Tuesday, October 19th, 2021
2:00 p.m. - 4:30 p.m.

**HUD CoC Members:** C'Mone Falls (City of Oakland), Paulette Franklin (Alameda County Behavioral Health), Marnelle Timson (Consumer Member), Lara Tanenbaum (City of Oakland), Paul Berry (Youth Action Board), Tunisia Owens (Family Violence Law Center), Riley Wilkerson (Alameda County Housing and Community Development)

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

**Members of the Public:** Hannah Moore (All In), Patrick Crosby (HMIS), Sahra Nawabi (Youth Action Board), Andrea Ford (Alameda County Social Services Agency), Chrissy Love (City of Oakland), Melvin Cohen (Building Opportunities for Self-Sufficiency), Dee Balliet (True Colors United), Kathryn Primas (ABT Associates), Henry Love (ABT Associates), John Noe (HMIS)

**Absent:** Wendy Jackson (East Oakland Community Project), Josh Jacobs (City of Berkeley)

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.](#)

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

2. **HUD CoC Public Comment**

   *None.*

3. **Approval of Meeting Minutes, #8- 9.21.21**

   a. Marnelle Timson moved to approve the meeting minutes from 9/21/21.

   i. Lara Tanenbaum seconded.

   1. C'Mone Falls - Yes
   2. Marnelle Timson - Yes
   3. Tunisia Owens - Yes
   4. Paulette Franklin - Yes
   5. Paul Berry - Yes
   6. Lara Tannenbaum - Yes

   b. Motion passed.

4. **Homeless System Updates (All)**
a. Lara Tanenbaum (City of Oakland) reported the City of Oakland is opening two new pilot programs in November.

5. Youth Action Board and YHDP

a. Kathryn Primas (ABT Associates) and Henry Love (ABT Associates) are two of Alameda County’s designated Technical Assistance providers for the Youth Homelessness Demonstration Program (YHDP) grant. They presented an overview of the YHDP grant and its rollout.

i. Alameda County received $6,573,979. The grant will need to be used over a 2-year period of time on new youth homelessness projects. Aside from the planning projects, YHDP funded projects will be renewable for the CoC.

ii. YHDP funding can cover supportive services projects, coordinated entry projects, transitional housing, and permanent housing.

iii. Providers must agree to uphold values of equity and youth collaboration.

iv. The first year will be spent planning. Project applications will be due June 1st, 2022 and projects will be operational by October 1st, 2022.

b. Dee Balliet (True Colors United) addressed the importance of youth collaboration on every aspect of the process.

i. Technical assistance providers will be assisting the Youth Action Board (YAB) to help build it in ways that are needed and ensure it is sustainable.

c. Chelsea Andrews (Executive Director) asked for a high level overview.

d. The first step of the process is creating a Coordinated Community Plan, which must be submitted to HUD by March 15th. It requires approval before funding can be accessed. Developing it will require engagement from a variety of stakeholders and the YAB Data from HMIS will also be consulted to help identify gaps and areas for improvement. HUD approval will happen approximately two weeks after submission. E-Snaps submissions for projects will be due in July 2022.

e. C’Mone Falls (City of Oakland) noted that the YHDP grant is HUD funding, and the HUD CoC Committee will have a direct role throughout the implementation process.

f. Chelsea Andrews (Executive Director) concurred and noted the need to think through how the collaborative process with the YAB will work. It’s important to note that the YAB will have the power to veto certain decisions. Meetings are underway to determine possibilities for that decision-making structure.

i. Short-term decisions do need to be made. There is a $100,000 planning grant that’s been made accessible. Once the YAB has been able to meet with county stakeholders, a budget for the planning grant will be created.

g. Sahra Nawabi (YAB) emphasized the importance of centering the voices of youth with lived experience of homelessness when decisions are made.

h. Hannah Moore (All In) urges those who work directly with youth to connect them with the YAB
6. **Governance Update (Chelsea Andrews)**
   a. The Leadership Board has not convened since the last update was given at September’s HUD CoC Committee meeting, so there are no new updates to give at this time. The next Leadership Board meeting is Thursday, October 28th. Those meetings are also open to the public, and all are welcome to attend.
   b. If there is consensus from the Leadership Board at that time about the remaining topics, such as bylaws, it will be followed by a month-long community engagement process. Ultimately, the changes to governance will all need to be voted on and approved by the community.
   c. That information will be publicized, and there will be many opportunities for engagement, to ensure the community fully understands what’s being proposed.

7. **NOFO Status and Next Steps (Chelsea Andrews)**
   a. All renewal projects were submitted on time. Three new projects have also submitted applications. The all-day ranking and review process will be Thursday, 10/21.
   b. Non-conflicted members of the HUD CoC Committee will need to convene to vote and approve the final list.
   c. This is the first time the process has been a collaboration with Homebase. Surveys will be circulated among applicants as well as the NOFO Committee to determine what has worked and what could be improved next time.

8. **PIT Count Update**
   a. Katie Haverly (Director of Research and Data Analytics) provided a report on the status of the 2022 Point in Time (PIT) Count.
      i. COVID-19 safety protocols are being developed. A phone app will be used to collect data as part of a switch over from paper.
      ii. More than 500 volunteers and 200 guides will be needed.
      iii. There will be a Community Kick Off Meeting on 10/25 and a Community Meeting regarding survey development on 11/01.
   b. Chelsea Andrews (Executive Director) noted the HUD CoC Committee will be voting on the survey methodology in November.
   c. Lara Tanenbaum (City of Oakland) asked if the mobile app will improve the speed with which data from the PIT Count is distributed to communities, and whether there is language in the contract with Applied Survey Research (ASR) about a timeframe for data distribution. Interest was expressed in possibly involving the Cities of Oakland and Berkeley in those contract negotiations.
      i. Riley Wilkerson (HCD) responded that the technology will likely not have an impact on that. He will have to return with an answer regarding the contract with ASR.
9. 2022 Workplan
   a. Chelsea Andrews (Executive Director) explained that the HUD CoC Committee
      previously voted to not create a 2021 workplan.
   b. A workplan for 2022 will be drafted soon and brought to the committee. It is being
      developed in coordination with the System Coordination Committee's (SCC) 2022
      workplan, to streamline wherever possible.
   c. The workplan draft will be brought to the HUD CoC Committee for review in the near
      future.

10. Annual C.E. Assessment
    a. C'Mone Falls (City of Oakland) provided an update on the recent vote by the SCC to
        postpone the Coordinated Entry assessment until 2022 and allow the Coordinated Entry
        Self-Assessment be the tool used for monitoring at this time.
    b. Chelsea Andrews (Executive Director) noted that SCC’s vote was to recommend this
        idea to the HUD CoC Committee. The final decision rests with the HUD CoC Committee.
    c. Requests were made for clarification about the reason for this proposal.
       i. Due to the ongoing rollout of Coordinated Entry 2.0, there are concerns that
          conducting a Coordinated Entry assessment any earlier than 2022 would be
          premature. Postponing the evaluation allows for adjustment to the new system,
          and the results will provide insight into how Coordinated Entry 2.0 is functioning.
    d. Since a formal report-out on the Self-Assessment tool was not possible at this meeting,
       C'Mone Falls (City of Oakland) suggested the HUD CoC Committee’s vote be postponed
       until the November meeting.

11. C.E. 2.0 (Colleen)
    a. Colleen Budenholzer (HCSA) provided an update on Coordinated Entry 2.0.
       i. The first Coordinated Entry training is now available online. Initial feedback has
          been mostly positive. It provides an overview of the new system and what the
          client experience will be within that workflow. The second module is expected to
          be available by the end of the week.
       ii. Effort is being made to ensure the policies and training are fully aligned, so
           policies are being created as training materials and workflows are finalized.
    b. For details on current Coordinated Entry data, see meeting materials.
    c. Colleen Budenholzer (HCSA) also provided an update on Emergency Housing Vouchers
       (EHV).
       i. 759 people have been matched to the program. 102 vouchers have been issued,
          and 13 vouchers have been leased up.
       ii. The reason for the relatively low number of vouchers being leased up relates to
           the target population. The initial group of people matched with EHV were Project
Roomkey participants who already had units. Housing quality inspections and other HUD requirements have caused some delays in switching to using EHV as a subsidy.

iii. Referrals have begun for the 10% set-aside for the gender-based violence community. Referrals for the Transitional Age Youth set-aside are well underway. 42 have been assigned to a Public Housing Authority and are working on applications, and 152 notifications have been sent out.

iv. Building Futures has taken a lead role in assisting with the gender-based violence set-aside vouchers.

12. HMIS Privacy & Security

a. Jessica Hansard (Hanserd Health Solutions) presented on HMIS Privacy & Security project, which has been in development for over a year.

i. The goal for this project was to support cross-sector data sharing and coordination, while also shifting stakeholder attitudes and behaviors to do so with workflows and tools that protect individual consumers’ privacy and security. A significant priority was respecting consumer ownership of one’s own data by providing consumer-facing materials written in plain English.

ii. Policies were modeled after similar efforts in Boise, Idaho, and was carefully aligned with HUD regulations.

iii. Organizations can easily modify the forms to add stricter requirements; they’re designed to be a baseline of what expectations should be throughout the Continuum of Care.

iv. The privacy policy that existed was nine pages; the new version is one page. It can be used as a sign displayed at any desk where consent is collected.

b. Chelsea Andrews (Executive Director) asked if there were areas modified by feedback received from the HMIS Oversight Committee.

i. Suzanne Wagner (OHCC) noted that those meetings and workgroups involved rigorous discussion and debate about consent, and when consent could be inferred rather than directly solicited. It was ultimately very productive and beneficial to the process of overhauling of these policies.

c. Tunisia Owens motioned to approve the HMIS Privacy and Security policy. Riley Wilkerson seconded.

1. Lara Tannenbaum - Yes
2. Riley Wilkerson - Yes
3. Marnelle Timson - Yes
4. Tunisia Owens - Yes
5. Paulette Franklin - Yes
6. Paul Berry – Yes

ii. Motion passed.
13. Announcements and Next Meeting
   a. Next meeting – November 16th 2pm to 4:30pm