



Housing Stability and Homelessness Prevention Committee
February 12, 2025
1:30-3:00 PM
Minutes

[Link to Zoom Meeting](#)
Phone: [1 386-347-5053](tel:13863475053)
Meeting ID: 83085774509

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.

Helpful links:

- **Google drive folder** for the Housing Stability and Homelessness Prevention Committee: https://drive.google.com/drive/folders/1zPoP9Q_HT-Q9rCaXvKazzlURH-vfndxt?usp=drive_link
- **Website page** (on EveryOne Home website) for the Housing Stability and Homelessness Prevention Committee: <https://everyonehome.org/about/committees/housing-stability-and-homelessness-prevention-committee/>
- **Acronyms and Glossary:** https://docs.google.com/spreadsheets/d/1I8hFMAU2IE-FqYmK8TZ9Hp40vmS1zRck9EBEbPIbwy8/edit?usp=drive_link

Committee Purpose

The purpose of the Housing Stability and Homelessness Prevention Committee is to develop strategies and collaborations to prevent new homelessness, including for formerly homeless people who have moved into housing. Learn more about the Committee's purpose [here](#).

Meeting Overview

During this meeting, the Committee: (1) elected a new co-chair, (2) reviewed the definition of homelessness prevention and the Committee's purpose, and (3) reviewed the Prevention Program Chart Project Plan.



Minutes

1. **Welcome/Introductions** (Logan McDonnell, Co-Chair)

- a. Minutes from January 8th, 2025 were approved.

2. **Public Comment** (Logan McDonnell, Co-Chair)

- a. Freeway: Last night, the City of Fremont deepened the camping ban. It makes it a misdemeanor to be unhoused as well as “aiding and abetting” unhoused people. There’s still some lack of clarity around what this means and how it’ll be enforced. There’s a concern from activists in Oakland and other parts of the County that this will just be the beginning.
- b. Sky Mihalo (Government Performance Lab): Data driven decision making training series is continuing this Friday, reach out to Sky if any questions.
- c. Logan: There are plenty of resources available on how to support people experiencing homelessness and people at risk of homelessness that don’t have legal documentation, ask Logan for those resources if needed.

3. **Announcements** (Kris Maun, Homebase)

- a. The Harvard Kennedy School [Government Performance Lab \(GPL\)](#) invites you to join our Data-Driven Decision-Making Training series. These trainings are virtual and open to anyone working in and around homelessness prevention and response work in Alameda County. The intended audience is those new to data.
 - i. Please register for the training [here: bit.ly/gpltraining](https://bit.ly/gpltraining).
 1. Choose-Your-Own-Data-Adventure | Friday, Feb. 7 at 10 am - 11 am: In this hands-on simulation, you’ll be challenged to use limited data to understand and address an emerging homelessness concern.
 2. Continuous Improvement & Key Performance Indicators | Friday, Feb. 14 at 10 am - 12 noon: Not sure how best to use the data you have or see in meetings? This training will focus on tools to connect program and system goals with the data you track to help improve the services being delivered.
 3. Unpack & Interpret Data | Friday, March 14 at 10 am - 12 noon: Learn strategies for disaggregating data to better understand what your data is telling you.
 4. Communicate with Data | Friday, April 11 at 10 am - 12 noon: Bring all your learnings from previous sessions together and focus on how to present data to support action-oriented meetings and conversations.
 - ii. Please reach out to Sky Mihaylo (skymihaylo@hks.harvard.edu) if you have any questions.
 - iii. The trainings aren’t recorded, but they will have some materials and highlights available after for people who registered.
 - iv. Eleni: Can we independently attend meetings in the series, or do we need to attend all?
 1. Sky: They’re designed so that you can pop into each one on its own. They do build on each other but not required to attend every training in the series.



b. Workgroup Opportunities:

- i. These three workgroups are looking for volunteers:
 1. The Performance Measures Workgroup will update the Performance Measures for CoC projects, last updated about 10 years ago. The updated measures are planned to be used as a part of scoring the 2026 NOFO project applications.
 2. The Data Quality Workgroup will develop a data quality plan for the community
 3. SCF is developing a NOFO Toolkit in its NOFO Workgroup. The toolkit will be designed to help orient new applicants to the NOFO process of CoC funding.
- ii. Seeking members who are: providers, people with lived experience of homelessness, Racial Equity Committee members, and other members who work with subpopulations
- iii. Please email alameda@homebaseccc.org if you are interested, no later than February 19th.
- iv. Hilda: What's the time commitment?
 1. Kris: If you're interested, send an email and we can follow up because it varies by workgroup.
- v. Hamilton: Is there a further definition of the deliverables coming from these workgroups?
 1. Kris: These are the broad goals, but for things like the NOFO Workgroup we will be developing a toolkit for newer and smaller organization. Send more questions to alameda@homebaseccc.org to get more specific about the deliverables.

4. Racial Equity Committee Report (Freeway and Ms. Shelley Gonzalez, Racial Equity Liaison)

- a. Due to time, the Committee did not get to this item.

5. Committee Co-Chair Appointment

- a. Action Item: Committee members will vote to elect a new co-chair.
 - i. Action I: Motion to elect Dylan Sweeney as next co-chair
 - ii. Motioned by Kelly Hoffman, seconded by Ms. Shelley Gonzalez.
 - iii. No discussion.
- b. Roll Call Vote:
 - i. AYES: Jeannette Rodriguez, Kelly Hoffman, Logan McDonnell, Luke Barnesmoore, Hamilton Hunt, Eleni Spuru, Ms. Shelley Gonzalez, William Mendoza, Freeway
 - ii. ABSTAINS: Dylan Sweeney
 - iii. Present but arrived late, not voting: Richard Nudelman
- c. Motion passes with 9 Yes votes, 0 Noes, and 1 Abstain.

6. Review Definition of Homelessness Prevention and the Committee's Purpose (Kelly Hoffman, Co-Chair)



- a. The Committee reviewed the definition of homelessness prevention for the Committee's work. This definition will be reviewed at the beginning of each meeting.

7. Government Performance Lab (GPL) Project-Based Coaching Cohort Project (Logan McDonnell and Kelly Hoffman, Co-Chairs)

- a. The Harvard Kennedy School GPL has invited the Committee co-chairs to participate in a project to identify Key Performance Indicators (KPIs) and data metrics for the Homelessness Prevention Framework. The Committee co-chairs shared information about the project with the Committee.
- b. Kelly gave an overview of the project: GPL is providing consultant services to help define what it means for the HSHP Committee to be the oversight and public information body for the Alameda County Prevention Framework. This will involve developing Key Performance Indicators and Performance Measures for prevention providers. The work will be structured through a working group or cohort that will involve folks from HSHP Committee, regional partners, members from the Racial Equity Committee and System Impact Committee.
- c. Sky shared more about the cohort project overall. This isn't first time GPL has worked in Alameda County; they worked with the County on the development of the Prevention Framework as well. Wanted to continue doing the work by doing things like the previously mentioned trainings and then these cohorts. Trying to think system-wide about how data is being used in homelessness prevention and housing stability.
- d. Kris highlighted the project activities, such as establishing a working group to move the work forward. The goal is to do the bulk of the heavy lifting in the workgroup so that they can come back to this Committee to share progress and get feedback. The HSHP Committee will be working in tandem, as we do things like the Prevention Program Chart Project.
- e. A memo about the project was included in the meeting materials and is available in the Committee Google Drive.

8. Review Prevention Program Chart Project Plan (Kris Maun, Homebase)

- a. The Committee reviewed and discussed the Prevention Program Chart Project Plan.
- b. The Prevention Program Chart Project Plan was included in the meeting materials and is available in the Committee Google Drive.
- c. Presentation Highlights:



Prevention Program Chart Project Plan

The Prevention Program Chart will identify all existing homelessness prevention programs in Alameda County.

This Prevention Program Chart will be used to create a shared understanding of current homelessness prevention initiatives with key partners

At this stage, the Prevention Program Chart will focus on current initiatives. For example, what programs exist, who they serve, and what services they provide.

In the future, the HSHP Committee may expand the Prevention Program Chart to include metrics, impact, and evaluation of prevention programs in Alameda County.

Project Phases and Milestones

Phase	Description	Milestone
Phase 1: Prevention Program Landscaping	HSHP will request presentations and information from homelessness prevention programs in Alameda County.	January 2025
Phase 2: Chart Template Development	HSHP will develop Project Plan and Prevention Program Chart template, in collaboration with the REC.	April 2025
Phase 3: Chart Completion	HSHP will lead the completion of the Prevention Program Chart, including requesting information from Homelessness Prevention Programs.	June 2025
Phase 4: Report Out	HSHP will present the completed chart to Leadership Board, SIC, REC, Homelessness Prevention Programs, and Alameda County.	July 2025



Where We Are: Phase 2

Action Step	Timeline
HSHP will receive Racial Equity Impact Analysis training.	January 2025
HSHP will conduct Racial Equity Impact Analysis as a visioning exercise for the Prevention Program Project Plan and Chart.	February 2025
Homebase will edit the Prevention Program Chart Project Plan and Chart to incorporate HSHP's edits.	February 2025
HSHP will present Project Plan and the Chart template to REC for input.	March 2025
HSHP will review and discuss REC's input at the Committee meeting.	March - April 2025
Homebase will edit the Project Plan and Chart template to incorporate REC's input at HSHP's direction.	March - April 2025
HSHP will review and vote to approve the updated Project Plan and Chart template.	March - April 2025
HSHP will vote to approve Project Plan and Chart template.	April 2025
HSHP will update REC on the final Chart template.	April 2025

Where We Are Going: Phase 3

Action Step	Timeline
HSHP members will volunteer to collect information for the Prevention Program Chart.	April 2025
Homebase will prepare Google Form to collect the information in the Chart template.	April 2025
HSHP members will contact Homelessness Prevention Programs, with HB support, to request that they complete the survey.	
As needed, HSHP members will contact Homelessness Prevention Programs to conduct interviews to complete the Prevention Program Chart.	May – June 2025
Homebase will support HSHP, including communication, scheduling, taking notes, and any other tasks at HSHP's request.	
HSHP members will report on progress and collaborate on strategies to complete Prevention Program Chart during Committee meetings.	May - June 2025
HSHP members will add information to the Prevention Program Chart and Homebase will support editing the Prevention Program Chart.	May - June 2025
HSHP will finalize and vote to approve the Prevention Program Chart.	June 2025
If some information cannot be found, HSHP will develop a supplement explaining what information is missing, why it was sought, and encouraging Homelessness Prevention Programs or other partners to make the information available to the CoC in the future.	June 2025



Where We Are Going: Phase 4

Action Step	Timeline
HSHP will present the final Prevention Program Chart to Leadership Board, System Impact Committee, and Racial Equity Committee.	July 2025
HSHP will share the final Prevention Program Chart with Homelessness Prevention Programs that participated in the Chart development and completion.	July 2025
HSHP will share the final Prevention Program Chart with Alameda County and any other potential funding partners for prevention programs.	July 2025
HSHP will debrief the Prevention Program Chart project and discuss potential next steps.	July 2025

- At the completion of Phase 4, the Housing Stability and Homelessness Prevention Committee will also be able to take advantage of the Government Performance Lab (GPL) Project-Based Coaching Cohort's outcomes.
- The Committee can then think about how to incorporate data metrics and Key Performance Indicators (KPIs) into the next stage of the Prevention Program Chart, as well as how to partner with the System Impact Committee on that work.

d. The questions asked in the Prevention Program Chart

- Organization: What organization operates the program?
- Jurisdiction: What geographical area does the program serve?
- Documentation: What documentation do people have to provide for services?
- Staff Training: What training is provided to staff?
- Language access: What languages are services available in?
- Prevention Services: What prevention services does the program provide?
- Length of assistance: How long does the program provide services?
- Restrictions on assistance: is anyone ineligible for assistance?
- Funding sources: how is the program funded? How sustainable is the funding sources?
- Marketing/Advertising: How is the program marketed or advertised to people?

e. Discussions and Questions:

- Hamilton: Was there a specific problem that arose that made this chart a need?
 - Kris: When the HSHP Committee began, there was a lack of information about who was doing prevention work in Alameda County.
- Luke: I was in the Systems Modeling Workgroup that All Home is leading, and one of the data points we were trying to get to is how many people would have been homeless if not for these prevention efforts. It's a hard number to identify but would be so important to try and hone in on.
 - Kelly: Agree it's a great data point but hard to prove the counterfactual.
 - Kris: Also agree, as we have emphasized the cost of prevention is cheaper than the cost of servicing people who are currently experiencing homelessness.



3. Luke: Would also like to get to a cost number or an estimate, create a cost per participant for prevention vs. cost per participant for homeless services.
4. Kelly: All Home did create a model for Oakland that said the cost of prevention was \$25 million a year for 5 years to create a 50% reduction in unsheltered homelessness.
- iii. Hilda: As a new organization, please point me to the right person that I can discuss how Faraji House can work with the unhoused population to prevent homelessness.
- iv. Luke: When we ask about accessibility, in addition to language access, we should also ask about accommodations for digital literacy, older adults. Think about things like vision impairment, disability... especially for marketing and advertising, do their communications include older adults?
- v. Ms. Shelley: Could we add grievance policies? Thinks it makes sense to include it in this phase of the project because we just want the introductory information, we just want to see if it exists and then we can measure it further later. It's been an essential component in prevention and how people historically have been destabilized when those policies don't exist or aren't enforced.
- vi. Kelly: Important to note we need to balance how much we're asking from organizations.
- vii. Luke: Think we should add who is being served as one of the questions.
 1. Eleni: I agree with Luke. For instance, Swords to Plowshares provides homelessness prevention services to veterans only.
- viii. Dylan: Sensitive to Kelly's point about making a questionnaire too long, but also want to ask the group if we want to ask upfront from the providers who they report their performance indicators.
 1. Kelly: I think it should be asked as part of the GPL work to keep the survey manageable and because there might be a different way we need to ask the question based on the work GPL is leading.
- ix. Kris: From past Committee experiences building a chart and trying to gather feedback, asking more than 10 questions on a form will not lead you to getting responses.
 1. Hilda: Thinks even more than 5 questions is too much.
- x. After a reminder of the purpose of the project, Luke also agreed that the questions should be brought down to fewer questions, just the basics.
 1. Kris suggested to keep the form just as organization, who is being served, subpopulations, what the services are.
- xi. William: I think a key piece of Homeless Prevention is creating a program that helps people struggling financially find housing that falls within their budget. Lower AMI units, Below Market Rate, Subsidized Units, etc. Identifying HUD Housing Counseling agencies and partnering up would be great.
- xii. Ms. Shelley: Consider surveying people with lived experience of homelessness (PWLE) across our CoC committees as well. Their experience with these types of agencies may contribute to additional names and contacts of those agencies they've experienced.



- xiii. Jeannette: Question for clarity, are we asking for copies of documentation programs require from clients or just a summary? Also important to remember that if we keep our questions vague, the answers will vary more widely and get broader, less clear answers.
 - xiv. Kelly: Maybe turn part of it into a checkbox list, such as “Things we commonly ask people for” that could include a list such as ID, proof of income, lease, etc. Think about what we need to know versus what we are just interested in.
 - xv. Dylan: In terms of narrowing the focus, we should focus on types of clients served. But could also ask about scale of services, are programs serving 5 people a month? 500 a month?
 - xvi. Kelly: Also thinks we could add something about a waiting list to see where the unmet need is.
 - xvii. Sky: When it comes to dropdowns and survey design, keep in mind that some types of services per programs could have various scales and scope so try to capture that in the survey design.
 - xviii. Ms. Shelley: Thinks we should survey people with lived experience of homelessness (PWLE) because people know in the community where these services are and what they offer. Wants to make sure we also use real lived data and not repeat work or replicate systems/projects and become inefficient.
 - 1. Kelly shared appreciation for the heart and intent of Ms. Shelley and the orientation towards action.
 - xix. Ms. Shelley: Overall, people with lived experience of homelessness (PWLE) are making an effort to push back in spaces and keeping things moving and shake off old systems and keep things moving. Doesn't want to waste time. Doesn't want to treat the work as new or move too slow.
- 9. Racial Equity Impact Analysis (REIA)** (Kelly Hoffman, Co-Chair)
- a. Due to time, the Committee did not get to this item.
- 10. Closing** (Logan McDonnell, Co-Chair)
- a. The next Committee meeting will take place Tuesday, March 12th from 1:30pm-3:00pm.
 - b. If you have ideas or suggestions for upcoming Committee agendas, please email alameda@homebaseccc.org.

Committee Members

Dylan Sweeney	Alameda County HCD	Present
Eleni Spiru	Swords to Plowshares	Present
Kelly Hoffman	City of Oakland	Present



Jeanette Rodriguez	Alameda County OHCC	Present
Logan McDonnell	BACS	Present
Luke Barnesmoore	Home Match—Front Porch	Present
Grecia Mannah-Ayon	City of Alameda	Absent
Ms. Shelley Gonzalez	Leadership Board	Present
Richard Nudelman	Emerging Leaders	Present
William Mendoza	Resources for Community Development	Present
Anthony Stott	Cal-PEP	Absent
Freeway Blalock	Wood Street Commons/ West Oakland Homeless Union	Present
Hamilton Hunt	Building Opportunities for Self Sufficiency (BOSS)	Present

Public Attendance:

- Morgan Bernados - Homebase
- Kris Maun – Homebase
- Sky Mihaylo – Government Performance Lab
- Hilda Nguthu - Faraji House
- Kalani Smith – Lifelong Medical, Leadership Board
- Maeve Talamantes – Alameda County Housing and Community Development

