

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

**Leadership Board**  
**Thursday, June 15, 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**

Adrienne Chambers	Alameda County Probation	Present
Anissa Basoco-Villareal	Alameda County Social Services Agency	Present
Brenda Wadsworth	Roots/Community Member	Present
Christine Ma	Advocacy and/or citizen	Present
Darin Lounds	Housing Consortium of the East Bay	Present
Doug Biggs	Alameda Point Collaborative	Present
Frank Rogers	Community Member	Present
John Jones III	Community Member	Present
Josh Thurman	City of Livermore	Present
Julian Leiserson	Abode	Present
Kate Hart	SAVE	Present
Kerry Abbott	Office of Homeless Care and Coordination Director	Present
Laurie Flores	City of Fremont	Present
Liz Varela	Building Futures	Present
Mike Keller	EOCP	Present
Moe Wright	Community Member	Present
Nic Ming	Community Member	Present
Paul Berry	Community Member	Present
Vivian Wan	Abode	Present
C'Mone Falls	City of Oakland	(absent)
Deidre Wan	Community Member	(absent)
Dr. Lisa Warhuus	City of Berkeley	(absent)
Elena Lepe	El Puente Comunitario	(absent)

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Estelle Clemons	City of Oakland	(absent)
Kimberly White	Community Member	(absent)
Michelle Starratt	Alameda County HCD	(absent)
Ms. Shelley Gonzalez	Community Member	(absent)
Paulette Franklin	Alameda County Behavioral Health Care Services	(absent)
Ray Bonilla	META	(absent)
Shauna Conner	Alameda County Probation	(absent)
Susan Shelton	Community Member	(absent)
Tracey Nails Bells	A Diamond in the Rough	(absent)
Tunisia Owens	Family Violence Law Center	(absent)

### Public

Colleen Budenholzer	Alameda County's Office of Homeless Care and Coordination
Dani Staub	Alameda Alliance for Health
Frances Starn	Community Member
Jamie Almanza	BACS
Jen Lucky	Alameda County Office of Homeless Care & Coordination
Jennifer Pearce	Housing and Community Development
Jonathan Russell	BACS
Patrick Anderson	Community Member
Rebecca Samaha	Anthem Blue Cross
Sharon Cornu	Community Member
Shatae Jones	Alameda Alliance For Health
Suzanne Warner	Alameda County

### Staff

Amanda Wehrman	Homebase
Katricia Stewart	Homebase
Kim Natarajan	Homebase
Tania Morales	Homebase

### Action Items

Meeting	Responsible Party	Action Item	Status

Agenda and Minutes

<p><b>1. Welcome and Introductions</b> (Moe Wright)</p>	<p>2:00 – 2:05pm</p>
<p><b>2. Leadership Board Public Comment</b> (Moe Wright)  a. No comments.</p>	<p>2:05 – 2:10pm</p>
<p><b>3. Approval of minutes, May 18th, 2023</b> (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><b>3. Homeless System Updates</b> (All)  a. Moe Wright mentioned that the KQED is putting a spotlight of a homeless series based in the Bay Area on its radio station.  b. Patrick Anderson shared that he has a podcast on Spotify where he shares his homeless experience. As a previous Facility Director at the Jewish Temple in Hollywood, he dealt with the purchase of shipping containers. He is currently working on a plan to purchase shipping containers and convert them into homes due to its affordable cost.  c. The County is reviewing applications for the 2024 PIT Count consultant per the RFP announcement and will make recommendation to the Board of Supervisors at their July meeting.  d. HUD released the 2023 Grant Inventory Worksheet (GIW) with award amounts. These grants are eligible for renewal funding for an upcoming CoC Program competition and it is an indicator that the official NOFO announcement may come out in July.</p>	<p>2:15 – 2:20pm</p>
<p><b>4. Leadership Board Updates</b> (Moe Wright)  a. No new updates.</p>	<p>2:25 – 2:30pm</p>
<p><b>5. Committee Seating</b> (Moe Wright)  a. The following committees need new members to be approved: Nominations committees, NOFO Committee, Outreach Access and Coordination Committee, and CoC Standards, Compliance, Funding Committee.  b. NOFO committee’s highlights:  <ul style="list-style-type: none"> <li>• This committee is non-conflicted, and it is a priority to form it due to NOFO coming up soon.</li> <li>• Kerry Abbott stated the importance of having Housing Developers or Operators among the members as currently there are none.</li> <li>• Moe Wright stated that some developers might have a conflict of interest if they receive funding from HUD.</li> <li>• Based on this conversation, Homebase will help provide content to NOFO Committee members on this issue.</li> </ul> </p>	<p>2:30 – 2:45pm</p>

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- o Moe recommended looking at the scoring criteria and adding a section in how this is connected on the development piece so that it can be clearly articulated. Vivian Wan requested to make sure the applications have enough information.
- Members will have the opportunity to read and sign the Conflict-of-Interest policy at the time they are seated.
- c. Moe went over the process steps for seating the Standing Committees with current status, number of total applications, and final steps.
- d. Outreach Access and Coordination committee's highlights:
  - Kim Natarajan went over the process in how the members for this committee were selected.
  - The desired number of applicants for this committee is between 9-19. More new applications are expected.
- e. Below is the official list of the new committee members to be confirmed on the July 2023 Leadership Board call today:

Nominations Committee	NOFO Committee	Outreach, Access, Coordination Committee	CoC Standards, Compliance, Funding Committee
Frank Rogers	Frank Rogers	Kate Hart	Jennifer Lucky
	Patrick Anderson	Kara Carnahan	Riley Wilkerson
	<u>Frances Starn</u>	Stacey Burmaster	Josh Jacobs
	Raquel Zavala	<u>Alison DeJung</u>	<u>Kalana Smith</u>
	Rebecca Samaha		Sunita Garrett
	Katie Barnett		Ray Corona
			Tunisia Owens
			Erica Bush
			<u>Maighna Jain</u>

### Action Item

- i. Moe Wright made a motion to approve the new members to be part the committees above.  
Seconded by: Darin Lounds.
- ii. Discussion: None.  
Roll Call Vote:  
AYES: Brenda Wadsworth, Christine Ma, Darin Lounds, Doug Biggs, John Jones III, Josh Thurman, Kate Hart, Kerry Abbott, Laurie Flores, Liz Varela, Mike Keller, Moe Wright, Nic Ming, Paul Berry, Adrienne Chambers, and Vivian Wan.  
NOES: None  
ABSTAINS: Anissa Basoco-Villareal.
- iii. Motion passes with 16 yes votes.

<p><b>6. Roles and Responsibilities Review of Documents</b> (Nic Ming)</p> <ul style="list-style-type: none"> <li>a. Nic Ming gave a report out of the progress of the Roles and Responsibilities Committee, which has been working on the Conflict-of-Interest Policy and Form. The mandates of the policy were shared as well as the overview, purpose, goals, important notes with examples, main components, identification and disclose process, how to handle conflict of interest, policy implementation, and training. For compensation conflicts, the committee recommended the dollar amount for a conflict to be anything above a value of \$20/\$25. <b>The leadership board agreed to set the value at exactly \$25.</b></li> <li>b. Kim shared that the recusal process needs to be referenced on the CoC Governance charter to align with HUD guidelines. This will need to be included on the next batch of amendments to the Charter.</li> </ul> <p><i>Action Item</i></p> <ul style="list-style-type: none"> <li>i. Vivian Wan made a motion to approve the conflict-of-interest form and policy. Seconded by: Darin Lounds.</li> </ul> <p><i>Discussion: None.</i></p> <ul style="list-style-type: none"> <li>ii. <u>Roll Call Vote:</u> AYES: Anissa Basoco-Villareal, Brenda Wadsworth, Christine Ma, Darin Lounds, Doug Biggs, Frank Rogers, John Jones III, Josh Thurman, Kate Hart, Kerry Abbott, Laurie Flores, Liz Varela, Mike Keller, Moe Wright, Nic Ming, Paul Berry, Adrienne Chambers, and Vivian Wan. NOES: None ABSTAINS: None</li> <li>iii. Motion passes with 18 yes votes.</li> </ul>	<p>2:45 – 3:05pm</p>
<p><b>7. Homekey Round 3 Application - BACS</b> (Jamie Almanza and Jonathan Russell)</p> <ul style="list-style-type: none"> <li>a. Jamie Almanza, Executive Director of BACS, shared a short history of the organization where its main focus has been providing supported independent living — scattered-site housing — since the eighties. Its services include behavioral health services with County’s collaboration and homelessness and housing services. Jonathan Russell , BACS staff, gave an overview of the current Homekey Round 3 application and information from the two previous rounds where scattered-site housing projects had some disadvantages due to site-control and appraisal requirements. For Homekey Round 3, advocates created a pathway to build a specific reserve for single-family housemate projects. Homekey has set aside \$40M across the State for up to four projects. Because of this opportunity, BACS will be applying for a scattered-site permanent housing project with 30 units of single-family homes to be shared by roommates with private bedroom. The</li> </ul>	<p>3:05pm – 3:45pm</p>

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<p>uniqueness for this application is that there is a request for alternative tenant selection plan outside of CES policy. The proposed project matching and basic outline were shared. There was a lot of conversation following up the presentation and BACS team answered some questions from the public.</p> <p>b.</p> <p><i>Action Item</i></p> <p>i. Moe Wright made a motion to support the project and fill out the standard form as a CoC to support the application.</p> <p>ii. Motion made by: Darin Lounds Seconded by: Josh Thurman</p> <p><i>Discussion:</i> None. <u>Roll Call Vote:</u> AYES: Anissa Basoco-Villareal, Brenda Wadsworth, Christine Ma, Darin Lounds, Doug Biggs, Frank Rogers, John Jones III, Josh Thurman, Kate Hart, Kerry Abbott, Laurie Flores, Liz Varela, Mike Keller, Moe Wright, Nic Ming, Paul Berry, and Vivian Wan. NOES: None ABSTAINS: Julian Leiserson, Adrienne Chambers.</p> <p>iii. Motion passes with 17 yes votes.</p>	
<p><b>8. CES Policy – Annual Confirmation</b> (Kate Hart and Colleen Budenholzer)</p> <p>a. Kate Hart provided an overview of the need to reconfirm our Coordinated Entry policy, with the inclusion of two additions for “Medically Frail Prioritization” and “Health and Safety Transfer”. For Medically Frail Prioritization Kate covered the definition, referral process, differences between medically frail interim and permanent housing, proposed policy for medically frail prioritization. Kate also covered the Health and Safety Transfer Policy which covers transfers when moving people within a project, between projects, or between different providers. Examples of various scenarios were provided. Kerry Abbott added that because of new State funding through health plans, it now requires Continuum of Care, Homeless System Coordination, and HMIS involvement in the Health and Safety Transfer process for the CoC. These policies were all reviewed in advance by the Systems Coordination Committee, and while on the voting day at their June 2023 meeting the SCC did not have a quorum, the four voting members who were present fully supported it.</p> <p><i>Action Item</i></p> <p>i. Moe Wright made a motion to adopt three different policies: The annual confirmation of the CES policy with no substantive changes, the medically frail prioritization policy, the and the Health and Safety Transfer Policy.</p> <p>ii. Motion made by: Kate Hart</p>	<p>3:45 – 4:00pm</p>

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<p>Seconded by: Frank Rogers</p> <p><i>Discussion:</i> None.</p> <p><u>Roll Call Vote:</u></p> <p>AYES: Anissa Basoco, Brenda Wadsworth, Christine Ma, Darin Lounds, Doug Biggs, Frank Rogers, John Jones III, Josh Thurman, Julian Leiserson, Kate Hart, Kerry Abbott, Laurie Flores, Liz Varela, Mike Keller, Moe Wright, Nic Ming, Paul Berry, Adrienne Cambers, Nic Ming, Paul Berry, Adrienne Chambers, Vivian Wan.</p> <p>NOES: None</p> <p>ABSTAINS: None</p> <p>iii. Motion passes with 18 yes votes.</p>	
<p><b>9. Home Together Plan – One Year Update</b> (Kerry Abbott)</p> <p>a. Kerry Abbott gave a report out of the Home Together Plan. This plan was first implemented as a ballot measure but then it changed to a strategic plan framework. Informational slides about the goals and strategies, key informants, system needs, tracking progress, key takeaways from year 1, progress toward goals, system inventory needs, source of funding, ongoing and stalled activities, and year 2 preview were shared. Kerry encouraged people to reach out to her directly for more information. The first-year results report is also posted on the Alameda County website under <a href="#">Reports</a>.</p>	4:00 – 4:20pm
<p><b>10. Leadership Board Work Plan Update</b> (Moe Wright)</p> <p>a. Due to time constraints, this agenda item was tabled for the next meeting.</p>	4:20 – 4:25pm
<p><b>11. Racial Equity Committee Report Out</b> (Nic Ming, Susan Shelton)</p> <p>a. Due to time constraints, this agenda item was tabled for the next meeting.</p>	4:20 – 4:25pm
<p><b>12. Special Comment from the Board Chair</b> (Moe Wright)</p> <p>b. Due to time constraints, this agenda item was tabled for the next meeting.</p>	4:20 – 4:25pm
<p><b>13. Closing</b> (Kim Natarajan)</p> <ul style="list-style-type: none"> <li>• Discussion on upcoming agenda items for next meeting: <ul style="list-style-type: none"> <li>a. The next Leadership Board Meeting is August 17, 2023 from 2-4:30 PM. There is no meeting for the month of July.</li> <li>b. Homebase requested voting members to <b>hold July 20, 2023</b> as a potential urgent meeting if NOFO announcement comes from HUD there may be items to vote upon to continue the local NOFO competition in a timely manner.</li> </ul> </li> </ul>	4:25 – 4:30pm