

HUD CoC Committee  
Meeting #8 Minutes  
EHO Office – San Leandro  
September 19<sup>th</sup>, 2017

**Present Members:** K. Erickson, R. McNamara, R. Wilkerson, P. Franklin, M. Timson, D. Biggs

**EOH Staff:** E. de Coligny, L. Guzman, R. Butler, J. Shimmin

**Guest:** C. Young - City of Livermore

1. Approval of Meeting Minutes
  - a. Meeting #6 – June 20<sup>th</sup>, 2017 – Approved, all ayes no naves
  - b. Meeting #7 Joint CoC-NOFA – August 1<sup>st</sup>, 2017 – Approved, all ayes no naves
  
2. NOFA Update
  - a. Local Application process
    - a. Community Meeting
    - b. Bidder's Conference
    - c. Summary of Submissions – 52 Total – 4 New Projects
    - d. Rating and Ranking List – Final will be published by the end of the day
    - e. Appeals (2)
  - b. Consolidated Application due on 9/25
    - a. Vote to Approve submission – NOFA Co-Chairperson McNamara motions to approve and direct the Collaborative Applicant (ACHCD) to submit the 2017 NOFA application as not to exceed the amount of \$36,267,482 consistent with the results of the local process.
      - Votes: All ayes, no naves
      - Abstains: R. Wilkerson
  
3. HMIS
  - a. Update on Contract with Clarity - still in process – target date 10/10
  - b. Partnership with Health Care Agency
    - a. CoC Committee official invitation for joint presentation by HCD and HCSA in 10/17 CoC Committee meeting
      - a. New system - What is the collaborative agencies' vision? Timelines for implementation (consistent with launching of CE), and expectations (of new HMIS system and those agencies transitioning to the new HMIS).
      - b. How agencies are working together - Discuss the division of labor and responsibilities of the collaborative agencies in HMIS and upcoming MOU between agencies and CoC.
      - c. HIPAA and HUD compliance - Security and privacy – How will collaborative agencies comply with HUD and HIPAA regulations – given that HUD regulations maybe subordinate to HIPAA ones.
      - d. Governance (see discussion below)
  - c. HMIS Oversight Committee – Action Item

1) Recommendation from the HUD CoC Committee regarding the creation (or not) of a Committee

- a. Staff suggests creating a sub-committee or task force to help the transition and implement the new HMIS system. HMIS Oversight Committee previously established in governance charter, to be revisited once implementation begins. Members agreed to a sub-committee (that reports to the CoC Committee) to be established after the transition to the new HMIS – sometime after January 2018.

2) CoC' recommendation on HMIS governance and oversight: HMIS Manual (Designating and Operating an HMIS describing CoC responsibilities) and 2017 HUD NOFA have some direction on governance. Some of the recommendations of what areas of HMIS may come for review and approval by CoC Committee include: 1) Annual review and approval of privacy and security plan, and data quality plan; 2) Annual review and approval budget and staffing information; 2) Provision of quarterly written update on activities/reports, including training and implementation. Co-Chairperson McNamara to prepare letter to HCD/HCSA with expectations by next week. The 2 agencies will be given the option on whether they want to do this presentation in October (17<sup>th</sup>) or November's (21<sup>st</sup>) HUD CoC Committee meeting.

4. CoC-wide LGBT Housing Access Anti-Discrimination Policy and LGBT Recruitment. Recently passed by Leadership Board. Staff recommends passing it on to contractors, grantees, and funder's collaborative.
  - a. Staff looking for recommendations on LGBTQ providers/advocates to join the CoC membership
  - b. HUD is expecting the CoC to begin training grantees on Equal Access Rules
  - c. Riley Wilkerson recommends contacting Pacific Center and LGBTQ Center for potential recruitment and support for Alameda County to adopt the policy.
5. Homeless Count Report update
  - a. Media coverage and attention has continued since the PIT count media release. Staff suggests delaying posting until after NOFA period closes with cities allowed to choose whether they want their raw data published.
6. Next Meeting: **10/17/17 – 150 Frank Ogawa Plaza, 4<sup>th</sup> Floor, Conference Rm #1**, Oakland
  - a. Staff to review what board members will have to renew in Oct, and if any seats will be vacant.