



Leadership Board Meeting Notes
Wednesday, May 5th, 1:00pm-2:30pm

Meetings are public. Alameda County residents with lived experience of homelessness are 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.

The special meeting of the Leadership Board Committee was called to order at 1:05 p.m. on Wednesday, May 5th, 2021 on Zoom by Moe Wright when quorum was reached with 16 board members. 2 board members joined later during Agenda Item 6.

Present: Claudia Young (City of Livermore), Susan Shelton (At-large representative), Peggy McQuaid (City of Albany), Moe Wright (BBI Construction), Doug Biggs (Alameda Point Collaborative), Katie Martin (Membership Representative), Vivian Wan (Abode Services), Darin Louds (Housing Consortium of the East Bay), Ray Bonilla (Kaiser Permanente), Liz Varela (Building Futures), Andrea Ford (Alameda County Social Services Agency, Lori Cox's representative), Dr. Christine Ma (UCSF's Benioff Children's Hospital Oakland), Kristen Lee (City of Berkeley), Suzanne Shenfil (City of Fremont), Sara Bedford (City of Oakland), Michelle Starratt (Alameda County Housing and Community Development), Kerry Abbott (Alameda County Health Care Services Agency, Colleen Chawla's representative)

EOH staff: Chelsea Andrews (Executive Director), Ja'Nai Aubry (Director of CoC Strategies), Alexis Lozano (Data and Performance Analyst), Dorcas Chang (Operations Coordinator)

Public: Daniel Scott (Alameda County Housing and Community Development, Michelle Starratt's representative for first half of meeting), Anissa Basoco-Villarreal (Alameda County Social Services Agency)

Absent: Colleen Chawla (Alameda County Health Care Services Agency), Lori Cox (Alameda County Social Services Agency), Kelly Glossup (Alameda County Sheriff's Office), Wendy Jackson (East Oakland Community Project), Nella Goncalves (One Treasure Island), Paulette Franklin (Alameda County Behavioral Health Care Services), Gloria Bruce (East Bay Housing Organizations)

1. Welcome and Introductions

1:00pm-1:05pm

- a. Moe Wright (Board Chair) informed the board that the next board meeting (5/27) has been moved to May 26th.
- b. Board members introduced themselves.
- c. Announcements include:
 - o Suzanne Shenfill (City of Fremont)– announced that City of Fremont released their six-month report on the Housing Navigation Center on their website and working on Safe Parking.
 - o Darin Louds (HCEB) shared that they should be going into construction for the Vineyard project in Livermore in late summer/early fall. They are also standing up the Lake Merritt Lodge Safer Ground Site (92 Single Room Occupancy units). He thanked Abode Services and City of Oakland for their help.
 - o Claudia Young (City of Livermore) shared that the Livermore council approved \$417,000 homeless funds.

2. **Public Comment – no public comment** 1:05pm-1:15pm
3. **Review and Approval of Minutes** 1:15pm-1:20pm
- a. Leadership Board Meeting 3.25.21 *Approve*
- a. Staff amended the meeting minutes after they were sent out to the Board. The amendment included Sara Bedford’s suggestion that Oakland have two seats for the Leadership Board composition.
 - b. Peggy McQuaid (City of Albany) wanted to modify the minutes to say that the Albany’s new housing project is not yet approved. Peggy also suggested to change the language that encourage public attendance from “Formerly homeless” to “residents with lived experience of being homeless” for better phrasing.
 - c. Dorcas Chang (Operations Coordinator) will check if Dr. Christina Ma attended last meeting based on the recording and make the update on the minutes.
 - d. **Moe Wright (Board Chair) made motion to approved as modified. Susan Shelton (At large rep) seconded. 15 people approved. 0 opposed. 1 person abstained. Motion passed.**
 - e. Note: Michelle Starratt (HCD) and Kerry Abbott (HCSA) did not vote because they were not present at the time. Daniel Scott voted as Michelle Starrett’s representative.
4. **Executive Director Update** 1:20pm-1:25pm
- a. Chelsea Andrews (Executive Director) shared that the joint press release between EOH, City of Oakland, and HCSA on *Centering Racial Equity in Homeless System Design* report was very successful. It was great representation of us coming together. It included quotes from Supervisor Carson, Colleen Chawla, Mayor Arreguin, Mayor Schaaf, and a representative from the HUD’s Office of Special Needs Assistance Programs (SNAPS).
 - b. Chelsea Andrews (Executive Director) was invited to share about the report tomorrow, (5/6) at a public meeting with some members of the Board of Supervisors (BOS) and all the Mayors. She has been having good engagement with various mayors and was invited to join the next Conference of Mayor’s meeting to give an update on the governance work.
 - c. EOH’s contract is scheduled to go before BOS on May 18, 2021. Chelsea Andrews (Executive Director) stated that EOH may need to have people on call for support. EOH will send out a message if they think that support is needed.
 - d. There are staffing changes at EOH. Jessica Shimmin, Director of Analytics, and Courtney Welch, CoC Specialist, have moved onto great opportunities. EOH will share job descriptions with the Board and look forward to member’s help in sharing the job announcements.
5. Strategic Planning Update (Kerry Abbott) 1:25pm-1:30pm
- This agenda item was skipped.
6. Proposed Governance Revisions 1:30pm-2:30pm
- a. Proposed Governance Revisions - Leadership Board & Committee Composition *Approve*
- a. Chelsea Andrews (Executive Director) provided a recap on the governance time and process. She reviewed with the committee where the alignment and agreements are on.
 - i. The community meeting is planned to be in June now.
 - ii. In the interim as decisions are being made that require signoff from the HUD CoC chair, Moe Wright, the chair of the Leadership Board, was engaged to sign.
 - b. Chelsea Andrews (Executive Director) provided an update on her engagement with elected officials. She shared with the Mayors on how to get engaged and received good feedback. Chelsea had a meeting on April 30th, prompted by Mayor Woerner from Livermore, with Mayors

of Berkeley and Alameda, and a representative from City of Oakland. Key take away include their support for lived experience seats, regional seats and interest in appointment representative, interest in serving on Leadership Board, broadening equity, and increased communication.

- c. Chelsea Andrews (Executive Director) shared the proposed Leadership Board composition which included a third of the seats for people with lived experience, three seats for the county (Housing and Community Development, Health Care Services Agency, Social Services Agency), Berkeley and Oakland appointed seats, and other stakeholder positions as a recommendation based upon feedback from the Leadership Board and stakeholders .
- d. Chelsea Andrews (Executive Director)) asked the committee for input about the seats for people with lived expertise: 8 seats total that includes 2 seats for youth. We would also be intentional about representing throughout the county.
 - i. Dr. Christine Ma (UCSF's Benioff Hospital) asked if there is discussion for recruiting people in other subpopulations like family, veterans, etc.
 - ii. Ja'Nai Aubry (Director of CoC Strategies) shared the governance recommendations by EOH Staff. Recommendations include regional representation, recruiting subpopulations to ensure an intersectional lens is used, removal of the EOH seat to create more additional seats, and that there is 1 seat per agency, organization. For the subcommittee composition, EOH hopes to start conversation at this meeting on the size and composition.
 - iii. Doug Biggs (APC) asked if it possible to have someone who has lived expertise and represent another organization.
 1. Chelsea Andrews (Executive Director) advised that the point of the lived experience representative is to ensure that they have the support and comfort to provide their informed expertise.
 - iv. Moe Wright (Board Chair) recommended forming a nominating committee that includes people from the Leadership Board to help screen and ensure that there is a good cross section of people who are not appointed.
 - v. Vivian Wans (Abode Services) commented that she doesn't think there needs to be 2 seats for youth representative.
 - vi. Chelsea Andrews (Executive Director) confirmed that the expectation for the 8 seats for people with lived experience is independent of people filling two roles.
 - vii. Katie Martin (Membership Rep) also agreed that two dedicated youth seats is seemingly a lot and commented that the focus should just be on the dedicated position for people with lived experience for now instead of how someone can represent both lived experience and another organization or role.
 - viii. Kerry Abbot (HCSA) asked if the chairs of Funders Council, Youth Action Board (YAB), and Champions Council would also be represented on the Leadership Board and if they wouldn't be represented, she suggested using one of those youth seats for the YAB.
 1. Chelsea Andrews (Executive Director) responded that those groups do not have seats on the Board, nor have we figured out if the format of those groups will have a chair. It is not necessarily that someone on YAB would be serving on the board. The connection is for there to be intersectionality with the YAB.
 2. Ray Bonilla (Kaiser Permanente) asked what the age range for youth is and what was the rationale behind having 2 seats.
 - a. Ja'Nai Aubry (Director of CoC Strategies) answered 18 to 25 and that the consultants were the ones who suggested having 2 seats. She assumed the rationale is for them to have another member there for support.

3. **The leadership Board voted on if they would want one or two seats for youth representatives for people with lived expertise.**
 - a. **Three members voted for 2 seats. Thirteen members voted for 1 seat. One member abstained.**
 - b. **The proposal that the Leadership Board composition include eight seats for people with lived expertise with two seats for youth representative has been amended to include only one seat for youth representative.**
- ix. Chelsea Andrews (Executive Director) asked for input on the current structure of having 3 key county representatives (HCD, HCSA, SSA).
1. Vivian Wan (Abode Services) commented that probation is missing.
 2. Kerry Abbott (HCSA) raised concern about not having input from BOS about having five mayors on the Leadership Board.
 3. Chelsea Andrews (Executive Director) responded that it may not be mayors who will be representing the regions and it depends on who is recommended. She also added that the three county seats are the ones that have been consistently recommended and that probation could be on the prevention committee. Susan Shelton (At-large representative) commented that even though she knows the importance of having county seats represented, she is in a quandary about the number of seats the county relative to the cities.
 4. Suzanne Shenfil (City of Fremont) suggested considering bring in law enforcement in either the Leadership Board or on a committee.
 5. Kristen Lee (City of Berkeley) commented that this size of the board is too big. She wondered if having elected officials on the Board would prevent it from being a broader advisory board and thought the Champion Council is where they would sit. She also agreed that the expertise by the county is good but thought the function of OHCC is to be the County rep and if we only had one seat for the County rep, we can have more room on the Board.
 - a. Chelsea Andrews (Executive Director) commented that one of the biggest challenges EOH has is if the Leadership Board has the key decision makers at the table and believes that the interest from the elected officials is a good thing.
 - b. Chelsea Andrews (Executive Director) also mentioned that the Champion Council would include BOS, city council members too, and that the group will meet twice a year, receive high level updates, but not be making the same type of decisions the Board is making.
 6. Moe Wright (Board Chair) also reminded the group that the composition can be changed since it is reviewed every year.
 7. Ray Bonilla (Kaiser Permanente) asked what the group thought of OHCC being the lead agency to represent the county versus having three county departments?
 - a. Chelsea Andrews (Executive Director) responded that there is a benefit to having HCD since they handle the funding and is the collaborative applicant and that SSA bring in addition insight on workforce development and other initiatives.
 - b. Andrea Ford (SSA) added that SSA does need a seat since SSA does have some of the county's homeless programs.

8. Chelsea Andrews (Executive Director) commented the difference in this composition from last meeting is the approach to having regional representation.
9. Kerry Abbott (HCSA) does not believe that county staff are in a position to vote to approve this structure because what is presented now has potentially a large number of elected officials that does not include county elected officials.
10. Sara Bedford (City of Oakland) is unsure how to vote because we crafted a scope of work and alignment that is at odds with having a board filled with a lot of elected. However, she is not against having elected officials on the Board.
11. Chelsea Andrews (Executive Director) shared that the regional approach was the result of hearing from our stakeholders that the smaller and midsize cities did not feel well represented. We want to get to a point where people do not feel disenfranchised and can actively engage.
12. Chelsea Andrews (Executive Director) shared that there is interest from Mayors to serve on the Board, but they will most likely have discussion on who they believe is qualified to represent each region. She suggested the region should tell the Board who they want for representation and allow that process to happen more organically.
13. Moe Wright (Board Chair) suggested that the board can still give characteristics for membership.
14. Michelle Starratt (HCD) commented that she believes that the Mayors want more access to the information on homelessness and that we need to share with them the work that gets done at this board. She does not believe they want to spend too much time getting into the details.
15. Moe Wright (Board Chair) commented that that we structured this Board to be a body of experts rather than political decision makers.
16. Dr. Christine Ma (UCSF's Benioff Hospital) agreed with Michelle Starratt and Moe Wright. She supports the idea of quarterly meetings and engaging the community so that elected can understand the interworking better.
17. Chelsea Andrews (Executive Director) asked the Board for feedback on how she should proceed with engaging elected officials and how to represent this group.
 - a. Christine Ma (UCSF's Benioff Hospital) suggested having Mayors or BOS appoint someone or have people apply or express interest for those seats and be selected by them.
18. Peggy McQuaid (City of Albany) noted that North county seems like they have been skipped since Berkeley is not included and has its own seat.
19. Chelsea Andrews (Executive Director) asked if there is a push back to the regional approach to be responsive to the smaller/mid-size cities?
 - a. Vivian Wan (Abode Services) commented that it is not about the regional approach but how many jurisdictions we have represented. We have to be more wary of the power in this group and how that will balance out especially with 8 people with lived experience in the group.
 - b. Michelle Starratt (HCD) added that the smaller cities do not have as much capacity as the bigger cities. They typically don't have enough staff to attend these meetings since that staff usually has a lot of other tasks.
20. Susan Shelton (At large rep) commented that she is not ready to decide and encouraged the Board to take some time to keep working on this. Even though

she does not think elected will be regular member, she wants to honor Chelsea Andrew's work with them and still wants their input and support.

b. Next Steps

- a. Chelsea Andrews (Executive Director) concluded that we will continue to work on our alignment so that everyone is engaged and involved, and people feel good about this group so that the Board can carry out the decisions in an effective way. She encouraged people to reach out to her or their peers between this time now until the next Board meeting. She will update the Board with what she hears back from the Mayors.

Adjournment Meeting was adjourned at 2:40 p.m. by Chelsea Andrews. The next meeting will be on Wednesday, May 26th from 2 p.m.-4:00 p.m. Notes submitted by: Dorcas Chang Reviewed by: Chelsea Andrews