

Leadership Board

Minutes

November 21st, 2024

2:00pm – 4:30pm

Attendance

Adrienne Chambers	Alameda County Probation	(absent)
Annie Bailey	City of Fremont, Co-Chair Youth Committee	(absent)
Pamela Powell (sub for Andrea Ford)	Alameda County Social Services Agency	Present
Caroline Topeé	Community Member	Present
C'Mone Falls	City of Oakland, Co-Chair LB	Present
Darin Lounds	Housing Consortium of the East Bay	Present
Elsie Lee	Sistas with Voices	(absent)
Frank Rogers	Community Member	Present
Isamar Ochoa Dominguez	Community Member	(absent)
Jennifer Lucky	Alameda County Housing and Homelessness Services, Co-Chair SCF Committee	Present
John Janosko	Wood Street Commons	Present
Jonathan Russell	Alameda County Housing and Homelessness Services	Present
Josh Thurman	City of Livermore	Present
Kalani Smith	LifeLong Medical	(absent)
Kate Hart	SAVE, Co-Chair OAC Committee	Present
Laurie Flores	City of Fremont	Present
Liz Varela	Building Futures	Present
Michelle Starratt	Alameda County HCD	Present
Moe Wright	Community Member, Co-Chair LB	Present
Ms. Shelley Gonzalez	Community Member	Present
Nic Ming	Community Member, Co-Chair System Impact Committee	Present
Paul Berry	Community Member, YAB member	Present
Peter Radu	City of Berkeley	(absent)
Ray Corona	Co-Chair SCF Committee	Present
Suzanne Warner	Alameda County Housing and Homelessness Services	Present
Tunisia Owens	Family Violence Law Center, Co-Chair	(absent)

OAKLAND, BERKELEY / ALAMEDA COUNTY CoC

	Racial Equity Committee	
Vivian Wan	Abode	Present
Brenda Wadsworth	Community Member	Present
Deidre Wan	Community Member	(absent)
Doug Biggs	Alameda Point Collaborative	Present
Logan McDonnell	BACS, Co-Chair HSHP	Present
Paulette Franklin	Alameda County Behavioral Health Care Services	(absent)
Sharon Cornu	St. Mary’s Center	(absent)
Shatae Jones	Alameda Alliance for Health	(absent)

Public

Sabrina Abong	Youth Committee, Racial Equity Committee
Kate Bristol	Kate Bristol Consulting
Dr. Kenisha Bryant	Abt Global
Tony Daquipa	
Alan Guttirez	Alameda County Health, Housing and Homelessness Services
Tiara Jones	City of Oakland
Christoverre Kohler	Community Member
Jenn Oakley	Rising Sun Center for Opportunity
Emma	

Staff

Morgan Bernados	Homebase
Jose Lucio	Homebase
Kim Natarajan	Homebase
Matthieu Kaman	Homebase
Esther Wilch	Homebase

Helpful links:

- **Google Drive folder** for the Leadership Board:
<https://drive.google.com/drive/folders/1tnbDx2jDcGMtVhXtqdHXgJcu8dfnrLOg?usp=sharing>
- **Website page** (on EveryOne Home website) for the Leadership Board:
<https://everyonehome.org/about/leadership-board/>
- **Acronyms and Glossary:** https://docs.google.com/spreadsheets/d/1I8hFMAU2IE-FqYmK8TZ9Hp40vmS1zRck9EBEbPIbwy8/edit?usp=drive_link



Agenda and Minutes

<p>1) Welcome / Introductions (Moe Wright)</p>
<p>2) Leadership Board Public Comment (Moe Wright)</p> <p>a) Written comments from Christoverre Kohler were submitted to the Leadership Board in advance of this meeting.</p>
<p>3) Approval of Minutes, October 10th, 2024 (Moe Wright)</p> <p>a) No roll call vote is needed, no revisions were received over email. Quorum was present. Minutes approved.</p>
<p>4) Homeless System Updates (All)</p> <p>a) Michelle Starratt: Thanking Homebase for a Peer Communities lunchtime learning session, presentations from Marin County and Santa Barbara County on their encampment responses. Encouraged everyone to get on the listserv to hear about future learning opportunities. Marin has strong peer-led advocacy, their outreach and engagement with the community is a great model. Perhaps ask them to speak to Leadership Board or other Committee meeting.</p> <p>b) Doug Biggs: On December 3rd, new Executive Director joining Alameda Point Collaborative. Doug will continue as a consultant and will stay on Leadership Board through spring 2025.</p> <p>c) Paul Berry: The Youth Advisory Board has 2 open seats. If Committee members know of any interested youth ages 18-26, please encourage them to apply. The YAB has partnered with Tipping Point to hold a YAB Regional Panel on November 22, 2024.</p> <p>d) Kim Natarajan: Homebase is collecting feedback on the Fall Community Meeting. Please use this Google Form (linked here) to share your thoughts. Kim also shared a reminder and demonstration of where to find meeting materials on the EveryOne Home website and the Leadership Board Google Drive.</p> <p>e) Vivian Wan: Question about the public comment process, does just sharing the written comments in the Zoom chat honor the spirit of public comment? Are we receiving and responding to the written comments in a timely manner?</p>
<p>5) Leadership Board Updates (Moe Wright)</p> <p>a) Moe Wright welcomed new members to Leadership Board. New members in attendance introduced themselves.</p>
<p>6) Coordinated Entry System Evaluation Process (Kate Hart, OAC Committee Co-Chair)</p> <p>a) The Outreach, Access, and Coordination committee has prepared a memo (linked) which outlines a process for completing this year's Coordinated Entry System Evaluation. Memo to be included with meeting materials. The process was developed in collaboration with OAC, the County CES Management staff, and with guidance from Racial Equity Committee.</p>

- b) Kate Hart gave an overview of the memo that Leadership Board received in advance. The timeline goes past the annual evaluation period, so the HUD self-assessment will happen first. Then the CoC will have more time to do deeper look at surveys, focus groups, and targeted focus groups.
- c) Discussion/Questions:
 - i) Moe Wright: HUD requires the evaluation, but do we send it in? Or is just available in case of review?
 - (1) Kim: Correct, HUD does not require a specific template or submission.
 - ii) Doug Biggs: Who will be asked to fill out a survey?
 - (1) Kim: Haven't officially decided but likely providers, clients, and other people engaged in the system.
 - iii) Nic Ming: Regarding the survey, in approving this process, has the survey been determined? Will it just be one survey or vary based on audience?
 - (1) Kim: Haven't officially decided, OAC is deciding in their December meeting.

Action I

i. Doug Biggs motioned to approve the Coordinated Entry System Evaluation Process as developed in collaboration with the Outreach, Access, and Coordination Committee, the County Coordinated Entry System Management staff, and with guidance from the Racial Equity Committee.

Seconded by: Vivian Wan

Discussion:

- C'Mone Falls: Where will the final approval be made once the evaluation is complete? There has been confusion in the past of who has made the final decision.
- Moe Wright: It should come back to the board.
- Kim Natarajan: Suggested adding revision to the motion to clarify.
Amendment: It will be returned to the board for the final review.

ii. Doug Biggs motioned for the previous action with the amendment.

Amendment Seconded by: Vivian Wan

iii. Roll Call Vote:

AYES: Pamela Powell (proxy for Andrea Ford), Brenda Wadsworth, Caroline Topeé, C'Mone Falls, Doug Biggs, Ray Corona, Josh Thurman, Kate Hart, Laurie Flores, Liz Varela, Marcell Lloyd, Michelle Starratt, Moe Wright, Ms. Shelley Gonzalez, Paul Berry, Vivian Wan

NOES: None.

ABSTAINS: John Janosko, Jonathan Russell, Nic Ming

iv. Motion passes with 16 Yes votes, 0 Noes, 3 Abstains.

7) Alameda County Homelessness Prevention Framework (Alameda County Health, Housing and Homelessness Services)

- a) The County H+H team has been drafting a Homelessness Prevention Framework. This Framework has been reviewed and approved by both the

Racial Equity Committee and the Housing Stability and Homelessness Prevention Committee. It is proposed for final endorsement by the board. Jonathan Russell provided a quick overview of the framework, including showing the list of stakeholders involved in development.

Action II

i. Michelle Starrat motioned to accept the Alameda County Health, Housing and Homelessness Services Prevention Framework.

Seconded by: Ray Corona

Discussion:

- Michelle Starrat: It's so critical to build prevention resources! As Alameda County Housing and Community Development (HCD) is putting together its 10-year housing plan, they're finding so many people are at risk of becoming homeless because they are extremely low income. When surveying the community, the biggest challenge was rent increases. The Board of Supervisors is contemplating refunding of AC Housing Secure on Tuesday, but not sure we'll get 3 votes. There is a push by one of the Board members to take that \$1.8 million (which serves 10-15% of the low income tenants who are getting eviction notices) and move it to pay landlords who didn't get paid during the pandemic. His take is that until landlords get paid, we shouldn't be taken action against them. While we believe homelessness prevention is really important, we don't get that message out to the community. Go to Board meetings, go to City Council meetings. We have to show up and talk and ask them to act.
- Ray Corona: The funding is very important just to know where the funding is coming from, if it's federal or where else it might be coming from.
 - o Jonathan: There's currently no funding from the CoC or HUD, part of the desire to have the framework developed and affirmed is to use it as a campaign for when local funding becomes available.
- Caroline Tope  : Yes, what is available for those who just entered exit of homelessness to back to homeless again, especially financially / medically fragile with cancer. What resources are available?
- Nic Ming: I agree in terms of effectiveness of prevention work. One areas I'm not so clear about is when the funds become available, those will likely be public funds. This work has also previously been driven by philanthropic funding. From a CoC and County perspective, how does this compare in priority to other items, such as funding for shallow subsidies.
 - o Jonathan: Hopefully both, and. When it comes to shallow subsidies, Oakland has had a shallow subsidies program that used for prevention, currently being studied by UCSF. So both can be incorporated in Home Together. The hope is that this could fund a portion of shallow subsidies and one-time assistance for others. Funding can have a plurality of uses if it does end up being maximally flexible.
 - o Nic: How would prevention shallow subsidies compare to shallow subsidies for people already experiencing homelessness moving out of homelessness in terms of funding priority?

- Jonathan: There has been initial piloting work using shallow subsidies as homelessness exiting interventions. It's a priority. Our goal is to use the potential funds to use shallow subsidies as a preventive resources and alongside rapid rehousing and shallow subsidies. We haven't talked more concretely.
- iii. Roll Call Vote:
AYES: Brenda Wadsworth, Caroline Topeé, C'Mone Falls, Doug Biggs, Ray Corona, Josh Thurman, Kate Hart, Logan McDonnell, Liz Varela, Michelle Starrat, Moe Wright, Ms. Shelley Gonzalez, Paul Berry, Vivian Wan
NOES: None.
ABSTAINS: Pamela Powell (proxy for Andrea Ford), John Janosko, Jonathan Russell, Nig Ming
- iv. Motion passes with 14 Yes votes, 0 Noes, and 4 Abstains.

8) Artificial Intelligence Policy follow-up discussion (Kim Natarajan)

- a) The Temporary Policy on the Use of Artificial Intelligence Tools in Committee Meetings was last updated at the February 2024 meeting of the Leadership Board. It is now past due for a promised review, that had been scheduled for 'no later than August 2024'. The goal for the discussion at this meeting will be to establish a permanent policy. The policy would then be next reviewed as part of any regularly scheduled reviews of the CoC Policies and Procedures as a whole.

Action III

- i. Ray Corona motioned to establish a permanent policy on the Use of Artificial Intelligence Tools in Committee Meetings.

Seconded by: Frank Rogers

Discussion:

- Ms. Shelley wanted to make sure everyone know what the memo was, shared in chat. Kim shared the memo on the screen and reminded members that calling the policy "permanent" doesn't mean it cannot be changed.
- Nic Ming: Is there a distinction between bots in committee meetings vs. bots in other meetings such as workgroups?
- Moe Wright: The language of the policy does distinguish and makes it clear everyone in workgroup or planning committees has to agree about the use of AI in the space.

- ii. Roll Call Vote

AYES: Pamela Powell (proxy for Andrea Ford), Brenda Wadsworth, Caroline Topeé, C'Mone Falls, Doug Biggs, Frank Rogers, Ray Corona, Josh Thurman, Kate Hart, Logan McDonnell, John Janosko, Liz Varela, Moe Wright, Ms. Shelley Gonzalez, Paul Berry, Vivian Wan
NOES: None.

ABSTAINS: Jonathan Russell, Michelle Starrat, Nig Ming

- iii. Motion passes with 16 Yes votes, 0 Noes, and 3 Abstains.

9) Racial Equity Committee Workshop (Racial Equity Committee, Nic Ming and Sabrina Abong)

- a) The Racial Equity Committee conducted a workshop with Leadership Board members and attendees, on the topic of “Honoring the Racial equity Journey”. The workshop built off the Racial Equity Activity from the Fall Community Meeting. Committee members were asked to reflect on the Racial Equity Framework, share reflections in a Google Form, and then share out with the group.
- b) Nic Ming: Hopes the Racial Equity Framework and these reflections carry on and are integrated into the Leadership Board workplan.
- c) Resources:
 - i) Slide deck for RE Framework: Honor the Journey to Racial Equity, Justice and Healing guiding principle presentation:
https://docs.google.com/presentation/d/1r1kEuoo5Pg_d15e7_fVjytCdZOKPR86m/edit?usp=sharing&oid=102883796197980073931&rtpof=true&sd=true
 - ii) RE Framework working draft:
https://docs.google.com/document/d/1WMRCxtw_dBHuO1n4Bidtae_kTzuV3cOw/edit?usp=drive_link&oid=102883796197980073931&rtpof=true&sd=true

10) Home Together Refresh Workgroups (Alameda County Housing and Homelessness Services H+H)

- a) The County is currently recruiting for members of the Home Together Refresh Workgroups. These Workgroups will lead the discussions to create an updated 2025-2030 Home Together Plan, which is a collaborative plan shared among multiple County partners, including EveryOne Home. Jonathan Russell provided a progress update.
- b) Discussion Highlights:
 - i) Jonathan: We need more people in specific areas, asking Leadership Board to help with targeted outreach. Sharing the slate as it stands now and will seek Leadership Board approval in December to move forward with those seats.
 - ii) **Nic Ming:** Asked if they can add which CoC Committees people in the seats are on. Homebase will provide that information.

11) CoC Builds NOFO Results (Kate Bristol & Housing Capacity Committee)

- a) The CoC Builds NOFO workgroup has made their selection for what project to send to HUD as a request for funding. The group shared their final decision and what to expect next.
- b) Kate went over the application process for this new HUD funding opportunity. Leadership Board had delegated the Housing Capacity Committee (HCC) to run the process. HCC received 4 applications, and they reviewed based on HUD criteria, which was very specific and complicated compared to normal

HUD NOFO funding. Selected the Abode project to submit to HUD. Won't know the results until January.

- c) Discussion:
 - i) Moe: It was a very short scoring period, very technical, but did all have unanimous conclusion, very difficult process. The group was only given 3 or 4 days and it was a poorly written NOFO.
 - ii) Jonathan: Proud of all the work that went into it! Lots of stakeholders and efforts.
 - iii) Vivian Wan (Abode): Also wanted to thank HCD and H+H for their partnership! The Abode project is the first site that was raised up in COVID-19 as an isolation site before the Homekey Initiative was named. The site has been in use serving different needs of the community since March 2020. It is currently interim housing and really hoping it will get the funding and can move to permanent housing.

12) CoC Funded Providers' Monitoring Results (Esther Wilch and Jose Lucio)

- a) Homebase was contracted by Alameda County to complete a monitoring process of all CoC funded providers. Homebase shared an overview the process used, the results highlights and trends observed. Esther shared that monitoring is a HUD CoC requirement but it's also a good way to see where there are gaps in resources and where there might be needs for technical assistance and resourcing.
- b) Monitoring Results Highlights:
 - i) 100% participation! This hasn't been a regular process in this CoC so very grateful for people's participation. Most agencies and projects met requirements across most areas. Adherence to Housing First was especially great compared to other communities Homebase has monitored.
 - ii) The survey questions used were inadequate for getting helpful information on Coordinated Entry, HMIS, and planning project grants.
 - iii) Common issues and areas identified for CoC-wide attention and support:
 - (1) Use of criminal background checks to screen people out of housing or were denied placement which doesn't align with Housing First. Potentially need a CoC-wide training, sample policies and 1:1 TA; additional support and TA to projects that serve survivors of intimate partner violence and trafficking, can be more gray area with criminal records
 - (2) Not all projects are getting referrals from Coordinated Entry
 - (3) Integration and Tracking of Racial Equity Goals: Many projects did not provide complete answers with specific details about goals, metrics, monitoring, evaluation; lacked specific benchmarks or metrics to measure progress toward diversity goals
 - (4) Inadequate Language Access: General recommendation that people look at monitoring results and this goal can be integrated

- into the Committee workplans; want to have a lot more back and forth within the CoC before next monitoring
- iv) All NOFO applicants and committee members will be getting a feedback survey about the monitoring process

c) Discussion:

- i) Liz Varela: Question about if DEI practices and goals are an eligible expense for HUD? And if not, do we need capacity building money from another source? Has asked HUD in the past and hasn't gotten clear answers.
- ii) Christoverre Kohler: Anything about "client"//participant treatment/comfort/services/satisfaction?
- iii) Doug Biggs: Also asking about funding for DEI. Also asked what are service providers' goals and best practices for Racial Equity work? Need to develop more resources and expertise here in community processes and discussion. So many different regulations from various housing funding sources, not sure that was considered in the evaluation and how agencies were meeting low barrier to housing.
- iv) Vivian Wan: Requested another feedback meeting with the monitors, gave feedback and felt dismissed by the response. Their agency got a 97% score but still 5 pages of very "punitive" notes, so didn't feel like it was a process that encouraged growth. Wants monitoring to be more collaborative next time.
- v) Kim Natarajan: The goal for next time is to be more collaborative with the tool moving forward.
- vi) Nic Ming: Process wise, within our structure, what committee is anchoring monitoring work?
 - (1) Kim: Some involvement with NOFO, but this process was led through the county contracting Homepage.
 - (2) Jose: SCF was also given an overview.

13) Closing (Kim Natarajan)

- a) Discussion of upcoming agenda items for next meeting. Requests for future agenda items are also welcome at this time or via email to: alameda@homebaseccc.org
- b) Potential Items for December meeting: Update from the OAC's Unsheltered Workgroup, 2025 CoC Work Plans
- c) Next meeting will be held **December 19th, 2024**

Public Attendance

- Alan Guttirez
- Christoverre Kohler
- Dr. Kenisha Bryant
- Jenn Oakley
- Tiara Jones

OAKLAND, BERKELEY / ALAMEDA COUNTY CoC

- Tony Daquipa
- Kate Bristol
- Emma
- Sabrina Abong

Homebase Staff:

- Kim Natarajan
- Morgan Bernados
- Esther Wilch
- Jose Lucio
- Matthieu Kaman