HUD CoC Committee Notes  
Tuesday, August 24th, 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 Housing and Community Development), Marnelle Timson (Consumer Member), Tunisia Owens (Family Violence Law Center), Paulette Franklin (Alameda County Behavioral Health Care Services), Paul Berry (Youth Action Board), Lara Tannenbaum (City of Oakland), Wendy Jackson (East Oakland Community Project)

**Leadership Board Members:** Darin Lounds (Housing Consortium of the East Bay) Moe Wright (Chair, BBI Construction), Liz Varela (Building Futures), Andrea Ford (Social Services Agency), Doug Biggs (Alameda Point Collaborative), Dr. Christine Ma (UCSF’s Benioff Children’s Hospital Oakland), Suzanne Shenfil (City of Fremont) Natasha Paddock (Alameda County Housing and Community Development, Michelle Starratt’s representative), Vivian Wan (Abode Services), Sara Bedford (City of Oakland),

**EveryOne Home Team:** Chelsea Andrews (Executive Director), Tirza White (Senior Director of Performance and Data Analytics) Katie Haverly (Director of Research and Data Analytics), Dorcas Chang (Operations Coordinator)

**Members of The Public:** Aram Hauslaib (Homebase), Esther Wilch (Homebase), Hannah Moore (All In Alameda County), Suzanne Warner (Health Care Services Agency), Brandy Mays (Youth Action Board), Nic Ming (Social Impact Wheel), Andy Duong (Alameda County Housing and Community Development), Ali Mashal (Alameda County Housing and Community Development), Collen Budenholzer (Health Care Services Agency), Kim Dietz

1. **Welcome (C’Mone Falls, HUD CoC Chair)**
   a. HUD CoC Chair C’Mone F. (City of Oakland) welcomed the committee and attendees to the August meeting and noted that Leadership Board members were welcome to participate in discussions about agenda items the HUD CoC Committee members would vote on.

2. **HUD CoC Public Comment**
   a. None

3. **Approval of Meeting Minutes, #6- 6.15.21**
   a. Paulette F. (BHCS) made a motion to approve the June meeting minutes. Andrea F. (SSA) seconded.
      i. C’Mone - Yes
      ii. Paulette - Yes
      iii. Wendy - Abstain
iv. Tunisia - Yes
v. Laura - Yes
vi. Marnelle - Yes
vii. Riley - Yes
viii. Josh - Yes

b. Motion passed

4. Homeless System Updates (All)
   a. None

5. 2021 Notice of Funding Opportunity for Continuum of Care (Chelsea and Homebase)
   a. Aram H. (Homebase) presented Homebase’s preliminary analysis of notable changes in the FY 2021 Notice of Funding Opportunity (NOFO).
      i. Available funding for Tier 1 is now 100% of the Annual Renewal Demand. Tier 2 is equal to the Continuum of Care (CoC) bonus amount.
      ii. Domestic Violence (DV) Bonus funding has more than doubled since FY 2019. This CoC can apply for up to $1.9 million.
      iii. Tribes and Tribally Designated Housing Entities are eligible to apply for projects. Homebase recommends inviting any local groups to the Bidders Conference.
      iv. HUD is placing less emphasis on system performance as a priority for the CoC application. It will be a higher priority again in 2022.
   b. Homebase provided initial observations on strategic direction for the CoC application.
      i. It is still vital to conduct a thorough rating and process in Tier 1 and Tier 2, even though the ARD is met in full.
      ii. CoCs are awarded 10 points if new projects in Tier 2 have a stated commitment to Housing First, which is an advantage for ours.
      iii. HUD is prioritizing CoCs with a demonstrated capacity to reallocate funding from lower to higher performing projects. This is also an advantage.
      iv. HUD will grant 10 bonus points to CoC applications that include new projects utilizing housing subsidies funded by sources other than CoC or Emergency Solutions Grants (ESG) programs. Effort should be made to encourage and solicit projects that align with this priority.
   c. Staff reviewed the Strategic Guidance Recommendations the HUD CoC Committee voted on at the June meeting and opened the floor for discussion.
      i. Moe W. (Leadership Board Chair, BBI) asked whether underspending and reallocation will be a problem for all applicants due to disruptions caused by COVID.
         1. An assessment of underspending trends will be possible after the deadline for projects to submit Annual Performance Reports (APR). There is no longer an involuntary reallocation policy.
      ii. Liz V. (Building Futures) asked if the DV bonus applies to Permanent Supportive Housing (PSH)
         1. It does not. However, PSH is eligible under the general CoC bonus, and DV projects can apply for that funding as well.
      iii. Hannah M. (All In) noted that facilitating Coordinated Entry is a particular challenge for youth-oriented projects and asked if NOFO funding can be utilized for that.
1. Riley W. (HCD) clarified that the collaborative applicant does receive a dedicated grant for that purpose.

iv. C’Mone F. (Chair, City of Oakland) asked if efforts will be made to ensure new applicants are engaged in the process.
   1. EOH and Homebase are working to solicit new applicants. This is necessary to take advantage of the CoC bonus amount.
   2. Homebase will be available to help any potential new projects prepare a competitive application for the local competition.

d. Proposed 2021 NOFO timeline (Chelsea)
   i. The structure of deadlines and intervals is based on past NOFO timelines.
   ii. The Renewal Project Package will be released September 13th, concurrent with the Bidders Conference. The application process will be entirely electronic this year, so there will be in-depth guidance from Homebase on how to access and utilize the tools provided in the Presto system.
   iii. The final Rating and Ranking will be posted on October 29.
      1. Marnelle T. (consumer) made a motion to approve the NOFO timeline. Lara T. (City of Oakland) seconded.
         a. C’Mone – Yes
         b. Paulette – Yes
         c. Tunisia – Yes
         d. Wendy – Yes
         e. Laura – Yes
         f. Riley – Yes
         g. Josh – Yes
         h. Paul – Yes
      2. Motion passed.

e. 2021 Local Competition Review and Ranking Process (Chelsea)
   i. Chelsea A. (Executive Director) presented the 2021 Local Competition Review and Ranking Process and an overview of revisions.
      1. Language related to the reallocation policy has been changed to reflect that it is now voluntary rather than involuntary.
      2. Minor revisions were made to clarify the role of EOH as a non-conflicted entity that recruits the NOFO Committee.
      3. Language was added to address the involvement of an outside consultant.
   ii. Suzanne W. (HCSA) and Riley W. (HCD) suggested adding information about the collaborative applicant and the type of support Homebase will provide, such as Technical Assistance.
      1. Staff noted that other NOFO materials provide that level of detail.
      2. Amanda W. (Homebase) clarified that HUD is the intended audience for the Review and Ranking policy, which is part of the CoC application.
   iii. Lara T. (City of Oakland) motioned to add a few sentences about the role of the collaborative applicant. Marnelle T (Consumer) seconded.
      1. C’Mone – Yes
      2. Paulette – Yes
      3. Tunisia – Yes
      4. Wendy – Yes
      5. Laura – Yes
      6. Riley – Yes
iv. Motion passed.

f. NOFA Committee (approve alternate)
   i. Chelsea A. (Executive Director) reviewed the seated NOFO Committee roster and requested the approval of Gloria Wroten (SCC Committee) to serve as an alternate.
   ii. C’Mone F. (Chair, City of Oakland) motioned to approve. Tunisia O. (FVLC) seconded.
      1. C’Mone – Yes
      2. Paulette – Yes
      3. Tunisia – Yes
      4. Wendy – Yes
      5. Laura – Yes
      6. Riley – Yes
      7. Josh – Yes
      8. Paul – Yes
   iii. Motion passed.

g. NOFA Appeal Board
   i. The NOFO process requires an Appeals Board comprised of three non-conflicted individuals from the Leadership Board, NOFO Committee, and HUD CoC Committee, respectively.
      1. Chelsea A. (Executive Director) asked any non-conflicted HUD CoC Committee member to volunteer.
      2. Paul B. (YAB), the only non-conflicted member who is not serving on the NOFO Committee, agreed to serve on the Appeals Board.

6. Youth Action Board (Hannah/ Paul) [1:51]
   Update
   a. Hannah M. (All In) presented on the Youth Homelessness Demonstration Project (YHDP) submission process, a HUD grant focus on funding for addressing youth homelessness and house insecurity.
      i. YAB designed and facilitated focus groups, a writing workshop, and letter of support for the application.
   b. Hannah M. (All In) shared the priorities for new programs include a youth specific Coordinated Entry system, implementing a system wide peer group, and implementing a host homes project.
   c. Brandy M. (YAB) shared input from focus groups about the challenges and barriers that the youth face. Youth do not always feel welcome into decision making spaces, feel tokenized, and experience consequences of speaking their minds. Barriers include transportations, conflicting priorities, lack of awareness of YAB, and not seeing the impact of YAB.
   d. Chelsea A. (Executive Director) shared that the consultant that John Burton Advocates for Youth (JBAY) sponsored for the grant was great and is willing to help with whatever planning that needs to happen if we receive the grant.

7. Governance and Staffing Update (Chelsea) [3:30 – 3:40pm]
   Update
Chelsea A. (Executive Director) shared that EOH has three new staff, Tirza White as the Senior Director of Performance and Data Analytics, Katie Haverly as the Director of Research and Data Analytics, and Katie Martin as the Systems Planning Coordinator.

EOH is recruiting for a Directors of Policy and Homelessness Strategies.

There was no quorum at the last Leadership Board meeting. In the next meeting in September, the Board will vote on the new committees’ composition, housekeeping matters, and the structure of EveryOne Home.

The community meeting will be scheduled in September.

8. Coordinated Entry Refresh (Colleen Budenholzer)  
   **Update**

   Colleen B. (HCSA) provided updates on the Coordinated Entry Refresh.

   - 213 households are on the crisis queue and 247 households are on the housing queues.
   - 786 individuals have Housing Problem Enrollments and 1285 have Coordinated Entry enrollments.
   - They are using the Crisis Queue for matching to shelter and transitional housing resources.
   - The plan is to retire the current PSH target list by the end of September and transition to matching to PSH from the housing queue.
   - They are currently working on creating policies recommended by HUD. Next step is to take an inventory of policies that are needed, that they currently have, and look at what needs to be developed and updated.
   - The initial live training series has been completed and they are working on creating training videos that can be accessed online.
     - Goal is to have the entire initial training series available online by end of September.
     - Colleen B. (HCSA) can work on getting outreach about the trainings to Domestic Violence providers with Tunisia Owens and TAY providers with Hannah Moore.

9. Emergency Housing Vouchers Update  
   **Update**

   Colleen B. (HCSA) gave an update on the Emergency Housing Vouchers.

   - 294 notifications have been sent. 59 incomplete applications received. 50 complete applications received. 109 total received. 23 Vouchers issues.
   - They are working on finalizing workflow for set asides for Transition Aged Youth (TAY) and Gender Based Violence.
   - Colleen B. (HCSA) clarified that the EHV are prioritized using the COVID temporary resource prioritization policy that SCC approved and the set aside for TAY and DV.
   - The timeline is to have all the notifications out by October 1st or 15th. Colleen B. will confirm later.
   - Notifications are sent to people in Project Roomkey, Project Roomkey transition programs, and the DV and TAY set asides. This is Phase 1. Next phase would be sending notifications to people in Safer Ground.

   C’Mone F. (Chair, City of Oakland) asked for clarification on if the TAY that are in Project Roomkey are included in the TAY set aside or is the set aside on top of TAY that are already in Project Roomkey?

   - Marnelle T. (Consumer) commented that the set aside should be on top of TAY that are already in Project Roomkey.
   - Lara T. (City of Oakland) commented that the set aside should target other TAY.
iii. This discussion will be brought to the next meeting on whether the COVID temporary resource prioritization policy would need to be modified to include this clarification on whether TAY set aside should include TAY that are already in Project Roomkey.

10. Announcements and Next Meeting/Agenda 3:55 - 4:00pm
   a. Next meeting, September 21st 2021 at 2:00pm to 4:00pm

Notes submitted by: Katie Martin
Reviewed by: Dorcas Chang