HUD CoC Committee Agenda  
Monday, February 28th, 2022  
1:00 p.m. - 3:30 p.m.

Present: C'Mone Falls (City of Oakland), Josh Jacobs (City of Berkeley), Riley Wilkerson (Alameda County Housing and Community Development), Lara Tannenbaum (City of Oakland), Paul Berry (Youth Action Board), Tunisia Owens (Family Violence Law Center)

Absent: Marnelle Timson (Consumer Member), Wendy Jackson (East Oakland Community Project), Paulette Franklin (Alameda County Behavioral Health Care Services)

Members of the public: Natasha Paddock (Alameda County Housing and Community Development), Patrick Crosby (Alameda County Housing and Community Development), Althimus Sigue (Youth Action Board), Hannah Moore (All-In), Sahra Nawabi (Youth Action Board), Colleen Budenholzer (Alameda County Health Services Agency), Tammy Nguyen (Youth Action Board)

EveryOne Home Staff: Chelsea Andrews (Executive Director), Katie Barnett (Systems Planning Coordinator), Katie Haverly (Director of Research and Data Analytics)

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.

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

2. HUD CoC Public Comment
   a. none

3. Approval of Meeting Minutes, #1- 1.12.22 and #2 – 1.24.22
   a. Lara Tannenbaum (City of Oakland) motioned to approve the meeting minutes from 1/12/22 and 1/24/22.
      i. Josh Jacobs (City of Berkeley) seconded.
         1. C'Mone Falls - Yes
         2. Paul Berry - Yes
         3. Josh Jacobs - Yes
         4. Lara Tannenbaum - Yes
         5. Riley Wilkerson – Yes
            ii. Motion passed

4. Homeless System Updates (All)
a. Josh Jacobs (City of Berkeley) and Lara Tannenbaum (City of Oakland) announced the City of Oakland and City of Berkeley were both awarded new state funding related to relocating residents of a specific encampment into interim or permanent housing.
b. Hannah Moore (All-In) announced that the Youth Homelessness Demonstration Program (YHDP) team will be holding two in-person youth systems modeling sessions on March 8th and March 10th, 9:00 AM to 12:00 PM at the Reach Ashland Youth Center in San Leandro.
c. Lara Tannenbaum (City of Oakland) noted that none of the projects in Alameda County were awarded funding for permanent housing from Project Homekey. This came as a shock to the cities and county, and responding to it will require advocacy that is already underway.
d. Lara Tannenbaum (City of Oakland) noted that HMIS system data reports are currently not generating properly due to changes in Bitfocus. Service providers will need to be made aware of this throughout the county.
   I. Natasha Paddock (Alameda County Housing and Community Development) noted the HMIS leads will be meeting with Bitfocus to clarify the source of this error and how to address it. This subject will likely be addressed at the next HMIS Oversight Committee.

5. Governance Update (Chelsea)
   a. On February 2nd, the Continuum of Care (CoC) membership approved the new CoC governance structure. The timeline for implementing the new governance is approximately six months.
   b. A transition working group has formed and held its first meeting. The three co-chairs are Moe Wright (Leadership Board Chair), Natasha Paddock (Alameda County Housing and Community Development), and Kate Hart (System Coordination Committee Co-Chair).
   c. Updates about elections and the formation of a nominating committee will be forthcoming.

6. Point in Time Count Update
   a. Katie Haverly (Director of Research and Data Analytics) provided a summary of the Point in Time (PIT) Count, which took place on February 23rd.
      I. The Count was completed with the help of approximately 500 volunteers, including outreach teams, city and county staff, guides, and community members.
      II. Volunteer engagement was notably high this year, with 99% of all teams and individuals that signed up completing the Count. In the past, the attrition rate on the day of the Count has been close to 20%.
      III. Initial data from the Count will be available for cities and jurisdictions in early summer. The full data reports from Applied Survey Research (ASR) will be finished mid-summer. A full press conference will be held with all jurisdictional representation to release the data to the public simultaneously.
      IV. The deadline for data submission to HUD is April 30th, and that will be presented to the HUD CoC Committee for review and approval in April.
   b. Natasha Paddock (Alameda County Housing and Community Development) noted that ASR is in contract to deliver a dashboard for this year’s count data, which is expected to be available approximately two months in advance of the full report.

7. Emerging Leaders Update
   a. Katie Barnett (Systems Planning Coordinator) provided an update on the Emerging Leaders Program for individuals with lived experience of homelessness. The inaugural class will launch on March 1st, and two more cohorts will convene before the end of July.
b. The number of applicants for the first cohort exceeded expectations, and recruitment will continue on a rolling basis.

8. CoC Consulting Contracts Overview
   a. Following the HUD CoC Committee in January, EveryOne Home met with the county to discuss the CoC’s consulting contracts. The recommendation is that each procurement is overseen by individual committees consisting of representatives from Housing and Community Development (HCD), Healthcare Services Agency (HCSA), EveryOne Home, and a representative from the HUD CoC Committee and Leadership Board.
      i. This approach will ensure that procurement is timely and that each process can involve individuals with relevant expertise.
      ii. The recommendations of that committee will come to the HUD CoC Committee for approval.
      iii. The need to form this committee for the Notice of Funding Opportunity (NOFO) consultant hiring process is urgent.
   b. Lara Tannenbaum (City of Oakland) asked for clarification about the potential conflict of interest if the county is responsible for monitoring itself.
      i. Natasha Paddock (Alameda County Housing and Community Development) clarified that HUD monitors HCD as the Collaborative Applicant in the NOFO competition. The support provided by the consultant would include monitoring sub-recipients of HCD funding, but the committee leading the procurement process could identify additional safeguards.
   c. C’Mone Falls (City of Oakland) asked committee members to check availability and follow up if they can serve on the committee to contract a NOFO consultant. If there are no volunteers, she will nominate someone and reach out to them directly.

9. HHAP Reminder
   a. C’Mone Falls (City of Oakland) provided an update on the Homeless Housing, Assistance, and Prevention (HHAP) grant status. Round One is almost finished. Jurisdictions will receive Round Two funds soon.
   b. The Round Three application was released, and jurisdictions will be working on the application process until summer. Anyone unfamiliar with HHAP is encouraged to learn about it in advance of decisions that will need to be made about its use.

10. HMIS Oversight
    a. Patrick Crosby (Alameda County Housing and Community Development) reported that the Longitudinal System Analysis (LSA) was submitted to HUD on time.
    b. The monthly HMIS provider trainings have been going very well. In February the focus was primarily on the Point in Time Count and data preparation for submission.
    c. Riley Wilkerson (Alameda County Housing and Community Development) asked for clarification about the HMIS problems with system performance measures related to individual programs.
       i. The reporting systems weren’t designed to have the level of functionality that’s desired. Attempts were made to run reports that would return program-level data, but it was very slow and never fully functional. In late November, those reports stopped working entirely. It puts a lot of strain on the system, and Bitfocus has not shown interest in developing this feature.
       ii. Data analysis reports have been taken down until the problem can be addressed.
    d. Katie Haverly (Director of Research and Data Analytics) asked if insight could be provided to the committee about the challenges related to data on race and ethnicity when looking at system performance measures in the HMIS system.
(i) Trying to break down system performance measures by race and ethnicity causes the same problem with the system strain. The system performance measures reports are particularly complex due to the way HUD wants people counted. Some of the measures count an individual once, while others count them multiple times based on their movement in or out of the system over time.

11. Coordinated Entry / Emergency Housing Vouchers
   a. Colleen Budenholzer (Alameda County Health Care Services Agency) provided updates on Coordinated Entry 2.0 and Emergency Housing Vouchers.
      I. There are 2,785 people enrolled in Housing Problem Solving and 4,520 people enrolled in Coordinated Entry. 823 individuals are on the Crisis Queue, and 1,208 are on the Housing Queue.
         1. The System Coordination Committee approved the Coordinated Entry policies in February.
         2. The first five Coordinated Entry training models are now available online, which cover the core training for direct service staff. There's been a significant increase in the number of completed trainings and requests for Coordinated Entry access and HMIS.
      II. The total number of Emergency Housing Vouchers is 875. There have now been 993 people matched, 401 vouchers issued, and 66 leased up.
         1. Out of the 10% set-aside for the gender-based violence community, 77 applications have been submitted and 3 vouchers have been leased up. From the Transition Age Youth (TAY) set-aside, 26 applications have been submitted and 6 vouchers have been leased up.

12. YHDP Update/ Consulting Contracts Budget
   a. Hannah Moore (All-In) and Sahra Nawabi (YAB Peer Mentor) presented the YHDP planning budget.
      I. Approximately $10,000 has been used to obtain 15 iPads for Youth Action Board members and smart keyboards for YAB Peer Mentors.
      II. Stipends totaling $28,000 were budgeted for ten youth participants involved in Coordinated Community Plan (CCP) development and the upcoming YHDP NOFO.
      III. Other support costs in the budget include a data consultant and CCP/NOFO consultant, as well as CCP visual design and technical assistance.
      IV. Some funding is allocated for a TAP Youth Services Program Manager that will oversee the YHDP and other issues related to youth homelessness in the county. The Office of Homeless Care and Coordination is currently recruiting for this position.
   b. Hannah Moore (All-In) and Paul Berry (YAB Peer Mentor) shared an update on governance structure.
      I. The board will have 8 – 10 seats, and members will be intentionally recruited to reflect a broad range of experiences, including those who are emancipated, pregnant and parenting, LGBTQ, and those impacted by foster care and juvenile justice.
      II. Subcommittees will include Peer Mentors, a Communication Subcommittee, a Work Group, a Data Work Group, and Outreach Work Group.
   c. Paul Berry (YAB) motioned to approve the YHDP planning Budget.
      I. C'Mone Falls (City of Oakland) seconded.
         1. C'Mone Falls - Yes
         2. Paul Berry - Yes
3. Josh Jacobs - Yes
4. Lara Tannenbaum - Yes
5. Riley Wilkerson - Yes
6. Tunisia Owens – Yes
   a. Motion passed.

13. HUD CoC Committee Upcoming Events
   a. Next meeting – March 28th at 1:00pm - 3:30pm