



**Leadership Board Meeting**  
Thursday, January 19, 2:00pm-4:00pm

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.

**Present:** Andrea Ford (Alameda County Social Services Agency), Christine Ma (UCSF Benioff Children's Hospitals), C'Mone Falls (City of Oakland Community Homelessness Services Division), Darin Lounds (Housing Consortium of the East Bay), Doug Biggs (Alameda Point Collaborative), Dr. Lisa Warhuus (City of Berkeley), Estelle Clemons (City of Oakland), Frank Rogers (Community Member), John Jones III (Community Member), Josh Thurman (City of Livermore), Julian Leiserson (Abode), Kerry Abbott (Office of Homeless Care and Coordination), Kimberly White (Community Member), Liz Varela (Building Futures), Michelle Starratt (Alameda County HCD), Mike Keller (East Oakland Community Project), Moe Wright (EOH Leadership Board Chair), Nic Ming (HMIS Co-chair and Social Impact Wheel), Paul Berry (Community Member), Paulette Franklin (Alameda County Behavioral Health Care Services), Shauna Conner (Alameda County Probation), Susan Shelton (City of Oakland), Tracey Nails Bells (A Diamond in the Rough), Tunisia Owens (Family Violence Law Center), Vivian Wan (Abode), Michelle Starratt (Alameda County HCD)

**EOH Staff:** Katie Haverly (Executive Director), Rachel Rios-Richardson (Director of Training and Evaluation), Katie Barnett (Outreach Coordinator)

**Public:** Tami Lewis (Alameda Alliance for Health), Dani Staub (Alameda Alliance for Health), Martha Elias (Alameda County Office of Homeless Care and Coordination), Keyonda Cooper (Community member), Money Starr-Deluca (Community member)

**Absent:** Brenda Wadsworth (Community Member), Deidre Wan (Berkeley Youth Affiliates), Elena Lepe (El Puente Comunitario), Kate Hart (SAVE), Laurie Flores (City of Fremont), Ms. Shelley Gonzalez (Community Member), Ray Bonilla (Meta)

**Leadership Board Shared Agreements that were prioritized and refined during the 11/17 meeting:**

- Have sensitivity and respect for each other's experiences.
- Agree to show up and engage. When meeting virtually, this includes having the camera on when possible and safe, while recognizing there are many valid reasons not to have cameras on.
- When making decisions, prioritize the best interests of the homelessness response system and people experiencing homelessness above the interests of the individual board member/organization.
- Commit to racial equity and justice in decision-making. Participate in training and create space and time for this practice.
- Function as peers instead of a hierarchy of persons with lived experience and others.
- Be constructive, not obstructive; try to offer solutions along with barriers.
- One voice at a time, no interruptions.
- Give people the chance to speak once before you speak twice.

- Share and review the materials in the packet in advance of meetings.
- Prioritize action items near top of agenda to help with time management in meetings.
- Give people the opportunity to process, ask questions, and understand before voting.
- If we stray from these agreements, we agree to pause, breathe, and reset.

## AGENDA

### 1. Welcome and Introductions

**2:00pm-2:10pm**

- a. C'Mone Falls introduced Estelle Clemons, the Interim Director of the City of Oakland, filling the official City of Oakland seat left by Daniel Cooper on the Leadership Board.

### 2. Public Comment

**2:10pm-2:20pm**

- a. Money Starr-DeLuca voiced concern over the lack of spaces for unhoused people to legally set up tents and that in light of the Wood Street encampment recently getting closed down, they would like to see more opportunities for open spaces in Alameda County, such as parking lots made available where it is approved for people to safely set up tents.
- b. Michelle Starratt responded by noting that someone could make a motion that the Leadership Board make a recommendation that sanctioned camping be an adopted policy and a request from the Leadership Board could go to all the cities in the county to identify potential properties.
- c. Michelle brought attention to the fact that the eviction moratorium would be ending the last day of February, though there is discussion around whether or not that is legal.
- d. In response to a question about the storm's impact on encampments, Money spoke about their experience volunteering for Home Bridge Connect, attempting to place individuals in hotel rooms for the duration of the storm. They indicated that the city ended up putting breaks on that effort as well as curtailing opening emergency warming shelters. They were able to negotiate the opening of some daytime emergency warming shelters but overall, the experience made it seem to Money that the city was unprepared to respond to emergency weather situations.
- e. Kerry noted that the county activated its emergency operations center and increased cold weather efforts in a myriad of ways such as opening stand up warming shelter and distributing tents and sleeping bags and tarps.
- f. The following written comments were shared by Rachel from messages from community members shared in chat:
  - i. "Concern about residents currently living in shelters not receiving the services promised to them".
  - ii. "I am a former resident of BFWC Midway shelter that received unfair treatment while residing to the point I lost not only belongings of mine but also resource assistance due to being misinformed by staff as well as multiple other complaints. Staff gossiping about clients to other clients, staff not being truthful when dealing with client affairs, staff being untruthful about events that take place with other clients."
    - i. Nic Ming suggested that the grievance policy could be shared with that person. EOH followed up on this.

**3. Review and Approval of Minutes (Moe Wright)**

**2:20pm-2:25pm**

a. Leadership Board Meeting 12.08.23

*No roll call vote is needed, corrections not already received by EOH will be noted and minutes changed accordingly.*

No edits received so minutes were accepted.

**4. Leadership Board Updates (Moe Wright & Katie Haverly)**

**2:25pm-2:50pm**

a. Katie shared the feedback on the Leadership Board meeting operations survey. The main updates are meeting time length to 2.5 hours instead of 2, no longer voting during the meeting to approve meeting minutes as well as an agreement to pursue requesting a meeting with ASR around the PIT Count data. There were 19 responses from the board in the survey.

b. PIT Count Data Request

*Action Item*

- i. There are concerns regarding the accuracy of the data obtained by ASR, the consultant used for the PIT Count. The data is available from the county as well as ASR.
- ii. Moe moved that the Leadership Board officially request access to the data from the county and ASR in order to conduct a review. Susan Shelton seconded.
- iii. Kerry clarified that the county has only received summary data from ASR, not raw data and that they are also in conversation with ASR to set up a meeting to gain clarity on their methodology.
- iv. Tunisia Owens asked if the county’s meeting with ASR would be open to the public or to members of the Leadership Board. Since the meeting is not yet set there was no definitive answer though the group seemed to generally agree that at minimum there should be Leadership Board representatives present.
- v. Moe amended his motion, moving to request the raw data from the PIT Count from ASR and the county and to also requesting to have representatives either from the board or the staff at the meetings with ASR to discuss the data and ask questions. Requesting also that the data be received and meeting set within 30 days from today. Susan accepted the modification and seconded.

1. Roll call vote

<i>Christine Ma</i>	<i>Yes</i>	<i>Josh Thurman</i>	<i>Yes</i>	<i>Moe Wright</i>	<i>Yes</i>	<i>Tracey Nails Bells</i>	<i>Yes</i>
<i>C’Mone Falls</i>	<i>Yes</i>	<i>Julian Leiserson</i>	<i>Yes</i>	<i>Nic Ming</i>	<i>Yes</i>	<i>Tunisia Owens</i>	<i>Yes</i>
<i>Darin Lounds</i>	<i>Yes</i>	<i>Kerry Abbott</i>	<i>Yes</i>	<i>Paul Berry</i>	<i>Yes</i>	<i>Dr. Lisa Warhuus</i>	<i>Yes</i>
<i>Doug Biggs</i>	<i>Yes</i>	<i>Kimberly White</i>	<i>Yes</i>	<i>Paulette Franklin</i>	<i>Yes</i>		
<i>Estelle Clemons</i>	<i>Yes</i>	<i>Liz Varela</i>	<i>Yes</i>	<i>Shauna Conner</i>	<i>Yes</i>		
<i>Frank Rogers</i>	<i>Yes</i>	<i>Michelle Starratt</i>	<i>Yes</i>	<i>Susan Shelton</i>	<i>Yes</i>		

2. Motion passed

c. Staff Transition and Workplan Memo

*Action Item*

- i. EveryOne Home’s second appeal was denied, so Homebase will start working on CoC staffing. The Roles and Responsibilities workgroup is working on defining the duties of the staffing organization. The workplan memo called for an ad hoc committee to provide guidance to the collaborative applicant who will be contracting with Homebase to ensure a scope of work for the staff that is appropriate for our Leadership Board.
- ii. Darin Lounds moved that the Leadership Board establish an ad hoc work group that will draft a work plan with scopes and deliverables (in alignment with the RFP) to guide the collaborative applicant in contracting with Home Base and the Tides Center. The group

will start work in January and complete its work in the middle of February. Moe seconded the motion.

1. After a brief discussion around whether or not the existing Roles and Responsibilities workgroup should be drafting the work plan or if a new committee should be formed, C'Mone proposed a vote on the motion to form a committee to draft the work plan then designate whether that should be the Roles and Responsibilities workgroup or a new ad hoc committee afterwards.
2. Vivian voiced concern that this kind of work seems too detailed in scope for what the Leadership Board should be involved in. C'Mone responded that this scope of work would have previously been taken on by the HUD CoC committee and since the Leadership Board has taken over the role of the HUD CoC Committee, it makes sense for the Leadership Board to be taking on this type of detailed work. There was general agreement from the group.
3. Roll Call Vote

<i>Christine Ma</i>	<i>Yes</i>	<i>Frank Rogers</i>	<i>Yes</i>	<i>Michelle Starratt</i>	<i>yes</i>	<i>Shauna Conner</i>	<i>Yes</i>
<i>C'Mone Falls</i>	<i>Yes</i>	<i>John Jones III</i>	<i>Yes</i>	<i>Mike Keller</i>	<i>Abstained</i>	<i>Susan Shelton</i>	<i>Yes</i>
<i>Darin Lounds</i>	<i>Yes</i>	<i>Josh Thurman</i>	<i>Yes</i>	<i>Moe Wright</i>	<i>Yes</i>	<i>Tracey Nails Bells</i>	<i>Yes</i>
<i>Doug Biggs</i>	<i>Yes</i>	<i>Kimberly White</i>	<i>Yes</i>	<i>Nic Ming</i>	<i>Yes</i>	<i>Tunisia Owens</i>	<i>Yes</i>
<i>Dr. Lisa Warhuus</i>	<i>Yes</i>	<i>Kerry Abbott</i>	<i>Abstained</i>	<i>Paul Berry</i>	<i>Yes</i>	<i>Vivian Wan</i>	<i>Abstained</i>
<i>Estelle Clemons</i>	<i>Yes</i>	<i>Liz Varela</i>	<i>Yes</i>	<i>Paulette Franklin</i>	<i>Yes</i>		

4. Motion passed.

- iii. As to whether the work plan should be made by the existing Roles and Responsibilities workgroup or a new ad hoc committee, the board opted for the Roles and Responsibilities workgroup with the addition of more members with lived experience as 1/3 of the group is required and the work group had lost a couple of members with lived experience.
- d. Tunisia Owens shared a recommendation by the Racial Equity Committee the Leadership Board convene a special meeting which would function as a workshop and training into administrative law and the roles, responsibilities and delegation of authority of the board. The purpose would be to educate existing and new board members as to what the CoC does and what the responsibility of the Leadership Board is. There were two suggested dates for the workshop: February 2<sup>nd</sup> or February 9<sup>th</sup> from 2-4 PM. A poll was launched and the 2/9 date was selected.

## 5. Governance Charter Revisions (Katie Haverly/Moe Wright)

**2:50pm-3:45pm**

- a. Review and adoption of Governance Charter Revisions
  - i. Moe gave a brief overview of EveryOne Home's representation in the governance charter.
  - ii. Michelle spoke in favor of waiting until the Roles and Responsibilities workgroup finishes its work before finishing and voting on a revised governance charter.
  - iii. Moe clarified that the changes to the charter are minor, such as defining quorum and establishing term limits and that there would be no reason to wait for the Roles and Responsibility workgroup to finish their work to vote on these changes.
  - iv. Katie gave a brief overview of the changes that have not been voted on by the board yet, one is the creation of a fifth entity, the Policy & Strategy Entity (a recommendation from Roles & Responsibilities Workgroup) and an organizational chart illustrating the authority of the different entities. The other changes to the charter had been approved

by the Leadership Board at previous meetings, such as recommendations from the Racial Equity Committee and the Transition Committee.

- v. Michelle emphasized that the EveryOne Home plan ended in 2018 and that the community has now adopted the Home Together plan.
- vi. Kerry stated that she felt that the assignment of a Directors Committee in the charter would be premature as the Roles and Responsibilities workgroup are doing work on the same topic currently.
- vii. Moe shared that the Leadership Board should not leave it to the collaborative applicant to oversee all the activities of the backbone organization.
- viii. Kerry responded that the collaborative applicant may oversee the day-to-day functions of the backbone organization, and a committee may be formed to look at higher level items, but this has not been determined. HCD as the collaborative applicant has the planning grant, and HCD is currently using the planning grant and the scope of the RFP to negotiate with Homebase.
- ix. Frank stated that he felt that the CoC board is tasked with most of the responsibility but that the county maintains all the legal authority. They handle the money and process contracts through the Board of Supervisor. In reviewing the governance charter and guidance from HUD, he sees that the Leadership Board has a lot of responsibility. Whatever power or authority the County has, they have it as a result of the Leadership Board naming them as the collaborative applicant. It should be a situation where we work together, and not separately. He stated that he took issue with the county putting out the request for a new staffing entity as the Leadership Board never requested that. The appeals process (regarding the RFQ) made no sense (i.e., appealing to the same entity that chose to make the first decision that the Board did not ask for). He also took issue with the talk of the committee formation discussed earlier in this meeting doing work and making decisions that in his eyes should have been left to the Leadership Board. He emphasized that the Continuum of Care seemed to be slowly being stripped of power and its ability to conduct business is being dwindled.
- x. Rachel clarified that, historically, the collaborative applicant has not overseen the backbone entity. This would be large a shift for the collaborative applicant to oversee the daily operations of Homebase.
- xi. Tunisia spoke in agreement with what Frank had stated and noted that the special meeting/workshop suggested by the Racial Equity Committee would be addressing many of the concerns Frank voiced, such as the county overstepping the authority given to them by the Leadership Board.
- xii. Moe addressed a comment Frank brought up about the purpose of a smaller committee for establishing the work plan versus the whole board. He noted that for timing and efficiency, a smaller group would be more readily able to take on a workplan.
- xiii. Moe moved to approve the governance charter changes as submitted and submit those to the membership for final ratification. Frank seconded.
- xiv. Vivian stated that she felt uncomfortable voting on the governance charter changes without more time to send comments but would feel more comfortable if the Roles and Responsibilities workgroup had a chance to review it first and provide feedback.
- xv. C'Mone suggested that the changes be reviewed by the Roles and Responsibilities Committee Feb 1<sup>st</sup> then back to the February Leadership Board meeting with a membership meeting after.
- xvi. Moe noted the charter revisions have been postponed 3 times already.
- xvii. Roll Call Vote for motion called in section 5.a.xi.

<i>Christine Ma</i>	<i>Abstained</i>	<i>Josh Thurman</i>	<i>Abstained</i>	<i>Paul Berry</i>	<i>Abstained</i>
<i>C'Mone Falls</i>	<i>No</i>	<i>Kimberly White</i>	<i>Abstained</i>	<i>Paulette Franklin</i>	<i>Yes</i>
<i>Darin Lounds</i>	<i>Yes</i>	<i>Kerry Abbott</i>	<i>No</i>	<i>Shauna Conner</i>	<i>Abstained</i>
<i>Dr. Lisa Warhuus</i>	<i>No</i>	<i>Liz Varela</i>	<i>Yes</i>	<i>Susan Shelton</i>	<i>No</i>
<i>Estelle Clemons</i>	<i>Abstained</i>	<i>Mike Keller</i>	<i>Abstained</i>	<i>Tracey Nails Bells</i>	<i>Yes</i>
<i>Frank Rogers</i>	<i>Yes</i>	<i>Moe Wright</i>	<i>Yes</i>	<i>Tunisia Owens</i>	<i>Abstained</i>
<i>John Jones III</i>	<i>Yes</i>	<i>Nic Ming</i>	<i>No</i>	<i>Vivian Wan</i>	<i>No</i>

xviii. Motion did not pass.

xix. Nic made a motion to approve the governance charter changes previously presented by the Transition Committee and approved by the Leadership Board. The remaining items would be sent to the Roles and Responsibilities workgroup for review. Vivian seconded.

xx. Due to time, the board had to move on.

b. Review of Draft CoC Policy and Procedural Manual

i. Agenda Item not addressed due to time.

**6. HMIS Committee HMIS Monitoring Tool (Mike Keller)**

**3:45pm-4:00pm**

*Update*

a. The HMIS Monitoring Tool was completed and shared with the board for review in the meeting materials from December and January.

**7. HHAP Funding Presentation (Suzanne Warner)**

**4:00pm-4:20pm**

*Update*

a. Suzanne presented a brief update on HHAP funding.

**8. Discussion on topics for next Leadership Board meeting**

**4:20pm-4:30pm**

**Next Regular Leadership Board Meeting February 16, 2023 from 2-4:30 PM**

**Parking Lot for Future Topics for Leadership Board Meetings:**

- February – NOFO debrief and report out