

LEADERSHIP BOARD OAKLAND, BERKELEY/ALAMEDA COUNTY
COC

Leadership Board
Thursday, May 18, 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

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| Andrea Ford | Alameda County Social Services Agency | Present |
| Brenda Wadsworth | Roots/Community Member | Present |
| Christine Ma | Advocacy and/or citizen | Present |
| Deidre Wan | Community Member | Present |
| Elena Lepe | El Puente Comunitario | Present |
| Josh Thurman | City of Livermore | Present |
| Kate Hart | SAVE | Present |
| Kerry Abbott | Office of Homeless Care and Coordination Director | Present |
| Laurie Flores | City of Fremont | Present |
| Michelle Starratt | Alameda County HCD | Present |
| Moe Wright | Community Member | Present |
| Ms. Shelley Gonzalez | Community Member | Present |
| Nic Ming | Community Member | Present |
| Paul Berry | Community Member | Present |
| Ray Bonilla | META | Present |
| Susan Shelton | Community Member | Present |
| Tunisia Owens | Family Violence Law Center | Present |
| Vivian Wan | Abode | Present |
| C'Mone Falls | City of Oakland | (absent) |
| Darin Lounds | Housing Consortium of the East Bay | (absent) |
| Doug Biggs | Alameda Point Collaborative | (absent) |
| Dr. Lisa Warhuus | City of Berkeley | (absent) |

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| Estelle Clemons | City of Oakland | (absent) |
| Frank Rogers | Community Member | (absent) |
| John Jones III | Community Member | (absent) |
| Julian Leiserson | Abode | (absent) |
| Kimberly White | Community Member | (absent) |
| Liz Varela | Building Futures | (absent) |
| Mike Keller | EOCP | (absent) |
| Paulette Franklin | Alameda County Behavioral Health Care Services | (absent) |
| Shauna Conner | Alameda County Probation | (absent) |
| Tracey Nails Bells | A Diamond in the Rough | (absent) |

Public

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| Dani Staub | Alameda Alliance for Health |
| Darlene Flynn | Oakland DRE |
| Patrick Anderson | Community Member |
| Shatae Jones | Alameda Alliance For Health |
| Suzanne Warner | Alameda County |

Staff

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| Amanda Wehrman | Homebase |
| Esther Wilch | Homebase |
| Kim Natarajan | Homebase |

Action Items

| Meeting | Responsible Party | Action Item | Status |
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Agenda and Minutes

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| <p>1. Welcome and Introductions (Moe Wright)</p> | <p>2:00 – 2:05pm</p> |
| <p>2. Leadership Board Public Comment (Moe Wright) a. No comments.</p> | <p>2:05 – 2:10pm</p> |
| <p>3. Approval of minutes, April 20th, 2023 (Moe Wright) a. No roll call vote was needed. No corrections or edits were received. The minutes stand as submitted.</p> | <p>2:10 – 2:15pm</p> |
| <p>4. Homeless System Updates (All) a. Kim Natarajan announced that The County of Alameda has released a Request for Proposal (RFP) to recruit a consultant for professional services for the 2024 Point-in-Time (PIT) Count. A link to the RFP was posted in the chat. b. Kim Natarajan shared that the National Alliance to End Homelessness released a grant opportunity for research groups, such as universities, college, etc., to apply for a rural and unsheltered homelessness RFP for NOFO applicants. Once the award is made, the entities will reach out to additional communities and CoCs. Kim encouraged Alameda CoC to partner with a university or college and to spread the word. A link to the RFP was posted in the chat. c. Kim Natarajan stated that the EveryHome’s website is experiencing some technical glitches on some of the pages. Homebase is currently working on fixing it soon.</p> | <p>2:15 – 2:20pm</p> |
| <p>5. Leadership Board Updates (C’Mone Falls) a. Because C’Mone Falls was not present during the meeting, there were no major updates.</p> | <p>2:25 – 2:30pm</p> |
| <p>6. Nomination Committee Report out (Deidre Wan, Susan Shelton) a. Esther Wilch, Homebase, shared that the Nomination Committee sent out a memo that contains the composition of members. This committee had been recruiting members in the past and the current status is that there are two members who are community members who are not actively involved in committees beyond the Nomination Committee. Esther explained that the work plan provides direction about what committees should be prioritized and the last week of May is when the Nomination Committee will meet to go over all the applications, with approximately 40 applications to review. The original timeline to complete the review of</p> | <p>2:30 – 2:35pm</p> |

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| <p>applications is July 2023 but the committee will discuss if more time is needed in the next meeting.</p> | |
| <p>7. Roles and Responsibilities Review of Documents (Moe Wright)</p> <p>a. Moe Wright presented the progress update for the Memorandum of Understanding (MOU) template and the scope of work as well as timeline for the Roles and Responsibility Committee.</p> <ul style="list-style-type: none"> • The Leadership Board group approved the Governance Charter. • The Policy and Procedures Manual is being reviewed by the Roles and Responsibilities Committee. • The MOU template and a memo were distributed and shared which contains the highlighted areas of revisions/changes: <ul style="list-style-type: none"> - The MOU template stands as presented with no further changes. - Have the month of August 2023 as the deadline for the Board to approve it, then work on the Policy and Procedure Manual with remaining pieces to review such as conflict of interest policy, code of conduct, election procedures, evaluation of designated entities, reassignment of designated entities, and the need for an Executive/Operating Committee. • The current Roles and Responsibilities Workgroup member names were shared. Anyone interested in joining this committee should to reach out to Homepage. | <p>2:35 – 3:00pm</p> |
| <p>8. NOFO Committee Seating (Kim Natarajan)</p> <p>a. Kim Natarajan shared that there is a need to start recruiting for the Rating and Ranking NOFO committee, which will be leading the NOFO process and review pending HUD’s NOFO released for 2023. The following are the names of members who have expressed interest: Arlene Hipp, Kris Kuntz, Miguel Dwin, Deidre Wan, and Elena Lepe, Susan Shelton.</p> <p>b. Clarify and identify any potential conflict of interests with the interested members above.</p> <p>c. Keep the recruitment open to get more interested members.</p> <p><i>Action Item</i></p> <ul style="list-style-type: none"> i. Moe Wright made a motion to approve the members above to be part of the NOFO committee. ii. Motion made by: Vivian Wan Seconded by: Ray Bonilla | <p>3:00 – 3:10pm</p> |

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| <p><i>Discussion:</i> None. <u>Roll Call Vote:</u> AYES: Andrea Ford, Brenda Wadsworth, Christine Ma, Josh Thurman, Kate Hart, Suzanne Warner, Laurie Flores, Michele Starratt, Moe Wright, Shelley Gonzalez, Nic Ming, Paul Berry, Ray Bonilla, Tunisia Owens, Vivian Wan. NOES: None ABSTAINS: Deidre Wan, Elena Lepe, Susan Shelton.</p> <p>iii. Motion passes with 15 yes votes.</p> <p>d. Patrick Anderson, who is currently not a Leadership Board member, expressed interest in joining. There was a lot of discussion among the group about whether someone outside this membership can serve on the NOFO committee. Historically, this has been done in the past, but Homebase will review the Governance Charter to get more clarification and then make a motion to approve Patrick Anderson’s membership in the next meeting pending the revisions.</p> | |
| <p>9. Leadership Board Work Plan (Kim Natarajan)</p> <p>a. Kim Natarajan went over the changes of the 2023 work plan with a break down by three sections as well as milestones and goals: 1) Sections of the Workplan; 2) Elements of the Workplan; and 3) Big Picture Strategy. The draft of the Work Plan with activities and timeline was shown. Kim mentioned that this will be revisited in Fall 2023 while the committees are being recruited.</p> <p>b. Kim Natarajan stated that the following committees are not standing committees due to the importance of priorities that these committees represent every year: Rules and Responsibilities Workgroup, NOFO committee, Nomination Committee, and the PIT Planning team.</p> <p>c. Set up a platform such as Google Drive for all committees to share documents at the CoC level.</p> <p>d. Homebase will bring back the Strategic Plan in Fall 2023 once all the committees are active and running to reevaluate the vision and action as a whole CoC.</p> | <p>3:10 – 3:45pm</p> |

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| <p>10. Housing Resources – Regional Bond (Michelle Starratt)</p> <ul style="list-style-type: none">a. Michelle Starratt shared informational slides about the 2024 housing bonds ballot measures with housing resources under Measure A1 (MA1) that included the commitment, total of development projects, the need for additional housing, 2016 and 2022 comparison of affordable homes, cost burdened renter households by income, cost burdened renter households by race and ethnicity, housing for persons experiencing homelessness, future regional housing need assessment and pipeline, future housing need for Alameda County, pipeline funding need, Bay Area Housing Finance Authority, BAHFA Governance, Housing Bond support over time, regional 2024 housing ballot measure, fund distribution by county and regional housing activities, Alameda County allocation, and expenditure plan required by December 2023. Michelle stated that this reflects that improvements are being made but more needs to be done to achieve housing goals.b. Kerry Abott recommended to include the McKinney-Vento homeless definition and the school site liaisons who track data for homeless students within the County to include demographics by students and their districts. Because schools were closed during the pandemic, some members advised looking at a 5-year analysis in terms of general demographics.c. Once the housing needs assessment is released, there will be a public presentation with findings where people may provide feedback.d. There will be a meeting with developers to evaluate what worked or not worked well during MA1 — this includes working with the workforce investment boards to look at career pathways to construction and to make the next measure more successful.e. Each county has to decide whether to support the 2024 housing ballot. Alameda County has already agreed to do it and HCD will take the board letter for the Board of Supervisor to endorse it next month, and then make the vote to place it on the ballot in December 2023. | 3:45 – 4:00pm |
| <p>11. Racial Equity Committee Report Out (Nic Ming, Susan Shelton)</p> <ul style="list-style-type: none">a. Susan Shelton presented the NOFO 2022 debriefing summary that included collecting feedback about what was effective and what needs improvement, ideas about how to advance the racial equity work through NOFO, and additional considerations. Some suggestions from members are: 1) To look at the scoring rubric from last year and have the Racial Equity committee evaluate it, and | 4:00 – 4:15pm |

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| <p>2) Reach out to organizations that dropped off from the NOFO process within the last two years to see if something can be learned from them.</p> | |
| <p>12. Special Comment from the Board Chair (C'Mone Falls) a. No special comments were made.</p> | <p>4:15 – 4:25pm</p> |
| <p>13. Closing (Kim Natarajan)</p> <ul style="list-style-type: none"> • Discussion on upcoming agenda items for next meeting: <ul style="list-style-type: none"> a. The next Leadership Board Meeting is June 15, 2023 from 2-4:30 PM. This committee will not meet in the month of July. b. Leadership Board Workplan c. Entity MOU drafts d. Additional committee members to seat. A link of the CoC Committee application form was posted in the chat. | <p>4:25 – 4:30pm</p> |