HUD CoC Committee – Meeting #9
9/24/19 – 2:00 – 4:30 pm
150 Frank Ogawa Plaza, 4th Floor, Conference Room #1
Oakland
Conference Call: Dial-in Number: (267) 930-4000
Participants: 016-849-107

ACTION NOTES (Approved by HUD CoC Committee)

All HUD CoC Committee Meetings are public. Homeless and Formerly Homeless Alameda County residents are encouraged to attend. Public Comment will be taken at the beginning of each meeting and is limited to 2 minutes per person.

Goals for The Meeting

- Public Comment, if any
- Approval of past Meeting Minutes (Meeting #8 – 8.20.2019)
- Proposal to appoint City of Fremont staff to the HMIS Oversight Committee and approval of HUD TA HMIS Assessment and Recommendations
- Review and approval of the 2019 Consolidated Application to be submitted to HUD
- Discussion of 2019 Governance Charter updates and recommendations
- HUD CoC Committee Retreat planning date and format
- Other Updates/Announcements and Next Meeting/Agenda reminder

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<tr>
<th>#</th>
<th>Item</th>
<th>Purpose</th>
<th>Action Notes</th>
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<tr>
<td>1</td>
<td>Welcome and Introductions – Doug Biggs, HUD CoC Committee Chair</td>
<td>Welcome and introductions and roll call (if needed)</td>
<td>Committee Attendance: Andrew Wicker, Doug Biggs, Marnelle Timson, C’Mone Falls, Ja’Nai Aubry, Paulette Franklin, Riley Wilkerson. Absent: Wendy Jackson, Lara Tannenbaum Public: Katie Martin, NOFA Panelist, Tunisia Owens, FVLC Staff: Laura Guzman, Jessica Shimmin, Elaine de Coligny, Dorcas Chang</td>
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<td>2</td>
<td>Public Comment</td>
<td>• Public addresses HUD CoC Committee</td>
<td>Katie Martin: Wanted to put forward a strong recommendation for Committee as examining governance charter and expanding Committee to pay close attention to the inclusion of people with lived experiences as opposed to people who work at executive levels. It is imperative to bring in people who can speak to homelessness and have the expertise.</td>
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| 3 | Approval of Meeting Minutes - **ACTION ITEM** | • Review and approve past minutes  
  o Meeting #8 (8.20.19) | The Committee makes the following revision to the 8/20 minutes:  
  • C’mone was in attendance and voted too.  
  • For Item #6, C’mone voted No.  
  • For Item #4, Ja’Nai abstained.  
  • Marnelle made a motion to approve the August minutes with revisions, seconded by Paulette. Everyone in favor and motion passes. |
| 4 | HMIS Oversight Subcommittee’s Update - Andrew Wicker, HMIS Oversight Chair and Jessica Shimmin, EOH staff – **ACTION ITEM(S)** | • Appoint Laurie Flores to represent City of Fremont for available end user seat in HMIS Oversight Committee  
  • Approval of HMIS HUD TA’s Assessment and Recommendations  
  • HUD CoC Chair invitation to Linda Gardner, HCD Director, for a meeting with HMIS Oversight Chair and HUD TA team to discuss HMIS Assessment and Action Plan implementation. | Andrew makes motion to approve Laurie Flores for end user seat in HMIS Oversight Committee, seconded by Ja’Nai. Motion passes.  
  C’mone makes motion to approve the HMIS assessment and recommendations with a letter to TA provider requesting more guidance, seconded by Ja’Nai. Motion passes.  
  Ja’Nai makes motion for Doug and HMIS oversight representative to write a letter to Linda stating the HUD CoC Committee has accepted HMIS HUD TA’s Assessment and recommendations and will ask for more guidance, seconded by Marnelle. Motion passes. |
|   | 2019 NOFA Update – EOH Staff - ACTION ITEM | • Review and approval of 2019 Consolidated Application to HUD  
• NOFA Committee Preliminary Rating and Ranking List was approved by non-conflicted members of the HUD CoC on 9/13/19.  
HUD CoC Chair acknowledges Riley and Laura for their leadership in completing the NOFA Application. Laura acknowledges CoC partners involved that assisted Consolidated Application responses.  
Only change to the Final Rating and Ranking list was an adjustment of $901 by Bessie Coleman Court Expansion’s new project amount – but no changes to the list.  
Jessie shared the Racial and Ethnic Disparity Summary report and assessment that will be included with Application to HUD.  
After HUD awards are announced, Committee interested in looking at areas where CoC performance has holes while keeping to review system performance where there is still vulnerability (length of time homeless and exits to PSH).  
C’Mone motions to approve the 2019 Consolidated Application to HUD, seconded by Ja’Nai. Motion passes. |
|---|---|---|
|   | 2019 Governance Charter Update – FOR DISCUSSION | • HUD CoC Committee discusses recommendations for Governance Charter updates to be approved in October  
• Proposal to review and include any other major governance changes and pending decisions by 6/30/20.  
Recommendations:  
• Do we need to bring higher level decision makers to this board? Or how do we expand it to assure equity and inclusion?  
• All proposed Governance Charter changes will reflect policies and changes adopted by the Committee this year.  
• For NOFA Committee – further articulation of panelists’ qualifications. |
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| | | • Discuss and schedule a HUD CoC Committee retreat in early 2020  
| | |   o What will be the retreat’s goals?  
| | |   o Whom should be there?  
| | | Proposed retreat is an opportunity for committee to meet together, learn further on its role, responsibilities and decision-making authority.  
| | | Summary of brainstorm:  
| | |   • Have representation from other committees? Or be an internal retreat?  
| | |     o We may want to keep it internal, but we may start early in the morning and have other representatives come in the afternoon  
| | |     • Include Leadership Board? Joint retreat? | For Appeals Panel – suggestion to add non-conflicted members with experience making funding decisions and familiar with CoC programs, in addition to consumer representation.  
| | | For Oversight Committee – minor updates on how seats have been strengthened/changed.  
| | | Inclusion of Public Participation Policy.  
| | | Final approval of Rating and Ranking List by non-conflicted members of HUD CoC Committee.  
| | | Youth Action Board as ad-hoc Committee.  
| | | Consider option of describing System Coordination Committee as a subcommittee of HUD CoC Committee? Not written that way in the governance charter but we are treating it that way given some of CE responsibilities are assigned to HUD CoC Board.  

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<td>Meeting will take place on <strong>October 22nd from 2 to 4:30 pm</strong> at <strong>EveryOne Home Conference Room, in San Leandro</strong></td>
<td>- Reschedule October HUD CoC Committee for <strong>October 22nd, 2019</strong></td>
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<td>- Agenda will include:</td>
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<td>- Governance Charter updates approval and recommendations for LB and community adoption</td>
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<td>- Review and approve CE Management Entity</td>
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<td>Keep Oct 15th meeting in San Leandro.</td>
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- Value in having county or other jurisdictional representation?
- Looking at an external, pro-bono facilitator knowledgeable about CoCs and HUD regulations
- Important for those with lived experience to feel part of the team and not tokenized – use the opportunity to build skills and the importance of the consumer experience at the table
- Include a team building component.

Next Steps:
- Target retreat for Mid-January – mid-February 2020
- Work group to plan and propose an Agenda: Doug, Marnelle, Paulette and C'Mone with Laura G. support.
- The Agenda will determine what the committee may tackle, including the length of retreat and whom else may be included/invited to participate.
|                      | recommendations from System Coordinating Committee |