advertised and posted
March 17, 2023 @ 12:00 Noon, PST	Responses due
March 20, 2023 through March 31, 2023 (estimated)	Review of responses, follow-up questions.
April 26, 2023 (estimated)	Presentation to Continuum of Care Board for consultation (CoC is not an approval body for this effort, but the Board of Supervisors directed staff to consult with the CoC Board on this and other homelessness funding issues).
May 9, 2023 (estimated)	Sonoma County Board of Supervisors review and approval of funding partners/recipients.

#

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

Item No: 10
Subject: What to Expect in 2023
Meeting Date: January 25, 2023
Staff Contact: Dave Kiff, Division Director, DHS Homelessness Services
Dave.Kiff@sonoma-county.org

SUMMARY

The 2023 Continuum of Care board will welcome up to six new members as the year starts. With only 12 scheduled regular meetings, it's important for Board members to be aware of what they'll see during the year – from funding decisions to policy matters. This agenda item attempts to (generally and broadly) map that out, at least to the extent your Lead Agency staff is aware of the items this far in advance.

RECOMMENDED ACTION(S)

None. This is an informational item only.

DISCUSSION

During the calendar year, members of the CoC Board can expect to see planned items as well as more ad hoc and emergency or urgent items. The Lead Agency staff team attempts to minimize the latter and emphasize the planned items so that Board members can reasonably plan their CoC obligations alongside their other commitments.

We note here the importance of each meeting's **Word from the Street**, a lived-experience centered time when our CoC Board members with lived experience in being unhoused report up on what they are hearing and seeing from our unhoused neighbors.

Relatively new to the Board meetings is an update from the **Service Providers Roundtable (SPR)**, a group of service providers who discuss CoC-related issues as a group, and who then bring those concerns or issues to the Board.

Also making a regular agenda appearance are **Reports from Standing Committees**, which can include brief statements about each Committee's recent activities or can involve specific action items that come to the Board as recommendations from the Committees.

January. New members are seated, if appointed by the time of the CoC Board meeting. Lead Agency staff will have attempted to provide each new member with a brief "meet and greet"

orientation in advance of the first CoC Board meeting. Members of the Board vote on the Chair and Vice-Chair of the CoC Board (typically a one-year term of office). Board members will discuss committee assignments (committees are open to non-Board members, too) and start to determine who will serve on the CoC's major committees:

- Funding and Evaluation
- Strategic Planning
- Coordinated Entry Advisory
- Governance Charter Policy Review
- HMIS Data

While not a specific Board item, the CoC is also the host and funder of the annual **Point in Time Count**, an event that occurs typically the last Friday in January early in the morning hours. The PIT Count is a count of persons who are unhoused, whether sheltered or unsheltered. It is used in part to determine State and Federal funding for subsequent years.

February. Funding discussions often begin in February, as the Board (often following recommendations from the Funding and Evaluation Committee) may:

- Make formal decisions about funding;
- Offer comments on Notices of Funding Availability (NOFAs); or
- Consults/advises to other bodies (such as County government or cities that might wish to send a proposed program before the CoC Board for guidance).

The **CDBG/HOME/ESG** (Community Development Block Grant/HOME Investment Partnerships Program/Emergency Solutions Grants) NOFA from the Sonoma County Community Development Commission (CDC) may be presented for consultation at this time.

A **high-level** report back on how the **January 2023 Point in Time Count** went is likely, with specific Count information not available until August or September. The delay from the date of the Count to the release of the detailed information (in Late Summer) is to allow for good data analysis, verification of anomalies, and more.

We hope to also bring forward two more Memoranda of Understanding (MOUs) expressing the relationship between the CoC and its Homeless Management Information Systems (HMIS) and Coordinated Entry functions.

March, April, and May. Lead Agency staff hopes to bring forward the CoC's revenue and expenditure plan for Fiscal Year 2023-24 as it is developed by the County of Sonoma. The County's fiscal team prepares this document, akin to a CoC budget, to help guide the CoC Board's operations and knowledge about what funds go towards staffing and what go towards programs.

The Funding and Evaluation Committee will provide recommendations to the CoC Board to approve project scoring and evaluation of the **US Department of Housing and Urban Affairs (HUD) Continuum of Care (CoC) Program** renewing projects scoring and provide an overview of the **CoC Program NOFO** (Notice of Funding Opportunity) process, for which the CoC Board has significant discretion.

Also during this time, CoC Board members may expect to see updates about or decisions on **HHAP Round #4** (Homeless Housing and Assistance Programs – a State source) and **HHIP** (Housing and Homelessness Incentive Program – also a State source, but through the Department of Health Care Services and closely related to Medi-Cal).

During this period the Board will hear an update from Lead Agency staff about the next planned CoC Quarterly Membership meeting. This is a quarterly meeting open to the public and any CoC General Member (it is not specific to Board members) and is a training and informational session without Board action items.

The HMIS Committee and the Funding and Evaluation Committee are likely to bring forward their respective collaborative evaluation of the HMIS function for the CoC during these months, with a recommendation to the Board associated with that evaluation.

June. June is typically the meeting whereby the CoC Board approves the new project scoring for the US HUD Continuum of Care Notice of Funding Opportunity (NOFO). The timing of the approved new project scoring varies given that HUD does not have a set release date for the NOFO. This could take place anywhere from May through July.

With six months of 2023 completed, Board members should expect an update on progress in working on the 2023 Implementation Priority items (there are nine of them) for the 2023-2027 Homelessness Strategic Plan.

July. With some funding decisions already made and the new State and local fiscal years starting, July can be an informational month whereby items requested by the Board or brought before the Board by Lead Agency staff are presented. Last year during July, the Board heard more about Cal-AIM and had a presentation from Ruthless Kindness, a veterinarian-run 501(c)(3) that serves the pets of our unhoused neighbors.

August. Last August, a key item on the CoC Board's agenda was the CoC Competition Overview and Scoring for NEW projects (versus existing ones). The CoC Board held a special meeting in September 2022 to vote on the Competition's Final Priority Ranking. Late summer is when we typically see these projects, new and renewals, set for approval by the CoC Board after an extensive project evaluation process. The timing of this varies on the release of the NOFO and its required deadlines for submission to HUD.

September. September (or August at the earliest) is the typical date when the Board receives the detail on the **January 2023 Point in Time Count**. This presentation includes multiple data points that will drive funding and other decisions in the future. Staff will also go over the topics for the October (and quarterly) Quarterly Membership meeting.

October, November. These months can see action items from CoC Committees, mid-year NOFAs, and a possible review of an Action Plan for **HHAP Round #5** if that is approved by the Governor and Legislature by the close of June 2023.

December. December is likely to include an end-of-year update on the Strategic Plan implementation items, as well as preparation for the December Special Membership meeting (whereby new CoC Board members would be appointed or reappointed by vote of the General Membership).

#



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

Item No: 12
Subject: Homeless Point in Time (PIT) Count 2023
Meeting Date: January 25, 2023
Staff Contact: Karissa White, CoC Coordinator, Karissa.White@sonoma-county.org

SUMMARY

The 2023 Homeless Point in Time (PIT) Count is scheduled for Friday, January 27th from approximately 5:00am-10:00am for adults and approximately 3:00pm- 7:00pm for the youth count (led by transitional age youth with lived experience of homelessness and providers serving transitional age youth).

RECOMMENDED ACTION(S)

None, informational item only.

DISCUSSION

Overview: For those new to the CoC Board, the Homeless PIT Count is a count of sheltered and unsheltered people experiencing homelessness on a single night in January. The Department of Housing and Urban Development (HUD) requires Continuums of Care (CoC's) to conduct an annual count of people experiencing homelessness who are sheltered in emergency shelter, transitional housing, and Safe Havens on a single night. HUD requires a count of unsheltered people experiencing homelessness every other year (odd numbered years). However, Sonoma County has elected to conduct an annual unsheltered count since 2015.

The information gathered during the PIT counts is the main source of data used by the federal government to track the number, demographics and needs of people experiencing homelessness throughout the country over time. HUD requires all CoCs to conduct PIT counts as a condition of receiving funding under the Continuum of Care Program. These numbers are also used to determine federal funding allocations to address homelessness. States and many local jurisdictions also rely on PIT data to inform strategic planning efforts, funding allocations and impact evaluations of current homeless programs and funding.

PIT Count Preparations: As in years past, 5 deployment sites in Sonoma County will be utilized this year. This includes the following locations: Santa Rosa, Petaluma, Guerneville/West County, Sonoma Valley and Healdsburg/North County.

Several meetings have been held with outreach workers who know specific areas of the count, to ensure maps are claimed with known encampments prior to the release of the map sign up link to the general volunteers. Participation of outreach efforts to claim maps included: Catholic Charities HOST, Social Advocates for Youth, Committee on the Shelterless, Downtown Streets Team, West County Community Services, Reach for Home,

Sonoma Overnight Support, Unsheltered Friends Outreach, City of Rohnert Park staff and the County of Sonoma's Interdepartmental Multidisciplinary Team (IMDT) and HEART teams.

Continuing this enhanced methodology from the count in 2022 will assist in obtaining more accurate data. Outreach workers were able to claim maps this year in advance, ensuring that those places in which the general public might not know of or might not generally see during the count are covered and counted.

Upcoming: The Homeless PIT Count will take place Friday, January 27th. Petaluma and Santa Rosa regions shall deploy at 5am as required by HUD, all other regions shall deploy at 6am. The full report of the homeless count will not be ready until around late summer of 2023.

Historical Homeless PIT Count reports can be located at our website by using the following link:

<https://sonomacounty.ca.gov/development-services/community-development-commission/divisions/homeless-services/what-we-know-about-homelessness/homeless-count>



Sonoma County Continuum of Care Board Agenda Report

Item No: 13. Overview of HUD System Performance Measures

Subject: Fiscal Year 2022 System Performance Measures

Meeting Date: January 25, 2023

Staff Contact: Daniel Overbury-Howland, HMIS Coordinator daniel.overbury-howland@sonoma-county.org

Agenda Item Overview

System Performance Measures are an annual deliverable for communities that help demonstrate progress in preventing and ending homelessness. They are made up of seven distinct measures which are:

1. Length of Time Persons Remain Homeless.
2. The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness.
3. Number of Homeless Persons.
4. Employment and Income Growth for Homeless Persons in CoC Program-funded Projects.
5. Number of Persons who Become Homeless for the First Time.
6. Homeless Prevention and Housing Placement of Persons defined by category 3 of HUD's Homeless Definition in CoC Program-funded Projects.
7. Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing

We are measured annually against our prior year's performance and our progress factors into HUD's annual CoC Competition scoring. Our performance in these measures also enable us to evaluate our own performance and determine how well our system as a whole is performing.

Attached is a locally put together set of charts that show 5 years' worth of data for each measure and also includes state and national averages for comparison.

Staff Recommendation:

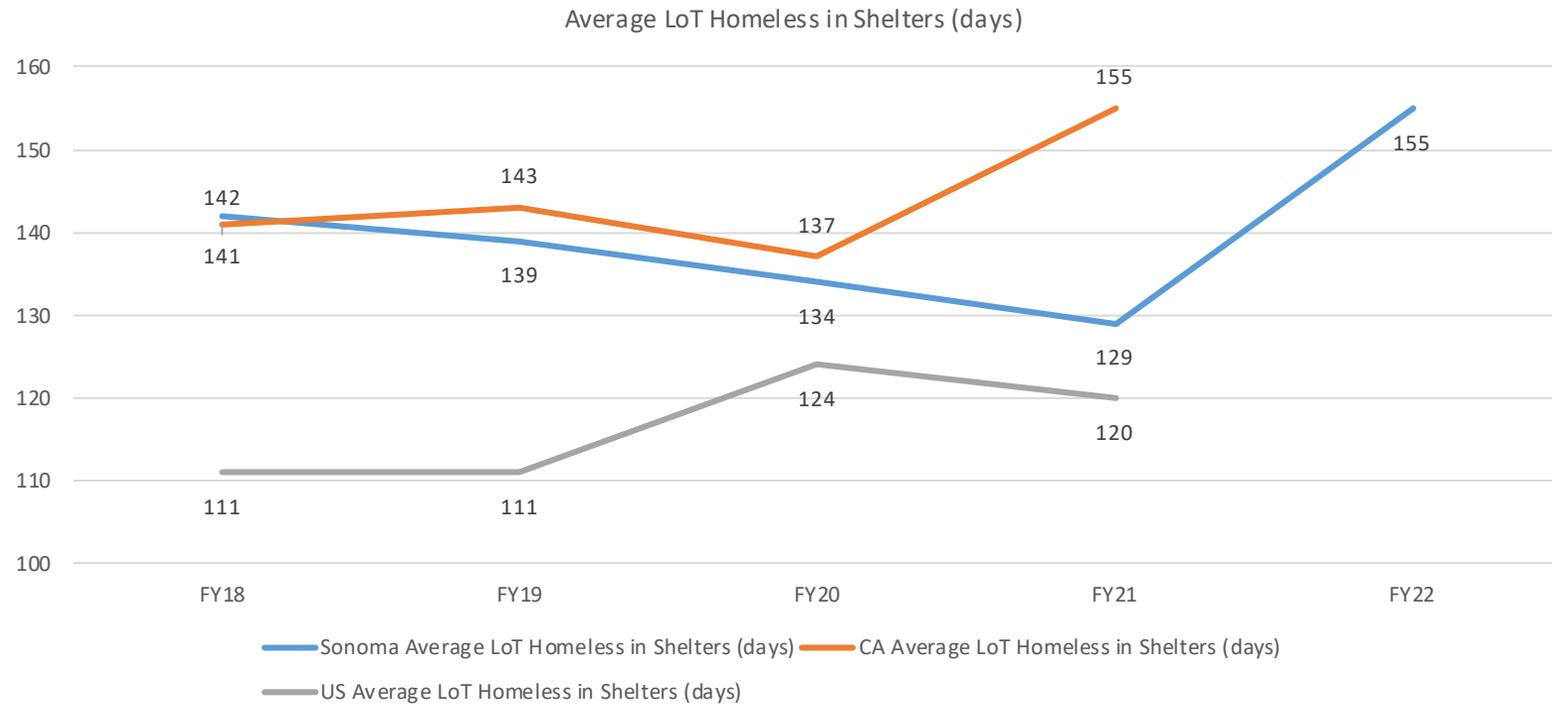
N/A

FY22 System Performance Measures

A 5-YEAR LOOK AT SYSTEM PERFORMANCE MEASURES WITH STATE
AND NATIONAL AVERAGES FOR COMPARISON.

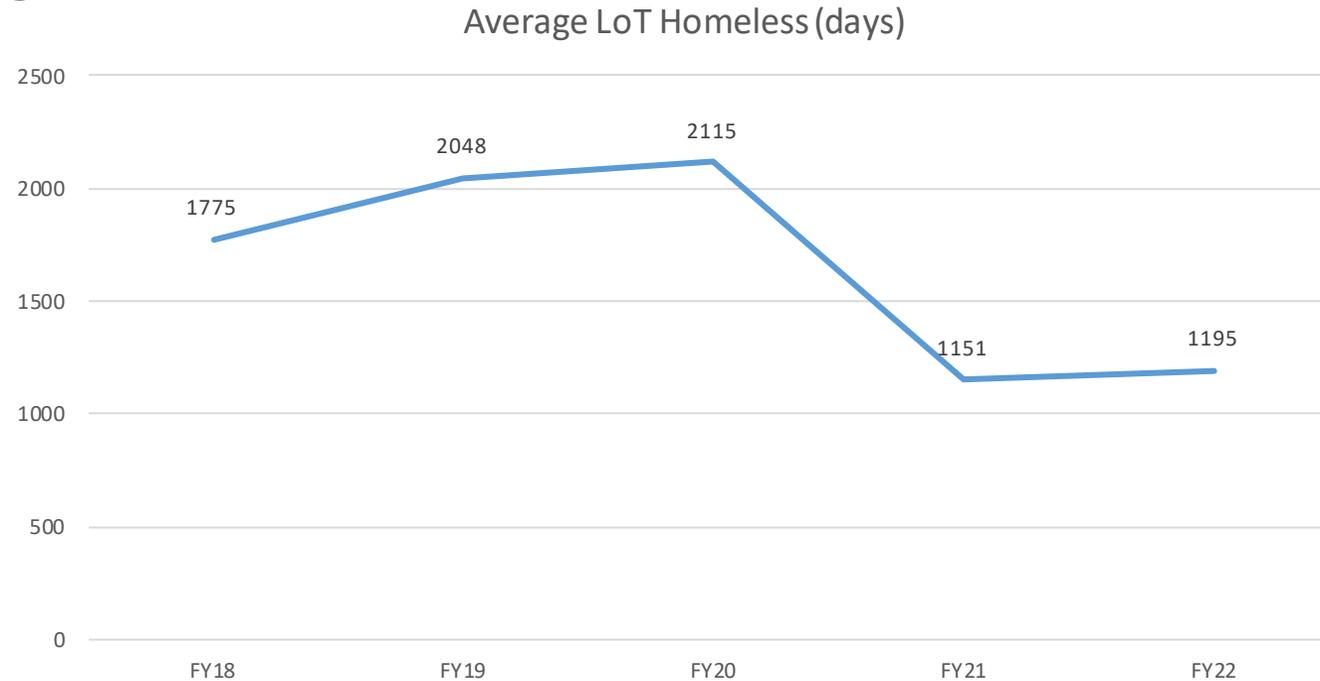
Average Length of Time Homeless In Shelters

A look at the average length of time homeless (in days) in Emergency Shelter and Transitional Housing programs for clients accessing those services.



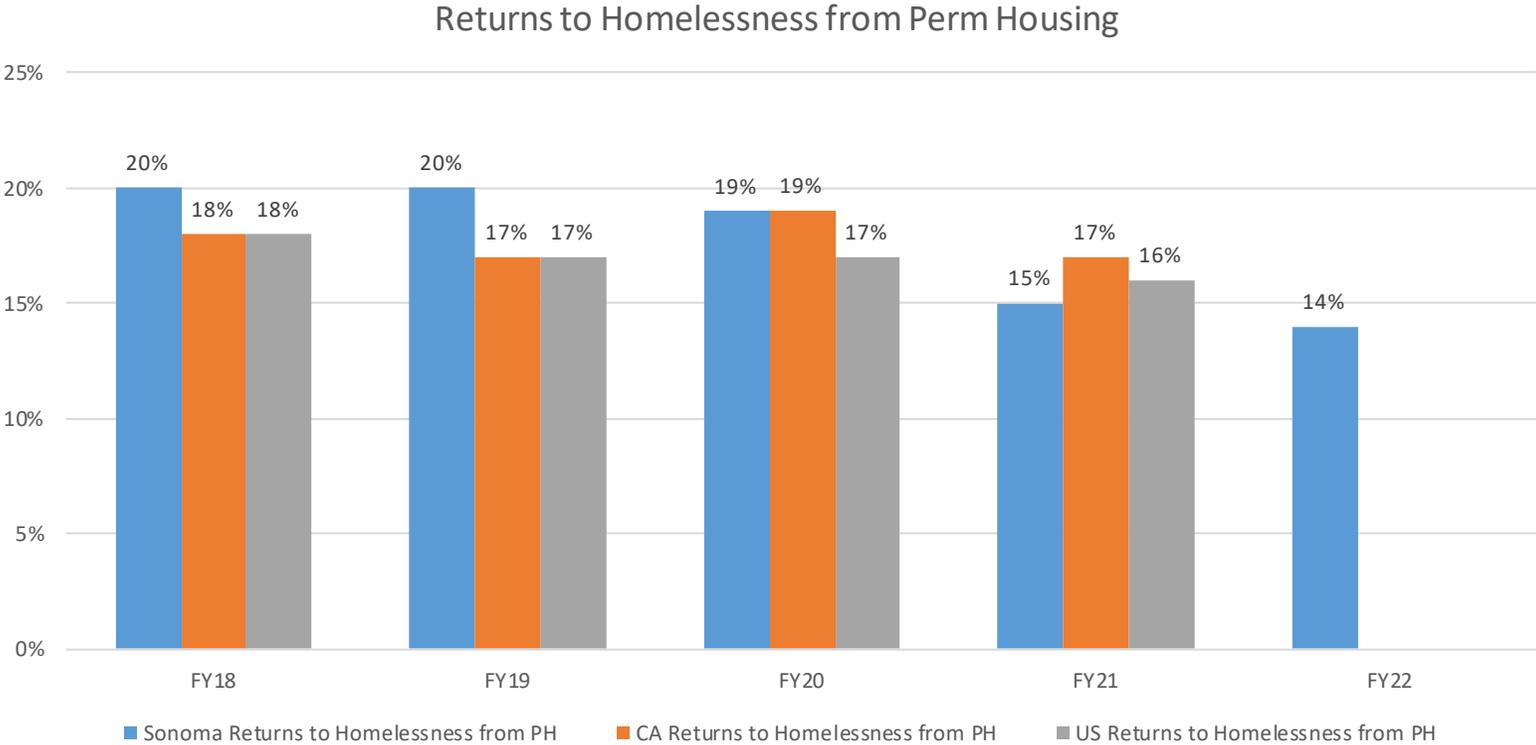
Average Length of Time Homeless

This measure looks at the average length of time homeless much like the prior chart. The main difference is that this one includes time homeless prior to entering our system of care and so is expected to display a longer average length of time homeless.



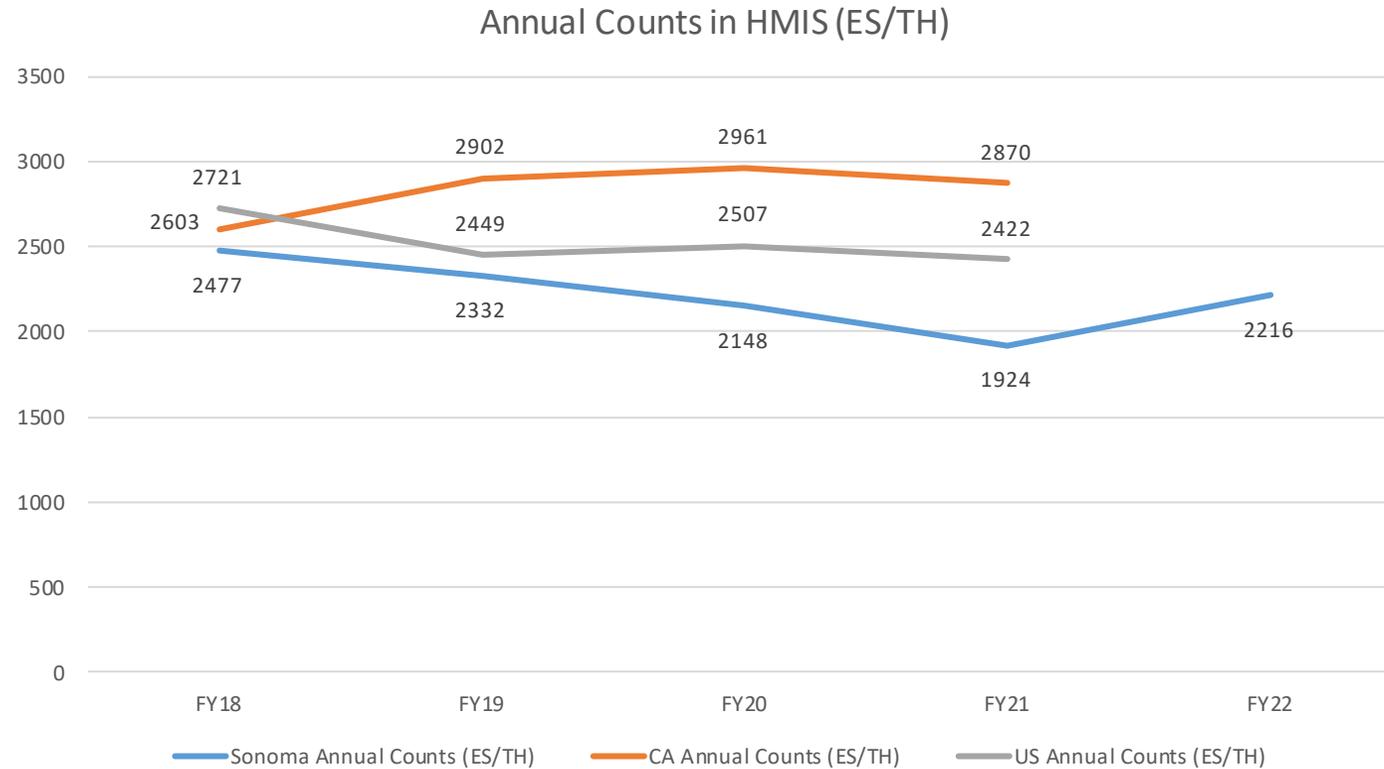
The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness

The percentage of clients that return to homelessness within 2 years of an exit to a permanent housing destination.



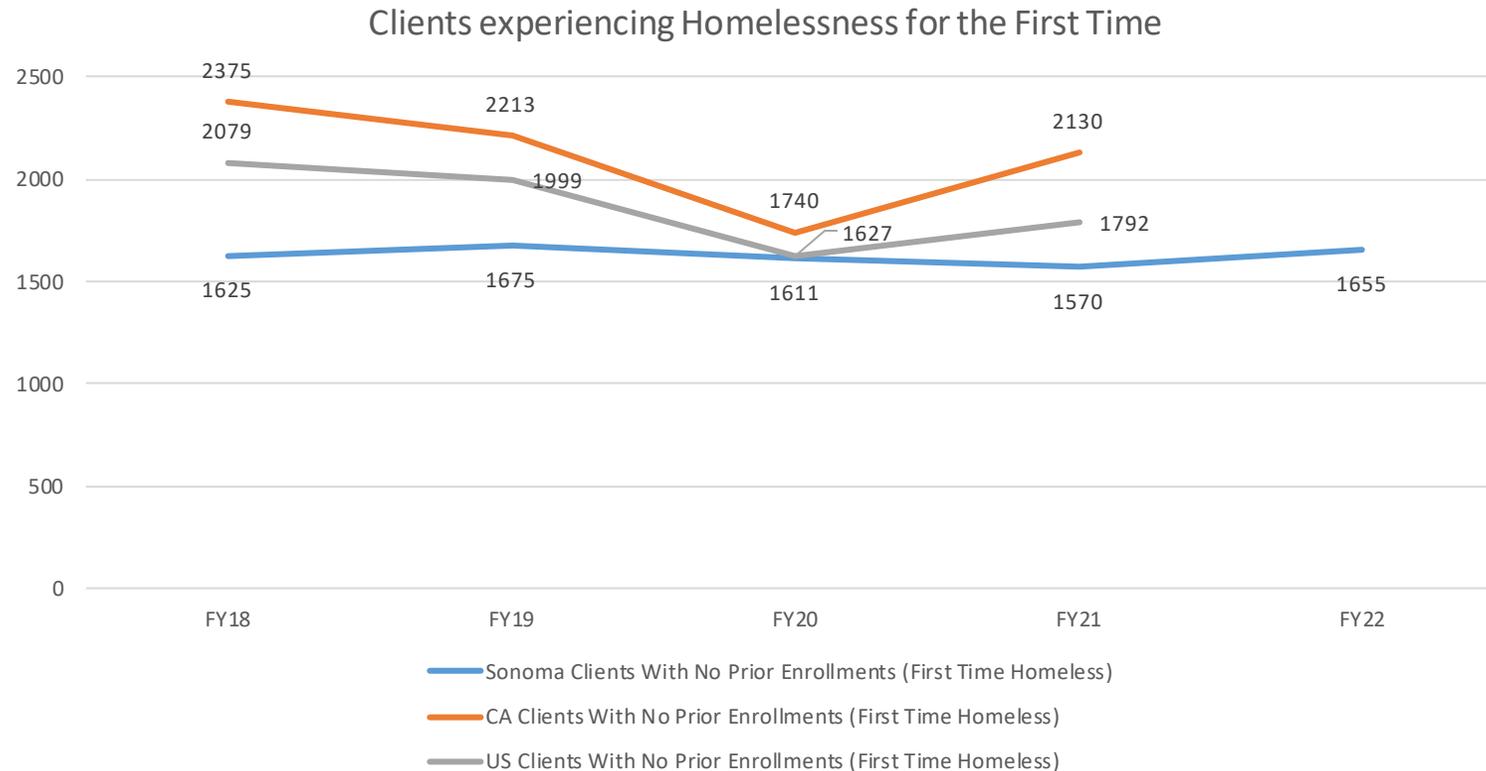
Change in Annual Counts

The number of people in shelters in the Homeless Management Information System (HMIS) annually.



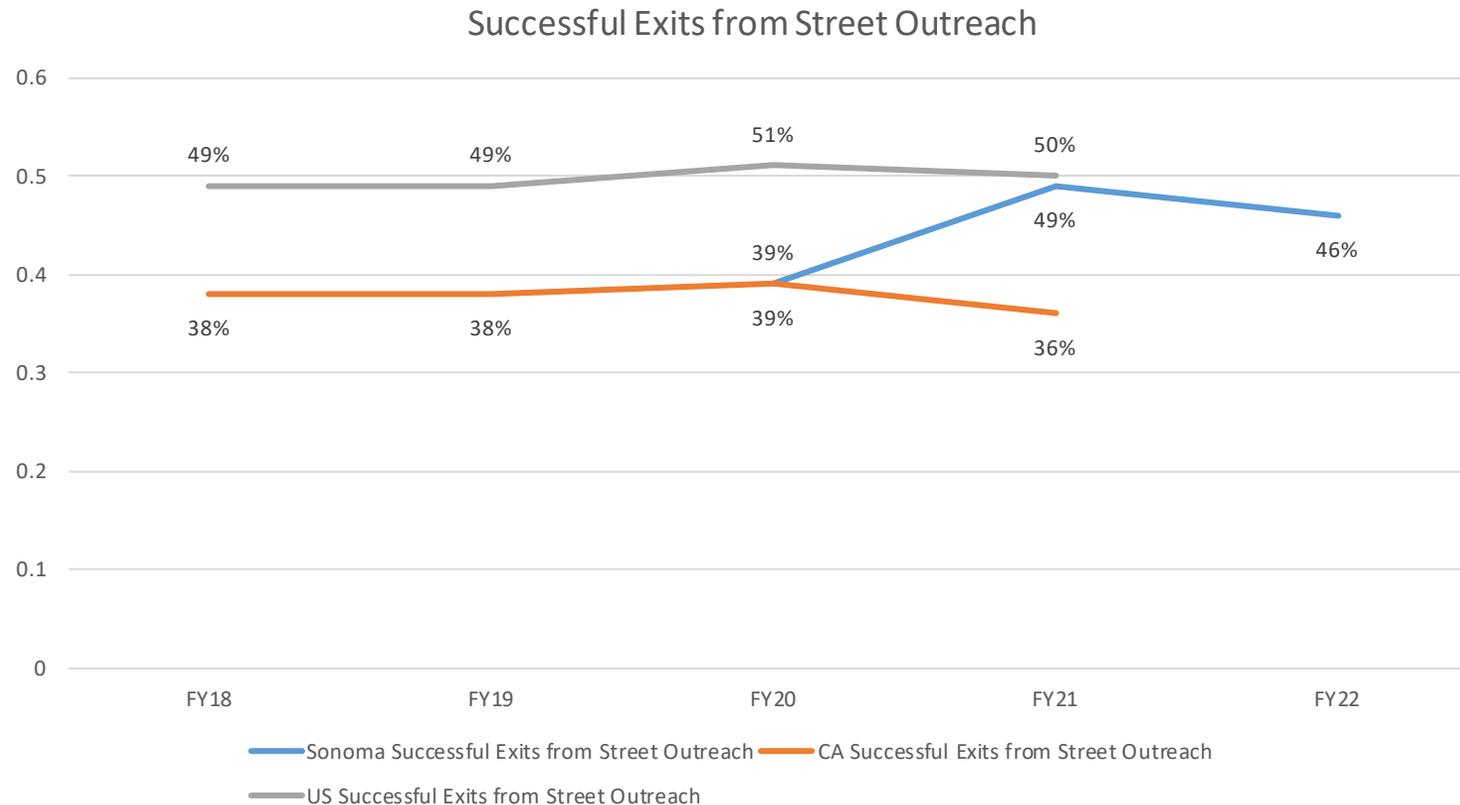
Change in the number of persons entering Shelters, Transitional Housing, and Permanent Housing projects with no prior enrollments in HMIS (First time homeless)

This measures the number of people entering the system for the first time in the last two years.



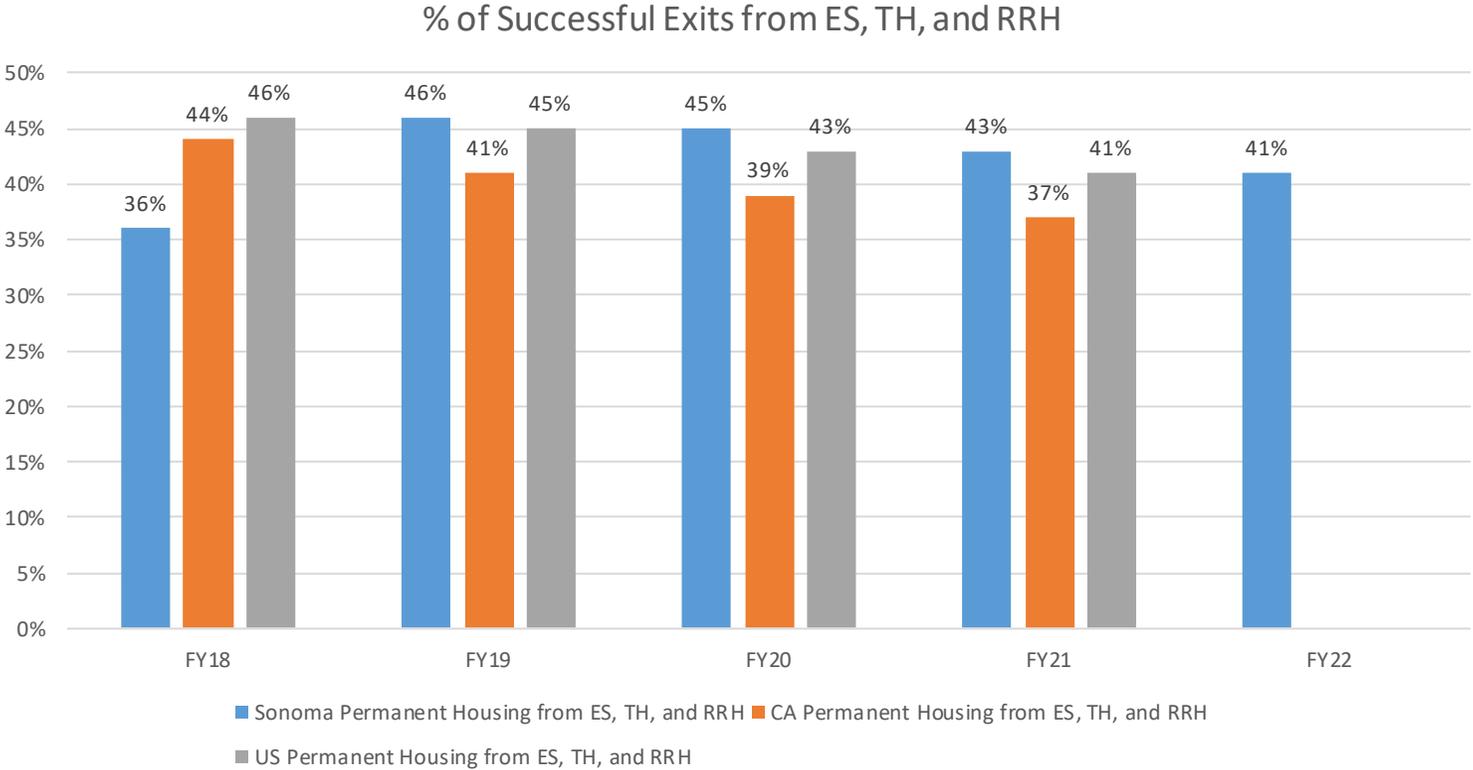
Change in Street Outreach exits to temporary destinations, some institutional destinations, and permanent housing destinations

Percentage of successful exits from Street Outreach projects



Change in Shelter, Transitional Housing, and Rapid Rehousing exits to permanent housing destinations

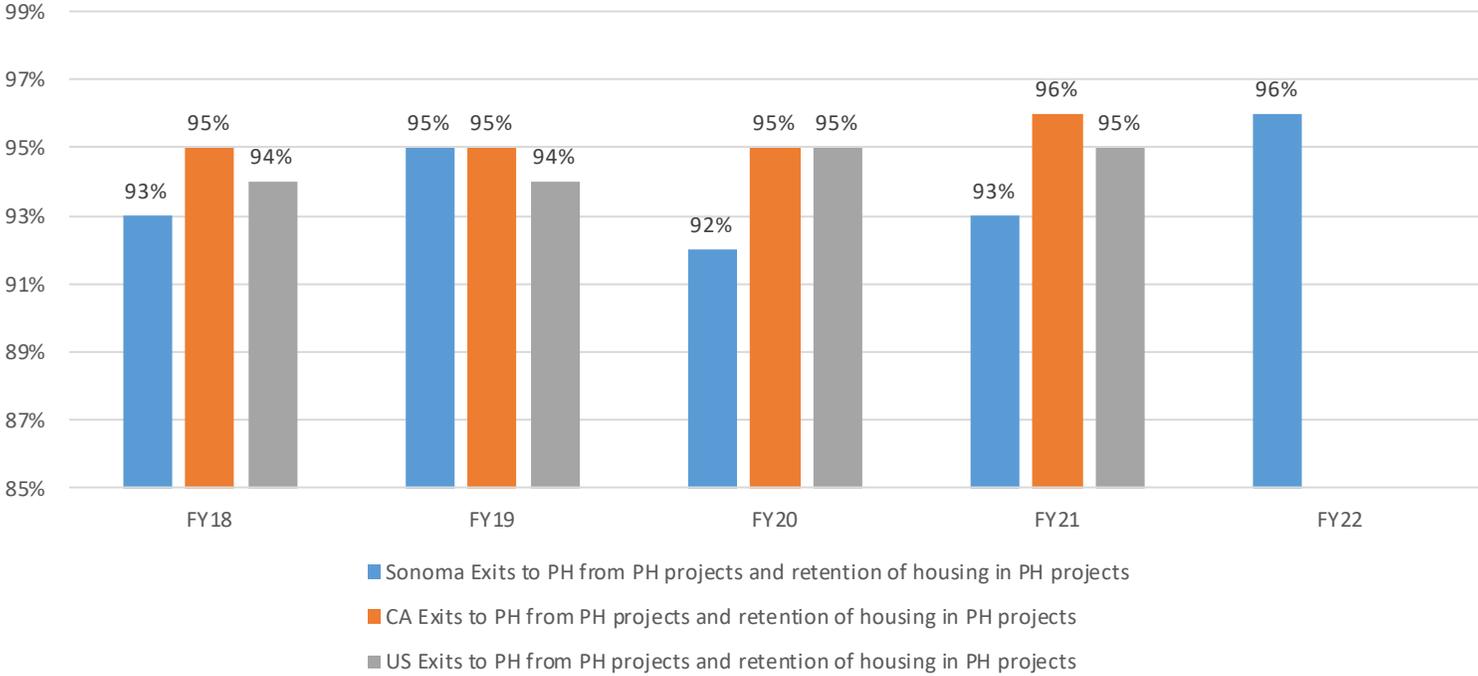
Percentage of exits to permanent housing destinations from Emergency Shelters, Transitional Housing, and Rapid Rehousing programs.



Exits to permanent housing destinations or retention of permanent housing

Percentage of clients that retained housing in a permanent housing project (excluding Rapid Rehousing) or exited the project to a permanent housing destination.

% Retaining Housing or Exiting to Housing





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

Item No: 14

Subject: CoC Committees

Meeting Date: January 25, 2023

Staff Contact: Karissa White, Karissa.White@sonoma-county.org

SUMMARY

The Continuum of Care (CoC) has four standing committees currently meeting; Funding & Evaluation Committee, Strategic Planning Committee, Homeless Management Information Systems (HMIS) Data Committee, and Coordinated Entry Advisory Committee. The Governance Charter and Policy Review Committee and Youth Action Board are currently on hold.

As outlined within the Sonoma County CoC Governance Charter, the Board may establish and abolish committees at its discretion. The committees' duration (which can be indefinite) shall be set by the Board at the time of their formation or be until the next revision of the Charter. Committee vacancies are referred to the Board Chair and Vice-Chair to select a replacement, or committees can recommend a replacement.

The purpose of this item to provide an overview of current Committee membership and solicit feedback from those new to the CoC Board on which committees they would like to participate in, if any. Staff intend to release Committee membership applications publicly in February.

RECOMMENDED ACTION(S)

None. This is an informational item only.

DISCUSSION

Below is a break out of committees, current member, number of vacant seats and total CoC Board Members Participating. The maximum number of CoC Board members that can participate in any given committee is eight to ensure there is not a quorum of CoC Board Members present.

Funding & Evaluation Committee

- Current Membership Cap: 13
- Current Members: 10
- Open Seats: 3
- Total CoC Board Members Participating: 7

Current Monthly Schedule: Second Thursday of each month, 2:00 – 4:00pm

Committee Description and Members: <https://sonomacounty.ca.gov/development-services/community-development-commission/divisions/homeless-services/continuum-of-care/committees/funding-and-evaluation-committee>

Strategic Planning Committee

- Current Membership Cap: 13
- Current Members: 9
- Open Seats: 4
- Total CoC Board Members Participating: 3

Current Monthly Schedule: Third Friday of each month, 9:00 – 10:30am

Committee Description and Members: <https://sonomacounty.ca.gov/CDC/Homeless-Services/Continuum-of-Care/Strategic-Planning-Committee/>

Homeless Management Information Systems (HMIS) Data Committee

- Current Membership Cap: 13
- Committee Members: 10
- Open Seats: 3
- Total CoC Board Members Participating: 2

Current Monthly Schedule: Second Monday of each month, 10:00 – 11:30am

Committee Description and Members: <https://sonomacounty.ca.gov/CDC/Homeless-Services/Continuum-of-Care/HMIS-Data-Committee/>

Coordinated Entry Advisory Committee

- Current Membership Cap: 15
- Committee Members: 10
- Open Seats: 5
- Total CoC Board Members Participating: 3

Current Monthly Schedule: Third Wednesday of each month, 12:00 – 1:30pm

Committee Description and Meeting Information: <https://sonomacounty.ca.gov/CDC/Homeless-Services/Continuum-of-Care/Coordinated-Entry-Advisory-Committee/>



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

Item No: 15. Reports from standing committees: Coordinated Entry Advisory Committee (CEA)/ Homeless Management Information Systems (HMIS) Committee

Subject: Combined Coordinated Entry & HMIS release

Meeting Date: January 25, 2023

Staff Contact: Thai Hilton thai.hilton@sonoma-county.org Daniel Overbury-Howland daniel.overbury-howland@sonoma-county.org

SUMMARY

Currently, clients accessing services are asked to sign a release to be enrolled in Coordinated Entry (CE) and a separate release to be enrolled in HMIS. This is confusing for clients and a burden to staff. The releases have been combined. The combined release was reviewed and approved by County Counsel, the HMIS committee and the CEA committee.

RECOMMENDED ACTION(S)

1. Approve the combined CE/HMIS release.

ATTACHMENTS:

A: Combined CE/HMIS release

Sonoma County Continuum of Care HMIS and Coordinated Entry System

CONSENT FOR THE RELEASE OF CONFIDENTIAL INFORMATION

What This Release Does: The purpose of this Release of Confidential Information consent form is to allow the homeless services system to use your information to help with housing/shelter placement and provide you with support services. We will share information with homeless service providers and other partners, verbally or in writing, when we are helping you find housing or providing services you desire. If housing resources become available, you will be notified about the referral(s) being made. Your information will be entered into the Homeless Management Information System (**HMIS**), a confidential HIPAA compliant online database. Your de-identified information may also be used for research purposes. All information entered into HMIS is protected by passwords and encryption technology and steps are taken to safeguard your information in our HMIS system.

Note: If you ever suspect that your confidential information in the HMIS system has been misused, please immediately contact the Sonoma County HMIS Coordinator at Daniel.Overbury-Howland@sonoma-county.org or call the Community Development Commission at (707) 565-7500.

Disclosures and Period of Enforcement: The release you are signing will be in effect for a period of three years from the date of signed authorization by you, unless you wish to identify a different date below:

This consent will expire on (Insert date) _____ (if left blank, this consent will expire three years from date of signature).

Signing this form is voluntary and your records won't be shared without this authorization. You have a right to receive a copy of this authorization and have been offered a copy. If you don't want to sign this consent, you and your family will not be refused services; however, allowing the homeless providers you work with access to this information will help them create a fully informed care plan to help place you into homeless services programs. You have the right to refuse to answer any of the questions on your screening, however, some questions are tied to program eligibility, which means that you could miss out on a potential housing opportunity.

If you do not wish to share your personal information (such as name, date of birth, and Social Security number) you have the option to enroll for services without providing this information. If you are experiencing/fleeing domestic violence, you may want to discuss protecting your identity with a staff member.

Overview: The Sonoma County Continuum of Care HMIS is a shared database used by provider agencies that work together to provide services for those experiencing homelessness. Client information assists the agencies to plan for and provide services. This information will be shared among agencies to provide coordination and delivery of those services.

Every project that receives federal homeless project funds from the U.S. Department of Housing and Urban Development is required to enter data on persons served with those funds into HMIS. Some projects funded through the U.S. Veterans Administration and the U.S. Department of Health and Human Services may also be required to enter data into HMIS. Other projects voluntarily enter data

into HMIS to support services coordination efforts. The Sonoma County Homeless Coordinated Entry System (CES), which maintains information in HMIS, provides “no wrong door” access at many CES Cooperating Agencies to housing programs throughout the county, and reduces the work people experiencing homelessness must do to locate housing and move out of homelessness. Participants must consent to any collection, use, and release of their information, unless otherwise provided in the Privacy Notice or required by a court order or law.

You have the right to revoke (take back) this authorization by sending a signed notice to the Sonoma County HMIS Administrator: 1440 Guerneville Road, Santa Rosa, CA, 95403 or via e-mail at Daniel.Overbury-Howland@sonoma-county.org. Revocation will take effect the day it is received, but will not affect any disclosure staff previously made.

The list of Sonoma County HMIS Participating Agencies and CES Cooperating Agencies who may have access to your information is on page 5 of this release. Additional agencies may become HMIS Participating Agencies or CES Cooperating Agencies at any time and without notice, and you may request a current list of those Agencies at any time.

Agreement to execute using electronic signature: I understand and intend that my electronic signature and electronic initials on this form shall have the same force and legal effect as if signed or initialed with an original ink signature. I represent, warrant, and agree that my signature and initials, whether in electronic or original ink, are a valid, enforceable, and fully effective consent and agreement.

BY SIGNING THIS FORM, I AUTHORIZE THE FOLLOWING:

- I am allowing HMIS Participating Providers and CES Cooperating Agencies to provide coordinated case management for shelter/housing placement and/or services.
- I, as head of my household, authorize HMIS Participating Providers and CES Participating Agencies to collect, update, use, view, and share the following with other HMIS Participating Providers and CES Cooperating Agencies to whom I have been or may be referred for housing, shelter, or other homeless service:
 - Identifying information including full name, DOB, SSN, race, ethnicity, gender, phone number, address, and other similar identifying information
 - Confidential information gathered during the intake or assessment process (including health, personal finance information, and homeless history)
 - Eligibility information including proof of homelessness, veteran status, income, insurance, and disabilities
 - Confirmation of participation and certain information in related mental health or physical health programs for the purpose of determining program eligibility
 - Shelter and/or housing program(s) preference and information
 - Record of services provided
 - The date of enrollment and exit in programs and the Coordinated Entry System
- I authorize any CES Cooperating Agencies to share the following information with _____ (contact listed in “Participant Info” section of HMIS Dashboard) for the purposes of coordinating enrollment in CES and contacting me when housing opportunities arise:

- Enrollment status in the Coordinated Entry System
- Date of enrollment
- Details of housing opportunity available

• My signature (or mark) indicates that I have read (or been read) the information provided above, have had all my questions satisfactorily answered, and agree to provide information for the purpose of enrolling in the Sonoma County Homeless Coordinated Entry System or services of an HMIS Participating Agency.

• Information that the agencies on this form share with each other may be re-disclosed by the recipient. I understand that sometimes re-disclosure is allowed by law and my information may no longer be protected by confidentiality laws; for example, if I allow disclosure to a family member.

• I certify that this request has been made freely, voluntarily and without coercion and that the information given above is accurate to the best of my knowledge.

• I understand that participation in HMIS and the Coordinated Entry System is on a voluntary basis. I do hereby release the Sonoma County Coordinated Entry System and its Cooperating Agencies from any liability from any injury, accident, vandalism, or theft that may occur during my(our) enrollment in Coordinated Entry. The release includes all household members listed below.

I hereby provide my consent to collect data for ultimate entry into the Sonoma County Homeless Management Information System (HMIS) (One, and only one of the below boxes must be checked):

Yes

No

By checking No above, I hereby decline to provide my personal information into the Sonoma County HMIS and will be assigned a unique code instead of using my name. If assigned a code, I give CES Cooperating Agencies the permission to contact me about possible housing opportunities and for updates on my housing situation.

I understand that my number will be kept outside of HMIS and will be secured with the following agency:

_____.

Staff Name: _____

Email: _____

Phone Number: _____

Staff Signature: _____

PRINT NAME (Participant)

REPRESENTATIVE (if applicable, guardian)

SIGNATURE OF HEAD OF HOUSEHOLD or OTHER PARTY _____
DATE

HOUSEHOLD MEMBERS (if applicable):

Name: _____ Date of Birth: _____ Relationship: _____

Name: _____ Date of Birth: _____ Relationship: _____

Name: _____ Date of Birth: _____ Relationship: _____

Sonoma County Continuum of Care HMIS and Coordinated Entry System

CONSENT FOR THE RELEASE OF CONFIDENTIAL INFORMATION

The list of Sonoma County Homeless Service Providers (HMIS Participating Agencies or CES Cooperating Agencies) who may have access to your information is listed below:

Housing/Shelter/Outreach/Homeless Services Providers

- Access Sonoma Interdepartmental Multidisciplinary Team, IMDT
- Buckelew Programs
- Burbank Housing
- Catholic Charities of the Diocese of Santa Rosa, CCDSR
- Committee on the Shelterless, COTS
- Community Action Partnership Sonoma, CAPS
- Community Support Network, CSN
- Corazon
- Downtown Streets Team
- F.I.S.H of Sonoma Valley
- Homeless Action Sonoma
- Homes for the Homeless
- Interfaith Shelter Network, IFSN
- HomeFirst
- Nation's Finest
- PEP Housing
- Petaluma People Services
- Reach for Home, RFH
- Redwood Gospel Mission, RGM
- Saint Vincent de Paul, SVDP
- Santa Rosa Junior College Student Resource Center
- Santa Rosa Housing Authority
- Social Advocates for Youth, SAY
- Sonoma Applied Village Services, SAVS
- Sonoma County Housing Authority
- Sonoma Overnight Support, SOS
- TLC Child and Family Services
- US Dept of Veteran's Affairs, VA
- Unsheltered Friends Outside
- Wallace House
- West County Community Services, WCCS

Healthcare/Behavioral Health Providers

- Alexander Valley Healthcare
- Apple Valley Post-Acute
- Beacon Health Strategies
- Athena House
- Child Parent Institute, CPI
- Creekside Post-Acute

- Drug Abuse Alternative Center
- Face to Face, F2F
- Kaiser Permanente, KP
- North Bay Regional Center
- Petaluma Health Center, PHC
- San Francisco VA Healthcare Care System, VA
- Santa Rosa Post-Acute
- Santa Rosa Community Health, SRCH
- Sober Sonoma
- Sonoma County Behavioral Health, SCBH
- Sonoma Valley Community Health Center
- St. Joseph's Health
- Sutter Health
- Turning Point
- West County Health Centers
- Women's Recovery Services

Justice System

- California Department of Corrections and Rehabilitation
- County of Sonoma Probation Department
- County of Sonoma- Superior Court of California
- Sonoma County Main Adult Detention Facility

City/County Government Offices

- City of Petaluma Housing Department
- Sonoma County Human Services Dept, SCHSD
- Sonoma County Public Health Services

Intimate Partner Violence Services Provider

- Family Justice Center, FJC
- The Living Room
- Verity
- Young Woman's Christian Association of Sonoma County, YWCA

Other

- Legal Aid Sonoma County
- Red Cross
- Sebastopol Public Library
- The Volunteer Center of Sonoma County
- Vet Connect
- Overland, Pacific & Cutler, LLC, OPC

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

Item No: 16
Subject: February 22, 2023 CoC Board Meeting Draft Agenda
Meeting Date: January 25, 2023
Staff Contact: Alea Tantarelli, Alea.Tantarelli@Sonoma-County.org

SUMMARY

This staff report briefly summarizes the February 22, 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 February 22nd, 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 February 22, 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
	<i>Note: Items 1-4 below are proposed for adoption via one motion as the Consent Calendar.</i>	N/A		
1.	2/22/23 Agenda (Consent Calendar)	Draft Agenda	Staff	1:05pm
2.	Minutes from 1/25/23 (Consent Calendar)	Draft Minutes	Staff	
3.	Summary of Follow-ups from the Previous Meeting(s) – (Consent Calendar)	Summary of Follow-ups	Staff	
4.	Built for Zero Update (Consent Calendar)	Built for Zero Update	Staff	
5.	Reports from Lead Agency Staff	Staff Report for Reports from Lead Agency	Staff	1:30pm
6.	Service Provider Roundtable (SPR) Update		Margaret Sluyk	1:50pm
7.	Word from the Street		Chessy Etheridge	2:00pm
8.	Community Development Block Grant Corona Virus (CDBG-CV), Emergency Solutions Grant (ESG), and/or Low and Moderate-Income Housing Asset Fund (LMIHAF) Funding Requests		Staff	2:10pm

	ACTION ITEM			
9.	10-minute break			:00 pm
10.	CoC Governance Charter Revisions ACTION ITEM		Staff	:10pm
11.	Reports from Standing Committees: <ul style="list-style-type: none"> • Funding & Evaluation Committee • Coordinated Entry Advisory (CEA) Committee • Strategic Plan Committee • Homeless Management Information System (HMIS)/Data Committee • Lived Experience Advisory & Planning Board (LEAP) • Youth Action Board 		Committee Representatives	3:45pm
12.	Review Agenda for Next CoC Board Meeting		Board Vice Chair	4:30pm
13.	Board Member Questions & Comments		Board Chair	50pm
14.	Public Comment on Non-Agendized Items		Board Chair	: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.



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

Item No: 17

Subject: Board Chair & Vice-Chair Election

Meeting Date: January 25, 2023

Staff Contact: Alea Tantarelli, Alea.Tantarelli@sonoma-county.org

SUMMARY

The CoC Board will hold elections for the 2023 Board Chair and Vice Chair positions during the January 25th, 2023 CoC Board meeting. According to the CoC Governance Charter:

- 1) Seated Board members shall select by a simple majority vote a Chair and Vice Chair for one-year terms at the first meeting of the Board each calendar year.
- 2) The Chair conducts CoC Board meetings. The Vice Chair serves in the Chair's absence. The Chair and Vice Chair may be any member of the CoC Board.
- 3) Terms: Officers shall serve for one-year terms.
- 4) Term limits: There will be no term limits; indefinite re-election is permissible.

The election will require a nomination, second, and majority vote. The vote will be held publicly.

RECOMMENDED ACTION(S)

ACTION ITEM: Elect 2023 CoC Board Chair

ACTION ITEM: Elect 2023 CoC Board Vice-Chair

DISCUSSION

The Chair and Vice Chair positions require a minimum of 5-8 hours per month, excluding the 4-hour monthly CoC Board meeting and Committee commitments. Prospective Board Officers need to ensure they have the capacity to fill these positions prior to nomination. In addition to strong facilitation skills, responsiveness and punctuality are vital to the success of these roles.

ATTACHMENT

- A) CoC Board Member Roster

Attachment A

Sonoma County Continuum of Care Board Roster 2023

City of Santa Rosa Seat:

Natalie Rogers, City of Santa Rosa

City of Petaluma Seat:

Dennis Pocekay, City of Petaluma

Board of Supervisors Seat:

Chris Coursey, BOS County of Sonoma

County of Sonoma Seat:

Martha Cheever, Sonoma County Community Development Commission

Northern Region Seat:

Margaret Sluyk, Reach for Home (Pending final approval 1/23/23)

Sonoma Valley Seat:

TBD

Western Region Seat:

Una Glass, City of Sebastopol

Rohnert Park and Cotati Seat:

Jackie Elward, City of Rohnert Park

Largest Homeless Services Agency Seat:

Jennielynn Holmes, Catholic Charities of the Diocese of Santa Rosa

Homeless Service Provider Seat:

Mark Krug, Burbank Housing

Licensed Health Care Organization Seat:

Benjamin Leroi, Santa Rosa Community Health

Adult Lived Experience Seat:

Chessy Etheridge, Community Member

TAY Lived Experience Seat:

Cheyenne McConnell, Community Member

Homeless Advocacy Organization Seat:

Dannielle Danforth, West County Community Services

At Large Seats:

Don Schwartz, City of Rohnert Park
Chris Keys, Redwood Gospel Mission
Kathleen Pozzi, Community Member

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