

**Sonoma County Homeless Coalition Board  
Agenda Report**

**Item No:** 1 (Consent Calendar)  
**Subject:** April 24, 2024, Sonoma County Homeless Coalition Board Meeting Agenda  
**Meeting Date:** April 24, 2024  
**Staff Contact:** Alea Tantarelli, Alea.Tantarelli@Sonoma-County.org

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**SUMMARY**

This staff report presents the April 24, 2024, Sonoma County Homeless Coalition Board Meeting proposed agenda. The agenda contains all proposed items that will be discussed by the Board. The proposed agenda is attached as Attachment A.

**RECOMMENDED ACTION(S)**

Approve April 24, 2024, agenda.

**ATTACHMENT A**  
**Sonoma County Homeless Coalition**  
**Board Meeting Agenda**  
**April 24, 2024**  
**1:00pm-5:00pm Pacific Time**

**Public Zoom Link:**

<https://sonomacounty.zoom.us/j/97657584390?pwd=bkdNcjFnM2dhcE5GWkZuRE4zUzZjUT09>

**Phone: +16694449171 Webinar ID: 976 5758 4390 Passcode: 047199**

#	Agenda Item	Packet Item	Presenter	Time
	Welcome, Roll Call and Introductions		Board Chair	1:00pm
	<b><i>Note: Items 1-4 below are proposed for adoption via one motion as the Consent Calendar.</i></b>	N/A		
1.	4/24/24 Agenda (Consent Calendar)	Draft Agenda	Staff	1:05pm
2.	Minutes from 3/27/24 (Consent Calendar)	Draft Minutes	Staff	
3.	Summary of Follow-ups from the Previous Meeting(s) (Consent Calendar)	Summary of Follow-ups	Staff	
4.	Reports for Standing Committee Updates (Consent Calendar) <ul style="list-style-type: none"> <li>• CEA Committee <ul style="list-style-type: none"> <li>○ Updates to PSH, ES, and RRH Standards</li> </ul> </li> <li>• Funding &amp; Evaluation Committee</li> <li>• HMIS Committee</li> <li>• Strategic Planning Committee</li> <li>• Lived Experience Advisory &amp; Planning Board (LEAP)</li> </ul>	-Staff Report for Standing Committees  -Staff Report for CEA	Staff	
5.	Reports from Lead Agency Staff Potential ACTION ITEM <ul style="list-style-type: none"> <li>• Staff Transition</li> <li>• Don Schwartz Resignation &amp; At Large Seat Selection Process Recommendation</li> </ul>	Staff Report	Staff	1:25pm
6.	Service Provider Roundtable (SPR) Update & Presentation		Margaret Sluyk	1:40pm

	Potential ACTION ITEM			
7.	Word from the Street Potential ACTION ITEM		Chessy Etheridge	2:00pm
8.	SCHC Committee Membership Potential ACTION ITEM	Staff Report	Board Chair	2:10pm
9.	CoC Competition Renewal Project Scoring Tool ACTION ITEM	Staff Report	Staff	2:35pm
10.	Coordinated Entry Advisory Committee ACTION ITEM <ul style="list-style-type: none"> <li>Consideration of Street Outreach Standards and Subregional Model</li> </ul>	Staff Report	Staff	2:50pm
11.	10-minute break			3:15pm
12.	Homelessness Prevention Pilot Potential ACTION ITEM	Staff Report	Staff	3:25pm
13.	Pre-discussion – SAY Lesson’s Learned		Staff	4:10pm
14.	Review Agenda for May Coalition Board Meeting Potential ACTION ITEM <ul style="list-style-type: none"> <li>Long Term Funding Plan &amp; Stella M Discussion</li> </ul>	Staff Report for DRAFT Agenda	Board Chair	4:30pm
15.	Board Member Questions & Comments Potential ACTION ITEM		Board Chair	4:45pm
16.	Public Comment on Items not on the Agenda		Board Chair	4:55pm

**PUBLIC COMMENT:**

*Public Comment may be made via email or during the live zoom meeting. To submit an emailed public comment to the Board email [Araceli.Rivera@sonoma-county.org](mailto:Araceli.Rivera@sonoma-county.org) . Please provide your name, the agenda number(s) on which you wish to speak, and your comment. These comments will be emailed to all Board members. Public comment during the meeting can be made live by joining the Zoom meeting using the above provided information. Available time for comments is determined by the Board Chair based on agenda scheduling demands and total number of speakers.*



**Sonoma County Homeless Coalition  
Agenda Report**

**Item No:** 2 (Consent Calendar)

**Subject:** Meeting Minutes 3/27/24

**Meeting Date:** 4/24/2024

**Staff Contact:** Kim Holden, Senior Office Assistant, [Kim.Holden@sonoma-county.org](mailto:Kim.Holden@sonoma-county.org)

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**SUMMARY**

This staff report briefly summarizes the March 27, 2024, Sonoma County Homelessness Coalition Meeting Minutes. The attached meeting minutes contain all items discussed by the Sonoma County Homeless Coalition Board at the March 27, 2024, Sonoma County Homelessness Coalition Meeting.

**RECOMMENDED ACTION(S)**

Approve Sonoma County Homeless Coalition Minutes from 3/27/24 Sonoma County Homeless Coalition Board Meeting.



# Sonoma County Homeless Coalition Board

## Homeless Coalition Board Meeting Minutes

DRAFT Wednesday, March 27, 2024

1:00 – 4:00 PM, Pacific Time – Meeting held by Zoom

### Zoom Recording:

<https://sonomacounty.zoom.us/rec/share/WbFwhCyA0l82G8EhwHOBnQ8zc36RekJpO8nEeCf4uBn-oVqBk-fJ65NEZ4-yFoo.diVu42f0yNuu2lvZ>

Passcode: A@S!2CH4

### Welcome and Roll Call Introductions (00:08:24– 00:22:51)

Jennielynn Holmes called the meeting to order at 1:03 pm and went over the Zoom rules regarding public comment and Brown Act guidelines.

Two new Homeless Coalition Board members were introduced and welcomed: Aaron Mello, Lived Experience and Advisory Planning (LEAP) Board Chair, and Angelica Smith, Tribal Seat Board Member. Roll call proceeded with each Homeless Coalition Board member introducing themselves and identifying the entity they represent for the benefit of the new members.

### Present:

Dennis Pocekay, City of Petaluma | Jennielynn Holmes, Catholic Charities | Natalie Rogers, City of Santa Rosa | Benjamin Leroi, Santa Rosa Community Health Center | Chris Coursey, County of Sonoma Board of Supervisors | Margaret Sluyk, Reach For Home | Chris Cabral, Committee on the Shelterless (COTs) | Kristi Lozinto, Member-at-Large | Martha Cheever, Community Development Commission | Chessy Etheridge, Community Member / LEAP | Cheyenne McConnell, TAY Representative | Una Glass, City of Sebastopol | John Baxter, proxy for Don Schwartz, City of Rohnert Park | Jackie Elward, City of Rohnert Park | Ron Wellander, City of Sonoma | Dannielle Danforth, West County Community Services

### Absent: None

A quorum was present.

Jennielynn Holmes introduced Dave Kiff, Sonoma County Homelessness Services Division Director, who provided insight regarding the recusal process for conflicts of interest that may occur as funding decisions are made today.

- Service provider representatives may not participate in discussion or voting on items that directly relate to and affect their organization.

- The preferred practice for conflicts of interest is to send anyone with a conflict out of the virtual room, while preserving a quorum.
- If this action does not allow for the quorum to be preserved, the alternative is to bring everyone back into the virtual room and send out only those associated with a specific funding program until completion of the item that pertains to their organization. This strategy would continue with each ensuing item, as necessary.
- These procedures are as advised by legal counsel.

It appears that today’s quorum will be preserved despite any conflict-of-interest recusals.

Additionally, Dave Kiff recommended that Homeless Coalition Board members encourage citizens without ties to the service provider community to join the Funding & Evaluation (F&E) Committee. Increasing the numbers of non-conflicted members of the F&E Committee will prevent jeopardizing a quorum when recusals are necessary.

Dave Kiff further reinforced that the role of the Homeless Coalition Board Chair does not include the authority to direct funding or to set the monthly agenda, but rather, is a “weak chair” position that may participate in setting the flow of the meeting but is not involved in vetoing or promoting any proposals or agenda items. Assuming the role of Board Chair while simultaneously serving as a member of the service provider community has not historically presented a conflict of interest.

**1 - 5. Approval of Consent Calendar (00:22:53 – 00:25:52)**

- Jennielynn Holmes, CoC Board Chair, presented the consent calendar items:
  - 3/27/24 meeting agenda
  - 2/28/24 meeting minutes
  - Summary of Follow-ups from the Previous Meeting
  - Reports for Standing Committee Updates
  - Designate approval authority – 2024 CoC Competition Collaborative Application submission
  - Lived Experience Advisory & Planning Board (LEAP)
- **Public Comment:** Michael Hilber
- **Objections or Abstentions:** None
- **Consent Calendar is approved.**

**6. Reports from Lead Agency Staff (00:25:24 – 00:35:22)**

- **Homeless Coalition Committee Membership Update**  
Araceli Rivera reported that the application period for Sonoma County Homeless Coalition Board Committee Membership opened on February 21, 2024. The closing date

of March 13, 2024, has been extended to April 2, 2024, 5:00 pm, to allow for additional applications to be submitted. Only five (5) applications had been received prior to the original March 13, 2024, deadline, for a total of sixteen (16) committee openings.

Due to the extended deadline, fourteen (14) applications have now been received.

- **Homeless Coalition Charter Review Ad Hoc**

Alea Tantarelli reported that the Continuum of Care Governance Charter was developed in December 2021, and best practice is to review and revise annually.

Only minor adjustments are anticipated this year. Alea Tantarelli suggests that a small ad hoc group consisting of three to five Board members be formed to review the charter and make any needed small changes or recommendations to bring back to the Board for discussion and approval. This could likely be accomplished over two or three meetings.

Ron Wellander, Jennielynn Holmes, Martha Cheever, and Jackie Elward volunteered to serve as the ad hoc committee to assist Alea Tantarelli with the charter review.

- **Public Comment:** Teddie Pierce, Garry La Londe-Berg, Victoria Yanez

## 7. Service Provider Roundtable Update / Burbank Housing Presentation (00:35:26 –01:29:01)

- Margaret Sluyk provided an update from the Service Provider Roundtable.
  - Providers are appreciative that their feedback and suggestions from last year were incorporated into this year's NOFA process, resulting in overall improvements. They thank the Funding & Evaluation (F&E) Committee for their efforts and hard work.
  - Margaret Sluyk also relayed feedback and suggestions expressed by providers, based on their experiences with this year's NOFA, in consideration of improvements that might be incorporated into the next NOFA process.
  - During ensuing discussion, Homeless Coalition Board members offered their comments and ideas regarding the NOFA process, new projects vs. old, advocacy for increased funding and sources, and questions about Measure O.
  - Follow-up information regarding the nature of Measure O funding is expected to be provided by Supervisor Coursey at the April 24, 2024, Homeless Coalition Board meeting.
- **Public Comment:** Adrienne Lauby, Teddie Pierce, Supervisor Gorin, Michael Hilber

- Jennielynn Holmes introduced Lauren Taylor, Director of Resident Services, Burbank Housing, who presented an overview of current and future Burbank Housing p. Current Permanent Shared Housing (PSH) projects include:
  - Studios at Montero, Petaluma (60 PSH units)
  - Caritas Homes, Santa Rosa (30 PSH units of potential 64)
  - Petaluma River Place, Petaluma (15 PSH units of potential 50)
  - Elderberry Commons (former Sebastopol Inn), Sebastopol (30 PSH units)
  - Healdsburg Scattered Sites, Healdsburg (10 PSH units)

Burbank Housing has also expanded to Napa County, with projects including:

- Valley Lodge Apartments, Napa (54 PSH units)
- Adrian Court, Napa (8 PSH units)
- Heritage House, Napa (40 PSH units of potential 66)
- Valley Verde Apartments, Napa (4 PSH units of potential 24)

Burbank Housing is also advising City of Healdsburg in the development of L&M Village (22 PSH units), as well as advising the Kashaya Band of Pomo Indians of the Stewarts Point Rancheria on a development project in Santa Rosa that will include 20 PSH units.

#### **8. Word from the Street (1:29:02 – 1:29:19)**

- This agenda item was not heard today, at the request of Chessy Etheridge.

#### **9. Local Homelessness Services Notice of Funding Availability (NOFA) – with recusals (1:29:21 – 2:44:28)**

- Alea Tantarelli explained that Board members who are affiliated with organizations that are applying for funding will be moved to “attendee” status during this agenda item, then will be returned to the larger group at the conclusion of the item. Recused individuals may not participate during Public Comment, but other attending members of their organization are allowed to comment.

Margaret Sluyk, Jennielynn Holmes, Angelica Smith, Chris Cabral, Ben Leroi, Chessy Etheridge, Dannielle Danforth, Cheyenne McConnell were recused and moved to “attendee” status.

A quorum composed of non-conflicted Board members remained after recusals.

Una Glass explained that discussion will proceed about the F&E Committee’s recommendations for projects that each provider has submitted, with a vote forthcoming at the conclusion of the process, rather than voting item-by-item.

Prior to project discussions, Teddie Pierce, F&E Committee Chair, provided an initial summary and general overview of the F&E Committee recommendations and process. In consideration of comments and concerns expressed throughout the process, the F&E Committee will hold a debriefing on April 11, 2024, which will include the public.

Michael Gause, Homelessness Services Division, provided a reminder of the core elements of the Strategic Plan which outline funding priorities and which served as the guiding light for F&E Committee recommendations.

Chuck Mottern shared his screen displaying a detailed list of provider project requests and final F&E Committee recommendation.

Una Glass invited discussion, comments, and questions regarding the funding decisions.

- Dennis Pocekey advocated for allowing providers whose projects were not completely funded to juggle their awarded funding to adjust the amounts they allocate within their specific projects. This request would apply specifically to Catholic Charities, HomeFirst, and West County Community Services.

After in-depth analysis and discussion of the implications and potential repercussions of this proposal by the quorum of Homeless Coalition Board members, with input from Sonoma County Homelessness Services Division staff, Dennis Pocekey chose to withdraw his proposal.

- In the case of providers, such as HomeFirst, whose known practice is to reject any award which constitutes less than full funding of their project requests, Michael Gause advised that the standard practice is to proceed with the partial award according to F&E Committee recommendation, leaving the choice to accept or return the award to the awardee's discretion.

Alternative options are that the Committee could elect to deny the request and place the funding elsewhere, or to reserve the funding for the subsequent year.

- Discussion revolved around the street outreach options for Sonoma Valley considering that HomeFirst may reject their partial award of \$125,000. Sonoma Applied Village Services (SAVS) received an award of \$116,221.09 for continued outreach, which may be directed for use in Sonoma Valley, perhaps joining in partnership with HomeFirst.

Dave Kiff suggests that the F&E Committee direct staff to work quickly with HomeFirst and SAVS to construct a partnership model for Sonoma Valley, with approval authority delegated to the F&E Committee. The proposal would subsequently be presented to Sonoma County Board of Supervisors for approval.

- **Motion:** Supervisor Coursey moves to accept the recommendations of the F&E Committee as-is. Should HomeFirst reject their partial award of \$125,000, that amount would be returned to the F&E Committee with the intent that it be used to create a procurement for outreach services in Sonoma Valley.

**Second:** Natalie Rogers

John Baxter clarifies that the motion presumes that the direction developed by the F & E Committee, in conjunction with Homelessness Services Division staff, for an outreach program in Sonoma Valley will be a delegated decision of the F & E Committee on behalf of the Homeless Coalition Board and will not require full Homeless Coalition Board approval, with consideration of time constraints. The approved proposal would need to be presented to the Sonoma County Board of Supervisors by June 4, 2024.

- **Public Comment:** Victoria Yanez, Supervisor Gorin, Amy Appleton, Michael Hilber

**Roll Call Vote** of Non-Recused Members:

**Affirmative:** Dennis Pocekey, Natalie Rogers, Supervisor Chris Coursey, Kristin Lozinto, Martha Cheever, Una Glass, John Baxter, Jackie Elward, Ron Wellander

**Objections or Abstentions:** None

**Motion passes unanimously.**

**10. 10-Minute Break (2:44:41 – 2:46:35)**

- **3:40 pm – 3:50 pm**

**11. Sonoma County Homeless Coalition Quarterly Membership Meeting Agenda Approval (2:56:38 – 00:00:52, Recording #2)**

- Araceli Rivera presented a slide detailing the agenda for the upcoming Quarterly Meeting. The date, time, and location for the in-person meeting will be:

**Thursday, April 8, 2024**

**1:00 – 4:00 PM**

**Sonoma County Department of Health Services**

**1450 Neotomas Ave., Suite 200, Santa Rosa**

**Santa Rosa Conference Room**

This is a general membership meeting of the Homeless Coalition, rather than a Homeless Coalition Board meeting, although Board members are welcome to attend, as are any members of the community.

**Public Comment:** None.

**Motion:** Mayor Natalie Rogers moves to approve the Homeless Coalition Quarterly Membership Meeting agenda.

**Second:** Chessy Etheridge

**Abstentions or Objections:** None

**Motion is approved.**

## **12. Review Agenda for April Coalition Board Meeting (00:00:54 – 00:04:03)**

- Jennielynn Holmes shared the draft agenda for the April 24, 2024, meeting and invited suggestions for additional topics.

Michael Gause offers that he hopes to present on the Homelessness Prevention Pilot along with community partners.

Jennielynn Holmes suggests a debrief on the lessons that can be learned by the closure of Social Advocates for Youth (SAY).

Michael Gause offers that he can provide an update on the housing placements of SAY youth, progress with contracts, etc. Thanks to all of the community partners for their great help and combined efforts in housing youth upon SAY's closure.

**Public Comment:** None

## **13. Board Member Questions and Comments (00:04:04 – 00:08:43)**

- Mayor Rogers will be out of town and Kelli Kuykendall will act as her proxy for the April 24, 2024, meeting.
- Ron Wellander would like information to review about a Homekey project in Long Beach, CA which suffered several deaths, as an opportunity to learn about the contributing factors and as a conceivably cautionary tale. Also desired is a report of the results of the January 2024 Point-in-Time Count. Michael Gause explained that the full report is usually released in June, although a few numbers may be available in May 2024.
- Jackie Elward would like to encourage and thank staff for their in-depth considerations and efforts invested in the NOFA process and in facilitating equity and inclusiveness with the inclusion of new Board members.

- **Public Comment:** None.

**14. Public Comment on Items not on the Agenda. (00:08:44 – 00:25:27)**

- Michael Hilber, Rebecca Sammet, Adrienne Lauby

**Adjournment:** 4:20 pm.

DRAFT

## Sonoma County Homeless Coalition Agenda Report

**Item No:** 3 (Consent Calendar)  
**Subject:** Summary of Follow-ups from the Previous Meeting(s)  
**Meeting Date:** April 24, 2024  
**Staff Contact:** Dave Kiff, DHS Homelessness Services Division, Dave.Kiff@sonoma-county.org

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### Summary

At the previous meeting, Coalition Board members and others asked for the Lead Agency staff to follow up on specific items. Staff summarized responses to present at the Sonoma County Homeless Coalition Board meeting.

### Recommended Action(s)

Receive and file.

### Discussion

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

**1. Sonoma County Homeless Coalition website and data dashboard.** Division Director Kiff presented the Coalition's updated data elements as well as data dashboard concepts to the DHS Executive Management Team in April 2024 to seek their input and agreement, as well as to ensure alignment with other data dashboards with the Department of Health Services.

The HMIS team should continue to work with Tableau software in May 2024 to implement and update the data dashboard. Website redesign is tentatively scheduled to move forward in May 2024 in part provided that a contract is finalized between DHS and the County of Sonoma's Information Services Department (ISD).

### **2. Homekey site in Long Beach, California**

At the March 27, 2024 Coalition Board meeting, Board member Ron Wellander asked for staff to follow up with any information about recent news stories associated with a Project Homekey site in Long Beach, California.

The below is from NBC 4, Los Angeles:

***Changes coming to Long Beach homeless center where 20 enrolled died***

*The deaths occurred from March 2021 and 2023.*

By [Mekahlo Medina](#) • Published April 3, 2024 • Updated on April 3, 2024 at 1:38 pm

*The city of Long Beach has confirmed that increased staff will be part of the new changes when a new operator starts to take control of its Project Homekey facility later this month.*

*“We are expecting changes within the day-to-day operations from what has existed to now, which will be worked through over the next several weeks,” wrote Jennifer De Prez, Long Beach Office of Public Affairs and Communications. “Within the area of staffing there will be an increase from 17 onsite support staff to 25. There will be four staff that are on-site case managers with one of the case managers being a mental health clinician.”*

*The site at 1725 Long Beach Blvd. had been at the center of concern by [former employees](#) who complained that lack of staffing may have contributed to increasing [deaths of those enrolled at the facility](#). A total of eight people died on site, 11 others died off-site -- mostly at hospitals.*

*Project Home Key provides temporary transitional housing and services for homeless people.*

*“The leading cause of death, where a cause was determined, was cancer,” the city of Long Beach wrote in an earlier statement.*

*“Even though having more support is necessary, that’s not exactly what’s needed at the site,” said D’Andre Beckham, a former case worker who [spoke out about the lack of staffing and concerns](#) it factored in more client deaths. “We need medical staff for all the members that are there. They are high acuity and they have multiple health conditions that require a considerable amount of care.”*

*Long Beach said in its statement that “they will be continuing onsite partnerships with Healthcare in Action, Long Beach Community College nursing students, Wellbe Health, and Echo Hospice (palliative care). There are multiple people that are linked with an Enhanced Care Management through CalAIM to support with coordinating medical needs and will look at opportunities to link anyone else that is needing additional case management support specifically around coordinating healthcare needs.”*

*“With the help that is onsite, with the volunteer nursing students and ‘Healthcare in Action’ visiting every now and then, we don’t believe it’s enough to meet the needs of the clients,” said Danya Dominguez, another former case worker who along with Beckham made several attempts to address those concerns with the former operator and city of Long Beach homeless bureau director Paul Duncan, who cited cost concerns according to emails obtained by NBC4.*

*Only one medical staff has been assigned to the facility over the three years when 20 of its clients died.*

*The new operator “First to Serve” will begin providing operational support at the site on April 16 and take full operations on May 1.*

*Of Sonoma County’s Homekey sites (Hotel Azura / Mickey Zane Place in Santa Rosa, Sebastopol Inn / Elderberry Commons in Sebastopol, Labath Landing in Rohnert Park, The Studios at Montero in Petaluma, The Commons in Santa Rosa, the Caritas Center in Santa Rosa, the L&M Village in Healdsburg, and George’s Hideaway in Monte Rio), only one seems similar to the Long*

Beach site in terms of housing some persons (estimated to be about 10-15 from the County HEART team's analysis) with significant health issues: Mickey Zane Place. Mickey Zane Place's 44 rooms have also hosted non-medical clients as well as up to 11 TAY individuals coming out of SAY's Dream Center.

DEMA has continued to serve the Mickey Zane Place site under a medical housing model. DEMA reported to us on April 17, 2024 that "during the entirety of DEMA's (time) operating at Mickey Zane, (opened in 2020) ... we have only had a total of four deaths. Two of the deaths were due to end stage cancer, and the other two were due to complications of underlying chronic medical conditions." We note that a more complete comparison would include the total number of clients housed at Mickey Zane Place with the total number of clients housed at the specific Long Beach site and some proration due to site capacity.

We are not offering further analysis of the Long Beach story beyond reading from news articles. The apparent point from some individuals associated with the Homekey site is that more specialized medical staffing may have been needed - and that may or may not have prevented deaths (noting that cancer is or was noted by the City as the primary identifiable cause of death for clients at the site).

However, the Long Beach staff member's (Mr. Duncan's) comments are also very relevant, as medical housing sites are extremely costly. As COVID and Homekey operational funds slow or end, and as the State tries to address its budget concerns with pathways that include reducing homelessness housing funding, regions across California will be forced to determine how to fund the operations of interim and permanent supportive housing sites – medical housing or otherwise.

## Sonoma County Homeless Coalition Board Agenda Report

**Item No:** 4 (Consent Calendar)  
**Subject:** Reports from the Coalition’s Standing Committees and the LEAP Board  
**Meeting Date:** April 24, 2024  
**Staff Contact:** Dave Kiff, DHS Homelessness Services Division, Dave.Kiff@sonoma-county.org

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### Summary

This agenda item contains summaries of Standing Committees’ work in the recent month, as well as information from the Lived Experience Advisory Planning Board (LEAP). Committee Chairs were asked to prepare brief summaries for their respective Committee.

### Recommended Action(s)

No recommended action

### Discussion

1. **Funding & Evaluation Committee (F&E):** Information provided in a separate Staff Report.
2. **CE Advisory Committee:** Information provided in a separate Staff Report.
3. **HMIS Committee:** HMIS Committee did not meet.
4. **Strategic Planning Committee:** The Strategic Planning Committee meets next on April 19<sup>th</sup> from 9-10am.
5. **Lived Experience Advisory & Planning Board (LEAP):**
  - Appointed replacement member to the Coordinated Entry Prioritization workgroup
  - Currently discussing content to be added to a new webpage for the LEAP Board on the Homeless Coalition’s website
  - Working on advocacy for peer support

**Sonoma County Coalition Board  
Agenda Report**

**Item No:** 4  
**Subject:** Funding and Evaluation Committee Staff Report  
**Meeting Date:** April 24, 2024  
**Staff Contact:** Andrew Akufo, [Andrew.Akufo@sonoma-county.org](mailto:Andrew.Akufo@sonoma-county.org)

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**SUMMARY**

The Funding and Evaluation Committee completed final funding recommendations for Sonoma Valley Regional Street Outreach gap. Details of the recommendation action provided below.

The committee also received a comprehensive overview of the federal Continuum of Care funding competition from Karissa White. She covered how the CoC funding differs from the recently completed local consolidated funding process and approval of the renewal projects scoring tool. The CoC tool differs slightly from what was used earlier mainly due to the project types being more limited to the housing projects and less flexible under federal funding.

In order to make it through two time-sensitive items, we postponed the funding cycle debriefing process until May. At that meeting we'll also begin consideration of a structured performance framework to provide clearer performance information for the non-conflicted committee members in future recommendation processes.

**Recommendation discussion - Sonoma Valley Street Outreach:** Two funding recommendations (not approved by the governance board on March 28<sup>th</sup>) were brought back to the committee and received a motion for a final recommendation. The following was considered:

HomeFirst	\$125,734.17
Sonoma Applied Villages	\$116,221.98
<b>Total</b>	<b>\$241,956.20</b>

Dennis Pocekay and Teddie Pierce met with both providers to inquire about whether they would mind partnering with each other. Both providers were also asked to indicate what would change if the funding went one way or another.

Two motions were made as follows:

**John Baxter** – Fund HomeFirst because coordination occurs best within one organization than between two organizations, and the City of Sonoma had sent a letter of endorsement for the agency.

Vote for the motion was as follows: Yes=2, No=3, Abstain=1

**Teddie Pierce** – Fund a partnering arrangement with both providers having indicated they'd be willing to partner specifically to cover the Sonoma Valley component. SAV's could provide backup support in other areas of the county based on staff analysis of where regional gaps might be identified. This provides an opportunity for the Regional Street Outreach model to operationalize and be evaluated for continuous improvement.

Vote for the motion was as follows: Yes=5, No=0, Abstain=1

The Coalition Board should make note that there was an ensuing discussion regarding the documentation of program design for the subregional outreach model. This can be a larger discussion at the Coalition level as the programming progresses and the F&E goes into debriefing discussions in May.

The Coalition should also be aware that the committee received notice from Tina Rivera prior to the April 11<sup>th</sup> F&E meeting that the Measure O NOFA will now likely provide up to \$700,000 for youth dedicated funding. This funding would be to cover what couldn't be funded through the spring cycle due to the situation at Social Advocates for Youth (SAY).

**System Level Charts for the Spring Funding Cycle:** Of interest to the Coalition are three charts based on the final funding recommendations as follows:

**Adherence to the Strategic Plan and Coalition Goals for Regional Street Outreach**

- Increase overall Permanent Supportive Housing
- Increased funding for Street Outreach

Homeless Project Type (HMIS Definitions)	Total 23-24 Recommended Amounts by CoC	23-24 Recs as Percent of Total	Total 24-25 Recommended Amounts by CoC	24-25 Recs as Percent of Total	FY23-24 to FY 24-25 Percent Change in System Level Funding Recommendations 24-25 to Funded 23-24
Coordinated Entry	\$ 86,759	1%	\$ 68,598	1%	0%
Emergency Shelter	\$ 2,911,745	44%	\$ 2,779,466	35%	-9%
Homeless Prevention	\$ 126,635	2%	\$ -	0%	-2%
Non Congregate Shelter	\$ -	0%	\$ -	0%	0%
Permanent Supportive Housing	\$ 839,216	13%	\$ 1,793,279	23%	10%
Rapid ReHousing	\$ 1,588,392	24%	\$ 1,467,449	19%	-5%
Street Outreach	\$ 485,571	7%	\$ 1,183,821	15%	8%
-Other Projects	\$ 615,502	9%	\$ 599,645	8%	-2%
Funding Recommendation Total	\$ 6,653,820	100%	\$ 7,892,258	100%	

#### Final New v. Renewal Percent's by Project Category

Compilation by Project Category Priority Order	Total Request	Total Rec	Percents Renew/New perPer Project Category		
			% Renewing	% New	Measure O Rec
Coordinated Entry	\$ 87,582	\$ 68,598	0%	78%	\$ -
Emergency Shelter	\$ 3,409,277	\$ 2,779,466	68%	13%	\$ -
Homeless Prevention	\$ 387,013	\$ -	0%	0%	\$ -
Permanent Supportive Housing	\$ 2,277,886	\$ 1,793,279	59%	20%	\$ -
Rapid ReHousing	\$ 1,898,158	\$ 1,467,449	77%	0%	\$ -
Street Outreach	\$ 2,828,718	\$ 1,183,821	23%	19%	\$ -
Other Projects	\$ 1,848,924	\$ 599,645	16%	17%	\$ -
Totals for Requested, Recommended and Renew v. New Break	\$ 12,737,558	\$ 7,892,258			\$ -

#### Agency Funding Trends 23-24 > 24-25

- Note that the 23-24 figures may be differ due to contracting

	2023-24				2024-25				
Applied For/Funded by Agency	Applied For	Percent Total Applied For	Funded	Percent Total Funded	Applied For	Percent Total Applied For	Funded	Percent Total Funded	Difference Year Over
Catholic Charities	\$ 1,909,839	13%	\$ 1,721,839	12%	\$ 2,079,698	14%	\$ 1,902,168	13%	1%
City of Petaluma	\$ 600,000	4%	\$ -	0%	\$ 320,000	2%	\$ 290,873	2%	2%
City of Santa Rosa	\$ 955,100	7%	\$ 232,000	2%	\$ -	0%	\$ -	0%	-2%
Community Action Partnership	\$ 1,541,563	11%	\$ 95,000	1%	\$ -	0%	\$ -	0%	-1%
Community Support Network	\$ 152,019	1%	\$ 152,019	1%	\$ 154,506	1%	\$ 150,698	1%	0%
COTS	\$ 785,574	5%	\$ 766,677	5%	\$ 1,446,310	10%	\$ 1,347,343	9%	4%
Dry Creek Rancheria	\$ -	0%	\$ -	0%	\$ 300,000	2%	\$ 296,192	2%	2%
HomeFirst	\$ 516,502	4%	\$ 122,579	1%	\$ 1,042,474	7%	\$ 229,859	2%	1%
Homeless Action Sonoma	\$ 921,000	6%	\$ 90,000	1%	\$ 551,360	4%	\$ 328,782	2%	2%
Interfaith Shelter Network	\$ 527,000	4%	\$ 258,995	2%	\$ 351,267	2%	\$ 321,112	2%	0%
Legal Aid Sonoma County	\$ -	0%	\$ -	0%	\$ 150,000	1%	\$ -	0%	0%
Reach for Home	\$ 300,000	2%	\$ 270,078	2%	\$ 589,500	4%	\$ 432,586	3%	1%
Russian RiverKeeper	\$ -	0%	\$ -	0%	\$ 75,000	1%	\$ -	0%	0%
SHARE Sonoma County	\$ 1,162,422	8%	\$ 560,073	4%	\$ 1,036,514	7%	\$ 720,530	5%	1%
Social Advocates for Youth	\$ 693,792	5%	\$ 553,289	4%	\$ 474,505	3%	\$ -	0%	-4%
Sonoma Applied Village Services	\$ 827,990	6%	\$ 72,360	1%	\$ 1,967,892	14%	\$ 116,222	1%	0%
The Living Room	\$ 440,574	3%	\$ -	0%	\$ -	0%	\$ -	0%	0%
TLC Child and Family	\$ 317,814	2%	\$ 244,858	2%	\$ 432,664	3%	\$ 401,682	3%	1%
West County Community Services	\$ 2,636,308	18%	\$ 1,386,308	10%	\$ 1,765,868	12%	\$ 1,354,242	9%	0%
YWCA Sonoma County	\$ 150,000	1%	\$ 127,745	1%	\$ -	0%	\$ -	0%	-1%
	\$ 14,437,497		\$ 6,653,820		\$ 12,737,558		\$ 7,892,288		

## Sonoma County Homeless Coalition Board Executive Summary

**Item:** 4. Coordinated Entry Advisory Committee (CEA): Updates to program standards

**Date:** April 24, 2024

**Staff Contact:** Thai Hilton [Thai.Hilton@sonoma-county.org](mailto:Thai.Hilton@sonoma-county.org)

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### Agenda Item Overview

Staff is presenting updates to the standards of care for Emergency Shelter (ES), Rapid Rehousing (RRH) and Permanent Supportive Housing (PSH) project models. Staff is looking for approval of all these standards. Below is a description of the proposed changes to the ES, RRH and PSH standards.

### **Changes to ES, RRH, and PSH Standards**

- **Emergency Shelter**
  - **Change to “Exits from Shelter” policy:**
    - Removes requirement that ES services be limited to 180 consecutive days. New policy allows providers to permit stays beyond 180 days, but providers cannot condition extensions on participation in case management. The State has recently indicated that they will not continue enforcement of the 180-day rule. This proposed change gives ES providers more flexibility with their shelter beds.
    - **Proposed language:** *TIME LIMITS: Shelters provide a safe temporary housing for individuals experiencing homelessness. Shelters may limit participant stays to 180 days in 1 stay. Shelters may allow participants to remain in shelter beyond 180 days, but they cannot condition the extension of services on engagement in case management. Shelters will develop their own policies and procedures for considering extensions.*
  - **Change to Non-discrimination policy:**
    - Provides more clarity on non-discrimination in ES projects. The new policy describes HUD’s Equal Access Final Rule, HUD’s Gender Identity Final Rule and provides information on preventing family separation in ES projects. The reason for this change was motivated by information contained in the 2023 Notice of Funding Opportunity for the Continuum of Care program which indicated that communities would be scored in part on their non-discrimination policies for ESG and CoC funded projects. This change makes the non-discrimination policy more explicit. The lead agency plans to hold mandatory trainings on these changes in the future.

○ **Proposed language:**

▪ **NON-DISCRIMINATION**

*All projects must comply with the non-discrimination and equal opportunity provisions of Federal civil rights law as specified at 24 CFR 5.105 (a) and 24 CFR 5.2005, including but not limited to.*

- *Fair Housing Act*
- *Section 504 of the Rehabilitation Act*
- *Title VI of the Civil Rights Act*
- *Title II of the Americans with Disabilities Act*
- *HUD's Equal Access Rule*
- *Violence Against Women Act (VAWA) Protections*
- *Local and state non-discrimination laws*

*Services are provided to program participants are offered in a nondiscriminatory basis with respect to race; color; national origin or citizenship status; age; disability (physical or mental); religion; sex; sexual orientation or identity; genetic information; HIV or AIDS; medical conditions; political activities or affiliations; military or veteran status; status as a victim of domestic violence, assault or stalking; or any other federal, state or locally protected group.*

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## EQUAL ACCESS FINAL RULE AND GENDER IDENTITY FINAL RULE

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

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## PREVENTING FAMILY SEPERATION

*Projects will not separate family members. Projects will not deny a client because they want to enter shelter with a family member unless it would cause overcrowding in the unit.*

*Family includes, but is not limited to, regardless of marital status, actual or perceived sexual orientation, or gender identity, the following:*

- 1) *A single person, who may be an elderly person, displaced person, disabled person, near-elderly person, or any other single person; or,*
- 2) *A group of persons residing together, and such group includes, but is not limited to:*
  - a. *A family with or without children (a child who is temporarily away from the home because of placement in foster care is considered a member of the family);*
  - b. *An elderly family;*
  - c. *A near-elderly family;*
  - d. *A disabled family;*
  - e. *A displaced family; and,*
  - f. *The remaining member of a tenant family.*

*If a group of people that present together for assistance and identify themselves as a family, regardless of age or relationship or other factors, they are a family. A family must be served as such, regardless of how the present. Providers need to be able to serve every kind of family, regardless of the ages and sexes of the adults and children.*

*Examples*

- 1) *A program cannot separate out or deny assistance to adult men that present as part of the family (e.g., fathers, uncles, the mother's boyfriend, etc.)*
  - 2) *A program may limit assistance to a household with children, it may not limit assistance to only one woman with children.*
  - 3) *If two adults present together as a family for shelter, the project must serve the two adults as a family and may not require proof of marriage and may not limit assistance to couples in a heterosexual relationship.*
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#### *HOW TO ACCOMMODATE FAMILIES*

- 1) *If a shelter has private rooms in which a family can stay together, then the family must be able to stay in a room together if they choose.*
- 2) *If the standard practice is to put down mats in a conference room for everyone who is considered "overflow" (beyond the capacity of the shelter beds), then it can shelter a family together in that space.*
- 3) *If the standard practice is to place a family in its own room, it would be acceptable to leave a bed empty to accommodate the family, (e.g., a family of four could stay in a unit with 5 beds, and the fifth bed could be open).*
- 4) *If a shelter has separate rooms for different genders, participants will be placed in the room that meets their gender identity.*
  - *Please see HUD FAQ 1529 for additional information: <https://www.hudexchange.info/faqs/1529/how-is-the-definition-of-family-that-was-included/>*

End of proposed language

- **RRH & PSH**

- **Change to Non-discrimination policy:**

- Provides more clarity on non-discrimination in RRH and PSH projects. The new policy describes HUD's Equal Access Final Rule, HUD's Gender Identity Final Rule and provides information on preventing family separation in ES projects. The reason for this change was motivated by information contained in the 2023 Notice of Funding Opportunity for the Continuum of Care program which indicated that communities would be scored in part on their non-discrimination policies for ESG and CoC funded projects. This change is to make the non-discrimination policy more explicit. The lead agency plans to hold mandatory trainings on these changes in the future.

- **Proposed language:**

*All projects must comply with the non-discrimination and equal opportunity provisions of Federal civil rights law as specified at [24 CFR 5.105 \(a\)](#) and [24 CFR 5.2005](#), including but not limited to.*

- *Fair Housing Act*
- *Section 504 of the Rehabilitation Act*
- *Title VI of the Civil Rights Act*
- *Title II of the Americans with Disabilities Act*
- *HUD's Equal Access Rule*
- *Violence Against Women Act (VAWA) Protections*
- *Local and state non-discrimination laws*

*Services are provided to program participants are offered in a nondiscriminatory basis with respect to race; color; national origin or citizenship status; age; disability (physical or mental); religion; sex; sexual orientation or identity; genetic information; HIV or AIDS; medical conditions; political activities or affiliations; military or veteran status; status as a victim of domestic violence, assault or stalking; or any other federal, state or locally protected group.*

#### **Equal Access Final Rule and Gender Identity Final Rule**

*Providers of the Sonoma County Homeless Coalition are required to adhere to [HUD's Equal Access Final Rule](#) and HUD's [Gender Identity Final Rule](#). Through the final rules, HUD ensures equal access to individuals in accordance with their gender identity in programs administered by HUD's Office of Community Planning and Development (CPD). HUD's housing programs are open to all eligible individuals and families regardless of sexual orientation, gender identity, or marital status.*

#### **Housing for specific subpopulations**

*Providers may exclusively serve a particular homeless subpopulation in a permanent housing project if the housing addresses a need identified by the Coalition for the geographic area and meets one of the following:*

- 1) *The housing may be limited to one sex where such housing consists of a single structure with shared bedrooms or bathing facilities such that the considerations of personal privacy and the physical limitations of the configuration of the housing make it appropriate for the housing to be limited to one sex;*
- 2) *The housing may be limited to a specific subpopulation, so long as admission does not discriminate against any protected class under federal nondiscrimination laws in 24 CFR 5.105 (e.g., the housing may be limited to*

homeless veterans, victims of domestic violence and their children, or chronically homeless persons and families).

- 3) The housing may be limited to families with children. However, it may not restrict housing or services to families with a single-sex parent. For example, it is not permissible to have a project that only serves women with children, the project must serve all families with children, regardless of the head-of-household's gender.

### Preventing Family Separation

*Individuals and families presenting for service will be asked if there are additional family members not present at intake and ask if those family members wish to reside with the referred individual. Projects will not separate family members. Projects will not deny a client because they want to live with a family member unless it would cause overcrowding in the unit.*

*Family includes, but is not limited to, regardless of marital status, actual or perceived sexual orientation, or gender identity, the following:*

- 3) A single person, who may be an elderly person, displaced person, disabled person, near-elderly person, or any other single person; or,
- 4) A group of persons residing together, and such group includes, but is not limited to:
- 5) A family with or without children (a child who is temporarily away from the home because of placement in foster care is considered a member of the family);
  - a. An elderly family;
  - b. A near-elderly family;
  - c. A disabled family;
  - d. A displaced family; and,
  - e. The remaining member of a tenant family.

*If a group of people that present together for assistance and identify themselves as a family, regardless of age or relationship or other factors, they are a family. A family must be served as such, regardless of how they present. Providers need to be able to serve every kind of family, regardless of the ages and sexes of the adults and children.*

### Examples

- 4) A program cannot separate out or deny assistance to adult men that present as part of the family (e.g., fathers, uncles, the mother's boyfriend, etc.)
- 5) A program may limit assistance to a household with children, it may not limit assistance to only one woman with children.
- 6) If two adults present together as a family for housing, the project must serve the two adults as a family and may not require proof of marriage and may not limit assistance to couples in a heterosexual relationship.
- 7) A household cannot reduce the size of a family because one child is in foster care. If a family presents for permanent housing and one child is in foster care, it would be acceptable to house them in a larger unit and document it is necessary for family reunification.
  - Please see HUD FAQ 1529 for additional information: <https://www.hudexchange.info/faqs/1529/how-is-the-definition-of-family-that-was-included/>

End of proposed language

**Sonoma County Homeless Coalition Board  
Agenda Report**

**Item No:** 5  
**Subject:** Report from the Lead Agency  
**Meeting Date:** April 24, 2024  
**Staff Contacts:** Dave Kiff, DHS Homelessness Services Division, Dave.Kiff@sonoma-county.org

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**1 – Staff Transition** – DHS Director Tina Rivera will be present at the April 24<sup>th</sup> meeting to discuss staffing changes associated with the Lead Agency. Division Director Dave Kiff and Program Manager (for the SOUL Team) Nasim Bahadorani have both told Director Rivera that they will be stepping down from their positions as of April 29<sup>th</sup> and May 10<sup>th</sup> respectively.

**2 – Don Schwartz Resignation & At Large Seat Selection Process Proposal**

Sebastopol City Manager (and current At Large Coalition Board Member) Don Schwartz submitted a letter of resignation on April 10<sup>th</sup>, 2024, effective immediately (see email below). According to our Governance Charter, *in the event of a vacancy of an elected member, the members of the Board will elect a successor to hold the seat for the remainder of the vacated seats term.*

Given that Board member elections occurred only a little over 4 months ago (December 13<sup>th</sup> 2023) the SCHC Chair, Vice-Chair, and Lead Agency staff suggest contacting the previous applicants for the At Large seat that Mr. Schwartz held to ask the applicants if the applicants are still interested in running for that seat. The SCHC Board would then use that list of interested applicants to elect someone to fill the remainder of Mr. Schwartz' term (this seat's term ends December 2024).

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Greetings, Dave –

I am writing to notify you of my resignation from the Sonoma County Homeless Coalition Board, effective immediately.

While I will continue to be involved in addressing homelessness in my new role, I do not have the capacity to continue as a Board member and wish to make way for someone who can commit the necessary time.

I would like to thank you for your outstanding leadership since you took on the challenge of homelessness. We have made significant progress. I would also like to thank the hard-working members of your team for their commitment. And thanks as well to my fellow Board members, particularly those with lived experience with the courage to share their stories. And, of course, I offer my deep appreciation and gratitude to the providers and their staff who do the hard work every day.

With best wishes for success,

**Don Schwartz | City Manager**

City of Sebastopol | 7120 Bodega Avenue | Sebastopol, CA 95472

City Administration Department | Main Phone Line: 707.823.1153 | Cell: 707.836.6967

Email: [dschwartz@cityofsebastopol.gov](mailto:dschwartz@cityofsebastopol.gov)

Website: [www.cityofsebastopol.gov](http://www.cityofsebastopol.gov)

# Sonoma County Homeless Coalition

## Executive Summary

### Item 9: CoC Renewal Project Scoring Tool

**Meeting Date:** April 24, 2024

**Staff Contact:** Karissa White, Continuum of Care Coordinator, [Karissa.White@sonoma-county.org](mailto:Karissa.White@sonoma-county.org)

Araceli (Chelli) Rivera, Homeless Projects Specialist, [Araceli.rivera@sonoma-county.org](mailto:Araceli.rivera@sonoma-county.org)

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### Agenda Item Overview

The attached FY 24 CoC Renewal scoring tool is being recommended for approval by the Sonoma County Homeless Coalition Board on Wednesday, April 24<sup>th</sup>. On April 5<sup>th</sup>, the [CoC Competition Evaluation \(CCE\) Workgroup](#) met and was provided an overview of HUD's Continuum of Care (CoC) Program and renewing projects to be scored during the 2024 CoC Competition for funding. On April 11<sup>th</sup> the [Funding and Evaluation Committee](#) approved the Scoring tool for the 2024 CoC Competition– Renewal Projects recommended by the CCE Workgroup.

Renewal projects are scored first (projects already existing through this funding stream), new project scoring will take place in the following months (TBD). Renewal project supplemental materials are extensively reviewed, and site visits are conducted by CoC Staff and CCE Workgroup prior to the release of the Continuum of Care Notice of Funding Opportunity (NOFO) to ensure the CoC has enough time to thoroughly review all existing projects and develop Corrective Action Plans (if needed). The final ranking of renewal projects will not be completed until the NOFO period opens when new project applications will be solicited. This year, all projects being scored in the renewal process are permanent supportive housing (PSH).

Projects are scored based on system performance, adherence to HUD guidelines, and local priorities.

### Scoring Sections:

- Housing Performance
- Income Performance
- Utilization
- Housing First Practices and Implementation
- Collaboration with Coordinated Entry
- Alignment with 10-year plan goals/HUD Priorities
- Financial Audits
- Contract Administration
- Spend down of funds and match
- Cultural Competency and Disability Access
- Client Lived Experience Feedback Process
- Racial Equity
- Non-Discrimination Policy
- Data-informed Program Research
- Change Management & Institutionalization of Knowledge
- Data Quality and Timelessness
- Housing and Healthcare Partnerships

The Sonoma County Homeless Coalition, as the CoC, is scored nationally in the CoC Competition on our scoring process. Scoring well as a community allows us the possibility of increasing our annual award amount via

bonus funding. HUD released last year's scores from the competition , and we scored perfectly in our process of scoring projects. According to the FY 2023 CoC Program Competition Debriefing, we received a total of 27/27 points on the section for Project Capacity, Review, and Ranking section; this includes a total of 21/21 points total for our Project Review, Ranking, and Selection process. Given this information, the workgroup did not add or remove sections of the scoring tool. The workgroup did, however, adjust some point values in the scoring sections and removed the Housing First Assessment Tool.

### CoC Program FY 2023 Competition Debriefing Excerpt (HUD's Scoring of Project Review, Ranking, and Selection)

- Section: 1E-2. Project Review and Ranking Process Your CoC Used in Its Local Competition.
- Section: 1E-2a. Scored Project Forms for One Project from Your CoC's Local Competition.
- Section: 1E-2b. Addressing Severe Barriers in the Local Project Review and Ranking Process.
- Section: 1E-3. Advancing Racial Equity through Participation of Overrepresented Populations in the Local Competition Review and Ranking Process.

These questions assessed whether your CoC used objective criteria and past performance to review and rank projects based on required attachments.

1. At least 33 percent of the total points were based on objective criteria for the project application (e.g., cost-effectiveness, timely draws (draws meaning requesting funds from HUD for their project), utilization rate, match, leverage, performance data, type of population served (e.g., DV, youth, Veterans, chronic homelessness), or type of housing proposed (e.g., PSH, RRH).
2. At least 20 percent of the total points were based on HUD's system performance criteria for the project application (e.g., exits to permanent housing destinations, increasing income, retention of permanent housing, length of time homeless, returns to homelessness).
3. Used data from a comparable database to score projects submitted by victim service providers.
4. Used objective criteria to evaluate how projects submitted by victim service providers improved safety for the population they serve.
5. Used a specific method for evaluating projects based on the CoC's analysis of rapid returns to permanent housing.
6. Specific severity of needs and vulnerabilities your CoC considered when ranking and selecting projects.
7. Considerations your CoC gave to projects that provide housing and services to the hardest to serve populations that could result in lower performance levels but are projects your CoC needs in its geographic area.
8. How your CoC advanced racial equity in its local competition review and ranking process.

To view HUD's breakdown of our CoC's scoring from the FY 2023 Competition, please use the following Link: <https://share.sonoma-county.org/link/Ut10FCUKAd4/>

### Renewal Project Scoring Tool CCE Workgroup Revisions

Over the years, there have been slight modifications of the scoring due to new scoring information included within the annual CoC Program NOFO, adjustments to the local priorities section, and points allocated to each section. Prior to submitting the tool for the CCE Workgroup to review, staff did not make any changes from the previous year with the perfect score. There were no new HUD priorities listed within the NOFO last year, so we continued to use the same scoring tool and application questions. We recently solicited feedback from the Lived Experience Advisory Planning (LEAP) Board, which requested agencies include five client feedback

forms, with names redacted for confidentiality purposes. This has been added to the list of materials renewal applicants must provide.

Scoring Adjustments and Changes Recommended by CCE Workgroup and approved by the Funding and Evaluation Committee:

1. **Section 2 Income performance/ 2b1 Increasing Income from Employment:** This measure is a HUD System Performance Measure (SPM) that accounts for those who increased income from employment (either at annual assessment or exit). The CCE workgroup understood that a part of our scoring should include SPM's, but did note that with PSH disability requirements, this measure was harder to achieve for these types of projects. Last year, this section was worth 5 points total, the CCE Workgroup changed this section to be a total of 3 points, adding a point to section 2b2 increasing income from other sources (e.g., SSI/SSDI) and adding another point to section 3 Accessing Mainstream Resources (e.g., non-cash benefits such as CalFresh, government-issued phones, monthly bus passes, etc.).
2. **Section 5 Housing First Practice and Implementation:** The Workgroup removed the requirement to submit the HUD Housing First Assessment Tool, noting this tool was not effective and had many issues during the 24/25 Consolidated Homeless Services NOFA applications. All 7 points in this section will be awarded in the application narrative responses for housing first.
3. **Section 12 Client Lived Experience Feedback Process:** This section was 3 points previously and was adjusted to 4. The workgroup highlighted the importance of this section and wanted to ensure there was more weight included in the scoring.
4. **Section 13 Racial Equity and Anti-discrimination Practices & Policies:** This section was 4 points previously and was adjusted to 6 points. The workgroup highlighted the importance of this section and wanted to ensure there was more weight included in the scoring.
5. With the changes to the weight of the scoring in sections 12 and 13, the workgroup removed points from sections 14 and 16 as follows:
  - a. **Section 14 Data-informed Program Research:** previously 5 points, and changed to 4.
  - b. **Section 16 Data Quality and Timeliness:** previously 8 points, and changed to 6.

You can access the scoring tool in tracked changes by using the following link. The scoring tool attached to this report is no longer in tracked changes: [https://share.sonoma-county.org/link/Im\\_GfxwMs1Y/](https://share.sonoma-county.org/link/Im_GfxwMs1Y/)

Scoring Tool and Renewal Project Listing (Review Required)

The following pages include the Renewal Project Scoring Tool set for approval by the Coalition Board during the upcoming meeting as approved by the F&E Committee. We have also attached a list of renewing projects that will be scored during this process with agency names, project names, award amounts, and total unit/bed numbers.

Additional Materials (Optional Review)

All CoC Competition FY 2024 materials and up-to-date information can be located on our website:

<https://sonomacounty.ca.gov/development-services/community-development-commission/divisions/homeless-services/continuum-of-care/continuum-of-care-competition>

2024 CoC Competition Evaluation Workgroup meeting materials and presentation: <https://share.sonoma-county.org/link/2b-YxnaQ0RE/>

Recommendation:

Approve the Scoring tool for the 2024 CoC Competition – Renewal Projects recommended by the CoC Competition Evaluation Workgroup and Funding and Evaluation Committee.

## Sonoma County 2024 CoC Competition List of Projects

Below is a list of the 11 projects up for renewal, 9 of which will be evaluated during the 2024 CoC Competition.

1. **Sonoma County Community Development Commission (CDC)**– Renewal Rental Assistance- Persons with HIV/Aids, Permanent Supportive Housing (PSH) Renewal,
  - a. 24/25 Award: \$721,918
  - b. Units: 38, 39 beds
2. **West County Community Services (WCCS)** – Mill Street Supportive Services, PSH Renewal
  - a. 24/25 Award: \$106,744
  - b. Units: 2, 8 beds
3. **West County Community Services (WCCS)**- Elderberry Commons, PSH Renewal
  - a. 24/25 Award: \$290,828
  - b. Units: 29, beds 29
4. **Committee on the Shelterless (COTS)** – Community Based Permanent Supportive Housing, PSH Renewal
  - a. 24/25 Award: \$320,575
  - b. Units: 13, beds 18
5. **Catholic Charities of the Diocese of Santa Rosa (CCDSR)** – Catholic Charities Permanent Supportive Housing Santa Rosa, PSH Renewal
  - a. 24/25 Award: \$806,167
  - b. Units: 45, beds: 52
6. **Community Support Network (CSN)** - Grant transferring from Social Advocates for Youth (SAY) - Sponsor-Based Rental Assistance project serving transitional age youth ages 18-24
  - a. 24/25 Award: \$327,217
  - b. Units: 16, beds 16
7. **Community Support Network (CSN)** – Stony Point Commons, PSH Renewal
  - a. 24/25 Award: \$63,666
  - b. Units: 16, beds: 16
8. **St. Vincent de Paul Sonoma County**- St Vincent de Paul Commons PSH, PSH Renewal
  - a. 24/25 Award: \$310,429
  - b. Units: 20, beds 30
9. **Bucklew Programs** – Sonoma SCIL, PSH Renewal
  - a. 24/25 Award: \$289,012
  - b. Units: 11, beds 11
10. **County of Sonoma, Department of Health Services** – Coordinated Intake Expansion Project, CES/SSO Renewal, subcontracted to HomeFirst (evaluated outside this process)
  - a. 24/25 Award: \$549,993

11. **County of Sonoma, Department of Health Services** – Homeless Management Information System (HMIS) Expansion, HMIS Renewal (evaluated outside this process)
  - a. 24/25 Award: \$327,157

## Scoring for the 2024 CoC Competition – Renewal Projects Project Performance Measurement and Local Priorities

Performance Measurement	Scoring Methodology	Points	Scoring Key
<i>1. Housing performance</i>			
1a. PSH Housing Outcome: % of living leavers + stayers stably housed at contract year end (HUD System Performance Measures 1, 3, 7)	From APR: (Q5a. total number of clients - (Q23a + Q23b subtotal temporary + institutional + Other destinations)) ÷ Q5a., total number of clients. Prorated up to 5 points for 89% or higher. - Staff scored	6	Pro-rated by % stably housed Ex: 89% = 5 pts 67% = 3.75 pts 50% = 2.5 pt
1b. % of PSH beds dedicated to chronically homeless people \RRH prioritizing Chronic Homeless	From APR Q2, Actual Bed & Unit Inventory, CH beds ÷ (total) Beds. Prorated up to 5 points for 100% of beds. - Staff scored	6	Pro-rated by % CH dedication Ex: 100% =5 pts 50% = 2.5 pts
1c. Cost Per PSH/RRH Outcome	From APR Measured by total project expenditures (project expenditures + match) ÷ total number of successful stable housing outcomes (Retention of or Placement into PSH/RRH)- Staff scored	6	Less than \$5,000 per outcome = 6 points \$5,000 - \$9,999 = 5 points \$10,000 - \$14,999 = 4 points \$15,000 - \$19,999 = 3points \$20,000 -24,999 = 2 points \$25,000-29,999= 1 point 30,000+ = 0 points
<i>2. Income performance</i>			
2b1. % who increased income from employment from program entry to exit (HUD System Performance Measure 4)	From HMIS APR:(Q19a.1+2) Number of Adults with Earned Income: Retained Income Category and Increased \$ at Follow-Up/Exit + Did Not Have the Income Category at Entry and Gained the Income Category at Follow-Up/Exit) ÷ Q5a Total Adults - Staff scored	3	Pro-rated by % exiting w/ increased income Ex: 100% =5 pts; 50% =2.5 pts
2b2. % who increased income from sources other than employment (HUD System Performance Measure 4)	From HMIS APR:(Q19a. 1+2) Number of Adults with Other Income: Retained Income Category and Increased \$ at Follow-Up/Exit + Did Not Have the Income Category at Entry and Gained the Income Category at Follow-Up/Exit) ÷ Q5a Total Adults - Staff scored	7	Pro-rated by % increased other income Ex: 100% = 5pts; 50% = 2.5 pts

Performance Measurement	Scoring Methodology	Points	Scoring Key
3. Mainstream resources: % of clients accessing mainstream resources (HUD System Performance Measure 4)	From APR: (1 - (Q20b. Number of Non-Cash Benefit Sources, Adults with No sources) ÷ Q5a., total number of adults. - Staff scored	7	Pro-rated by % #of sources gained Ex: 100% = 5pts; 50% = 2.5 pts
4. Year-end Utilization	From APR Q2 & 5a stayers/total beds, prorated up to 5 points. - Staff Scored	5	Pro-rated by % #of beds utilized Ex: 100% = 5pts; 50% = 2.5 pts
5. Housing First Practice and Implementation	Full points awarded for compliance with responses to <i>Questionnaire Section 2: Housing First Practice</i>	7	7pts total Housing First Practice Section;
6. Coordinated Entry Participation (Total 6pts)	Percentage of accepted eligible referrals from Coordinated Entry- Reporting Period- 2022-2023  (HMIS Coordinator will score)	3	3 pts- 100% accepted 2 pts- 99-80% accepted 1 pt 79-70% accepted 0 pt less than 70% accepted
	Percentage of enrollments in the project with CES referrals- Reporting Period- 2022-2023  (HMIS Coordinator will score)	4	3 pts- 100% referrals accepted from CES- in compliance; 2 pts- 99-90% of referrals accepted from CES- not in compliance CAP needed; 1 pt- 89-80% of referrals accepted from CES- not in compliance CAP needed; 0 pt- 79% or below referrals accepted from CES- not in compliance CAP needed
<b>Local &amp; HUD Priorities</b>			
7. Alignment with 10-year plan goals and priorities in the HUD NOFO	<i>Questionnaire Section 4: Local and HUD Priorities</i> - 1 point for each goal that is a focus of the project, up to 6 points. Goals include (options a-f below):	6	Full pts for detailed examples of collaboration in each component.
a. Evidence of Project’s collaborations with corrections partners b. Evidence of SSI/SSDI Outreach Access & Recovery (SOAR) benefits advocacy. c. Alignment with Upstream Investments as evidenced by agency practices on the Upstream portfolio, or other evidence-based practice databases d. Staff training/screening for mainstream resources (e.g. Medi-cal, Calfresh, TANF, substance abuse programs, employment assistance)			

Performance Measurement	Scoring Methodology	Points	Scoring Key
e. Promotion of/supporting volunteering, community engagement, and employment services			
f. Coordination with Healthcare			
g. Coordination with Housing Partners			
<b>Total Points for Performance/Local Priorities</b>		<b>60</b>	

### Agency Management and Capacity

Performance Measurement	Scoring Methodology	Points	Scoring Key
8. Financial/Audit: process, timeliness; findings/management letter, overall fiscal health	Review of financial documents by CoC Coordinator/ Accounting staff & <i>Questionnaire Section 5: Financial Management Section</i>	4	4 pts: No findings, timely audit, etc 2-3 pts: Findings in past 3 years, late audit 0-1 pts: Lack of audit
9. Contract administration: CoC APR Review – accuracy and timeliness of reporting.	Review of APR by CoC Staff & <i>Questionnaire Section 6: Contract Administration</i>	4	4 pts: timely submission & no inaccuracy of reporting 3 pts: Timely submission and 1 error 2 pts: 2-3 errors in submission 1 pts: late submission no errors 0 pts: late submission & errors
10. Spend down of funds/match	Review of APR by CoC Coordinator (staff scored)  <i>Questionnaire Section 7: Contract Spenddown of Funds and Match</i> Informational Review only	4	4 pts: full spenddown 3pts: 85-99% spend 2 pts: 75-84% spend 1 pts: 65-74% 0pts: < 65%
11. Cultural Competency – INCLUDE which attachments to be reviewed	<i>Questionnaire Section 8: Cultural Competency &amp; Disability Access</i>	3	.5 pt per question total of 3 pts. Includes answering the questions as well as the required attachments
12. Client/lived experience Feedback Process	<i>Questionnaire Section 9: Lived Experience Feedback Process</i>	4	1 pt per question, full pts for having a client advisory board, full explanation, and examples
13. Racial Equity and Anti-discrimination Practices & Policies	<i>Questionnaire Section 10: Racial Equity and Anti-Discrimination Practices &amp; Policies</i>	6	1.5 pt per question, full pts for having a Anti-discrimination policy (with required Equal Access/Gender Identity Final Rules), examples to review/address disparities

Performance Measurement	Scoring Methodology	Points	Scoring Key
			within their programming in, full explanation and examples
14. Data-informed program research; use of HMIS & other local data to guide program development & delivery. Use of documented best practices; outcomes information is used as an indicator of how well the project is accomplishing its goals	<i>Questionnaire Section 11: Data Informed Program Research</i>	4	Full pts for complete description of data informed practices and examples of project performance review, 2.5 pts for each question
15. Change Management & Institutionalization of Knowledge: Procedures are in place to ensure transmission of program and grants management knowledge when staff changes take place.	<i>Questionnaire Section 12: Change Management and Institutionalization of Knowledge</i>	5	Full pts for plan and procedure for management change and turnover and evidence of Interim Rule training; Pro-rated pts for lack of formal procedures
16. High data quality and timeliness of assessments.	HMIS Coordinator Score	6	<p>There are 3 criteria:</p> <ol style="list-style-type: none"> <li>1) Universal Data Elements (Name, SSN, DOB, gender, race &amp; ethnicity) are at least 95% complete;</li> <li>2) Data Quality Score: Income and Benefits health insurance</li> </ol> <p>2) Assessment data is entered in HMIS 6 days or less after assessments are administered;</p> <p>3) Data Validation Reports from HMIS are reasonable for project type.</p> <p>Full pts for meeting all 3 criteria; pro-rated pts for missing one or more criteria</p>
<b>Total Agency &amp; Management Capacity points</b>		<b>40</b>	
<b>Total Possible Points</b>		<b>100</b>	

## **Sonoma County Homeless Coalition Board Executive Summary**

**Item:** 10. Coordinated Entry Advisory Committee (CEA): Subregional Street outreach standards

**Date:** April 24, 2024

**Staff Contact:** Thai Hilton [Thai.Hilton@sonoma-county.org](mailto:Thai.Hilton@sonoma-county.org)

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### Agenda Item Overview

The Coalition’s strategic plan goal 2.5b states, “Implement a subregional approach to street outreach (SO) to achieve the goals of Built for Zero”. The Coalition board endorsed this approach again in the March 2023 Coalition board meeting and again in the October 2023 Coalition board meeting. Additionally, the 2024-2025, Local Homeless Services NOFA stated that one of the funding priorities was to prioritize “Subregional Street Outreach models that also incorporate best practices in housing-focused street outreach.”

The lead agency has worked with street outreach providers, representatives from jurisdictions that fund SO services, and individuals with lived experience for the last 8 months to develop a subregional approach to street outreach. Currently, the Coalition lacks any program standards for street outreach. Because of this, there is no coherent strategy. This lack of strategy has resulted in gaps in service in some areas and overlapping services in others. This model seeks ensure that there is continuity in service provision across providers and regions, and that the entirety of Sonoma County is covered. Additionally, it eliminates overlap between SO providers and is targeted at vulnerable individuals to prepare them for housing.

This model is a significant shift in SO service provision. It directs all SO providers to operate in a specific geographic area rather than roving the county. It also directs that these SO teams work with subregional By Names List (BNL) managers to coordinate care for unsheltered individuals in their geographic areas. Another important change is that this model directs SO providers to maintain caseloads of at least 20 unsheltered individuals. These caseloads will be a mix of clients who preparing for a housing referral and rapport building and service navigation for clients.

This model will promote manageable workloads for SO providers, standardize the collection of data and delivery of services, eliminate duplication, and guide the Coalition on how to fund SO in the future. This approach has the support of virtually all SO providers and other stakeholders.

When these standards were presented to the Coordinated Entry Advisory Committee (CEA), they were accepted with one minor change regarding general outreach. The change was needed to clarify the amount of general street outreach that would be conducted in each subregion. Staff was directed to contact the working group to get their feedback on the change. Street outreach providers indicated that they were ok with the change and believed that they are already meeting the mandate through their normal activities.

Recommendation

Approve the SO standards.

## Street Outreach Program Standards

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## Mission

The mission of Sonoma County outreach teams is to leverage a spirit of collaboration and coordination to create an equitable, compassionate, individualized and low-barrier outreach system that rapidly connects or provides individuals experiencing homelessness to resources and lowers barriers to services while treating everyone with respect and without judgment.

## Vision

Sonoma County outreach providers envision an outreach system that consistently and rapidly connects individuals experiencing homelessness to services and support to ensure that they can quickly exit homelessness. In the spirit of humanity, outreach providers will meet people where they are physically and emotionally.

## Guiding Principles

### Housing First

On September 29, 2016, Governor Jerry Brown signed Senate Bill 1380, making California a Housing First state. This requirement applies to any program providing housing or housing-based services to people experiencing homelessness or at risk of experiencing homelessness, whether or not the program was designed to address homelessness.

The Housing First model is an approach to serving people experiencing homelessness that recognizes a homeless person must first be able to access a decent, safe place to live, that does not limit the length of stay (permanent housing), before stabilizing, improving health, reducing harmful behaviors, or increasing income.

Under the Housing First approach, anyone experiencing homelessness should be connected to a permanent home as quickly as possible, and programs should remove barriers to accessing housing, like requirements for sobriety or absence of criminal history. It is based on the “hierarchy of need” where people must access basic necessities—like a safe place to live and food to eat—before being able to achieve a quality of life or pursue personal goals.

### Trauma-informed care

Sonoma County homeless service providers seek to provide a trauma-informed system of care. Trauma-informed services should include case management; onsite integrated health resources; ACEs-based programs; living skills programs focused on communication skills, grief/loss, and well-being.

### Collaboration

In recognition that funding does not cover enough street outreach to assist every homeless person in Sonoma County, we are aware that we must utilize and share our resources as efficiently and effectively as possible. This approach will be supported by data sharing, however, communications must not reveal confidential details regarding any particular individual or their supports unless there is consent by the unsheltered person to do so.

We will maintain a system of intensive and relational collaboration between street outreach workers whether they work for an agency, are volunteers or are paid and supervised by Sonoma County. We pledge to put aside any differences of salary, experience, education and skill sets in order to get people into shelter and housing as quickly as possible.

## Approach to Street Outreach

Street Outreach (SO) workers in Sonoma County provide housing-focused services to unsheltered individuals. They engage the most vulnerable to develop rapport, explaining and connecting individuals to services. They assist individuals to prepare for housing by providing Coordinated Entry enrollment and assist with document readiness. They also provide goods and services that help unsheltered individuals to reduce the trauma of unsheltered homelessness and to make sure their basic needs are met.

Housing plans will vary depending on an individual's barriers, their level of trust with the system and their desire for housing. If an individual is expected to be referred to housing or expresses a desire to be document ready, services will focus on getting the client ready for a housing opportunity. If individuals are not ready to engage in these services, housing plans will focus on developing rapport, explaining the service system and meeting basic needs.

Grassroots SO teams play an integral role in providing outreach services to unsheltered individuals. Subregions will coordinate with grassroots teams in their subregions to help meet individuals' immediate needs and to coordinate services.

## Applicability

These standards apply to any street outreach program that receives funding from the Sonoma County Continuum of Care. These standards apply regardless of the type of funding. Street outreach organizations who are not funded through the Sonoma County Continuum of Care are encouraged, but not required, to adopt these standards.

## Definitions

**CoC-funded outreach/CoC partnering:** Outreach funded by the Sonoma County Continuum of Care (CoC) or outreach teams that have adopted these standards. These standards apply to programs funded by the CoC. CoC-funded outreach operates in specific subregions of the county.

**Grassroots outreach:** Volunteer-led outreach programs. CoC-funded outreach providers work with these agencies in their subregion to coordinate services.

**Population specific outreach:** Outreach services that serve specific populations (veterans, TAY) throughout the county. These providers work across subregions to coordinate care.

**Non-traditional partners:** Agencies/individuals that provide information and connection to individuals experiencing homelessness. Examples include, law enforcement, park rangers, schools, members of a church or any other individual or entity that is interacting with individuals experiencing homelessness.

## Regulatory guidance/Eligible activities

Eligible activities/costs for street outreach can be found at [24 CFR 576.101](#). Activities can include the following:

- **Engagement** (§ 576.101(a)(1)): Activities to locate, identify and build relationships with individuals or families living in unsheltered settings for the purpose of providing immediate support, intervention, and connections with homeless assistance programs or mainstream social services and housing programs.
- **Case Management** (§ 576.101(a)(2)): Assessing housing and service needs, and arranging, coordinating, and monitoring the delivery of individualized services.
- **Emergency Health Services** (§ 576.101(a)(3)): Outpatient treatment of urgent medical conditions by licensed medical professionals in community-based settings (e.g., streets, parks, and campgrounds). These services are eligible only to the extent that other appropriate health services are inaccessible or unavailable within the area.
- **Emergency Mental Health Services** (§ 576.101(a)(4)): Outpatient treatment of urgent mental health conditions by licensed professionals in community-based settings (e.g., streets, parks, and campgrounds). These services are eligible only to the extent that other appropriate mental health services are inaccessible or unavailable within the area.
- **Transportation** (§ 576.101(a)(5)): Travel by outreach workers, social workers, medical professionals, or other service providers during the provision of eligible street outreach services. Also includes the costs of transporting unsheltered people to emergency shelters or other service facilities.
- **Services for Special Populations** (§ 576.101(a)(6)): Otherwise, eligible Essential Services that have been tailored to address the special needs of homeless youth, victims of domestic violence and related crimes or threats, and people living with HIV/AIDS who are literally homeless.

## Ensuring geographic Coverage

The Sonoma County CoC strives to cover 100% of Sonoma County with SO services. To ensure full geographic coverage, CoC-funded street outreach teams must serve a specific geographic region.

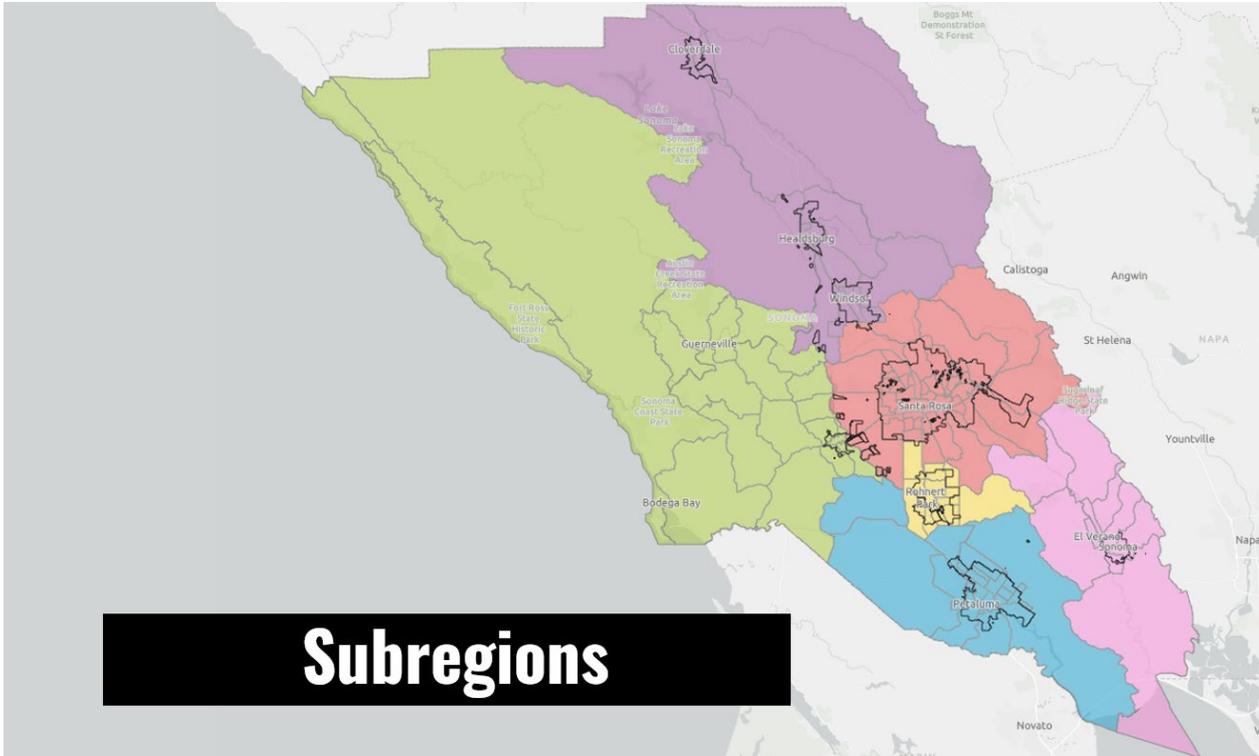
Outreach teams that serve a specific population like TAY or veterans shall coordinate with BNL managers to avoid duplication of efforts and to understand where the clients are in the housing process.

If there is more than one outreach team in a subregion, these teams must coordinate their services in specific geographic areas of their subregion to avoid duplication. This will be coordinated through the subregional BNL case conferencing meetings.

If there are remote geographic areas in a subregion, SO teams and the subregional BNL managers will develop relationships with non-traditional partners to ensure that individuals experiencing homelessness in these areas can be identified and engaged by outreach teams.

## Subregions

To improve the coordination among outreach teams and maximize outreach capacity, the Continuum of Care (CoC) board adopted a subregional approach to outreach at its March 22, 2023 meeting.



## Coordination of services within a subregion

Outreach teams will work with their subregion’s By Names List (BNL) manager to coordinate among providers in a subregion. Each sub region’s BNL manager will develop relationships with non-traditional partners and CoC-funded outreach teams. Outreach teams are expected to have consistent presence at the sub-region’s BNL meeting to ensure they avoid duplication of services, full geographic coverage and to ensure all individuals experiencing homelessness are accounted for.

## Outreach deployment

Deployment of street outreach teams will be coordinated by subregional BNL managers. Outreach teams will be deployed at locations and times that they are most likely to engage with unsheltered individuals. Outreach teams will ensure that they are not duplicating services. If there is more than one outreach team in a subregion, those teams will establish specific geographic areas within their subregion. Outreach teams will also coordinate with population-specific outreach teams to ensure individuals who qualify for these outreach services are connected with those outreach teams.

## Case load rationing

CoC-funded outreach providers will maintain caseloads of 15-25 unsheltered individuals per outreach worker. Caseload sizes will vary depending on the complexity of the individuals they are serving but teams will strive to serve as many individuals as possible in an authentic and meaningful way.

Approximately 60% of a team's caseload will be persons actively working on activities or goals that directly assist the person in progressing toward housing. Individuals who are on Coordinated Entry's priority list will be prioritized for housing preparedness and document readiness services. Approximately 40% of a team's caseload will be individuals whose cases are complex and require significant staff time to overcome barriers to permanent or interim housing.

A client declining services does not mean they will be removed from a caseload rather the nature of the services will be modified. Services for these individuals will focus on rapport building, explaining services, providing goods to lessen the burden of unsheltered homelessness and to be available when the client is ready to engage.

In acknowledgement of the fact that not all individuals experiencing unsheltered homelessness can be placed on a caseload, SO teams will provide at least 2 hours of general outreach, per outreach worker FTE, per week in their geographic region. This outreach will be conducted in areas where SO workers are most likely to encounter individuals experiencing unsheltered homelessness. Individuals not on a caseload will be provided with light-touch services including, connection to shelters, assistance with CE enrollment and resource connection.

Individuals will remain on a caseload until they are placed in shelter or housing. Street outreach providers can keep individuals on their caseload for 2 weeks after housing or shelter to ensure a warm handoff to the housing provider.

Individuals may be transferred to another team's caseload if that individual has moved to another subregion. These transfers will be facilitated by subregional BNL managers. (See "moving between subregions" policy below) Subregional BNL managers may provide direction to outreach teams on who should be placed on a caseload.

## Case Conferencing

Each subregion will manage a By-Names-List (BNL). This list will be regularly updated through BNL case conferencing. CoC-funded outreach teams will ensure that at least 1 representative from the outreach team is present at each BNL case conferencing meeting. This representative will be able to provide in depth, client-level information about all clients they are serving. BNL meetings will also be used to coordinate services, caseloads and deployment of outreach teams.

## Coordinated Entry Participation

CoC-funded outreach providers must act as a Coordinated Entry External Access Point (CEEAP), offering full access and assessment to the Coordinated Entry System (CES). Grassroots street outreach programs are encouraged to be CEEAP or Access Partners. Clients who present to Street Outreach teams shall, to the greatest extent possible, enter all individuals requesting or needing access to the CES. If due to staffing shortages or full caseloads the SO team does not have the capacity to enroll an individual presenting for service, the SO team will screen the participant for CE enrollment and refer them to an external access point.

The definition of an External Access point is an Emergency Shelter or Street Outreach project offering Coordinated Entry assessments to ALL participants who present seeking or requiring CES assistance. Assessment interviews and data entry into the CES shall occur regardless of where the individual spends most of their time, enrollment status in any project, provider-client relationship, or population type. An access point will screen each program participant for enrollment in CE when engaging with a client, if the client is not enrolled, the access point will offer assessment and enrollment. The outreach provider will make a case note to ensure the program participant is active in CE. The access point will also upload a release of information (ROI) to the client's CE dashboard in HMIS.

## Documentation

Gathering documentation is beneficial to collaborative case management, housing providers and most importantly, clients. Street outreach workers will assist willing participants in acquiring documents for housing readiness. These documents shall be uploaded to the client's Coordinated Entry dashboard to aid in housing referrals. These documents should include;

- 1) Photo Identification
- 2) Social security card
- 3) Award letters
- 4) Birth Certificate (if needed)
- 5) Verification of disability
- 6) DD-214 form (if applicable)
- 7) Service Animal/emotional support animal documentation (if applicable)
- 8) Medical card
- 9) CalFresh Card
- 10) Copy of housing voucher (if applicable)

Street outreach workers will also make case notes of significant interactions with clients that describe their housing/shelter status in an agency's internal program or in the client's CE dashboard if they have consented to HMIS enrollment. Ideally, case notes would incorporate the following

- 1) Description of client location
- 2) Description of services
- 3) Contact information
- 4) Referrals to services (if applicable)

Street outreach workers are essential to documenting chronic homelessness status. When a client is referred to a permanent housing intervention, the street outreach case worker shall coordinate with the housing provider to assist in documenting chronicity.

## Encampment Closure

An encampment is defined as a group (as defined by the local jurisdiction) of unsheltered persons occupying space on public or private property in a tent, tarp or other handmade structure, or a group occupying a building on public property for the purpose of habitation.

The closure of encampments is a process that is largely driven by city and county officials in coordination with other stakeholders. If an encampment is identified for closure, street outreach providers will work with their subregion's BNL case conferencing team to gather information about those in the encampment and to coordinate services. More frequent outreach will be provided to individuals in advance of the closure, as defined by contractual obligations and caseload capacity.

## Warm Hand off

A warm handoff is defined as a process where a person or organization helps transition an individual or family from one service provider or agency to another in a caring and supportive manner with the consent of the client. A warm hand off occurs with the client present, unless the client declines or is otherwise unable to attend. The information that is shared is intended to ensure that the receiving supportive service provider is aware of the needs and desires of a client. Warm hand-offs work best when the client is present to clarify or correct the information that is shared. If the client is not present during the warm handoff, the receiving case manager will verify the information with the client to ensure completeness and accuracy.

Warm handoffs will occur when a client enters housing or transitions to a different subregion. When a client is initially housed, the client will remain on the street outreach worker's caseload for up to two weeks to ensure the housing provider is able to understand the client's needs.

Warm handoffs between subregions will be coordinated through subregional BNL meetings. If a client moves from one subregion to another, street outreach workers will discuss a potential transfer to another subregion's BNL. If the client is moving between subregions, street outreach workers will discuss transferring the client to another street outreach provider's caseload. If the client prefers to remain on a caseload, the street outreach team can elect to maintain that client. If the client is imminently moving into housing, a BNL transfer will not occur.

## Standardizing handoff between subregions

SO workers will facilitate warm hand offs to other projects. These handoffs will be coordinated through BNL managers. Warm hand offs will occur when an individual moves between subregions or when they are accepted into an interim or permanent housing program. SO providers may keep individuals on a caseload for up to 2 weeks after permanent housing placement to ensure a warm handoff with the housing provider.

## Movement between subregions

When a client has been identified as duplicated on multiple sub regional BNLs, or otherwise identified as being in multiple subregions for thirty days the client will determine their primary subregion and subregional outreach team. A client will NOT be moved to a new case manager/subregional BNL if they are in CE's priority group (likely housing placement within 30 days) or have a non CE related imminent housing placement.

If a client is on a caseload and elects to move to another subregion, SO workers will discuss the possibility of not being able to receive immediate case management in the new subregion.

## Communication of available services

Street outreach providers are responsible for being knowledgeable about the services that are available in their subregion and more broadly throughout the county. SO providers will provide accurate information to unsheltered individuals when it is requested. Information will be provided verbally or in writing, if requested. If a service changes in a subregion, SO teams will inform subregional BNL managers of these changes. This can be done in the county-wide case conferencing meeting or through email. BNL managers will also communicate changes to services and service availability to their subregion's SO team(s). Providers are encouraged to update their information with 211 current. Providers can contact the lead agency for assistance with contacting 211.

## Provision of goods

The provision of goods encompasses the distribution of essential items to individuals experiencing homelessness. This can include items such as food, clothing, hygiene products, blankets, sleeping bags, and tents. The provision of goods is not the main focus of SCHC-funded street outreach providers; however, providing material assistance to individuals experiencing homelessness is an important way to meet individuals' immediate basic needs while helping to develop rapport. Provision of essential items will never be conditioned upon acceptance of a service. When funding is available, SO providers will strive to provide essential items. SCHC-funded SO teams are encouraged to coordinate the provision of goods with other street outreach teams whenever appropriate.

## Inclement weather/ warming/cooling centers

In the event of inclement weather, street outreach providers will work with the jurisdictions in their subregion to develop lines of communication and outreach strategies if/when a warming/cooling center will be opened so that individuals experiencing homelessness are informed about the availability of the centers. BNL managers will inform participants of their subregional BNL meeting if a warming/cooling center is open. SO providers will prioritize informing highly vulnerable unsheltered clients of these services when they become aware of them, and for those who choose not to access warming/cooling centers or cannot access them, SO will work with those individuals on safety techniques during the inclement weather.

## Non-traditional partners

Street outreach (SO) workers will develop relationships with non-traditional partners in their subregion. These partnerships are intended to allow SO teams to have in-depth information about individuals experiencing homelessness. Non-traditional partners should be able to connect individuals experiencing homelessness with an outreach team. Confidential information should not be shared with non-traditional partners unless they are on the HMIS/CE release of information.

## Data Collection

HUD HMIS data standards that apply to street outreach can be found here:

[https://www.hudexchange.info/programs/hmis/hmis-data-standards/standards/HMIS\\_Data\\_Entry.htm](https://www.hudexchange.info/programs/hmis/hmis-data-standards/standards/HMIS_Data_Entry.htm) CoC-funded SO projects must comply with these standards. SO projects are required to complete HUD entry and exit assessments as well as record contacts with clients and engagements. SO projects are also required to report data quality.

Data collection for street outreach is designed to assist in sub-regional and county-wide case conferencing. The Sonoma County BNL manual describes BNL data standards. SO teams will complete HUD entry and exit assessments when a client is added to their caseload. SO projects complete the Built for Zero (BFZ) touchpoint regularly as they work with clients. SO projects are not expected to have responded to all data elements at initial engagement. SO providers will participate in subregional case conferencing to add additional information about a client's case.

## Denial of Services

If an unsheltered individual has engaged in behavior that presents a credible threat to street outreach staff, their property, or other clients, SO providers may deny services. Service denials must be documented and communicated to the individual as soon as it is safe to do so. Service denials may be communicated verbally.

Service denial cannot be permanent. SO providers will develop policies and procedures for documenting and communicating service denial including how to appeal the initial decision as well as how to review the decision based on changing circumstances. Individuals who are denied services must be able to appeal the service denial or request a review at any time. If the credible threat is resolved based on changed circumstances, services must be continued.

Information relating to service denial must be communicated to subregional BNL managers. BNL managers will work with other agencies within their subregion to attempt to identify alternate services/providers willing to offer services.

## Engagement on public and private property

Street outreach providers shall provide services to unsheltered individuals in public areas in the geographic region they serve. Street outreach services may also be provided inside public spaces like libraries with the consent of the staff within those public buildings.

Street outreach may also be provided in quasi-public areas like parking lots unless the property owner requests that they not do so.

Street outreach services can be provided on private land with the expressed consent of the property owner or the jurisdiction and in alignment with the agency's policies and procedures.

## Consent

Many homeless people are mistrustful of the Sonoma County and Federal bureaucracy. Many don't trust local homeless service providers either. This mistrust is not unreasonable.

A homeless individual may have been disappointed by a former case worker, been placed in a facility that exacerbated their mental health or other problems, or been mistreated by an unrelated Federal program. Some have faced the injustice of the

criminal justice system. Some grew up with the injustice of abuse and trauma in their family. Some have simply given up due to the complexity and difficulty of improving their situation through our complicated system of care. Many have become cynical, apathetic and/or hopeless and believe that they will never get the help they need.

Although it may take years, Street Outreach workers can sometimes build the trust necessary to break through these barriers. We understand that SO workers also change jobs or disappear from their client's lives for other reasons. For this reason, SO workers should not make promises unless they are personally certain they can keep those promises.

SO providers are encouraged to listen carefully and sympathetically to explanations as to why a homeless person doesn't want to give information or sign Release of Information documents. They are encouraged to validate the strength, courage and stamina that allows a human to live without a home. And, they are asked to encourage every homeless person to find hope and allow their SO worker to help as much as possible.

Outreach services are not contingent on a client's consent to be enrolled in HMIS. Regardless of formal consent of services, SO will continue to try to engage with individuals to gain consent. SO providers shall explain the benefits of consent and the service limitations that refusing to consent to enrollment may cause. SO providers shall collect explicit consent from clients before entering information into HMIS. Consent shall be obtained by completing the Sonoma County Coordinated Entry (CE)/HMIS release of information and uploading it to the client's CE dashboard. Clients can request to be enrolled in CE in a deidentified manner.

The IMDT release of information, and any other release of information, can also be signed with the client but only the Sonoma County Coordinated Entry/HMIS release provides consent for enrollment in HMIS. Any other ROIs that are collected shall be uploaded to the client's CE dashboard.

## Safety/ individuals in crisis

Street outreach teams may encounter or witness the inherent risks that are involved with street outreach. If a situation is deemed by street outreach staff to be too high risk, they may refuse to have direct contact with the individual until that risk has been mitigated. Street outreach providers will communicate these situations to their supervisors, the subregional BNL managers and other outreach teams to ensure all are aware of the risks.

Street outreach staff may encounter individuals experiencing a mental health crisis. In these circumstances, street outreach staff will contact crisis response teams or other emergency services, where available, if they deem the client to be a danger to themselves and others, or are gravely disabled.

Other dangers they face are exposure to contaminated sharps, accidental exposure to fentanyl and other substances, unrestrained aggressive animals, domestic violence disputes, escalating incidents, etc. The outreach team must prioritize their safety above all other considerations. Regular training and an active safety plan are essential for handling unsafe situations. The following are a few key elements:

- 1) Never go out alone. Teams of 2 are minimal.
- 2) Carry a charged phone
- 3) Have Narcan with you at all times, know its location and how to use it.
- 4) Establish code words among teams, known to signal threats to safety
- 5) Communicate with someone outside the team about where you plan to outreach
- 6) Wear uniforms or name tags to be easily identified as street outreach
- 7) Have phone numbers accessible such as police and/or crisis response on hand
- 8) Be trauma informed and practice de-escalation
- 9) Use harm reduction principles
- 10) Document and communicate.

Street outreach staff and their employer are responsible for promoting personal safety of street outreach staff and taking the necessary measures to decrease risks as is reasonable in the context of street outreach.

## Street Outreach Interaction with Law Enforcement

Except when required to do so through Mandated Reporting, street outreach staff shall never be the entity responsible for communicating or leading enforcement activities.

Whenever possible, street outreach staff shall be available to assist unsheltered homeless individuals in the event law enforcement engages in activities that dislodge the individual(s) from where they are staying, when notified by law enforcement in advance of enforcement activities. Efforts shall be made by street outreach staff, while balancing existing caseloads, to make referrals and help the individual connect to resources in the event of enforcement activities. Street outreach staff are present to assist the homeless individual only, and are not engaged in any enforcement activities themselves.

When there is planned closure of an encampment, or outreach becomes aware of high frequency of law enforcement activity with particular individual(s), street outreach shall provide advanced targeted outreach efforts, and provide information on their efforts when consents are in place to do so, without providing personal identifying information to law enforcement.

In some cases local law enforcement has embedded teams that are focused on trauma-informed response to homelessness or related special populations. When these teams undertake outreach and engagement activities they may request street outreach staff participate in those activities with them. Street outreach staff may participate when operationally available, and they assess based on local conditions that their participation will not jeopardize the relationship between the street outreach staff and the unsheltered community. Street outreach staff will actively seek input from the unsheltered community targeted for engagement to aid in this assessment.

In some circumstances, street outreach staff may witness behavior or actions on the part of an unsheltered person that triggers a legal mandate to report the incident to law enforcement (e.g. human trafficking). Street outreach staff will do so promptly and thoroughly in these instances, in accordance with training on Mandated Reporting.

## Confidentiality

Street outreach workers shall maintain the confidentiality of clients' information. Clients will be encouraged to sign the HMIS/CE release of information to facilitate service coordination. If the client has not signed a ROI, street outreach workers shall communicate the name of the client, efforts to work with the client to sign the ROI and the location of the client to a BNL manager but shall not share any additional information. Street outreach workers will obtain separate written consent for ANY disclosure of individual services status or PHI to entities outside of the HMIS/CE release of information outside of Mandated Reporting requirements. Street outreach workers will follow the Privacy Compliance policy of the County of Sonoma HMIS Policies and Procedures, including the "Resistance to Outside Disclosures" policy at all times. Street outreach workers must keep paperwork stored in a secure and locked location.

## Record Keeping

Record keeping and reporting requirements can be found at [24 CFR § 576.500](#). All SO providers must have policies and procedures in place to ensure they can meet these requirements. All required documents must be maintained in participant files.

## Grievances

SO providers will develop their own policies and procedures for participant grievances. Grievances include: appeals of decisions that impact SO participants and grievances regarding SO policies or perceived unfair/inequitable treatment by agency staff. Participants should inform clients about their grievance policy upon intake. Copies of the grievance policy should be provided to participants upon intake into the SO program. SO staff will make grievance forms available to clients upon request. Clients should be informed of how their grievance will be handled and given a timeframe for completion of each step of the process.

## Reasonable Accommodations

Individuals can make requests for reasonable accommodations to any project staff member, in any form, at any time. Project staff should be available to assist individuals with requests for reasonable accommodations. Individuals making requests for reasonable accommodations must participate in assessment and an interactive process with staff for requested accommodations to be considered.

A reasonable accommodation is a change, exception or adjustment to a program, service, building or dwelling unit that will allow a qualified person with a disability to

- Participate fully in a program;

- Take advantage of a service;
- Live in a dwelling

To show that a requested accommodation may be necessary, there must be an identifiable relationship, or nexus, between the requested accommodation and the individual's disability. When a client requires an accessible feature(s), policy modification, or other reasonable accommodation, the project must provide the requested accommodation unless doing so would result in a fundamental alteration in the nature of the program or an undue financial and administrative burden. A fundamental alteration is a modification that is so significant that it alters the essential nature of the program. In such a case, if possible, the program will offer an alternative solution that would not result in fundamental alteration of the program or a financial or administrative burden.

## Non Discrimination

All projects must comply with the non-discrimination and equal opportunity provisions of Federal civil rights law as specified at 24 CFR 5.105 (a) and 24 CFR 5.2005, including but not limited to.

- Fair Housing Act
- Section 504 of the Rehabilitation Act
- Title VI of the Civil Rights Act
- Title II of the Americans with Disabilities Act
- HUD's Equal Access Rule
- Violence Against Women Act (VAWA) Protections
- Local and state non-discrimination laws

Services are provided to program participants are offered in a nondiscriminatory basis with respect to race; color; national origin or citizenship status; age; disability (physical or mental); religion; sex; sexual orientation or identity; genetic information; HIV or AIDS; medical conditions; political activities or affiliations; military or veteran status; status as a victim of domestic violence, assault or stalking; or any other federal, state or locally protected group.

### EQUAL ACCESS FINAL RULE AND GENDER IDENTITY FINAL RULE

Providers of the Sonoma County Homeless Coalition (SCHC) are required to adhere to HUD's Equal Access Final Rule and HUD's Gender Identity Final Rule. Through the final rules, HUD ensures equal access to individuals in accordance with their gender identity in programs administered by HUD's Office of Community Planning and Development (CPD). SCHC's outreach programs are open to all eligible individuals and families regardless of sexual orientation, gender identity, or marital status.

**Sonoma County Homeless Coalition Board  
Agenda Report**

**Item No:** 12  
**Subject:** Homelessness Prevention Pilot Project  
**Meeting Date:** April 24, 2024  
**Staff Contacts:** Michael Gause, Homelessness Services Division, Michael.Gause@sonoma-county.org

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**SUMMARY**

In this item, Lead Agency Staff in partnership with All Home California and the Cities of Santa Rosa and Petaluma provide an overview of a \$2.6 million regional homelessness prevention pilot project to be implemented in fiscal year 2024-2025 for an initial period of 2 years.

**RECOMMENDED ACTIONS**

Review and discuss framework for the regional homelessness prevention pilot project with funding from the County of Sonoma, Cities of Petaluma and Santa Rosa, and All Home California (private philanthropy).

**OVERVIEW**

A primary goal of the Sonoma County Homeless Coalition Strategic Plan is to “operate as one coordinated system.” The Regional Action Plan (RAP) submitted to State of California Interagency Council on Homelessness also requires the Continuum of Care and County of Sonoma (along with other jurisdictions) to coordinate as a region to address homelessness. A core unmet need in Sonoma County has been lack of a unified approach to homelessness prevention to address inflow to homelessness. Homelessness prevention programs have been siloed in different areas of the County aside from Emergency Rental Assistance Program (ERAP) during the COVID-19 pandemic.

To address this issue, All Home—a nonprofit agency advancing regional solutions to address homelessness in the Bay Area—has developed and tested a regionally coordinated homelessness prevention program for households with income below 50% of Area Median income in multiple counties. The system 1) pairs rapid, flexible financial assistance with housing stabilization services and legal aid referrals for people facing eviction, and 2) prioritizes households using an on-line platform developed and maintained by Bay Area Community Services (BACS). In the

Oakland program alone, BACS has already helped over 7,000 households keep their housing and 92% retained that housing long-term as reported by an independent evaluator.

### Sonoma County Pilot

All Home initially presented to the Coalition Board in 2023 on the model of prevention. After that presentation, staff from the County and Cities of Petaluma and Sonoma engaged All Home to discuss a potential model in Sonoma County. The three jurisdictions identified \$1.3 million for a pilot project pending approval by their respective Boards/Councils. With All Home's dollar for dollar match, this would provide \$2.6 million for a two year Prevention Pilot.

2.6M to launch the two-year Prevention Pilot in Sonoma County.

BACS continues to serve as lead agency for the City of Oakland Prevention Pilot, developing and managing the on-line platform, administering financial assistance, and ensuring supportive services are provided through collaborative contracts with local homeless program providers. A similar model is being considered for implementation of the Sonoma Prevention Pilot.

The City of Santa Rosa has offered to be the lead contractor with the County and City of Petaluma contributions coming via a Memorandum of Understanding. A regional administrator (similar to the role BACS plays) will be identified to coordinate the overall system with local "hubs" providing 1:1 support in different areas of the County.

### Proposed Timeline

- **March-April 2024:** Sonoma Prevention Pilot concept shared with Continuum of Care and feedback sought through All Home outreach surveys with service providers in the County
- **April-May 2024:** County of Sonoma, City of Santa Rosa and City of Petaluma match funding confirmed by Board of Supervisors and City Councils
- **May-June 2024:** Sonoma Prevention Pilot regional supportive service providers selected
- **July-September 2024:** All contracts/subcontracts finalized for Prevention Pilot launch
- **October 2024:** Sonoma Prevention Pilot launch – includes county-wide communications and training with Continuum of Care members
- **October 2024-September 2026:** Sonoma Prevention Pilot project period

View the BACS online [Homelessness Prevention Platform](#) to see how the platform is tailored for each community it serves.

To request more information or make suggestions regarding the proposed Sonoma Prevention Pilot, please contact Mary Kate Johnson, Director of Regional Homelessness Prevention, All Home, [mkjohnson@allhomeca.org](mailto:mkjohnson@allhomeca.org).

**Sonoma County Homeless Coalition Board  
Agenda Report**

**Item No:** 14  
**Subject:** May 22, 2024, Homeless Coalition Board Meeting Draft Agenda  
**Meeting Date:** April 24, 2024  
**Staff Contact:** Alea Tantarelli, Alea.Tantarelli@Sonoma-County.org

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**SUMMARY**

This staff report briefly summarizes the May 22, 2024, Sonoma County Homeless Coalition Board Meeting proposed agenda. The draft agenda contains all proposed items that will be discussed by the Board at the May 22, 2024, meeting. The draft agenda is attached as **Attachment A**.

**RECOMMENDED ACTION(S)**

None – an informational item only.

**ATTACHMENT A**  
**Sonoma County Homeless Coalition**  
**Board Meeting Agenda**  
**May 22, 2024**  
**1:00pm-5:00pm Pacific Time**

**Public Zoom Link:**

<https://sonomacounty.zoom.us/j/97657584390?pwd=bkdNcjFnM2dhcE5GWkZuRE4zUzZjUT09>

**Phone: +16694449171 Webinar ID: 976 5758 4390 Passcode: 047199**

	<b>Agenda Item</b>	<b>Packet Item</b>	<b>Presenter</b>	<b>Time</b>
	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.	5/22/24 Agenda (Consent Calendar)	Draft Agenda	Staff	1:05pm
2.	Minutes from 4/24/24 (Consent Calendar)	Draft Minutes	Staff	
3.	Summary of Follow-ups from the Previous Meeting(s) (Consent Calendar)	Summary of Follow-ups	Staff	
4.	Reports for Standing Committee Updates (Consent Calendar) <ul style="list-style-type: none"> <li>• CEA Committee</li> <li>• Funding &amp; Evaluation Committee</li> <li>• HMIS Committee</li> <li>• Strategic Planning Committee</li> <li>• Lived Experience Advisory &amp; Planning Board (LEAP)</li> </ul>	Staff Report for Standing Committees	Staff	
5.	Reports from Lead Agency Staff Potential ACTION ITEM	Staff Report	Staff	1:25pm
6.	Service Provider Roundtable (SPR) Update & Presentation Potential ACTION ITEM		Margaret Sluyk	1:40pm

7.	Word from the Street Potential ACTION ITEM		Chessy Etheridge	2:00pm
8.	SCHC At Large Seat Election Potential ACTION ITEM	Staff Report	Board Chair	2:10pm
9.	10-minute break			2:40pm
10.	Long Term Funding Plan & Stella M Discussion Potential ACTION ITEM	Staff Report	Staff	2:50pm
11.	SAY Lesson's Learned		Staff	3:55pm
12.	Review Agenda for June Coalition Board Meeting Potential ACTION ITEM	Staff Report for DRAFT Agenda	Board Chair	4:30pm
13.	Board Member Questions & Comments Potential ACTION ITEM		Board Chair	4:45pm
14.	Public Comment on Items not on the Agenda		Board Chair	4:55pm

**PUBLIC COMMENT:**

*Public Comment may be made via email or during the live zoom meeting. To submit an emailed public comment to the Board email [Araceli.Rivera@sonoma-county.org](mailto:Araceli.Rivera@sonoma-county.org) . Please provide your name, the agenda number(s) on which you wish to speak, and your comment. These comments will be emailed to all Board members. Public comment during the meeting can be made live by joining the Zoom meeting using the above provided information. Available time for comments is determined by the Board Chair based on agenda scheduling demands and total number of speakers.*

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

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

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

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