

Leadership Board Meeting

October 28, 2021
2:00PM – 4:00PM



EveryOneHome
Ending Homelessness
in Alameda County

Today's Agenda

- I. Welcome and Introductions
- II. Public Comment
- III. Review and Approval of Minutes
- IV. Executive Director Update
- V. HHAP 2 Spending Update
- VI. YHDP Update
- VII. Point In Time Count Update
- VIII. Proposed Governance Revisions
- IX. Next Steps

Executive Director Update



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HHAP 2 Spending Updates

Kerry Abbott, Director, Alameda County Office of Homeless Care and Coordination

Sara Bedford, Director, City of Oakland Human Services



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Youth Homeless Demonstration Project Update

Kathryn Primas, Associate, Abt Associates



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Point in Time Count Update



EveryOne Counts!
2022



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Point in Time Count Updates

Berkeleyside

Nonprofit news
Free for all, funded by readers

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WEATHER: [Rain report](#) • [Wildfire Guide](#) | **COVID:** [Outdoor dining](#) • [The numbers](#)

HOUSING & DEVELOPMENT



By Natalie Orenstein,
Oct. 27, 2021, 3:07 p.m.

*This story was first published on
The Oaklandside.*

Alameda County gears up for major homeless count

Canceled last year for COVID-19 safety concerns, this year's Point-in-Time assessment "counts more" than any before it, organizers say.



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HOUSING & HOMELESSNESS

Alameda County gears up for major homeless count

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by Natalie Orenstein
October 26, 2021



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FIND OUT MORE

PIT Count Updates

- **225 Volunteers** have signed up for the day of the count so far
- **125 individuals** attended the first Kick Off Meeting for the PIT Count on 10/25
- **9 Cities** have proposed staff to serve as City/Regional coordinators
- Full community meeting schedule has been published and disseminated



Join us **Tuesday January 25th**
for the PIT Count!

Ways **YOU** Can Get Involved:

- Volunteer to Help Count on Jan 25
- Recruit Guides and Volunteers
- Attend community planning meetings
- Donate thank you gifts to support volunteers
- Provide a Location & Staff to collect & hand out surveys, gifts & stipends to surveyors
- Provide a Location for volunteers to gather the day of the count

EveryOneHome

PIT Kick Off Meeting Word Cloud



Upcoming Community Meetings

- **Monday November 1 (12-2 PM)** – Community Wide Meeting regarding Survey Development
- **Monday November 8 (2-4 PM)** – Community Wide Meeting regarding Youth Point in Time Count Methodology Planning
- **Monday November 15 (12-2 PM)** – Community Wide Meeting regarding Outreach Participation and Guide Recruitment Planning



2022 Point in Time Homeless Count Community Meeting Timeline



October

November

December

January

1

Friday
10/22/21
10:30-12

KICKOFF MEETING
*City & Regional
Representatives*

2

Monday
10/25/21
12-2 PM

KICKOFF MEETING
Community Welcome

3

Monday
11/1/21
12-2 PM

**SURVEY
DEVELOPMENT**
Community Welcome

4

Monday
11/8/21
2-4 PM

**YOUTH COUNT
PLANNING**
*Youth Providers,
Community Welcome*

5

Monday
11/15/21
12-2 PM

**OUTREACH
PARTICIPATION & GUIDE
RECRUITMENT**
*Outreach Programs,
Community Welcome*

6

Monday
12/6/21
12-2 PM

**MULTIPLIER FIELD
WORK TRAINING**
*Teams recruited for
multiplier data collection*

7

Monday
12/13/21
12-2 PM

**CENSUS TRACT
PLANNING**
*City & Regional
Representatives, Outreach
Programs*

8

Monday
12/13/21
2-4 PM

**YOUTH COUNT
FOLLOW UP MEETING**
Youth Providers

9

Monday
1/10/21
12-2 PM

**REGIONAL
COORDINATION PREP
MEETING**
City & Regional Representatives

10

TBD

**YOUTH COUNT FINAL
PREP MEETING**
Youth Providers

11

Tuesday
1/25/21
TBD

**DAY OF POINT IN
TIME COUNT!**

Interested in Helping to Make EveryOne Count?

Visit
everyonehome.org/connect
to connect and
Receive updates and
announcements



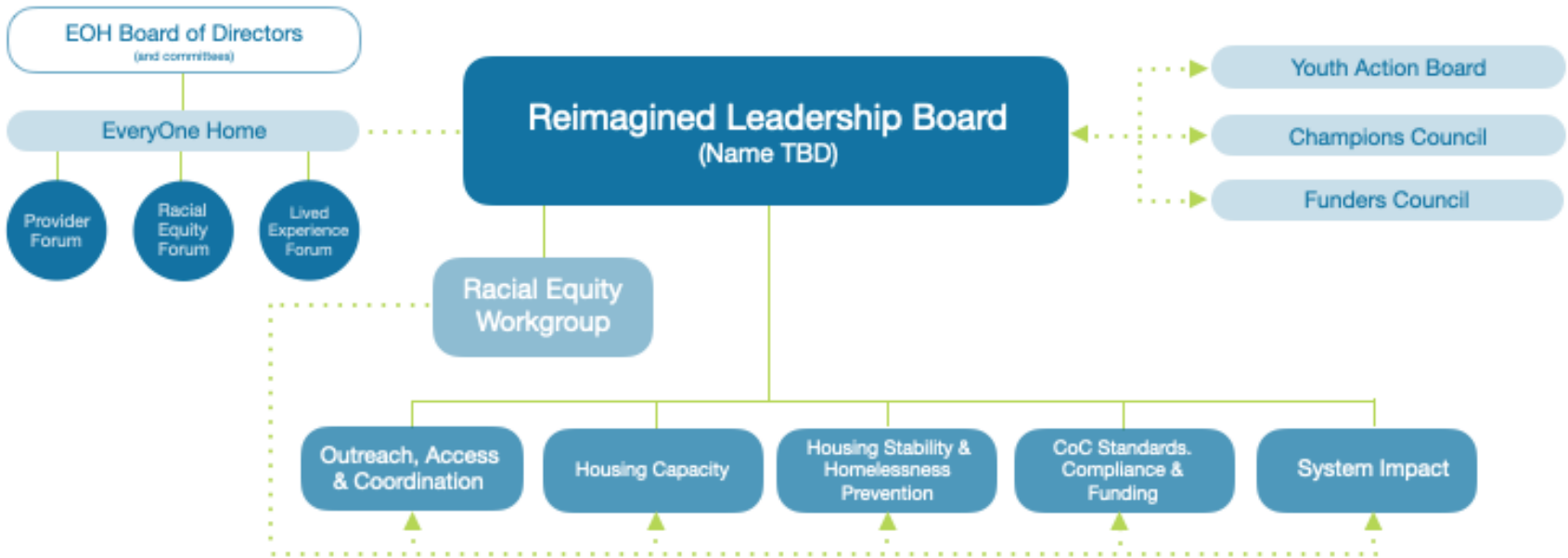
Today's Governance Decisions

1. Housekeeping Items
2. Funding and Staffing Projections
3. Expansion Needs
4. Transition Planning Working Group
5. Next Steps



New Proposed Governance Structure

COLLECTIVE IMPACT MODEL



- Key**
- Line of Authority
 - - - Line of Influence and Communication
 - ▶ Directional Flow of Influence/Communication

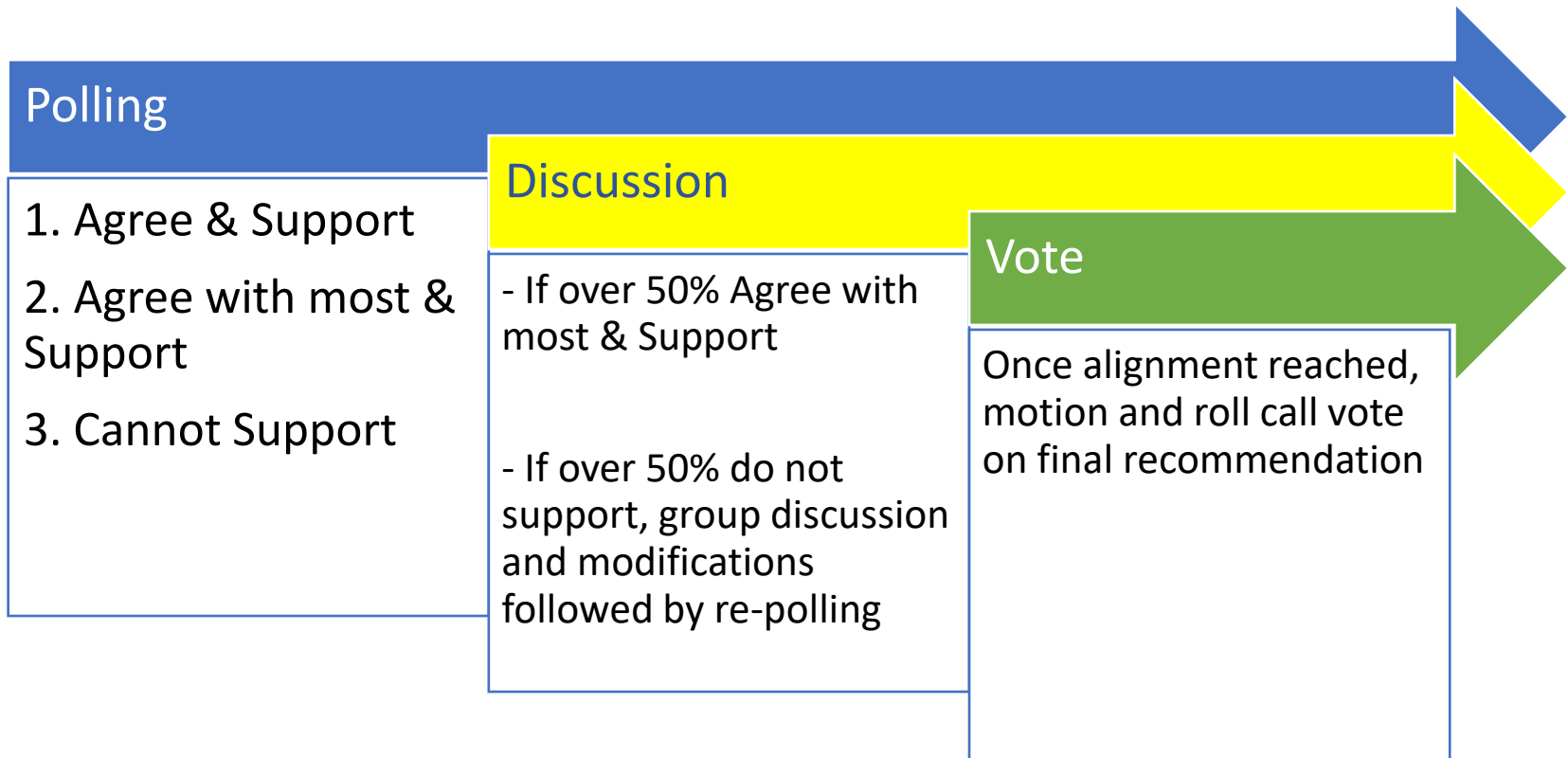
*Committee names TBD

New Leadership Board Composition 7.1.21 - approved

1. Person with lived expertise (8 of 25 people nomination Committee)
2. Person with lived expertise
3. Person with lived expertise
4. Person with lived expertise
5. Person with lived expertise
6. Person with lived expertise
7. Person with lived expertise
8. Person with lived expertise (Youth Action Board Seat)
9. City of Oakland (appointed seat)
10. City of Berkeley (represents Albany and Emeryville, appointed seat)
11. City from the mid-county region (elected from Alameda County Conference of Mayors)
12. City from the south-county region (elected from Alameda County Conference of Mayors)
13. City from the east-county region (elected from Alameda County Conferences of Mayors)
14. Alameda County Health Care Services Agency, Office of Homeless Care and Coordination Director (appointed seat)
15. Alameda County Social Services Agency (appointed seat)
16. Alameda County Housing and Community Development (represents unincorporated areas, appointed seat)
17. Alameda County Probation (appointed Seat)
18. Public Housing Authority (elected by membership)
19. Representative from nonprofit affordable housing development (elected by membership)
20. Non-profit homeless service providers (4 of 28 people, nomination committee)
21. Non-profit homeless service providers
22. Non-profit homeless service providers
23. Non-profit homeless service providers
24. Advocacy and/or citizen (elected from membership)
25. Policy advocacy or affordable housing advocacy organization (elected by membership)
26. Chair or co-chair from Racial Equity Workgroup (appointed seat)
27. Chairs of the Committees, if different than those serving on the Leadership Board (appointed seat)



Buy-in and Alignment Process





Governance Housekeeping



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Housekeeping Items – Chairs vs. Co-Chairs

- **Currently: Leadership Board** has 1 Chair
 - **Vote: 1 Chair vs. 2 Co-Chairs**
- **Currently: Committees** determine whether they will be led by a single Chair or Co-chairs.
 - **Vote: Defer to Committees or set requirements?**
- Considerations:
 - 1 juris +1 non-juris?
 - Rotation amongst stakeholder groups
 - Nominated/ Selected by full committee

Leadership Board

- **Meeting frequency:**

- **Vote:**

- **Proposed:** No less than 10 times a year
- **Previously:** No less than 6 times a year

- **Role with EveryOne Home Oversight:**

- **Vote:**

- **Proposed:** Will elect and vote for Organizational Health Committee members and/or EOH Board designees
- **Previously:** Will elect and vote for Organizational Health Committee members designees

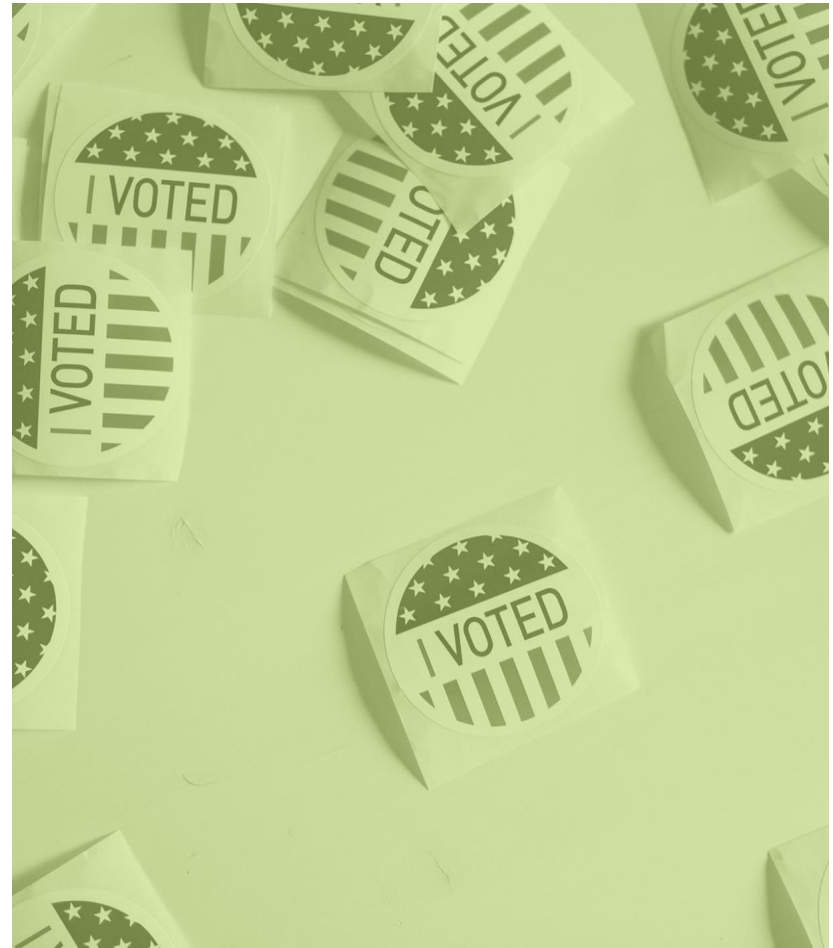
Housekeeping Items- Board and Committees

Agree or Disagree?

- 1. Ensuring Broad Representation:** No two members from one organization or **department** may serve on **the same** Board, Committee, Subcommittee or workgroup. *Exception for LB Sub-committee appointed seats
- 2. Participation:** Members **are expected to attend** 75% percent of the meetings annually with **good cause**
- 3. Alternates & Proxy Voting:** Leadership Board members may appoint one alternate who is able to vote by proxy. Sub-committee members are required to attend meetings and cannot send an alternate to vote.
- 4. Committee Vacancies:** Must be filled **promptly as possible (preference to three months)** of any committee vacancy by the affirmative vote of the majority of that committee.

Roll Call Vote on 10/28

1. **Leadership Board – 2 Co-Chairs**
2. **Committees determine they will be led by a single Chair or Co-chairs**
3. ~~Leadership Board will meet no less than 10 times a year~~
4. **LB will elect and vote for Organizational Health Committee members and/or EOH Board designees**
5. Housing Keeping Items 1 to 4 recommendations



Recruitment Guidance for Nomination Committee for Leadership Board- **Proposed**

- ✓ Proven **commitment to ending homelessness**
- ✓ Commitment to **racial equity and centering individuals with lived experience** of homelessness
- ✓ Willingness to attend **racial equity and cultural competency trainings**.
- ✓ Willingness to attend **trainings on homelessness and relevant policies**.
- ✓ Ability to **attend 75% of meetings** annually and remain responsive in between monthly meetings.
- ✓ Ability to serve **3-year terms** (*will consider elected officials' term lengths)
- ✓ Willing to work towards **consensus and remain open minded**.
- ✓ Willing to serve as an **Ambassador** of the collective impact effort to end homelessness.
- ✓ Ensure **geographical and size diversification** for **service providers**
- ✓ Work with the Racial Equity Workgroup to ensure racial diversity across the Board



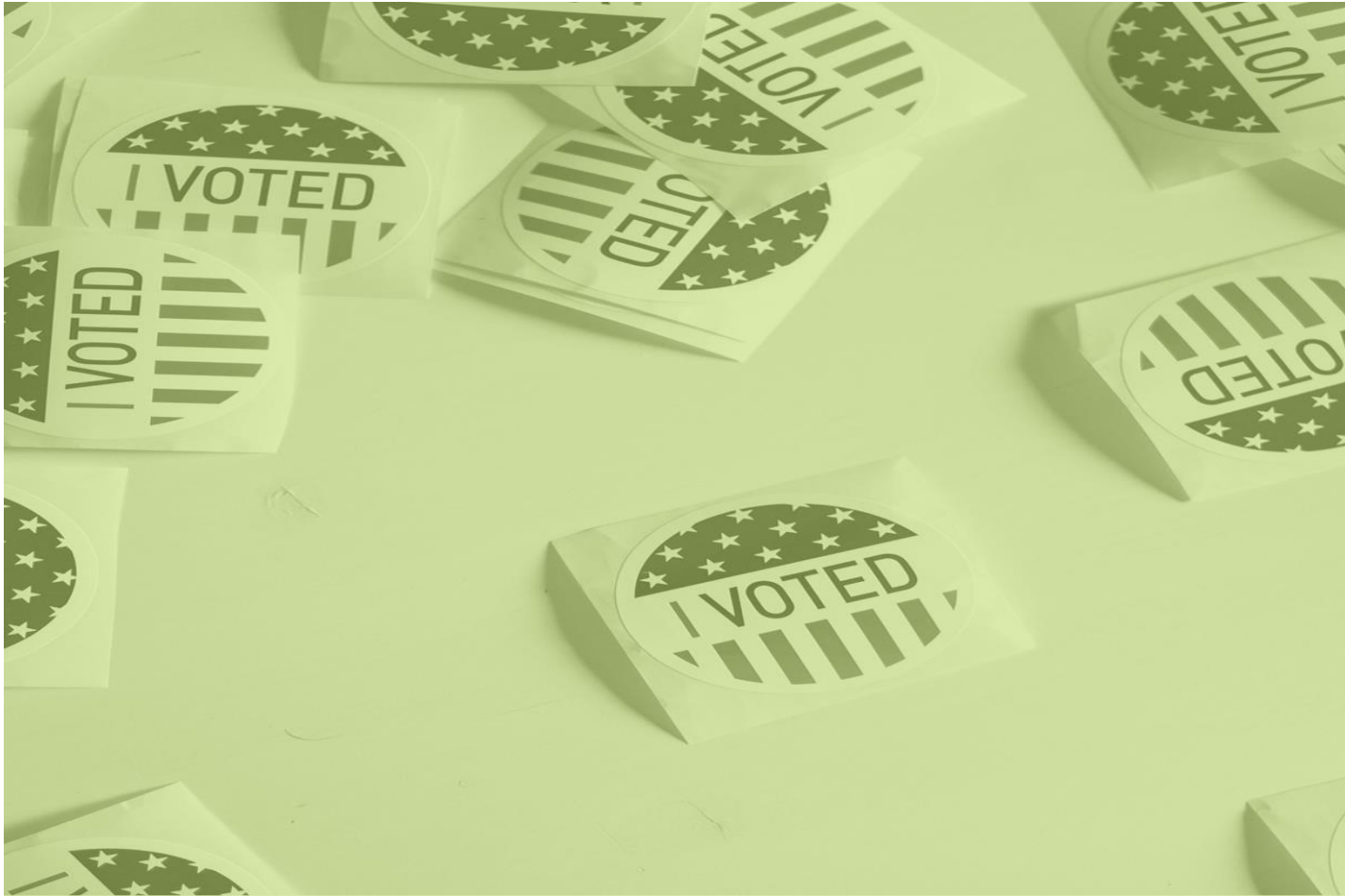
NOFO Committee- Proposed Language

The Nominations Committee will recruit broadly from, but not limited to, the following stakeholder groups:

- Persons with **lived expertise** of homelessness;
- Operators of **CoC programs** and/or those familiar with CoC programs (including different project types);
- Persons with **grant management and funding experience**;
- Persons with backgrounds in **data analysis, strategic planning and process improvement**;
- Persons with knowledge of **health care access and services**;
- Persons working with **homeless sub-populations**;
- Persons who have participated on other **government funding committees/panels**; and
- **Non-conflicted** community members.



Roll Call Vote



Current Roles and Responsibilities

- ❖ **CoC Lead:** EveryOne Home
- ❖ **Collaborative Applicant:** HCD
- ❖ **HMIS Lead:** HCD
- ❖ **Coordinated Entry Management Entity:** HSCA

NOTE: Any changes must be approved by the HUD CoC Committee.



Roles & Responsibilities: CoC Lead Agency

The Continuum of Care Lead Agency

According to the HUD-funded Continuum of Care Planning Grant Agreement FY 2020/21 signed by the Alameda County Board of Supervisors, as well as the EveryOne Home Charter, EveryOne Home serves as the Continuum of Care Lead Agency and will:

1. Coordinate the CoC Governing Board and associated boards, committees and workgroups.
2. Facilitate planning and provide staff support to the CoC's Policy Oversight Entity, as designated by the CoC Board, for Alameda County's Coordinated Entry System (CES) that complies with all requirements established by HUD, as well as with State and local funding requirements.
3. Facilitate the CoC Board's Role in Designating and Operating a Homeless Management Information System (HMIS).
4. Facilitate System Planning and Continuous Quality Improvement.
5. Prepare the Application for CoC Program Funds for submission to HUD and ensure the submission of the CoC application meets all HUD requirements.
6. Collaborate regularly with the Leadership Board, COUNTY and local government funders to coordinate and strategize efforts, ensure ongoing communication, conduct joint problem solving and participate in system building.



Roles & Responsibilities: Collaborative Applicant

The Collaborative Applicant

The Continuum of Care designates Alameda County Department of Housing and Community Development (HCD) as the Collaborative Applicant for Continuum of Care funding. The Collaborative Applicant will:

1. Review, verify and submit the Grants Inventory Worksheet.
2. Register the Continuum of Care following HUD's Registration process
3. Review the budgets and narratives of all Project Applications and facilitate the submission of all Project Applications after they have been rated, ranked and approved by the NOFA Committee.
4. Work with EveryOne Home to complete the Continuum of Care's Consolidated Application.
5. Approve and assist projects with making amendments to their project budgets and other assistance they may need in working with the local HUD field office.
6. Consult the Continuum of Care Lead Agency regarding negotiations with HUD on behalf of projects.



Roles & Responsibilities: HMIS Lead Role

HMIS Lead Roles and Responsibilities

- Under the executed Memorandum of Understanding, some of the HMIS Lead agency roles and responsibilities include developing written HMIS policies and procedures for all Covered Homeless Organizations (CHOs); submitting a security plan, a data quality plan, and a privacy policy for CoC approval; provide staffing for HMIS and provide standard and customized reports and technical support to participating agencies in accordance with the mutually adopted customization policies.
- The solicitation of user feedback is also a responsibility of the HMIS Lead as it is used to provide recommendations on use of software and software enhancements, trouble-shoot frequent data quality errors, recommend modifications to HMIS staff created reports, and improve CES workflow. Feedback collection is performed using a variety of mechanisms such as online response forms and user groups like the *HMIS User Group*.
- In addition, the HMIS Lead and the HUD CoC Committee share several joint responsibilities, including collaborating to design and modify the configuration of HMIS projects to meet program reporting and system analysis needs; analyze system and programmatic data trends; work collaborative to analyze annual reports from HMIS, and establish the HMIS Oversight Sub-Committee, that makes recommendations to the HUD CoC Committee and acts as a liaison between the HUD CoC Committee and the HMIS Lead.



Roles & Responsibilities: CE Management Entity

Management Entity: Entity designated by the CoC Board to implement day-to-day workflow of the Coordinated Entry process. Management Entity responsibilities include establishing day-to-day management structures, a clear and accessible communication plan, promoting standardized screening and assessment processes, developing and delivering training and conducting monitoring.



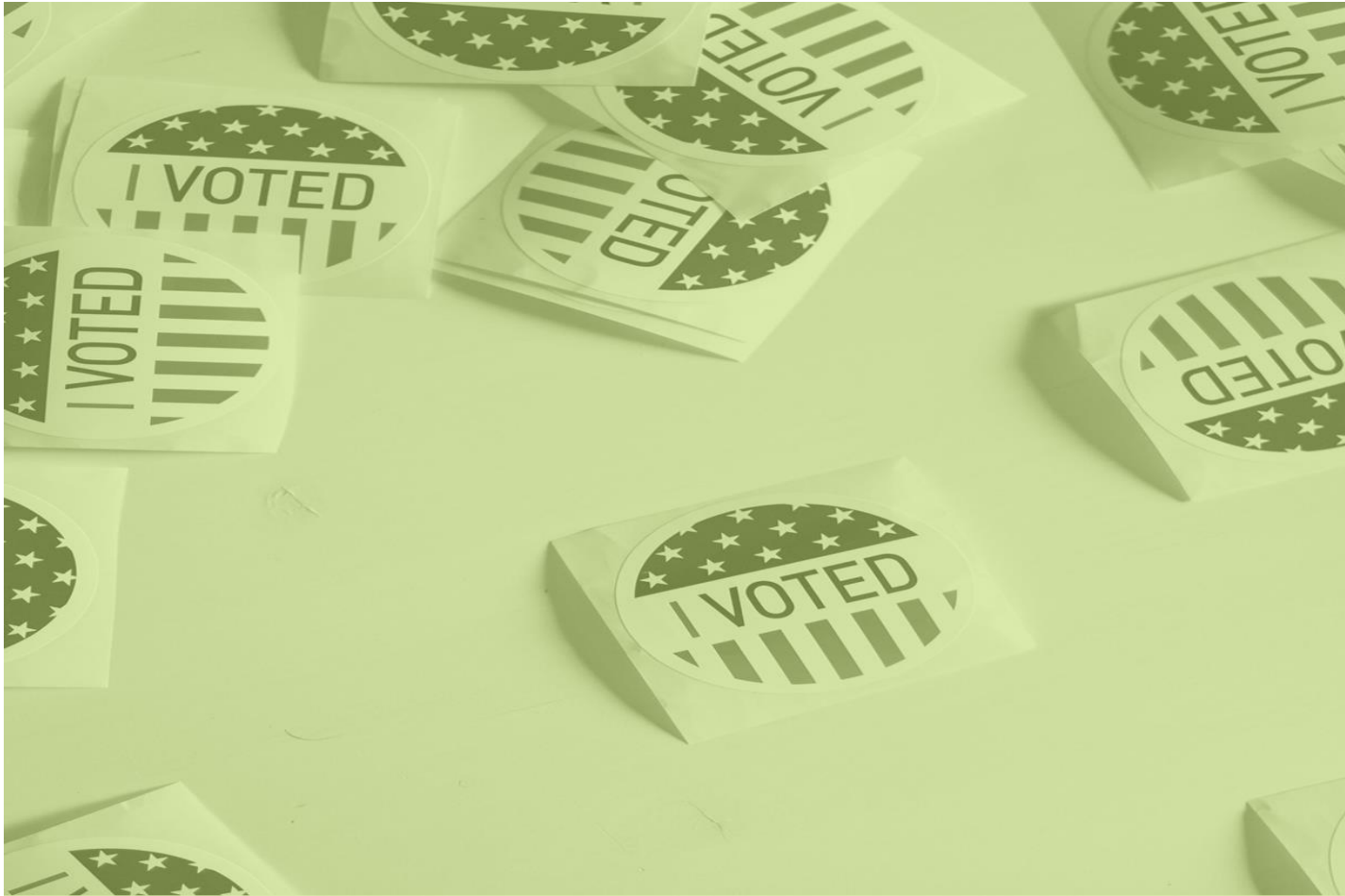
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Roll Call Vote

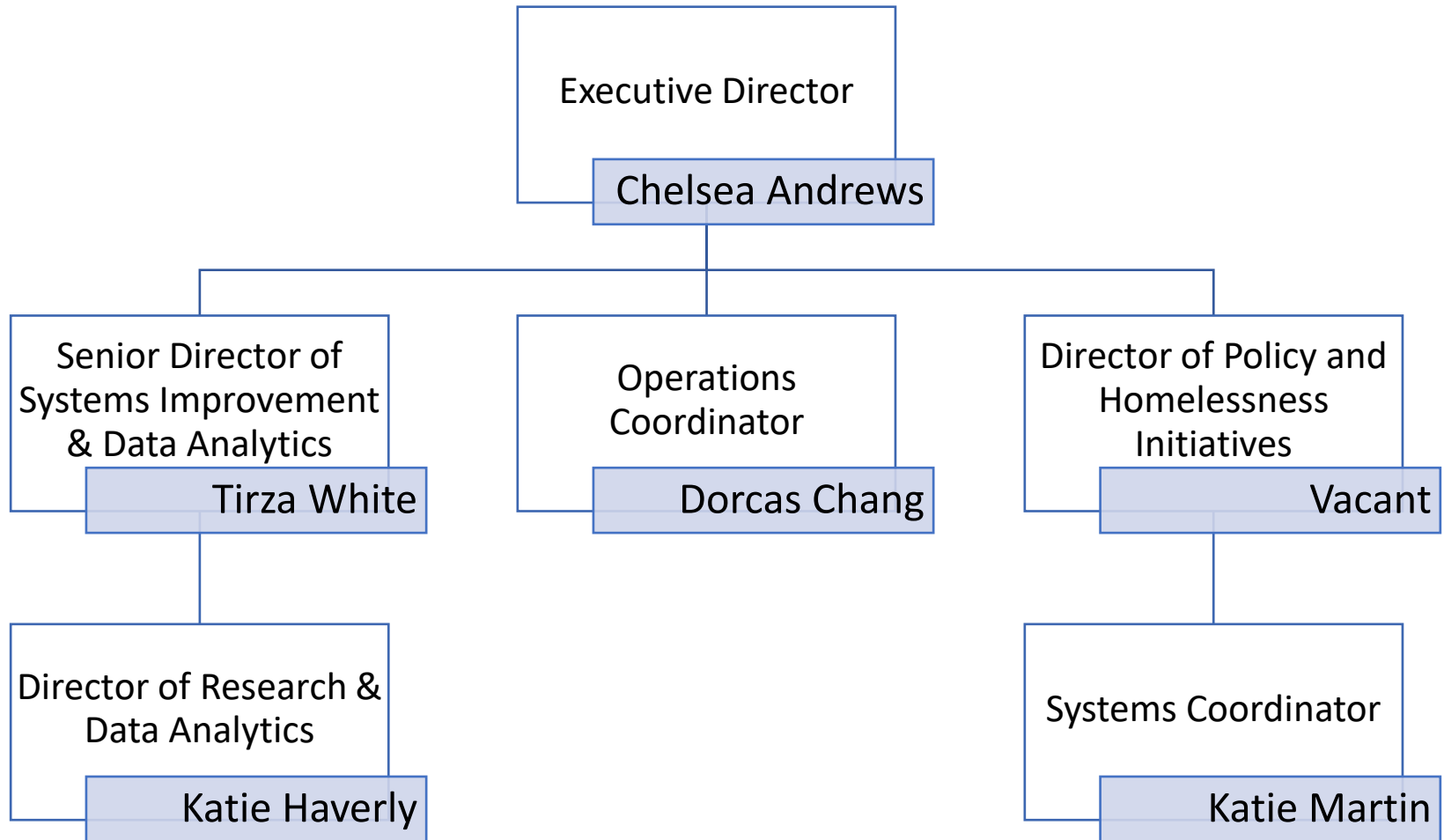


Expansion: Staffing & Resources



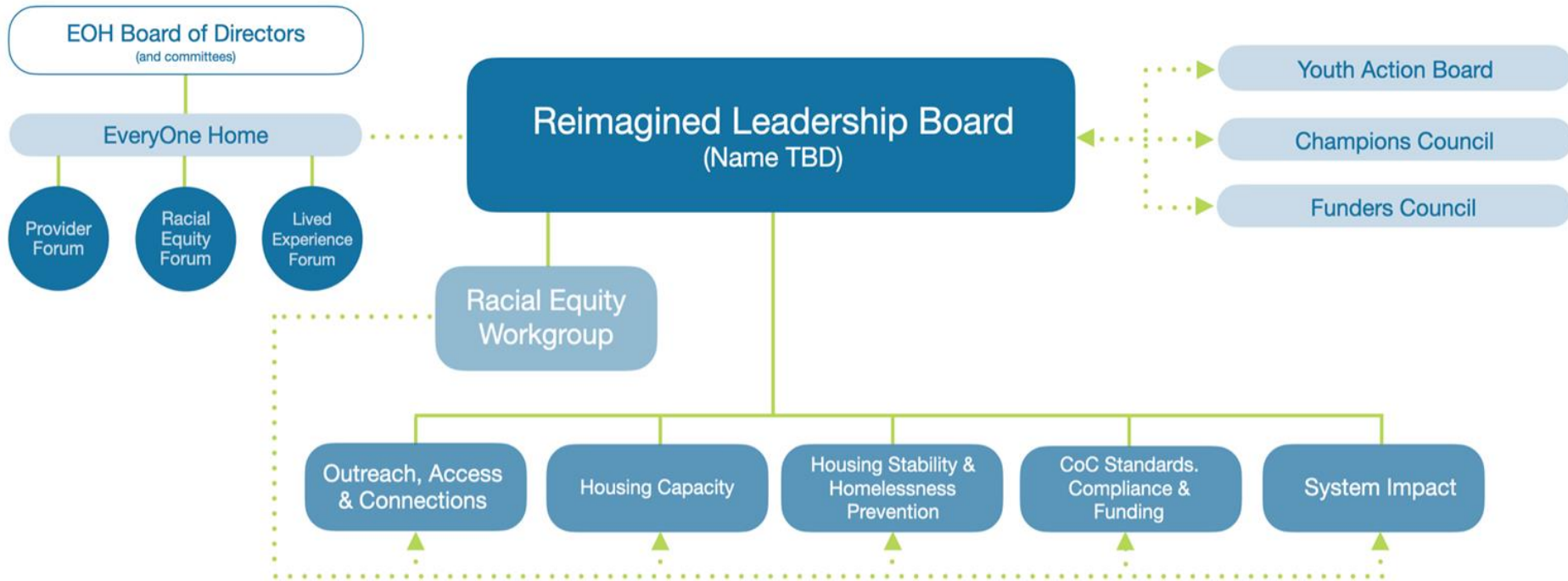
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Current Structure



New Proposed Governance Structure

COLLECTIVE IMPACT MODEL



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- ▶ Directional Flow of Influence/Communication

*Committee names TBD

Staffing and Resource Expansion needed

Housing Capacity Committee

- New FTE

Housing Stability and Homeless Prevention

- New FTE

*Technology needed

Racial Equity Workgroup

- Consultant
- Staff (Chelsea & Tirza)

Communications/Stakeholder Engagement

- NEW FTE

Lived Expertise Recruitment & Retention

- New FTE + Systems Coordinator (Katie M.)
- Additional resources (stipends, technology, marketing): \$142,500

Data Integration

- 2 NEW FTES
- Additional resources (data system software): \$1,500

Preliminary Funding & Staffing Projections

Resource Needed	Expense
Staffing	\$540,000
Lived Expertise Recruitment, Retention & Support	\$142,500
Technology / Resources	\$1,500
Total New Funding Needed	\$714,000
Current Operating Budget	\$1,004,000
Projected Total Operating Budget	\$1,718,000



Governance Next Steps



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Next Steps

Leadership
Board Review
and Approval of
Revised Charter

Community
engagement:
Video + Q&A
Session
(1 month)

Community
Meeting to vote
(TBD;
Nov/December)

Transition Plan:
Staffing, Budget,
Elections, etc.

Summer 2022
LAUNCH!!

Transition Working Group

- Beginning in January 2022
- 10 Volunteer Working Group Members (Representatives: Leadership Board Members and Committee Chairs)
- Weekly/Bi-weekly 1-hour meetings, as needed
- Tasks:
 - Create Governance Transition Plan:
 - Elections process
 - Staffing
 - Budget/Funding, and
 - Workplan transitions, and more



Thank You!



EveryOneHome

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