

LEADERSHIP BOARD OAKLAND, BERKELEY/ALAMEDA COUNTY
COC

Leadership Board
Thursday, November 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	Roots/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
Deidre Wan	Community Member	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
Michelle Starratt	Alameda County HCD	Present
Moe Wright	Community Member	Present
Ms. Shelley Gonzalez	Community Member	Present
Shatae Jones	Alameda Alliance	Present
Nic Ming	Community Member	Present
Suzanne Warner	Office of Homeless Care and Coordination Director	Present
Tunisia Owens	Family Violence Law Center	Present
Vivian Wan	Abode	Present

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Andrea Ford	Alameda County Social Services Agency	(absent)
Adrienne Chambers	Alameda County Probation	(absent)
Dr. Lisa Warhuus	City of Berkeley	(absent)
Elena Lepe	El Puente Comunitario	(absent)
Latonda Simmons	City of Oakland	(absent)
Paul Berry	Community Member	(absent)
Paulette Franklin	Alameda County Behavioral Health Care Services	(absent)
Ray Bonilla	META	(absent)
Tracey Nails Bells	A Diamond in the Rough	(absent)

Public

Amy Cole-Bloom	City of Hayward
Chloe Green	Chloe Green Consulting
Darlene Flynn	City of Oakland
Dani Staub	Alameda Alliance for Health
Doug Biggs	Alameda Point Collaborative
Emily Weinstein	City of Oakland Interim Director Housing and Community Development
Jackie Gardner	Simtech Solutions Inc.
John Sullivan	Community Member
Jonathan Russell	BACS
Kate Bristol	Consulting
Matt Simmonds	Simtech Solutions Inc.
Mike Keller	East Oakland Community Project
Patrick Anderson	Community Member/ Emerging Leader - Lived Experience
Raven Nash	City of Oakland
Riley Wilkerson	Alameda OHCC
Sepideh Kiumarsi	Housing Authority of City of Alameda
TJ Swanson	Simtech

Staff

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

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Agenda and Minutes

<p>1. Welcome and Introductions (C'Mone Falls)</p>	<p>2:00 – 2:05pm</p>
<p>2. Leadership Board Public Comment (C'Mone Falls) a. No comments.</p>	<p>2:05 – 2:10pm</p>
<p>3. Approval of minutes, October 19th, 2023 (C'Mone Falls) 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)</p> <ul style="list-style-type: none"> a. Doug Biggs announced that Alameda Point Collaborative is undergoing construction of the Respite Center on McKay Avenue in Alameda. The construction target start date is December 15th and is expected to be completed in 18 months. b. Darin Lounds mentioned that HCEB has taken over the operation of the Roadway Program in Berkeley. The program was originally set up as interim housing and now it will be taking referrals through Home Stretch. The program is expected to be funded by a Homekey award and it will be converted into Permanent Supportive Housing. c. Darin Lounds shared that HCEB, along with Building Futures and the City of San Leandro, received HomeKey funds for the Limits motel, which will be converted into interim housing for up to five years with a navigation dropping center. d. Nic Ming shared that Social Impact Wheel is working on a ACHRAI system tool -Alameda County Housing and Response AI System. A link to the live tool was provided. Nic explained that the purpose of this tool is to have a reliable central store to share information, resources, and to help reinforce the CoC system. This would be useful for service providers to share and deliver their services. The project is on a pilot stage. Nick asked members of the public and services providers to raise awareness and engage to become familiar with the tool. e. Many members congratulated C'Mone Falls for being promoted as the City of Oakland's Manager of the Homeless Division. 	<p>2:15 – 2:20pm</p>
<p>5. Leadership Board Updates (C'Mone Falls) a. No major announcements or updates were made.</p>	<p>2:20 – 2:30pm</p>
<p>6. Committee Seating (Moe Wright) a. The following committees continue to add new members to be approved by the Board: CoC Standards, Compliance and Funding Committee, HMIS Committee, Housing Capacity Committee, Housing Stability and Homelessness Prevention</p>	<p>2:30 – 2:45pm</p>

- Committee, System Impact Committee, and Youth Committee.
- b. Committee highlights:
 - The first meeting of the Housing Capacity Committee is scheduled on November 22, 2023.
 - The System Impact Committee had a few members who dropped off from the System Impact Committee, therefore two new members have been added.
 - All committees have reached their goals in terms of meeting of number of lived experience of homelessness and BIPOC seats.
 - c. Below is the official list of the new committee members that was approved on the November 2023 Leadership Board call today:

All New Committee Members Today

CoC Standards, Compliance and Funding • Donna Griggsmurphy • Ms. Shelley Gonzalez • Jacee Santos	HMIS Committee • Melissa Moore	Housing Capacity Committee • Vivian Wan • Sepideh Kiumarsi • Jonathan Sullivan	Housing Stability and Homelessness Prevention • Paris Davis	System Impact Committee • Annie Bailey • Dominica Henderson	Youth Committee • William Nguyen • Jennifer Castello • Annie Bailey
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Action Item I

- i. Moe Wright made a motion to approve the new members to be part the committees above.
 Seconded by: Doug Biggs
Discussion: None
- ii. Roll Call Vote:
 AYES: Brenda Wadsworth, C’Mone Falls, Darin Lounds, Deidre Wan, Doug Biggs, John Jones, Josh Thurman, Kate Hart, Kerry Abbott, Laurie Flores, Liz Varela, Moe Wright, Shelley Gonzalez, Shatae Jones, Tunisia Owens.
 NOES: None
 ABSTAINS: Julian Leiserson, Vivian Wan.
- iii. Motion passes with 15 yes votes.

7. Policy Review (Moe Wright)

- a. Moe Wright explained the recommended revisions for the use of AI Tool during meetings. The memo on the use of AI was shared in the chat. Moe explained that for all meetings that contain confidential information, such as the funding committee, this AI system cannot be used.
 - Nic Ming expressed that he uses this tool as a resource for being a small business owner so that he can get useful information and it helps in how it processes the information. He felt this should be not a pressing item.
 - Doug Biggs reiterated that in the last month Leadership

2:45 – 3:00pm

Board's meeting, there were many people using it. He suggested that having this policy is a good start and having AI removed is a good intent.

- Other observations from other members were to consider having the same policy applied to all committees, look at different scenarios, investigate what the County is advising in terms of use and limitations such as security concerns, and trainings, etc.
- Nic Ming suggested looking at information access through the CoC in public spaces and consider the use this tool as an application process for people with accessibility.
- C'Mone Falls recommended to leave a 30-day period for members to provide feedback and have all committees make an amendment.

Action Item I

- i. C'Mone recommended to accept this policy as a temporarily solution until a new proposal is sent out to the Leadership Board by the Roles and Responsibility workgroup in the February meeting with input from the Racial Equity Committee.
Seconded by: Brenda Wadsworth.
Discussion: None.
- ii. Roll Call Vote:
AYES: Brenda Wadsworth, C'Mone Falls, Darin Lounds, Deidre Wan, Doug Biggs, Frank Rogers, John Jones, Josh Thurman, Julian Leiserson, Kate Hart, Kerry Abbott, Laurie Flores, Liz Varela, Moe Wright, Shelley Gonzalez, Shatae Jones.
NOES: Tunisia Owens.
ABSTAINS: Vivian Wan.
- iii. Motion passes with 16 yes votes.

- b. Moe Wright went over the substitutes, proxy, or alternates' existing policy that allows these members to permanently vote in committees and workgroups. The existing language that is written on the Charter and Policies and Procedures documents were displayed.
 - C'Mone Falls suggested having the same policy across the different committees.
 - Leadership Board's members need to tell in advance who are their substitutes.
 - The designation form is sent in writing by email. A few members have been consistent subs but if subs are different in every meeting, it can be difficult to track. The current process is for main members to forward the form to the substitute.
 - This system is useful when a member is on leave for an extended amount of time, but it should be fair.

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<p>Consider having other committees retain the same system as long as encourages participation.</p> <ul style="list-style-type: none"> • There should be a limit on how many times or how many meetings a substitute/proxy can seat on a committee. • The action item is to have this agenda item back when all committees are stood up and have the Roles and Responsibilities workgroup revise the language. 	
<p>8. Racial Equity Committee Report Out (Nic Ming and Tunisia Owens)</p> <p>a. Nic Ming shared there is a need for ongoing support for people with lived experience in the CoC structure and activities based on the memo that was shared in the chat about how best to support them through delegation from each of the committees. The Racial Equity committee recommends that the CoC facilitate further discussions with people with lived experience about their needs and develop an action plan to increase support to fully engage in the CoC committees and create meaningful leadership activities. The purpose is to create an organizational model that has members of lived experience and for the system to be successful.</p> <ul style="list-style-type: none"> • There should be a process to design what it should look like and convene people with lived experience to ask them what kind of support they need. Others CoC has people with lived experience’s councils where they meet separately and report in. Finding ways where they are centered in the process is the key. • AllHome has been hired for the Emerging Leaders training so cooperation with them is needed as well as input and structure from our own CoC. • Many members advised keeping the buddy pairs meeting active. <ul style="list-style-type: none"> ▪ The action item is to identify members to create an ad hoc group to discuss the needs. The following members interested in initiating this work were Darin Lounds and Deidre Wan. Homebase to schedule a time to meet to discuss and have the Equity committee involved. <p>b. Tunisia Owens gave a report out of the CoC role in hiring the next OHCC Director. The Racial Equity committee has been talking about Kerry Abbott’s leaving and wants to bring awareness to the Leadership Board committee in how important this role is and have the CoC involved into the hiring process. OHCC has agreed that it is beneficial to have two members of the CoC Leadership Board in the hiring panel process, with one participant being a person with lived experience. The position is still open and are accepting applications. The first round of interviews will be after the week of Thanksgiving. Homebase to send an invite to the Equity</p>	<p>3:00 – 3:15pm</p>

Oakland, Berkeley/Alameda County CoC

<p>Committee and copy Kerry Abbott to identify a few members to be included in the rounds of interviews. If more than one member applies, there should be a voting system for final selection. Interested parties should send an email to alameda@homebaseccc.org.</p>	
<p>9. Update from OAC on City of Berkeley Prioritization Request (Kate Hart)</p> <p>a. Amy Cole-Bloom, Community Service Manager from the City of Hayward, discussed the result of the motion from the Outreach Access Coordination Committee (OAC) after hearing and reviewing the City of Berkeley’s prioritization request at their November meeting and to bring their recommendation back to this meeting. The OAC was to review the options in general for the encampment response. The request by Berkeley was denied. The OAC committee members agreed that they need more context in understanding the Coordinating Entry process particularly around how the current intake assessment factors in health and safety. The unsheltered discussion timeline was posted and the final recommendation on the encampment response will be brought back at the Leadership Board meeting in March 2024.</p>	3:15 – 3:25pm
<p>10. Debrief of Community Meeting (Kim Natarajan)</p> <p>a. Due to time constraints, this agenda item was tabled.</p>	3:25 – 3:30pm
<p>11. PIT 2024 Process Report (Matt Simmonds and Jackie Gardner, Simtech Solutions)</p> <p>a. Matt Simmonds and Jackie Gardner, Simtech, provided updates and milestones for the PIT 2024 process. The team shared the milestones timeline with items that have been achieved as well as those which are behind, the updated data collection guidance from HUD, which was released on November 7th, the unsheltered count methodology change from previous year efforts, unsheltered survey instrument, jurisdictional lead progress, jurisdictional leadership responsibilities, recurring meetings and office hours for the jurisdictional leads, preliminary volunteer quotas, identification of known locations in progress, next steps, and helpful links. For assistance, please reach out to PIT@Simtechsolutions.com. The Alameda’s PIT Count website can be found here. The FAQ for Count Leads page is here and the one for Surveyors is here.</p>	3:30pm – 4:10pm
<p>12. Closing Statement from the Board Chair (C’Mone Falls)</p> <p>a. Due to time constraints, this agenda item was tabled.</p>	4:10 – 4:25pm

Oakland, Berkeley/Alameda County CoC

<p>13. Closing (Kim Natarajan)</p> <ul style="list-style-type: none">• Discussion on upcoming agenda items for next meeting:<ol style="list-style-type: none">a. The next Leadership Board Meeting is December 14th, 2023 from 2-4:30 PM.	<p>4:25 – 4:30pm</p>
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