Meetings are public. Homeless and formerly homeless Alameda County residents are especially encouraged to attend. Public Comment will be taken at the beginning of each meeting and is limited to 2 minutes per person. Click here to learn more about the public participation policy.

**HUD Members Present:** C’Mone Falls (City of Oakland), Riley Wilkerson (HCD), Paulette Franklin (ACBH), Lara Tannenbaum (City of Oakland), Tunisia Owens (FVLC), Andrew Wicker (City of Berkeley), Wendy Jackson (EOCP)

**EveryOne Home Staff:** Ja’Nai Aubry, Courtney Welch, Dorcas Chang, Alexis Lozano, Jessica Shimmin

**Members of the Public:** Josh Jacobs (City of Berkeley), Antonio Pizano (YAB), Hannah Moore (All In), Patrick Crosby (HCD)

**Absent:** Marnelle Timson (Consumer)

1. **Welcome** (C’Mone Falls, HUD CoC Chair)
   1. Chair Falls calls the meeting to order at 2:04 p.m. and welcomes committee members and facilitates introductions.

2. **HUD CoC Public Comment**
   1. No Public Comment

3. **Approval of Meeting Minutes, #10- 10.20.20 Action Item**
   1. Andrew moves to have October 20th meeting minutes approved as written and was seconded by Tunisia
      a. Roll call vote is conducted:
         i. C’Mone, Andrew, Tunisia, Riley, Paulette= Yes,
         ii. Lara=Abstain due to absence

4. **Youth Advisory Board** (Hannah)
   1. Recap on youth seat approval on the HUD CoC
      a. Antonio is interested in filling the YAB seat. Committee requested a biography and will vote on his placement at the January meeting.
   2. Youth Action Board (YAB)
      a. There have been ten applicants for the Youth Action Board. The first meeting will be on 11/19/20. Focus will be on advocacy, funding, and programming.
      b. One of the YAB participants will also participate in the racial equity workgroup with BARHII.
   3. National Runaway and Homeless Youth Prevention Month
a. Alameda County Board of Supervisors declared November as the Runaway and Homeless Youth Prevention month.
b. All In hosted a writing workshop and several of the attendees will be a part of the PIT youth count planning call.

5. Centering Racial Equity Report (Jessie)
   1. Racial Equity Action Lab
      a. Initiative sponsored by BARHII, HomeBase, and All Home
         i. These organizations teamed up to create space for regional partnership to work towards ending racial disparities in homelessness.
            1. Berkeley has created their own team because they have their own health department.
            2. Alameda County has established a team. Team is looking for individuals with lived experience and look to secure additional funding for consumer stipends.
         ii. Jessie stated the Alameda County team is looking for existing initiatives that would benefit from focused concerted attention to racial equity. The team is open to recommendations and referrals.
   2. Centering Racial Equity in Homeless System Modeling
      a. The Centering Racial Equity in Homeless System Design report is almost complete, the executive summary is available on the EveryOne site. Full report will be completed by December and will be sent out to everyone participating in the system modeling and governance processes.

6. PIT Count Committee (Jessie)
   1. Jessie presented two recommendations to the committee developed during the Point in Time (PIT) planning meetings.
      a. PIT management team has been convening for 2021 PIT Count and developed two recommendations, acknowledging that this will not be a normal PIT count due to COVID. Historically, a key feature of the methodology is recruiting a lot of volunteers and homeless guide to cover and count across the county.
      b. Recruiting during a pandemic is going to be challenging because state/local officials putting breaks on lots of things, the homeless guides (the backbone of the count) are highly vulnerable, many of our volunteers are typically older adults or retirees, and there can be a surge in hospitalization around the timing of the count because of the holidays.
      c. PIT project management team recommends:
         i. Performing some form of the unsheltered count
         ii. Delaying the unsheltered count for up to three months.
         iii. The team was open to obtaining a count of unsheltered people without doing a survey and discussed other places where they can get the data from.
            1. One idea is to do the survey the following year
d. Everyone agrees on how important this data is to our community, but we need to brace ourselves to make challenging choices as a community.

e. People are concerned that the Count not being comparable because a lot of our local funding decisions happen based on PIT data like ESG and Measure W, but HUD rarely uses PIT data to determine federal funding.

f. Discussion: Committee members discussed the importance of collecting the survey data.
   1. If the survey is not performed with the unsheltered count, when could the survey information possibly be collected?
      a. One idea is to do a hybrid where we are doing a shelter and unsheltered count and do a survey at a later date since the two aren’t tied together. We can do the survey in the summer when it’s safer and not wait to do it in two years.
   2. The guidance from HUD was released late and planning has started much later than usual. There are concerns about how many volunteers can be recruited within the timeframe for the January 2021 PIT count estimated timeline.
   3. Committee feels capturing survey data is very important now more than ever.
   4. PIT data is due to HUD by April 30th, if the count were pushed back 30 days, there would be more time for planning and the survey might be more easily included. However, if the unsheltered PIT count is delayed, the latest the PIT could be delayed is February to allow proper time to complete data cleanup before the due date.

2. C’Mone motions to approve the PIT count management team’s recommendations with the modification to look at the possibility of doing a survey in the summer or when things become safer. Andrew seconded
   a. Roll call vote is conducted: C’Mone, Riley, Lara, Andrew, Wendy, Tunisia, Paulette=yes

7. HMIS (Jessie)
   1. Recap on current state of HMIS
      a. The community performed work to make some significant improvements to coordinated entry to implement phased assessment and prioritize housing problem solving to make our coordinated entry system work better and in compliance with the 2020 HUD data standards.
         i. Some delays have come up due to issues with contracting with BitFocus, Robert Ratner leaving his role and Katherine Gale pausing her work but now she is getting back to the swing of things.
         ii. During the initial phase, the focus will be supporting direct services staff with adjusting to new CE/HMIS design.

8. LSA Data Submission (Jessie) 2:55 - 3:10 PM Discussion
   • LSA Update (Patrick)
   1. 2019-20 LSA submission had to be submitted by October 30th
      a. There were some challenges, including a new fifty-character limit on
b. Next step - HUD will create issue files, i.e. large spreadsheets identifying potential issues and will be sending those out to COCs in two phases.
c. The second phase will include HCD conducting an additional review and responding to all the issues that were raised by HUD.
d. Issue files will be released before the end of the month.

2. To put things into context, LSA will feed to bigger things. For example, for the Youth Homeless Demonstration Program, one of the things HUD is looking at is the submission of the LSA, and how functional are CoC’s HMIS?

9. C.E. Prioritization COVID-19 Amendment (Ja’Nai) Update
1. Ja’Nai reviewed the COVID-19 amendment approved during a special System Coordination Committee (SCC) Meeting
   a. SCC approved the temporary COVID-19 Amendment to help with rehousing efforts for people exiting project Roomkey.
   b. Applies to rapid rehousing resources, but SCC discussed expanding access to other resources.
   c. Priorities also include racially equitable outcomes that match PIT count demographics.
   d. Policy is in place until its rescinded or there is a new policy.
   e. There is a conversation of smaller group of members from SCC to come up with implementation plan.
   f. Questions:
      i. Did HCSA could get the information about medical records and age?
         1. SCC discussed using assessment forms used for Project Roomkey as an idea but hasn’t been decided yet.
      ii. Who is going to be doing the prioritization?
         1. If it gets applied to RRH or a broader set of resources, it would be matched the way it is matched now with the HRCs matching.
         2. If it is for PSH, continues to go through Home Stretch.
         3. Each resource will continue to get match as they are now, there is just an additional set of criteria on top of the by name list.

10. Strategic Planning/ Leadership Board retreat (Ja’Nai)
1. Update on Retreat Planning Meetings
   a. Retreat will be facilitated by Kathie Barkow and the Racial Equity Partners.
   b. Strategic sessions are scheduled for December through January and each meeting focuses on different planning areas.
      i. December 4th: current state of the system and vision for the future
      ii. December 10th: analyzing the gaps in the system.
      iii. December 16th: how to implement what's been decided during the sessions and determining roles/responsibilities.
      iv. January 11th: Governance Charter and MOU
   c. Planning committee is recruiting people with lived experience to participate. There will be stipends for individuals with lived experience that participate in the strategic planning.

11. Planning Grant Update (Ja’Nai) Action Item
1. This year’s contracting process took longer than expected.
2. BOS issued guidance around the planning grant, indicating that the next grant should be issued through a procurement process. It is common for the BOS to release county grants with a competitive process. But this is not common practice for federal HUD funding.
3. HUD CoC (board) has authority to determine how these funds are allocated.
   a. Discussion: Lara discussed getting guidance from HUD and then holding a meeting with HCD on how to move forward.
      i. Jessie states she can provide guidance from HUD TA on how communities set up the competitive process for the planning grant funds.
   b. Recommendation is waiting for the strategic sessions before the CoC committee makes any decision around holding a competitive process for funds.

12. C.E. Management Entity MOU (Ja’Nai) Action Item
   1. EOH staff seeking approval from committee to form a small working group to review county counsel’s changes to MOU before it is returned to the county.
   2. Tunisia moves to approve a workgroup to review MOU, Paulette seconded.
      a. Roll call vote is performed: Tunisia, C’Mone, Riley, Paulette, Wendy, Lara, Andrew=Yes, motion passes.

13. Announcements and Next Meeting/Agora
   1. No December meeting, next meeting will be held January 19th

14. Meeting adjourned at 4:09 pm.

Notes submitted by: Courtney Welch
Reviewed By: Ja’Nai Aubry