

## Leadership Board

### Agenda

April 20, 2023

2:00pm – 4:30pm

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Join Zoom Meeting

<https://homebaseccc.zoom.us/j/81074562957>

Meeting ID: 810 7456 2957

+16699006833,,81074562957# US (San Jose)

+13602095623,,81074562957# US

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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. Public Comment is also accepted in advance via email to: [alameda@homebaseccc.org](mailto:alameda@homebaseccc.org)

#### Leadership Board Shared Agreements:

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- 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.

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- 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.

**Action Items**

Action Item	Related Materials
<p>1) Vote to Adopt Revised Governance Charter</p>	<ul style="list-style-type: none"> <li>• Governance Charter Draft Dated April-2023</li> <li>• Governance Charter Revisions History Summary</li> <li>• Board questions session: April 17, 2023</li> </ul>

**Agenda**

<p>1) <b>Welcome / Introductions</b> (Moe Wright)</p>	<p>2:00 – 2:05pm</p>
<p>2) <b>Leadership Board Public Comment</b> (Moe Wright)</p>	<p>2:05 – 2:10pm</p>
<p>3) <b>Approval of minutes, March 16th, 2023</b> (Moe Wright) <i>No roll call vote is needed, corrections not already received by Homebase will be noted and minutes changed accordingly.</i></p>	<p>2:10pm – 2:15pm</p>
<p>4) <b>Homeless System Updates</b> (All)</p> <ul style="list-style-type: none"> <li>• <b>Emerging Leaders Program</b> (Joanne Karchmer, All Home)</li> </ul>	<p>2:15pm – 2:25pm</p>
<p>5) <b>Leadership Board Updates</b> (Moe Wright)</p>	<p>2:25pm – 2:30pm</p>
<p>6) <b>Roles and Responsibilities Workgroup Report Out</b> (Moe Wright)</p>	<p>2:30pm – 2:35pm</p>
<p>7) <b>Naming Convention Discussion</b> (Moe Wright)</p>	<p>2:35pm – 2:45pm</p>
<p>8) <b>Action Items Discussion</b> (Moe Wright)</p> <ul style="list-style-type: none"> <li>• <i>Action Item 1: Roll Call Vote to adopt Revised Governance Charter</i></li> </ul>	<p>2:45pm – 3:05pm</p>

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<p><b>9) Draft Entity Responsibilities Overview</b> (Moe Wright)</p>	<p>3:05pm – 3:15pm</p>
<p><b>10) Leadership Board Work Plan</b> (C'Mone Falls)</p>	<p>3:15pm – 3:35pm</p>
<p><b>11) County and CoC Working Relationship</b> (Kerry Abbott)</p>	<p>3:35pm – 3:50pm</p>
<p><b>12) Eviction Moratorium and Prevention Resources Update</b> (Michelle Starratt)</p>	<p>3:50pm – 4:05pm</p>
<p><b>13) Racial Equity Committee Report Out</b> (Tunisia Owens)</p>	<p>4:05pm – 4:15pm</p>
<p><b>14) Special Comment from the Board Chair</b> (C'Mone Falls)</p>	<p>4:15pm – 4:25pm</p>
<p><b>15) Closing</b> (Kim Natarajan)</p> <ul style="list-style-type: none"> <li>• Discussion of upcoming agenda items for next meeting</li> </ul> <p>Next meeting will be held <b>May 18, 2023</b>.</p>	<p>4:25pm – 4:30pm</p>

Parking Lot

**Governance Charter Revisions Recent History**  
April 2023

Description	Recommendation	Vote
Transition Committee recommendation re: clarifying the right/responsibility of Leadership Board to designate, evaluate, and change (as needed) entities that support the CoC.	<ul style="list-style-type: none"> <li>• Explicitly state that the Board retains authority to designate entities to fulfill the roles and functions required by CoC, define the role of each and evaluate on a regular basis</li> <li>• Require MOU between designated entities that outlines roles/responsibilities, terms and timeline of agreement</li> </ul>	<p>Approved by Board October 20, 2022 and incorporated into current charter.</p> <p><b>Additional changes reflected in the current charter draft before the 4/20 Leadership Board</b></p>
Transition Committee recommendation re: leadership board co-chair terms and seats	<ul style="list-style-type: none"> <li>• Change terms from one to two years</li> <li>• Designate one seat to private/nonprofit partner and one to public sector partner.</li> </ul>	<p>Approved by Board October 27, 2022 and incorporated into current charter.</p>
Transition Committee recommendations re: clarifying standing committees	<ul style="list-style-type: none"> <li>• Addition of HMIS Oversight and Youth Committees to standing committee roster.</li> <li>• Modify roles slightly to avoid duplication.</li> </ul>	<p>Approved by Board October 27, 2022 and incorporated into current charter.</p>
Transition Committee recommendations re: committee membership	<ul style="list-style-type: none"> <li>• Expand voting seats on committees from 11-13 to 9-15</li> <li>• Add membership guidelines to ensure appropriate representation across stakeholder groups</li> </ul>	<p>Approved by Board October 27, 2022 and incorporated into current charter.</p>
Transition Committee recommendations re: managing vacancies	<ul style="list-style-type: none"> <li>• Clarify number of non-appointed seats on Board and Committees will be managed to ensure CoC is not constantly recruiting</li> <li>• Open call for committees once per year, but LB can convene at any time if special circumstances arise</li> <li>• Appointed seats- appointer can fill at any time</li> </ul>	<p>Approved by Board October 27, 2022 and incorporated into current charter.</p>

	<ul style="list-style-type: none"> <li>Elected seats—appointments can be made at a community meeting at any time</li> </ul>	
Transition Committee recommendations re: committee member terms and committee co-chair terms	<ul style="list-style-type: none"> <li>Align language used for Board member terms (3-year terms, staggered) and newly proposed language re: Board co-Chair terms (two years, staggered)</li> </ul>	Approved by Board October 27, 2022 and incorporated into current charter.
Transition Committee re: voting protocols—treatment of absentions and recusals	<ul style="list-style-type: none"> <li>Clarify language to say “decisions will be passed by the majority present <u>and voting</u>”</li> </ul>	Approved by Board October 27, 2022 and incorporated into current charter.
Transition Committee re: voting protocols-community meetings of CoC Membership	<ul style="list-style-type: none"> <li>Clarify that a quorum is not required for voting in community meetings of CoC Membership</li> </ul>	Approved by Board October 27, 2022 and incorporated into current charter.
Transition Committee re: representation on Board or Committee by more than one individual from the same agency/organization	<ul style="list-style-type: none"> <li>Clarify that “no two members from one organization or department may serve <u>in voting seats</u> on the same board, committee, subcommittee or workgroup.”</li> </ul>	Approved by Board October 27, 2022 and incorporated into current charter.
Transition Committee recommendations re: annual membership meeting	<ul style="list-style-type: none"> <li>Create flexibility for the CoC by stating simply that there will be at least two meetings of full membership each year</li> <li>Do not specify in charter what each meeting will cover</li> </ul>	Approved by Board October 27, 2022 and incorporated into current charter.
Transition Committee recommendations re: standards for assistance and other detailed procedures	<ul style="list-style-type: none"> <li>Pull this language out of charter</li> <li>Put in separate CoC policies and procedures manual</li> </ul>	Approved by Board October 27, 2022 and incorporated into current charter.
Transition Committee recommendations re: committee, subcommittee, workgroup, and advisory council definitions	<ul style="list-style-type: none"> <li>Add definitions to distinguish the role and formation procedures for each type of body.</li> </ul>	Approved by Board October 27, 2022 and incorporated into current charter.
Racial Equity Workgroup recommendation re:	<ul style="list-style-type: none"> <li>Addition of language re: Leadership Representation Metrics and</li> </ul>	Approved by Board December

<p>changes to Centering Racial Equity section (pp.6-7)</p>	<p>specifying that racial demographics of boards, committees and workgroups will align with those of the annual PIT Count.</p> <ul style="list-style-type: none"> <li>○ For 2022, this means that 40% of committee and workgroups should be BIPOC</li> <li>● Edits to language clarifying role of the Racial Equity Committee</li> <li>● Edits to language describing racial equity work across all committees and activities</li> </ul>	<p>8, 2022 and incorporated into current charter.</p>
<p>Racial Equity Workgroup recommendation re: Racial Equity Committee description (pp. 22-23)</p>	<ul style="list-style-type: none"> <li>● Edits in description language</li> <li>● Additions to description of Committee role</li> </ul>	<p>Approved by Board December 8, 2022 and incorporated into current charter.</p>
<p>Racial Equity Workgroup recommendations re: Racial Equity Committee membership description (p. 40)</p>	<ul style="list-style-type: none"> <li>● Addition of people with lived experience to list of recommended members</li> <li>● Additional role to all committees to <u><i>“Apply a racial equity framework in order to advance fairness and justice in all we do.”</i></u></li> </ul>	<p>Approved by Board December 8, 2022 and incorporated into current charter.</p>
<p>Discussion re: name used to refer to CoC in the Charter</p>	<ul style="list-style-type: none"> <li>● The April 2023 charter uses the name “EveryOne Home”.</li> </ul>	<p><b>To be confirmed 4/20 Leadership Board</b></p>
<p>Whether the new organizational chart should be included in the charter, referenced in the charter, or neither</p>	<ul style="list-style-type: none"> <li>● The April 2023 charter does not include the organizational chart.</li> </ul>	<p><b>To be confirmed 4/20 Leadership Board</b></p>
<p>Roles and Responsibilities recommended addition of a fifth named Entity: The Policy and Planning Entity</p>	<ul style="list-style-type: none"> <li>● The April 2023 charter adds the Policy and Planning entity.</li> </ul>	<p><b>To be confirmed 4/20 Leadership Board</b></p>
<p>Roles and Responsibilities recommended language around the five named entities, and references to the MOUs</p>	<ul style="list-style-type: none"> <li>● The April 2023 charter simplifies the language referring to entity responsibilities and references the MOUs for more detail.</li> </ul>	<p><b>To be confirmed 4/20 Leadership Board</b></p>



Date: April 6, 2023

From: Moe Wright and C'Mone Falls, Co-Chairs of the EveryOne Home Leadership Board

To: Leadership Board Members

Re: Name and Identity of the Collective Impact Initiative and Berkeley Oakland Alameda County CoC

The concept of an organization to coordinate the countywide activities to alleviate and end homelessness was developed in 2007 by a joint group comprised of HCD, Behavioral Health Care, Office of Aids, the CoC Board at the time, Oakland and Berkeley. A steering committee with members from the County, Oakland and Berkeley, the two cities most impacted by homelessness at the time, was formed. Linda Gardener, HCD Housing Director, led the committee and, together, they created the first EveryOne Home Plan. Staff members were hired and the whole entity and the wider membership became known as EveryOne Home. The CoC merged into the new organization and support for the organization came from funds from Alameda County and the 14 cities of the county, including Oakland and Berkeley.

A board was recruited in 2008 to serve as both the CoC board as well as the leaders in the movement to end homelessness in Alameda County as called for in the plan. This board is called the EveryOne Home Leadership Board and its composition has been modified over the years to be more widely representative of the county constituents and inclusive of people with lived experience of homelessness.

Through the years from 2008 to the present EveryOne Home has created a presence in Alameda County as a place for information about homelessness: through our website, announcements, PIT count organizing, fundraising events and advocacy with jurisdictions and political leaders. EveryOne Home has a list of approximately 2,000 members who come to our community meetings, volunteer for the PIT count and support various issues when called upon. EveryOne Home has broad name recognition in Alameda County and is an important part of the countywide effort to alleviate and end homelessness.

The Leadership Board is currently revising its charter to be more specific about the definitions of activities and process of governance for the Leadership Board and its subcommittees. In February of 2022, the board and the community adopted a substantially revised charter. At that time, they considered a possible name change and identity modification, but decided to stay with the original EveryOne Home name as a broad identifier of the collective impact initiative as well as the CoC. This identity issue is again being raised, with no identified sponsor, at a time when Alameda County, acting as the collaborative applicant, has imposed a change of staffing structure against the will of the Leadership Board. There is no compelling reason to separate the Leadership Board from its founding name and purpose at this time. If the board wishes to re-cast our public image and mission, we should do so with a thoughtful process and come up with an agreed upon plan.

**LEADERSHIP BOARD OAKLAND, BERKELEY/ALAMEDA COUNTY**  
**COC**

**Leadership Board**  
**Thursday, March 16, 2023**  
**2:00-4:30pm**  
**Minutes**

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.

Attendance

**Committee Members**

Brenda Wadsworth	Community Member	Present
Christine Ma	Advocacy and/or citizen	Present
C'Mone Falls	City of Oakland	Present
Darin Lounds	Housing Consortium of the East Bay	Present
Doug Biggs	Alameda Point Collaborative	Present
Dr. Lisa Warhuus	City of Berkeley	Present
Josh Thurman	City of Livermore	Present
Kate Hart	SAVE	Present
Kimberly White	Community Member	Present
Laurie Flores	City of Fremont	Present
Liz Varela	Building Futures	Present
Mike Keller	EOCP	Present
Paul Berry	Community Member	Present
Paulette Franklin	Alameda County Behavioral Health Care Services	Present
Ray Bonilla	META	Present
Shauna Conner	Alameda County Probation	Present
Susan Shelton	Community Member	Present
Tracey Nails Bells	A Diamond in the Rough	Present
Tunisia Owens	Family Violence Law Center	Present
Vivian Wan	Abode	Present
Andrea Ford	Alameda County Social Services Agency	(absent)



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Deidre Wan	Community Member	(absent)
Elena Lepe	El Puente Comunitario	(absent)
Estelle Clemons	City of Oakland	(absent)
Frank Rogers	Community Member	(absent)
John Jones III	Community Member	(absent)
Julian Leiserson	Abode	(absent)
Kerry Abbott	Office of Homeless Care and Coordination Director	(absent)
Michelle Starratt	Alameda County HCD	(absent)
Moe Wright	Community Member	(absent)
Ms. Shelley Gonzalez	Community Member	(absent)
Nic Ming	Community Member	(present)

**Public**

Dani Staub	Alameda Alliance for Health
Jay Ingram	City of Pleasanton
Kris Kuntz	Anthem Blue Cross
Money Starr-DeLuca	
Natasha Paddock	Alameda County
Sharon Cornu	St. Mary's Center
Suzanne Warner	Alameda County

**Staff**

Katie Haverly	EveryOne Home
Rachel Rios-Richardsen	EveryOne Home
Amanda Wehrman	Homebase
Esther Wilch	Homebase
Kim Natarajan	Homebase

**Action Items**

Meeting	Responsible Party	Action Item	Status

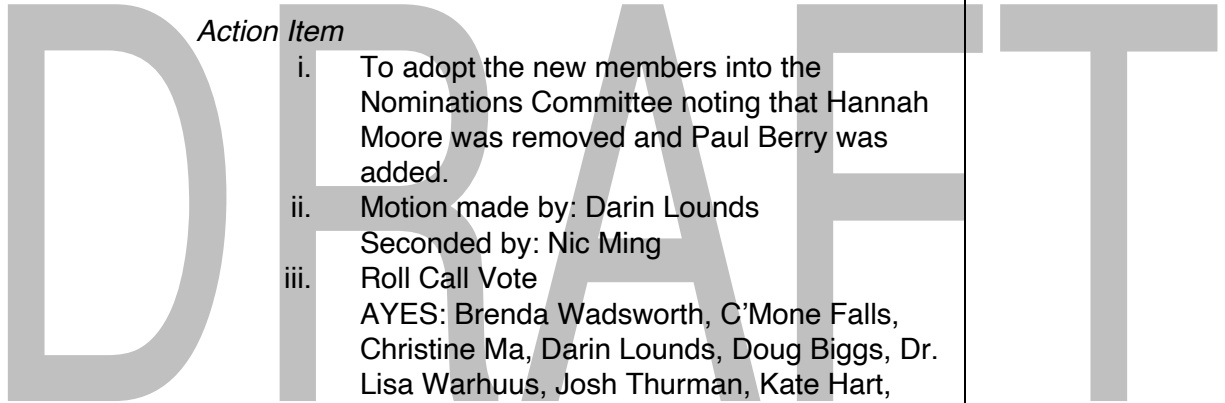
Agenda and Minutes

<p><b>1. Welcome and Introductions (C'Mone Falls)</b></p>	<p>2:00 – 2:10pm</p>
<p><b>2. Public Comment (C'Mone Falls)</b></p> <p>a. Vivian Wan commented that she received feedback from a developer about how impactful coordinated entry is on both leasing up new buildings and refilling older buildings. Vivian recommended to include developers in the feedback process in addition to consumers and service providers and to add this topic to the agenda at a later time.</p>	<p>2:10 – 2:20pm</p>
<p><b>3. Homeless System Updates (C'Mone Falls)</b></p> <p>a. Vivian Wan stated that the collapse of Silicon Valley Bank has impacted the housing development sector. Vivian reiterated that investment funds are healthy for now but it would be a good point of discussion on how the banking environment may potentially delay housing projects.</p> <p>b. Darin Lounds agreed with Vivian's previous comment and added how Silicon Valley Bank's financial situation has affected other regional banks where nonprofits rely on.</p> <p>c. C'Mone Falls announced that City of Oakland has opened two new sites, which are the Wood Street Community Cabins and 66 Avenue RV State Parking. Each site will serve up to 100 people. The second phase of construction for half of each site is underway.</p> <p>d. C'Mone Falls announced that the City of Oakland was awarded Rapid Rehousing funds for its CoC in addition to some other state funds and will soon put out a Request for Proposals so that interested organizations can apply to run it.</p> <p>e. Nic Ming suggested that the County create and add some strategies under the CoC Standard Compliance and Funding Committee's document to help address stressful moments such as the current banking environment.</p> <p>f. Nic Ming stated that the Rent Moratorium program ended last week and suggested that the CoC prepares for an increase in evictions.</p> <p>g. Natasha Paddock announced that CDA will be hosting a series of trainings for service providers about the eviction moratorium, which is set to end on April 28, 2023. These trainings will focus on continuing supporting the communities with resources.</p>	<p>2:20 – 2:25pm</p>
<p><b>4. Special Comment from Board Chair (C'Mone Falls)</b></p> <p>a. C'Mone Falls provided a snapshot of the definition of the Collaborative Applicant's roles and duties, and clarified</p>	<p>2:25 – 2:30pm</p>

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<p>that in order to assign additional responsibilities, the CoC needs to document it in the Governance Charter. No questions or additional comments were made.</p> <p>b. C’Mone Falls reminded all members to review the Leadership Board’s agreements in the agenda packet.</p>	
<p><b>5. Approval of minutes, February 9 and 16, 2023 (C’Mone Falls)</b></p> <p>a. No roll call vote was needed. No corrections or edits were received. The minutes stand as submitted.</p>	Time
<p><b>6. Homebase Updates (Kim Natarajan)</b></p> <p>a. Kim Natarajan shared the following updates:</p> <ul style="list-style-type: none"> <li>o Homebase is taking over the facilitation role for this and other committee meetings.</li> <li>o Agenda calendar invites with new Zoom links have been sent.</li> <li>o HUD announced that NOFO awards will be released by May and this year’s NOFO will have the duration of 100 days, which is more than previous years. With this timeline, the NOFO committee’s recruitment efforts might be prioritized.</li> </ul>	2:35 – 2:40pm
<p><b>7. Leadership Board Updates (C’Mone Falls and Katie Haverly)</b></p> <p>a. Katie Haverly gave an overview of the current status of the PIT count data based on her call with ASR.</p> <ul style="list-style-type: none"> <li>o The jurisdictional data needs to be confirmed. The CoC will need to put out a request to ASR to obtain the geospatial files. Once obtained, it is recommended the CoC consult GIS specialists in order to find data errors.</li> <li>o The unsheltered survey data set has not been received from ASR.</li> <li>o It may be necessary to find a funding resource to pay for the additional expenses mentioned above but ask ASR if they are willing to provide these additional data sets at no cost.</li> </ul> <p><i>Action Item</i></p> <ul style="list-style-type: none"> <li>i. C’Mone Falls made a motion to have HCD to reach out to ASR for HCD, KH and HB representatives speak with ASR directly and officially request the data sets of unsheltered survey data set, geo data survey files, and methodology regardless of contract obligations in the next two weeks as well as a fee waiver for providing this information.</li> <li>ii. Motion made by: C’Mone Falls</li> </ul>	2:40 – 3:35pm

<p>iii. Seconded by: Ray Bonilla Roll Call Vote AYES: Brenda Wadsworth, C'Mone Falls, Darin Lounds, Doug Biggs, Josh Thurman, Kate Hart, Kimberly White, Laurie Flores, Liz Varela, Mike Keller, Paul Berry, Paulette Franklin, Ray Bonilla, Shauna Conner, Susan Shelton, Tracey Nails Bells, Tunisia Owens, Vivian Wan. NOES: None ABSTAINS: None</p> <p>iv. Motion passes with 19 yes votes.</p> <p>b. Names of new volunteers to join the Nominations Committee were shared in the agenda: <i>Tiara Jones (City of Oakland), Susan Shelton (Racial Equity Committee), Josh Jacobs (City of Berkeley), Jay Ingram (City of Pleasanton) and Paul Berry (Youth Action Board)</i></p> <p><i>Action Item</i></p> <p>i. To adopt the new members into the Nominations Committee noting that Hannah Moore was removed and Paul Berry was added.</p> <p>ii. Motion made by: Darin Lounds Seconded by: Nic Ming</p> <p>iii. Roll Call Vote AYES: Brenda Wadsworth, C'Mone Falls, Christine Ma, Darin Lounds, Doug Biggs, Dr. Lisa Warhuus, Josh Thurman, Kate Hart, Kimberly White, Laurie Flores, Liz Varela, Mike Keller, Paul Berry, Paulette Franklin, Ray Bonilla, Shauna Conner, Susan Shelton, Tracey Nails Bells, Tunisia Owens, Vivian Wan NOES: None ABSTAINS: None</p> <p>iv. Motion passes with 20 yes votes.</p> <p>c. Katie Haverly gave a report out and shared the Questions/Answers document with important feedback provided by HUD from the meeting on February 9, 2023. There were additional comments from a second meeting on March 15, 2023 that happened between the County's representative and Homebase to discuss technical assistance and next steps.</p> <p>d. Rachel Rios-Richardson presented a recap of the poll results from the special Leadership Board meeting that</p>	
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## Oakland, Berkeley/Alameda County CoC

<p>took place on February 9, 2023. The group also discussed next steps about what kind of training and support is needed, conflicts of interest, and the Leadership Board Authority.</p>	
<p><b>8. Racial Equity Committee Report Out (Nic Ming)</b></p> <p>a. Tunisia Owens gave an update regarding the work that is being done around the Racial Equity Committee, which includes supporting the emergency leaders program and landlord engagement.</p>	<p>3:35 – 3:45pm</p>
<p><b>9. Roles and Responsibilities Workgroup Report Out (Nic Ming)</b></p> <p>a. Nick Ming provided a report out on the Roles and Responsibilities Workgroup. The purpose is to define functions of the various entities. A slide with review of timeline and goals was shared to the group.</p>	<p>3:45 – 4:00pm</p>
<p><b>10. Update on the Housing and Homelessness Incentive Program (HHIP) (Dani Staub &amp; Kris Kuntz)</b></p> <p>a. Dani Staub, Alameda Alliance for Health, and Kris Kuntz, Anthem Blue Cross, presented an overview of the Housing and Homelessness Incentive Program (HHIP). The presentation covered definition, program period, total funds, goals, approach, allocation of dollars as of today, measures, program status updates, Local Homelessness Plan (LHP), and investment activities summary. There was additional discussion regarding what tools or methods are used to collect data.</p>	<p>4:00 – 4:20pm</p>
<p><b>11. Results Based Accountability Committee Benchmark Measures (Katie Haverly)</b></p> <p>a. Katie Haverly presented The 2022 Practitioner Scorecard that is used as a measuring tool to keep track of analytic data for areas such as race and ethnicity data among others. This tool is in EveryOne Home’s website and is updated quarterly. A link was posted in the chat.</p>	<p>4:20 – 4:25pm</p>
<p><b>12. Discussion on topics for next Leadership Board meeting</b></p> <p>a. The next Leadership Board Meeting is April 20, 2023 from 2-4:30 PM.</p> <p>b. Suggested future topics for next Leadership Board meetings are HMIS Oversight Committee, voting on the Governance Charter, Emerging Leaders Program, and Eviction Moratorium.</p> <p>c. Katie Haverly announced that the Emerging Leaders Program will be transferring to All Home.</p>	<p>4:25 – 4:30pm</p>

DRAFT

