



HUD CoC Committee Minutes

Tuesday, April 20th, 2021

2:00 p.m. - 4:30 p.m.

HUD CoC Members: C'Mone Falls (City of Oakland), Josh Jacobs (City of Berkeley), Riley Wilkerson (Alameda County HCD), Marnelle Timson (Consumer Member), Tunisia Owens (Family Violence Law Center), Wendy Jackson (East Oakland Community Project),

EveryOne Home Team: Chelsea Andrews (Executive Director), Ja'Nai Aubry (Director of CoC Strategies), Alexis Lozano (Data Analyst), Jessica Shimmin (Director of Analytics), Courtney Welch (Continuum of Care Specialist)

Members of The Public: Ali Mashal (Alameda County HCD), Paul Berry (Youth Action Board)

Absent: Paulette Franklin (Alameda County Behavioral Health), Lara Tannenbaum (City of Oakland)

1. Welcome (C'Mone Falls, HUD CoC Chair)

- a. HUD CoC Chair C'Mone Falls (City of Oakland) welcomed the committee and attendees to the April meeting.

2. HUD CoC Public Comment

- a. No public comments submitted.
- b. No members of the public offered comments during the meeting.

3. Approval of Meeting Minutes, #3- 3.16.21

- a. Josh Jacobs (City of Berkeley) made a motion to approve the minutes. Marnelle Timson (Consumer Member) seconded.
 - i. C'Mone=Yes
 - ii. Josh=Yes
 - iii. Riley=Yes
 - iv. Marnelle=Yes
 - v. Tunisia=Yes
 - vi. Wendy=Abstain
 1. Motion passed

4. Homeless System Updates (All)

- a. C'Mone Falls (City of Oakland) provided an update on the City of Oakland's Guaranteed Income program pilot.
 - i. Families with children will qualify for the Guaranteed Income program.
 1. Applications have not been released yet, however there will be a lottery to select participants who will receive \$500 a month with no restrictions.
 - ii. In addition, there will be a Guaranteed Income pilot for homeless youth. The program is still in the planning stages, but the goal is to give \$750 a month and possibly another \$150 per child.
 - iii. There is also a possible opening of a new Safer Ground Hotel.

5. Youth Action Board (Hannah)

- a. Hannah was not present to provide an update, Paul Berry (YAB) updated the committee on the ongoing discussions and planning for the upcoming Youth Homeless Demonstration Program (YHDP) funding application that the Youth Advisory Board (YAB) had at their most recent meetings.

6. Election of Paul Berry

- a. Paul Berry (YAB) was presented to the committee for election for the open Youth Advisory Board seat.

- i. C'Mone Falls (City of Oakland) made a motion to elect Paul Berry (YAB) to the YAB seat, Josh Jacobs (City of Berkeley) seconded.
 - 1. C'Mone=Yes
 - 2. Josh=Yes
 - 3. Riley=Yes
 - 4. Marnelle=Yes
 - 5. Tunisia=Yes
 - 6. Wendy=Yes
 - a. Motion passed. Paul Berry (YAB) is now the YAB member of the HUD CoC Committee.

7. HIC /Sheltered PIT Count (Riley Wilkerson/Ali Mashal)

- a. Riley Wilkerson (HCD) introduced Ali Mashal (HCD), the new HCD staff member who will be the lead for the Housing Inventory Count (HIC) and sheltered Point-in-Time (PIT) count.
 - i. Riley Wilkerson (HCD) and Ali Mashal (HCD) presented the HIC and sheltered PIT count that the HMIS lead must submit to HUD annually. The HIC shows the number of emergency shelter, transitional housing, rapid rehousing, and permanent supportive housing beds available in the county specifically dedicated for people experiencing homelessness.
 - 1. The HIC/PIT shows the capacity of the community's homeless system as it relates to all these interventions.
 - ii. Current deadline for submitting is the end of April. HUD could possibly change the due date.
 - iii. The PIT data is only for the sheltered population, as an unsheltered point-in-time count was not performed in 2021. A large amount of the data comes from of HMIS.
 - iv. Many agencies are not participating in HMIS, they have to be contacted directly.
 - v. The HIC calculates utilization rate which reveals how close the community is to 100% occupancy in all the units and beds available countywide.
 - vi. The number of beds is a good way to reflect emergency shelter and transitional housing, but for rapid rehousing and permanent supportive housing, those number of beds can fluctuate.
 - vii. There are some to-be-determined data points. Riley Wilkerson (HCD) asked committee for help if they can reach out to those agencies.
- b. Ali Mashal (HCD) presented the overview of the HIC/PIT data.
 - i. Emergency shelter data reveals participation has increased significantly.
 - ii. The PIT count which shows occupancy at a certain point in time, on January 27, 2021.
 - iii. The head count for each of the interventions is lower. However, several agencies have not yet responded. Ali Mashal (HCD) expressed that they will need the committee's assistance with getting these agencies PIT data.
 - iv. The change in the HIC/ PIT count is due to the COVID hotels because that brought on a whole new number of temporary shelter/housing beds into the community.
 - v. Permanent supportive housing utilization is also better than last year. HCD is asking for assistance because it looks like the number of PSH beds have gone down but that is due to over leasing in tenant-based assistance programs.
 - vi. Ali Mashal (HCD) reviewed the agencies who have either not responded or have responded but not sent their data yet.
 - 1. Committee reviewed to see if they have contacts with the organizations that they can contact directly to ask them to submit their data as soon as possible.
- c. Josh Jacobs (City of Berkeley) motioned to approve in substantial form the current HIC/PIT to submit to HUD in the next 10 days. C'Mone Falls (City of Oakland) seconded.
 - i. Vote

1. Josh=Yes
2. Riley=Yes
3. C'Mone=Yes
4. Wendy=Yes
5. Marnelle=Yes
6. Tunisia=Abstain

a. Motion passed

8. Planning Grant Contract (Chelsea Andrews)

- a. This year's Planning Grant contract term will be one year.
- b. It is expected that the Board of Supervisors (BOS) will vote on approving the contract on either April 27th or May 4, 2021 depending on when the documents are turned in.
 - i. If the Board votes on May 4th, the contract will be dated back to May 1st. The total contract value is the same amount as the federal planning grant for Fiscal Year 2019.
- c. EOH's percentage remains the same at 62%, with 38% going to support the HMIS Lead.
- d. Contract Changes:
 - i. EveryOne Home (EOH) will work in conjunction with a NOFA consultant.
 1. Last year an RFP was released to bring in a consultant. This year the expectation is that a consultant will be brought in to lead the NOFA work under the direction of the HUD CoC committee and with staff support from EOH.
 - ii. Contract includes implementing the racial equity/ system modeling recommendations to ensure we are addressing racial disparities.
 - iii. References to the Emergency Solutions Grants (ESG) project monitoring was removed because there are no ESG funds.
- e. Questions:
 - i. C'Mone Falls (City of Oakland) asked for clarification if the County will oversee the NOFA process.
 1. Chelsea Andrews (EOH) answered that with the County' assistance, there will be some form of procurement process to bring in a NOFA consultant but HUD CoC and EOH will guide the NOFA process.
 2. EOH would still maintain the responsibility of performing the orientation for the NOFA committee members, supporting this committee as it pertains to creating and determining the NOFA guiding principles, etc. The consultant work would include collecting information, the application, creating the local application and reviewing the scores as they come in, etc.
 3. The procurement process is currently being evaluated but the County would be facilitating some type of procurement. In the past, HUD CoC had a working group that would help select and determine what would be included, what we are looking for in applications, etc.
 - a. Anyone interested in joining the working group should contact Ja'Nai Aubry (EOH)
- f. Vote to approve Planning Grant
 - i. C'Mone Falls (City of Oakland) made motion to approve the planning grant that would go before BOS. Josh Jacobs (City of Berkeley) seconded.
 1. Josh=Yes
 2. C'Mone=Yes
 3. Riley=Yes
 4. Marnelle=Yes
 5. Tunisia=Abstain

a. Motion passed

9. NOFA Consultant RFP (Riley)

- a. Riley Wilkerson (HCD) mentioned that before COVID, there was discussion with HomeBase to be the NOFA consultant, and is unsure if he can vote given that he does not know if the County has decided on going through an RFP process or through the county vendor pool.

- b. Ja'Nai Aubry (EOH) stated that it is ultimately up to the HUD CoC committee to decide the process and opened the floor for feedback on whether an RFP should be released. She also reminded the group that the NOFA application is typically released in July and it would take some time to get into contract with the consultant since they would have to go through the county vendor pool.
 - i. Chelsea Andrews (EOH) added that either way, this committee should have opportunity to weigh on the selection criteria and the selection of the vendor. The criteria and scope will look different compared to last year.
 - ii. Jessie Shimmin (EOH) reminded the group that last spring, the RFP was issued by EOH and authorized by HUD CoC committee. The intention was that the funding would pass through EOH but that changed with last year's county contract which shifted subcontracting to go through the county vendor pool. This is a relatively new process.
 - iii. Chelsea Andrews (EOH) asked if there was any objection to utilizing the vendor pool because it could be an easier route.
 - iv. C'mone Falls (City of Oakland) does not have an objection to using the vendor pool and suggested that a notice can still go out with the scope of work/qualifications. If people want to enter the vendor pool to be considered, they can still do that.
 - v. Tunisia Owens (FVLC) asked if people with lived experience that work at smaller organizations are able to join the vendor pool and provide these services. She is concerned that these organizations can be losing out on opportunities because of capacity questions or knowledge of how the system works.
 - 1. Chelsea Andrews (EOH) answered that the alternative (the RFP process) would still have the same restrictions in place for smaller organizations. The County would still handle the procurement process either through the vendor pool or the RFP.
 - vi. Chelsea Andrews (EOH) asked if there was no objection for the working group to help select the NOFA consultant.
 - 1. Riley Wilkerson (HCD) said that he doesn't see any objections.
 - vii. C'Mone Falls (City of Oakland) provided an explanation that the vendor pool is a pool for County staff to pull from on who they would like to contract with.
 - 1. Riley Wilkerson (HCD) confirmed that HomeBase is in the vendor pool
- c. C'Mone Falls (City of Oakland) motioned for EOH and the County to move forward with the process of selecting a contractor for the NOFA process. Tunisia Owens (FVLC) seconded.
 - 1. C'Mone=Yes
 - 2. Marnelle=Yes
 - 3. Tunisia=Yes
 - 4. Riley=Yes
 - 5. Josh=Yes
 - 6. Wendy=Yes
 - a. Motion passed

10. Governance Update (Chelsea Andrews)

- a. Chelsea Andrews (EOH) provided updates on the draft revised governance structure for the collective impact initiative.
 - i. She reviewed the timeline and alerted the committee that the community meeting would need to be pushed back to May.
 - ii. She provided an overview of the past engagement events with the leadership board, governance working group, and the community through focus groups and a drop-in information session.
 - iii. On March 25th, the Leadership Board held a partial vote on various components of the governance.
 - 1. The expectation is that there will be another Leadership Board meeting in the beginning of May. Depending on the outcome of the May meeting, there may be another Leadership Board meeting leading up to the community meeting to ultimately approve a new governance structure.

2. Chelsea Andrew (EOH) estimated it will take at least six months before there's a transition to the new governance structure and think through how to properly staff.
3. The Leadership Board is establishing that it is the body that will make the ultimate strategic vision and goal setting for our homeless response system and it is now the CoC once it evolves and will oversee all subcommittees.
 - a. Recommendations would come out of the collective group and ultimately be communicated to funders.
 - b. Racial Equity will be at the center of the work that the Leadership Board oversees.
4. The proposed and currently approved organization chart was shown to the committee.
 - a. Committee names are still being workshopped.
 - b. The composition still going to remain 17-25 seats. There is still deliberation on what the representation for the seats will look like.
5. There is now a benchmark to have a third of individuals with lived expertise and another benchmark to ensure more racial/ ethnic diversity on the Board and committees.
6. There is a Racial Equity Workgroup that will be looking at our system through a racial equity lens that will work closely with the Leadership board and all of its committees.
7. There is a shift from being HUD technical to focusing on system functions.
8. New committees include an Outreach, Access, Committee and a Housing Capacity Committee that would anticipate housing capacity and bring in some more public housing authority partners and affordable housing developers.
9. We will reactivate the Champions Council that was comprised of elected officials, and a Funders Council that will be working together collaboratively to find funding sources.
10. There is still discussion around if EOH will have independent board of directors, which could include members from the Leadership Board.
11. Josh Jacobs (City of Berkeley) asked. "What is EOH's position on having a distinct board of directors or if EOH thinks the leadership board can function in that role?".
 - a. Chelsea Andrews (EOH) answered she is a strong proponent of EOH having an independent board with cross collaboration by having members from the Leadership Board engaged.

11. Announcements and Next Meeting/Agenda

- a. Chelsea Andrews (EOH) shared that Courtney Welch (EOH) is leaving EOH and transitioning to a new role.
- b. Next Meeting: May 20, 2021 2:00-4:30

Notes submitted by: Courtney Welch

Reviewed by: Ja'Nai Aubry