

**HUD CoC Committee – Meeting #6**

6.16.20

2:00 – 4:00 pm

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**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 #5 – 5.19.20)
- Review and approve support in HUD NOFA on counting homeless youth0
- Review and approval of HIC

#	Item	Purpose	Time
1.	Welcome and Introductions – Doug Biggs, HUD CoC Committee Chair	<ul style="list-style-type: none"> <li>● Welcome and introductions and roll call</li> </ul>	2:00 – 2:05 pm <ul style="list-style-type: none"> <li>● HUD CoC Committee Attendance: Doug Biggs, Marnelle Timson, Andrew Wicker, Paulette Franklin, Riley Wilkerson</li> <li>● Public: Katie Martin (Leadership Board representative) and Tunisia Owens (Family Violence Law Center)</li> <li>● HMIS team (HCD): Patrick Crosby and Andy Duong</li> <li>● EveryOne Home (EOH): Jessie Shimmin, Alexis Lozano, Dorcas Chang, Ja’Nai Aubry</li> </ul>

2.	Public Comment	<ul style="list-style-type: none"> <li>● Public addresses HUD CoC Committee</li> </ul>	2:05 – 2:10 pm <ul style="list-style-type: none"> <li>● Public Comment: Katie Martin urges committee to fill vacant seat with someone who has lived experience and identifies as a person of color (particularly Black identified).</li> </ul>
3.	Approval of Meeting Minutes - <b><u>ACTION ITEM</u></b>	<ul style="list-style-type: none"> <li>● Review and approve past minutes-                             <ul style="list-style-type: none"> <li>○ Meeting #5 – 5.19.20</li> <li>○ <u>VOTE</u></li> </ul> </li> </ul>	2:10 – 2:15 pm <ul style="list-style-type: none"> <li>● Discussion on second page in the minutes section – delete, not relevant</li> <li>● Minor typo in the last page, second bullet “algin” should be “align”</li> <li>● Andrew made motion to approve minutes with edits. Paulette seconded</li> <li>● Doug- yes</li> <li>● Marnelle – yes</li> <li>● Andrew – yes</li> <li>● Paulette – yes</li> <li>● Riley – yes</li> <li>● Abstentions - 0</li> <li>● In favor – all</li> <li>● Opposed - 0</li> </ul>
4.	Vacant Seat – Doug Biggs <b><u>DISCUSSION</u></b>	<ul style="list-style-type: none"> <li>● Welcome Ja’Nai as the new Director of CoC Strategies!</li> <li>● Who should fill Ja’Nai’s vacant position?</li> </ul>	2:15 – 2:25 pm <ul style="list-style-type: none"> <li>● Vacant position:                             <ul style="list-style-type: none"> <li>○ HMIS Oversight Committee also has an open seat since Ja’Nai was serving there</li> </ul> </li> </ul>

			<p>as well.</p> <ul style="list-style-type: none"> <li>o Tunisia is interested in both positions. Her connection to DV system would be a strength.</li> <li>o Public (Katie Martin) continues to urge members to think about the composition and size of committee to expand the group to a more inclusive, diverse and efficient CoC. <ul style="list-style-type: none"> <li>▪ Committee is limited to nine seats based on the governance charter, which means a charter amendment would be needed to expand.</li> </ul> </li> </ul>
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			<ul style="list-style-type: none"> <li>● Next steps: <ul style="list-style-type: none"> <li>o Send an application to Tunisia.</li> <li>o Look at list of who expressed interest during November community meeting. EOH will reach out to them.</li> <li>o Send broad email blast stating there is an opening and the prioritization of applicants with lived experience of homelessness, are black identified and/or HMIS interest.</li> <li>o Governance Charter is reviewed annually. Committee will revisit idea about expanding CoC membership during the next annual meeting.</li> <li>o Doug and Andrew will do an initial pass at applicants and make recommendation to full committee for approval.</li> </ul> </li> </ul>
5.	HUD CoC Retreat- Doug Biggs <u>UPDATE</u>	<ul style="list-style-type: none"> <li>● Doug provides update on status of CoC Retreat</li> </ul>	<p>2:25-2:30pm</p> <ul style="list-style-type: none"> <li>● The HUD CoC retreat was originally postponed because there wasn't staff to support it.</li> <li>● The Leadership Board (LB) is also scheduling a retreat and they can signal changes they would like to see.</li> <li>● Even though EveryOne Home (EOH) has hired dedicated staff, it makes more sense to wait until the Leadership Board has their retreat.</li> <li>● The LB retreat will most likely happen in early fall or later.</li> <li>● Committee expressed that postponing makes sense.</li> </ul>
6.	Estimating the prevalence and probability of homeless youth NOFA - Jessie Shimmin <u>ACTION ITEM</u>	<ul style="list-style-type: none"> <li>● There is a request to see if CoC is interested in supporting a Cal Professor's interest in turning in the HUD NOFA on counting homeless youth.</li> <li>● <u>VOTE</u></li> </ul>	<p>2:30-2:40pm</p> <ul style="list-style-type: none"> <li>● An associate professor at UC Berkeley is interested in applying for the HUD NOFA on improving methodology for counting homeless youth and asking the CoC for a letter of support and to share administrative data from HMIS.</li> <li>● This may help the CoC improve the Youth PIT count.</li> <li>● This is just a proposal and a step the CoC could take while it waits for the Youth Homeless Demonstration Program (YHDP) to be released. The professor would be willing to write a letter of support for YHDP as well.</li> <li>● High level of ethics review for the privacy side which is the level of integrity the CoC is looking for if it's sharing HMIS data.</li> <li>● Project will include other communities in the Bay Area besides Alameda County.</li> <li>● Andrew made a motion to support the HUD NOFA on counting homeless youth</li> </ul>

			<p>application with HMIS data and ask EOH staff to sign a letter of support on behalf of the CoC. Paulette seconded.</p> <ul style="list-style-type: none"> <li>● Doug- yes</li> <li>● Marnelle - yes</li> <li>● Andrew - yes</li> <li>● Paulette - yes</li> <li>● Riley - yes</li> <li>● Abstentions - 0</li> </ul>
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			<ul style="list-style-type: none"> <li>● In favor – all</li> <li>● Opposed – 0</li> </ul>
7.	Review and approve HIC – HMIS TEAM <b><u>ACTION ITEM</u></b>	<ul style="list-style-type: none"> <li>● HIC Presentation</li> <li>● Vote to approve HIC before submitted to HUD -<b><u>VOTE</u></b></li> </ul>	<p>2:40 – 3:15pm</p> <ul style="list-style-type: none"> <li>● Patrick presented an updated HIC and reviewed changes. <ul style="list-style-type: none"> <li>○ Difficult to include projects that provide services but do not provide shelter beds.</li> <li>○ There is an increase in emergency shelter, TH, PSH over the year. Safe housing has remained the same and RRH decreased by 43%. For projects with huge shifts in RRH, EOH will follow up in preparation for NOFA to see whether changes need to be made.</li> </ul> </li> <li>● On emergency shelters, there is a significant increase in beds on the HIC but not an increase in HMIS beds. Patrick will look into this.</li> <li>● HMIS team and EOH will work on this collaboratively and HMIS will address Jessie's questions.</li> <li>● Motion to approve HIC in substantially the format submitted, the HIC and PIT for submission by the deadline of June 30<sup>th</sup> 2020.</li> <li>● Riley made motion and Andrew seconded.</li> <li>● Doug- yes</li> <li>● Marnelle – yes</li> </ul>

			<ul style="list-style-type: none"> <li>● Andrew – yes</li> <li>● Paulette – yes</li> <li>● Riley – yes</li> <li>● Abstentions - 0</li> <li>● In favor – all</li> <li>● Opposed – 0</li> </ul>
8.	HMIS Privacy and Security Policy - Jessie Shimmin <b><u>UPDATE</u></b>	<ul style="list-style-type: none"> <li>● Jessie provides update on the HMIS Privacy and Security Policy</li> </ul>	<p>3:15-3:25pm</p> <ul style="list-style-type: none"> <li>● There is relevant state legislation that mandates/defines informed consent. Patrick will research and send legislation to Jessie, Alexis, and HMIS co-chair to determine HMIS committee's next steps. HMIS committee meets again in August.</li> <li>● From the HUD TA initiative, there was a recommendation from the SNAPs office to increase HMIS lead monitoring to have a higher functioning HMIS.</li> <li>● The HMIS committee is looking at a draft tool over the next few months and will determine what should be included.</li> <li>● The Privacy and Security Policy will be part of the HMIS oversight committee's work plan during the summer. The goal is to propose a new revision for the consent to participate (ROI) that includes an electronic signature to the county council.</li> </ul>
9.	NOFA Consultant Status - Jessie Shimmin <b><u>DISCUSSION</u></b>	<ul style="list-style-type: none"> <li>● Jessie provides draft of RFP for NOFA consultant and asks committee for comments</li> </ul>	<p>3:25pm-3:35pm</p> <ul style="list-style-type: none"> <li>● In preparation for the FY20 NOFA, EOH will release a RFP for consultants to support Ja'Nai and the EOH team.</li> <li>● This RFP was prepared to be flexible, as HUD has said they will streamline the process.</li> <li>● The Heroes Act has specific language related to NOFA that if the act passes, there may not be a competitive application process.</li> <li>● One suggestion is including a caveat in the RFP about the possibility of the local competition going away. <ul style="list-style-type: none"> <li>○ There is language in the RFP that deals with the federal government.</li> </ul> </li> </ul>
10.	PIT Count Contract-	<ul style="list-style-type: none"> <li>● Jessie provides update on the PIT Count</li> </ul>	<p>3:35-3:45pm</p>

	Jessie Shimmin <u>UPDATE</u>	contracting	<ul style="list-style-type: none"> <li>● EOH is considering contracting with Kathie Barkow, who has project managed the PIT for many years.</li> <li>● However, EOH's contract with the County for the HUD planning grant and for the state/city match ends at the end of June and will renegotiate.</li> <li>● EOH wants to plan the PIT as early as July and negotiate with Applied Survey Research (ASR) soon, as there is a high demand for their services.</li> </ul>
11.	Announcements and Next Meeting/Agenda	<ul style="list-style-type: none"> <li>● Announcements             <ul style="list-style-type: none"> <li>○ CoC Specialist</li> </ul> </li> </ul>	3:45-4:00pm <ul style="list-style-type: none"> <li>● EOH received a lot of responses for the CoC specialist position and interviewed a strong group of candidates. An offer was made to a job candidate who accepted it. Both Doug and Ja'Nai participated in the interviews and this person was everyone's preferred candidate.</li> <li>● She will start late June.</li> <li>● EOH will send an announcement out once the hiring process is completed.</li> </ul>