Operation Vets Home Steering Committee
Meeting Agenda
Swords to Plowshares
2719 Telegraph Ave., Oakland, CA 94612
January 9th, 2017

1. STP Holiday Luncheon Debrief
   a. First year of luncheon in Alameda County
   b. Light attendance because of weather, but still went great

2. GPD NOFA
   a. New GPD NOFA was issued on 12/23/16, and applications are due 4/7/17.
   b. Requirements for new GPD NOFA will drastically affect current GPD transitional housing providers.
      i. Affected providers: EOCP, BFHP, Operation Dignity
   c. Follow-up
      i. EOH will draft a letter of invite to OD to discuss about new GPD standards going forward. EOH will confirm with Tracy (VA) before sending.

3. Progress Reports
   a. Deadline for CLD and OPHI submissions: 1/13/17
   b. Data for previous quarter still incomplete:
      i. Current # of PH placements for 4th quarter: 52
   c. Follow-up
      i. STP will send spreadsheet tool for tracking RRH to the group
      ii. Providers must send in CLD/OPHI for 10/1/16 – 12/21/16 by January 13th, 2017
      iii. EOH will work on getting better data from HMIS reports

4. 2017 Work Plan
   a. Will be first item on agenda for next OVH Committee meeting
   b. Follow-up
      i. STP will send 2016 SSVF Community Plan to the group

224 W. Winton Avenue, Room 108, Hayward CA 94544-1215

EveryOne Home Sponsoring Agencies: County of Alameda Housing and Community Development, Behavioral Health Care Services, Public Health Office of AIDS Administration, and Social Services Agency; City of Oakland Department of Human Services, and Community and Economic Development Agency; City of Berkeley Housing Department, and Health and Human Services Department; and the Alameda Countywide Homeless Continuum of Care Council.
Operation Vets Home Committee  
Meeting Minutes 3/6/17

Present: Kim Parrish (EOCP), Anne Cevallos (VA), Natalie Siva (BFHP), Dave Lopez (STP), Katharine Gale (Vets@Home), Elaine de Coligny (EOH), Christina Chu (EOH)

1. Announcements
   a. BFHP just hosted a meeting for housing specialists across Solano, Alameda, and Contra Costa counties
      i. Themes: Everyone has been trying to implement landlord campaigns separately, but it might be more efficient to create a regional landlord campaign, especially with elected officials who have political clout in the region
      ii. Possibly separate landlord events for Solano/Contra Costa and Alameda
      iii. Next event: March 16th, Natalie will send invites.
   b. VASH news—housing placements have been picking up
      i. Housed 6 people last week
   c. Dave plans to invite guest to next committee meeting
      i. Formerly homeless veteran who have now dedicate his work to finding housing for homeless Veterans; invitation to share insights of finding units

2. Work Plan
   a. 3 Goals
      i. End chronic homelessness among Veterans by 9/1/2017.
      ii. Reduce number of Veterans entering homelessness to 50/month by 1/1/18.
      iii. Increase number of housing placements to 50/month by 1/1/18.
   b. 2 Strategies
      i. Prioritize housing units for chronically homeless Veterans.
      ii. Implement diversion conversations with every Veteran.
   c. (More notes on attached Work Plan Worksheet)

3. Topics for Next Meeting
   a. Look over diversion conversation script as a group
   b. Decide on specifics of implementing the work plan, e.g. what’s needed from providers, and what’s expected from CoC and data tracking.
Operation Vets Home Steering Committee
Meeting Agenda, April 3rd, 2017

Meeting Objective: Revise policy and procedures of 2017 Work Plan strategies so final training materials can be prepared for mid-late April trainings.

1. News and Announcements (10 minutes)

2. How are we doing? YTD 2017 (5 minutes)
   a. Newly Identified: 104
   b. Permanent Housing Placements: 58
   c. TOTAL ACTIVE VETS: 340

3. Housing Problem Solving (HPS) (30 minutes)
   a. All agencies will use an Excel spreadsheet to track Vets who they are in contact with (aka the required tracking of Vets who don’t get into your SSVF program), if they aren’t already.
   b. Christina (EOH) will send out a template that agencies can use and modify for their own needs.

4. Prioritization of Chronic Vets (30 minutes)
   a. Prioritization of chronic Vets will take place within agencies first. When agencies don’t have any more chronic Vets enrolled in their programs, they can start reaching out to other agencies with unit referrals for their chronic Vets.
   b. Vets who have been enrolled the longest in VASH or SSVF programs, and are document-ready, will be prioritized first.
   c. Christina (EOH) will send out each agency’s chronic Veterans list to program managers to confirm chronic status and document-ready status.

5. Next Steps
   a. Save the Date! emails have been sent to program managers. Please forward to relevant staff and make sure they can attend the training.
6. Future Dates
   a. Home Stretch Community Training April 4th, 2017
   b. Progress Report Data Due April 14th, 2017
   c. Housing Problem-Solving Training (All-Staff) April 17th, 2017
   d. Prioritization Training (All-Staff) April 24th, 2017
Operation Vets Home Steering Committee
Meeting Agenda, May 15th, 2017

Meeting Objective: Review quarterly data. Follow-up on OVH initiatives to prioritize chronic Vets and implement Housing Problem Solving.

1. News & Announcements
   a. Isaac from EOCP not doing Vet outreach anymore,

2. How are we doing?
   a. Federal Benchmarks FY17 Q2 (1/1/17 – 3/31/17)
   b. Progress Report Data
      i. CLDs—no need for data entry into CLDs anymore. OPHIs are still needed.

3. Work Plan Strategy Updates
   a. Housing Problem Solving
      i. Tool was sent out—is it integrated with current workflow in your agency?
   b. Chronic Vets Prioritization
      i. Live list was sent out—is it integrated with current workflow in your agency?

4. Topics for Next Meetings
   a. 6/5/17 – CES (Katharine Gale)
   b. 6/19/17 -- ?
   c. Reminder—no OVH meeting on 5/29/17.
Operation Vets Home Steering Committee
Meeting Agenda, June 19th, 2017


Present: Elaine de Coligny, Dave Lopez, Julie Leadbetter, Christian Leicham, Anne Cevallos, Katie Derrig, Kim Parrish, Steve Colbertson

1. Announcements & Updates
   a. Katie – OD all funded, 91 beds
   b. Steve Colbertson – Started Thursday, Philly Vet homelessness

2. Revisiting Our Goals – How Are We Doing?
   a. Reduce # of newly homeless to 50/month
   b. Increase permanent housing placements to 50/month

3. Long Term Homelessness
   a. When to start tracking the measure and how?

4. Other Topics

5. Upcoming Meetings
   a. 7/3 – NO MEETING
   b. 7/10 – Committee Meeting
   c. 7/17 – Service Coordination Meeting
   d. 8/7 – Committee Meeting
   e. 8/14 – Service Coordination Meeting
Operation Vets Home Steering Committee  
Meeting Agenda, July 10th, 2017

Meeting Objective: Determine decision points needed for integration of Veteran resources into CE, and the parties needed at the table for each decision.

1. Announcements & Updates  
   a. May #s – We housed MORE Vets than Vets became homeless  
      i. Identified: 28  
      ii. Housed: 39  
   b. Swords to Plowshares has received notification of grant awards for all 3 of their grants

2. CE Update  
   a. Update and timeframe for implementation

3. CE/Vets System Map  
   a. Access Points  
      i. Where will Veterans enter the system? What happens to Veterans at these access points?  
         1. SSVF Providers, GPD Providers, VA Triage, Mainstream Services, Outreach (SSVF, VA, OD, General)  
         2. DECISION: SSVF Providers will have Hub capacity (i.e. be able to screen, assess, and refer clients) to streamline enrollment in SSVF programs  
            a. REASONING: There are currently enough SSVF RRH slots to serve all Vets. Referring Vets out to 211 Call Center to then be referred back to SSVF adds unnecessary steps.  
            b. IMPLICATIONS: TBD. SSVF and Hubs will coordinate through upcoming meetings.  

   b. Outreach  
      i. SSVF and Hubs will meet to determine how outreach with Vets can be operated.

4. Follow-up Meetings  
   a. SSVF/Hubs – Mid-late August or September.  
   b. GPD/EOH – Mid-late August or September.  
   c. VA/EOH – Early August.
5. Upcoming Meetings

a. 8/7 – Committee Meeting
b. 8/14 – Service Coordination Meeting
Operation Vets Home Steering Committee  
Meeting Agenda, October 1st, 2017

Present: Steve C. (STP), Katie D. (OD), Sydney P. (DREDF), Jake D. (STP), Elaine D. (EOH), Christina C. (EOH)

1. Announcements & Updates
   a. OD has started their new grant year with the new GPD bed models, including 29 bridge beds. Full transition is expected to be completed by end of this year. OD plans to coordinate with SSVF providers to fill bridge beds.
   b. Jake Donnelly has been hired as the new Director of Supportive Services in STP
   c. Swords to Plowshares SF will be part of a meeting in 10/10 to do process mapping for Veteran services. In early December, they will try to gather all Veteran-serving agencies, CoCs, and other agencies across the Bay Area to talk about sharing a By-Name List.

2. Contracting OVH/CoC
   a. Proposed scope of work
      i. Ongoing meetings
         1. How often should the OVH Steering Committee meet?
         ii. Goals for the coming year and how the CoC can help support
         iii. Since EOCP and BFHP was not present today, we will re-schedule discussion for contracting next meeting.
   b. Input:
      i. OVH should re-examine goals and what it would take to meet USICH guidelines to end Veteran homelessness in the county.
      ii. Next meeting (10/16) should be a meeting where everyone is in the room together to talk about Functional Zero, and what commitment it would take

3. Coordinated Entry Re-assessments
   a. Especially for non-VHA eligible Veterans
   b. Period for re-assessments is mid-October to December. Stay tuned for training dates. We will confirm how many staff each agency should send.

4. Next Steps
   a. Recap/re-affirm action steps from this meeting
      i. 10/16 will be a discussion about projections and goals for the coming year, including contracting scope of work. We request that all OVH partners attend.
         1. Steve and Elaine will reach out to OVH partners
      ii. EOH will set up individual meetings with providers (STP (esp re: HMIS), OD, EOCP, BFHP) to talk about integration with Coordinated Entry.
Operation Vets Home Steering Committee
Meeting Agenda, 10/23/17

Meeting Objectives: Review progress over past grant year. Update on Coordinated Entry trainings. Set “big picture” goals for the coming year. Set scope of work for contracting between CoC and SSVF.

Present: Elaine D. (EOH), Katie D. (OD), Marguerite B. (OD), Terri L. (BFHP), Anne C. (VA), Kim P. (EOCP), Matt G. (STP), Natalie S. (BFHP), Christina C. (EOH)

1. Announcements & Updates (5 min)

2. Coordinated Entry Update (15 min)
   a. Assessment training dates
      i. 11/7 (all day) and 11/8 (all day)
         1. EOCP plans to send assessors to training
         2. STP might be, Matt needs to confirm with Steve and Jake
      ii. Requesting all hands on deck from Oct – Dec to assess clients into CE (temporary assessors). After January, we will restrict the number of assessors to certain trained groups only (details TBD).

   b. Starting January, Home Stretch will fill PSH units with clients from assessment pool
      i. VASH Interest List will also be formed from CE assessment, details TBD
         1. Hope to coordinate with SSVF to assess current Interest List clients, and to coordinate with VA ongoing.

3. Year in Review (10 min)
   a. Progress in coordination and system redesign
      i. Integration of VA data
      ii. New GPD bed models
      iii. Focus on chronically homeless Veterans
      iv. Opening of Valor Crossing
      v. Coordination with Coordinated Entry
   b. Where we are (as of 9/30/17)
      i. (See handouts.)
      ii. Federal Benchmarks and Criteria
      iii. Dashboard (Year)

4. Setting Goals and Work Plan (40 min)
   a. What goals do we want to achieve and by when?
      i. Ending chronic Veteran homelessness by... 12/31/2018
1. Reasoning: Momentum building through Coordinated Entry—CH Vets will likely be high priority and be prioritized for resources in general and non-VA eligible CH Vets will be prioritized for PSH openings.

2. OVH Partners will commit to focusing on chronically homeless Veterans in their housing placements.
   a. Includes making sure that every Chronically Homeless Veteran is assessed into Coordinated Entry by the end of January (priority relative to rest of By Name List).
   ii. Ending Veteran homelessness by... (not established in meeting)
   iii. Procedural/policy goals
      1. Coordination with Coordinated Entry
   iv. Strategies to achieve these goals

5. Scope of Work for CoC (30 min)
   a. Contracting for next year based on goals and actions needed
      i. See handout.
   b. Meeting frequency down to 1x a month (3rd Monday of the month)
   c. EOH will follow up with providers individually about contracting

6. SSVF Grant Resolution Data (10 min)
   a. HP Prevention Score
      i. Currently 16, compared to 19 in Solano/Contra Costa
         1. 16 is low relative to other communities
         2. Current RRH/HP split is right around 80/20. STP might be doing 70/30.
            Matt will confirm, and ask about increasing the HP score to serve more literally homeless clients through RRH.
         3. Note that with recent contracts, there will be more general eviction prevention resources (Bay Area Legal, etc) that will be available
      ii. Will propose to change it to 19

7. Future Topics to Discuss
   a. Veteran resources integration to CE (will meet with providers individually)
   b. Planning out the next year—how to “stretch” the funds to cover the year, especially since we have lost EBCRP’s grant, which serves 150 households

8. Next Steps (5 min)
   a. Recap/re-affirm action steps from this meeting
   b. Upcoming Meetings + Scheduling (5 minutes)
      i. 10/30 – Service Coordination Meeting
      ii. 11/6 – NO MEETING
      iii. 11/20 – Committee Meeting
Operation Vets Home Steering Committee
Meeting Agenda, 11/20/17

Meeting Objectives: Formalize and commit to a re-assessment plan for Veterans into Coordinated Entry. Discuss on-going work

Present: Anne C. (VA), Steve C. (STP), Kyle D. (BFHP), Kim P. (EOCP), Katie D. (OD), Christina C. (EOH), Julie L. (EOH)

1. Announcements & Updates (5 min)
   a. OVH Contracting
      i. ACTION ITEM: EOH will send formalized cost breakdown to STP.
      ii. ACTION ITEM: Kim will follow up with Wendy about contracting.

2. Coordinated Entry (55 minutes)
   a. VA Memo (handout) (10 minutes)
   b. Re-Assessment Plan
      i. Assessment training dates
         1. Privacy & Security Training – 12/13 half day
         2. Next Assessment Training— all day
      ii. Prioritized List for re-assessments based on these groups...
         1. Chronic & NOT VASH-eligible
         2. Chronic (excl. those in Group 1)
         3. Non-Chronic & VASH Interest List
         4. Non-Chronic & Enrolled in your program
         5. Non-Chronic & NOT enrolled in your program
         6. **VASH Interest List includes those housed with RRH
      iii. Formalizing the Assessment Plan (handout)
         1. GOAL: Re-assess all Chronically Homeless Veterans by January 31st, 2018
         2. GOAL: Re-assess all homeless Veterans by February 28th, 2018
         3. ACTION ITEMS:
            a. Anne will send Christina a list of Veterans on the Interest List who do not need to be assessed (will get voucher soon)
            b. Christina will send re-assessment lists to program managers by Monday, December 4th.
            c. Program managers will get their staff to attend the trainings needed to become assessors.

3. Discussion (rest of meeting)
Allocating resources in the year going forward, given the decrease in funding this year

i. **DECISION:** Discussion to be combined with SSVF-only meeting on 12/4

ii. **ACTION ITEMS:**

1. **Christina** will send out calendar invite for meeting on 12/4, 2-4:30pm. The first part will be to discuss SSVF RRH participation in CE. The second portion will be for SSVF providers to discuss how to better coordinate.

2. **Steve** will coordinate with Rayme for Rayme to be present for the second half of the meeting.

Other topics?

i. Other prevention resources in the county

ii. 211 referrals / CE screening

1. **DECISION:** Do not single out SSVF Prevention resources as a disposition in the 211 or Coordinated Entry screening form.

iii. Sharing a By Name List with other counties

4. **Next Steps (5 min)**
Operation Vets Home Steering Committee
Meeting Agenda, 12/18/17

1. Announcements & Updates
   a. Regional Meeting – January 30th @ SF War Memorial & Performing Arts Center

2. Coordinated Entry Update
   a. Re-assessment Plans have been discussed at Service Coordination and lists have been sent out to program managers
      i. Agencies should keep a running list of people who have completed assessments. We will check in during Service Coordination about re-assessment efforts.
      ii. Staff who attended the training on 12/15
          1. STP
              a. Dennis Johnson
              b. Gabriel Iturbe
              c. Marzella Cleveland
              d. Ron Murray
              e. Frank Ellis
          2. VA
              a. Mark Chaney-Gay
              b. Dawei Hong
          3. OD
              a. Therica McCord
              b. Terrance Lee
   b. Feedback so far?

3. Progress Data
   a. See handout.
   b. Goal: Increase the number of CH placements into permanent housing. The intention is that even if we house the same number of veterans each month, we can try to make sure that housing opportunities are prioritized for CH rather than non-CH veterans first.

4. Coordinating Resources for the coming year
   a. “Wish List” Items
      i. Training for RRH staff about assessing a client’s realistic housing options
      ii. Coordination re: landlords – a forum where if there is a unit available but a housing specialist does not have a client suitable for the unit, then that unit information can be shared with other agencies
iii. Compilation of standard services in the region that every case manager should know about, ex. STP’s legal services, or STP/BFHP’s employment services, etc.

iv. Coordination between SSVF providers in the county

v. STP partnering with BACS as an annex for veterans into CE

5. Next Steps
   a. January 8th, 2018 – OVH Service Coordination; SSVF program managers will attend the Service Coordination Meeting to speak to staff about goals for the year, especially about CH placements

   b. January 15th, 2018 – NO MEETING, MLK Jr. Day, rescheduled to 29th

   c. January 29th, 2018 – OVH Committee meeting; Focused on setting goals and reaching a target for functional zero. Steve and EOH will coordinate for this meeting.

   d. February 19th, 2018 – NO MEETING, President’s day. We will reschedule.

   e. Christina will send individual agency’s numbers for CH placements next week. Agencies will decide on a monthly goal for their organization.

   **Merry Christmas and Happy New Year!**