

**Sonoma County Homeless Coalition Board
Agenda Report**

Item No: 1 (Consent Calendar)
Subject: September 25, 2024, Sonoma County Homeless Coalition Board Meeting
Agenda
Meeting Date: September 25, 2024
Staff Contact: Alea Tantarelli, Alea.Tantarelli@Sonoma-County.org

SUMMARY

This staff report presents the September 25, 2024, Sonoma County Homeless Coalition Board Meeting proposed agenda. The agenda contains all proposed items that will be discussed by the Board. The proposed agenda is attached as Attachment A.

RECOMMENDED ACTION(S)

Approve September 25, 2024, agenda.

ATTACHMENT A
Sonoma County Homeless Coalition
Board Meeting Agenda
September 25, 2024
1:00pm-4:30pm Pacific Time

Public Zoom Link:

<https://sonomacounty.zoom.us/j/97657584390?pwd=bkdNcjFnM2dhcE5GWkZuRE4zUzZjUT09>

Phone: +16694449171 Webinar ID: 976 5758 4390 Passcode: 047199

	Agenda Item	Packet Item	Presenter	Time
	Welcome, Roll Call and Introductions		Board Chair	1:00pm
	<i>Note: Items 1-4 below are proposed for adoption via one motion as the Consent Calendar.</i>	N/A		
1.	9/25/24 Agenda <i>(Consent Calendar)</i>	Draft Agenda	Staff	1:05pm
2.	Minutes from 8/28/24 <i>(Consent Calendar)</i>	Draft Minutes	Staff	
3.	Summary of Follow-ups from the Previous Meeting(s) <i>(Consent Calendar)</i>	Summary of Follow-ups	Staff	
4.	Reports for Standing Committee Updates <i>(Consent Calendar)</i> <ul style="list-style-type: none"> • CEA Committee ACTION ITEM: Approval of emergency transfer plan • Funding & Evaluation Committee • HMIS Committee • Strategic Planning Committee • Lived Experience Advisory & Planning Board (LEAP) 	Staff Report for Standing Committees	Staff	
5.	Reports from Lead Agency Staff Potential ACTION ITEM <ul style="list-style-type: none"> • Website Update • MOU between Lead Agency and SCHC • HEART Team Information 	Staff Report	Staff	1:25pm

	<ul style="list-style-type: none"> • SCHC Transitional Age Youth Lived Experience Seat • SCHC Board Member Election Process • CoC Builds NOFO 			
6.	Service Provider Roundtable (SPR) Update Potential ACTION ITEM		Margaret Sluyk	2:10pm
7.	Coordinated Entry Assessment Prioritization and Redesign: Use of Rapid Rehousing ACTION ITEM	Staff Report	Staff	2:20pm
8.	Word from the LEAP Board Potential ACTION ITEM		LEAP Board Chair	2:40pm
9.	10-minute break			2:50pm
10.	SCHC Governance Charter Revisions & Additions ACTION ITEM:	Staff Report	Staff	3:00pm
11.	Funding Priorities Next Steps Potential ACTION ITEM	Staff Report	Chair & Staff	3:45:pm
12.	Point In Time (PIT) Count Full Report Potential ACTION ITEM	Staff Report	Staff	4:00pm
13.	October Quarterly Membership meeting approval ACTION ITEM	Staff Report	Staff	4:10pm
14.	Review Agenda for October Coalition Board Meeting Potential ACTION ITEM <ul style="list-style-type: none"> • Housing First Alignment & Safety Protocol *Reminder Special SCHC Board Meeting on October 9 th from 1:00-2:30pm	Staff Report for DRAFT Agenda	Board Chair	4:15pm
15.	Board Member Questions & Comments Potential ACTION ITEM		Board Chair	4:20pm
16.	Public Comment on Items not on the Agenda		Board Chair	4:25pm

PUBLIC COMMENT:

Public Comment may be made via email or during the live zoom meeting. To submit an emailed public comment to the Board email Araceli.Rivera@sonoma-county.org. Please provide your name, the agenda number(s) on which you wish to speak, and your comment. These comments will be emailed to all Board members. Public comment during the meeting can be made live by joining the Zoom meeting using the

above provided information. Available time for comments is determined by the Board Chair based on agenda scheduling demands and total number of speakers



**Sonoma County Homeless Coalition
Minutes Staff Report**

Item No: 2 (Consent Calendar)

Subject: Meeting Minutes 8/28//2024

Meeting Date: 9/25/24

Staff Contact: Kim Holden, Senior Office Assistant, Kim.Holden@sonoma-county.org

SUMMARY

This staff report briefly summarizes the August 28, 2024, Sonoma County Homelessness Coalition Meeting Minutes. The attached meeting minutes contain all items discussed by the Sonoma County Homeless Coalition Board at the August 28, 2024, Sonoma County Homelessness Coalition Meeting.

RECOMMENDED ACTION(S)

Approve Sonoma County Homeless Coalition Minutes from the 8/28/2024 Sonoma County Homeless Coalition Board Meeting.

Homeless Coalition Board Meeting Minutes

Wednesday, August 28, 2024

1:00 – 5:00 PM, Pacific Time – Meeting held via Zoom

Zoom Recording:

https://sonomacounty.zoom.us/rec/share/F92RF9WZ_iYhojBu2cLCSebaPf-66XUTjXnfwuQmOMqBSGwQVooetTTVmWn7Q3H.Zs_bvMBs7-Cltcc1

Passcode: 2+eCPxQm

Welcome and Roll Call Introductions (00:07:24 – 00:17:08)

Jennielynn Holmes called the meeting to order at 1:01 pm and went over the Zoom rules regarding public comment and Brown Act guidelines.

Jennielynn Holmes introduced the Assistant County Administrator, Jennifer Solito, and welcomed her to her new role as Interim Department of Health Services (DHS) Director, which she will be filling while the recruitment process for a permanent DHS Director is in progress.

Subsequently, Jennifer Solito introduced the new DHS Homelessness Services Division Director, James Alexander, who is attending his first HC Board meeting in his new official capacity.

James Alexander extended an offer to meet with each individual HC Board member, as desired, at their convenience.

Alea Tantarelli proceeded with roll call in the form of HC Board members identifying their name, title, and the organization they represent as introduction to the new attendees, Jennifer Solito and James Alexander.

Present: Dennis Pocekay, City of Petaluma | Jennielynn Holmes, Catholic Charities | Kelli Kuykendall, proxy for Natalie Rogers, City of Santa Rosa | Ben Leroi, Santa Rosa Community Health | Sean Hamlin, proxy for Chris Coursey, Sonoma County Board of Supervisors | Margaret Sluyk, Reach For Home | Chris Cabral, Committee on the Shelterless (COTS) | Angelica Smith, Tribal Seat | Kristi Lozinto, Member At-large | Martha Cheever, Community Development Commission | Chessy Etheridge, Lived Experience Advisory Board (LEAP)) | Jackie Elward, City of Rohnert Park | Dannielle Danforth, West County Community Services | Salvina Norris, Sonoma County Indian Health Project (SCHIP) | Aaron Mello, LEAP Board

Absent: Natalie Rogers, City of Santa Rosa | Chris Coursey, Sonoma County Board of Supervisors | Cheyenne McConnell, TAY Representative | Una Glass, City of Sebastopol | Ron Wellander, City of Sonoma

A quorum was present.

1 - 4. Approval of Consent Calendar (00:17:11 – 00:20:03)

- Jennielynn Holmes, CoC Board Chair, presented the consent calendar items:
 1. 8/28/24 meeting agenda
 2. 7/24/24 meeting minutes
 3. Summary of Follow-ups from Previous Meeting(s)
 4. Reports for Standing Committee Updates
- **Public Comment:** Gregory Fearon
- **Motion:** Martha Cheever moves to approve the Consent Calendar.
Second: Dennis Pocekay seconds the motion.
Abstentions or Objections: None.
Motion passes. The consent calendar is approved.

3. Summary of Follow-ups from Previous Meetings (00:20:08 – 00:42:45)

- **Website Update:** Michael Gause reported that there is a new contract with the Sonoma County Information Services Department (ISD) to re-work the Homeless Coalition website, which may also involve a bit of the Homelessness Division website. Andrew Akufo, Adam Siegenthaler, and Michael Gause will be working with ISD to create a more user-friendly website and to make improvements to the Dashboard. The project is expected to progress over the next couple of months.
- **Homeless Encampment Access and Resource Team (HEART) Team Information:** James Alexander Indicated he will be researching the role of the HEART Team in consultation with Jennifer Solito and will report on their findings in the future.

Jennielynn Holmes clarified that the question at hand seems to concern the HEART Team’s role in subregional outreach, their geographic boundaries, and how their work might best be incorporated with the efforts of the service provider agencies.

Dennis Pocekay elaborated that HEART Team services might best be utilized in a role as consultants to the entire county rather than working as the primary outreach in any location.

Jennifer Solito offered that the originally approved Sonoma County Board of Supervisors’ item specified that the HEART Team’s work was relegated to County and Community Development Commission (CDC) property. However, HEART works closely with the Sonoma County Sheriff’s office in unincorporated areas, and those geographic

boundaries can become blurred. Feedback received today will be considered in future County brainstorming efforts with law enforcement and others to discern the best path forward.

- MOU between SCHC and Lead Agency: Jennifer Solito and James Alexander will review the documents and follow up with County Counsel as to their status. There is one document for the lead agency, and a second one for the collaborative applicant.
- Racial Equity Work Next Steps: Araceli Rivera provided an update from the 8/15/24 meeting of the Racial Equity Workgroup, as outlined in the “Report from the Lead Agency” included in the meeting materials packet.
- **Public Comment:** Adrienne Lauby, Gregory Fearon, Hunter Scott, Ludmilla Bade

6. Service Provider Roundtable Update: (00:42:50 – 1:17:35)

- Margaret Sluyk reviewed topics discussed at the Service Provider Roundtable, including
 - Is there a trend in increasing Behavioral Health beds? If so, is it equal to the increase in Permanent Supportive Housing (PSH) beds? They are asking for more context around the bed inventory.
 - Concerns about data in ETO – discrepancies in data pulls
 - ETO 3-year contract didn’t go through proper channels per the charter.
 - Enlisting HMIS Committee to help with solutions for issues and decision-making about how reports are pulled
 - Request for an update about the status of the Strategic Plan and 3.6.
 - Contract delays.
 - Exhibit G in new County contracts about data privacy/security, cyber insurance confusion – clarification about what providers are supposed to do
 - Suggest looking at BH contract procedures for efficiencies that might become best practices to build into service providers contracts
 - Helping providers with up-front funds
 - Gaps in subregional system areas – folks falling through cracks.

Dialogue continued in discussion of some of those concerns. Chair Holmes suggested that perhaps the ETO/HMIS and Strategic Plan 3.6 concerns might be considered as agenda items for an upcoming meeting. Ken Tasseff is the contact for Exhibit 8. The Ending Homelessness Team will connect with Ken Tasseff about Exhibit 8 and provide information to the HC Board.

- **Public Comment:** Tom Bieri, Ludmilla Bade

7. Word from the LEAP Board (01:17:42 – 01:24:02)

- Chessy Etheridge introduced Rebekah Sammet, who provided updates from the Lived Experience Advisory Panel (LEAP) Board. Most updates are included in the meeting materials packet. Additionally, the LEAP Board will be creating a survey for input about winter services to assess community needs. Also, they will be partnering with HomeFirst to organize a homeless memorial service in December.
- **Public Comment:** Adrienne Lauby
- No action taken – information only

8. CoC Program Overview of the 2024-2025 CoC Competition (01:24:05 – 01:39:50)

- Michael Gause presented slides outlining Housing and Urban Development (HUD) priorities and describing the 2024 & 2025 CoC NOFO details. The NOFO was released on July 31, 2024, and project applications must be submitted by September 30, 2024.
- **Public Comment:** Gregory Fearon, Ludmilla Bade, Adrienne Lauby
- No action taken, information only

9. SCHC Charter Ad Hoc Update: (01:39:53– 01:52:34)

- Jennielynn Holmes explained that a small ad hoc of the Board has held several meetings to explore updating gray areas of the Charter, and briefly summarized some of the intended changes, as outlined in the report for Item No. 9 in the meeting packet of materials.
- **Public Comment:** Rebekah Sammet, Gregory Fearon
- No action taken – information only

10. 10-Minute Break: 2:47 – 2:57 PM: (01:52:37 – 02:03:34)

11. Data Dashboard Presentation: (02:03:38 – 02:19:04)

- Daniel Howland-Overbury provided an update and visuals about the progress being made toward building and publishing a Tableau dashboard, as described in the Item No. 11 report in the packet of meeting materials.
- **Public Comment:** Bob Lance, Vicki Miller, Gregory Fearon
- No action taken – information only.

12. Housing Inventory Count: (02:19:07 – 02:57:02)

- Thai Hilton, Coordinated Entry Coordinator presented slides providing an overview of the 2024 Housing Inventory Count (HIC) draft report. Data for the HIC is entered by housing and homeless service providers. A summary of the presentation is included in the meeting materials packet.
- **Public Comment:** Gregory Fearon, Gerry La Londe-Berg, Adrienne Lauby, Ludmilla Bade
- No action taken – information only

13. Funding Priorities 2025: (02:57:04 – 00:29:21, second recording)

- Jennielynn Holmes led an extended discussion to probe whether the HC Board, and/or other entities, should be involved in identifying funding priorities for the Funding and Evaluation (F&E) Committee. The conversation also delved into using the CoC process as a model, and related matters.
- **Public Comment:** John Baxter, Gerry LaLonde-Berg, Ludmilla Bade, Gregory Fearon
- **Motion:** Jennielynn Holmes moves to align the CoC process and the local funding process more intensely to mirror the CoC process. That process and resultant priorities will be explored by a subcommittee (workgroup) of the F&E Committee, with subsequent recommendations on funding priorities to be presented for discussion at the September 2024 HC Board meeting.
- **Second:** Chris Cabral seconds the motion.
- **Abstentions or Objections:** None
- **Motion is approved.**

(Chair Jennielynn Holmes must exit the meeting a bit early; the remainder of the meeting will be conducted by Dennis Pocekay.)

14. Review Agenda for September Coalition Board Meeting (00:29:47 – 00:39:00)

- Dennis Pocekay shared the draft agenda for the September 2024 HC Board Meeting. In addition to the indicated October Quarterly Membership Meeting Approval item,

Michael Gause stated that an item will be added to include the F&E Committee recommendations for funding priorities as discerned by the F&E workgroup, in alignment with the motion approved in Item 13, above.

Requests were made that the HEART Team information and MOU update items both appear on the September 2024 agenda. Michael Gause confirmed that they will be included in staff reports for that month.

- **Public Comment:** John Baxter, Gregory Fearon, Ludmilla Bade

15. Board Member Questions & Comments: (00:39:02 – 00:43:45)

- Chessy Etheridge – sent an email to the HC Board this morning regarding Board member attendance. Michael Gause responded that an agenda item can be added to the September 2024 agenda for nominations to fill the TAY seat for the remainder of the term, which expires at the end of this calendar year.
- Chris Cabral –The Department of Health Care Services (DHCS) requested permission today to add 6 months of transitional rent to their offerings to those involved in CalAIM. This would be a permanent benefit, along with the current community supports offered through Partnership HealthPlan.
- Alea Tantarelli – announced that she moved to a Health Program Manager (HPM) position within DHS about four months ago, but has simultaneously continued her work with the Homeless Coalition Board pending the hiring of a replacement for her previous position.

A new staff person is expected to be in place within the next month or two and will then begin to fill Alea’s role with the HC Board.

The Board thanks Alea for the enormous body of work and vast efforts she has contributed in service to the HC Board. She is greatly appreciated and will truly be missed when she transitions out of this role.

16. Public Comment on Items not on the Agenda: (00:43:46 – 00:48:00)

- Gerry LaLonde-Berg, Gregory Fearon, Ludmilla Bade

Adjournment: 4:52 PM (00:48:00 – 00:48:10)

Sonoma County Homeless Coalition Follow-ups Staff Report

Item No: 3 (Consent Calendar)
Subject: Summary of Follow-ups from the Previous Meeting(s)
Meeting Date: September 25, 2024
Staff Contact: Michael Gause, Michael.Gause@sonoma-county.org

Summary

At the previous meeting, Coalition Board members and others asked for the Lead Agency staff to follow up on specific items. Staff summarized responses to present at the February Sonoma County Homeless Coalition Board meeting.

Recommended Action(s)

Receive and file.

Discussion

At the previous meeting, Coalition Board members and others asked for the Lead Agency staff to follow up on the following questions or comments:

- 1. Data Dashboard Update:** The System Performance dashboard is being finalized now and is expected to be ready for publication in late September/early October. Once this initial dashboard is complete, it will be updated regularly, and the program type specific dashboards will be worked on next.
- 2. DHS Contract Exhibit G:** A training is being scheduled for late September/early October on this Exhibit. The DHS Privacy and Security Officer, Ken Tasseff, will conduct the training. Ken can be reached at Ken.Tasseff@sonoma-county.org with any questions.
- 3. Housing Inventory Count Q&A:**
 - Who are the Rapid Rehousing (RRH) agencies that aren't included in the Housing Inventory Count?
[Most are operated by Interfaith Shelter Network. Catholic Charities also has several RRH projects not funded by the Coalition](#)
 - Where is their \$ coming from?
[We don't know.](#)
 - Can we include them in the report?

The number of beds is included in the report, but we tell you how their funding has changed.

- Can you explain why people in Transitional Housing aren't considered Chronically Homeless?
To be chronically Homeless, you have to be homeless for a year continuously or have several instances of homelessness over the last 3 years that total 12 months. When you are in TH, you are considered housed which is a break in your homelessness so you aren't eligible for PSH.
- Can you explain the loss of Emergency Housing Vouchers?
EHVs can't be reissued. This doesn't mean they are time limited. However, when a voucher turns over, it can't be reissued. So when someone passes away or moves out of the community, the voucher can't be reissued so it is lost to the community.
- Is safe parking included in the Housing Inventory Count?
No, safe parking is counted in the point in time count as unsheltered individuals. Living in a vehicle is not considered sheltered.

Sonoma County Homeless Coalition Board Agenda Report

Item No: 4 (Consent Calendar)
Subject: Reports from the Coalition’s Standing Committees and the LEAP Board
Meeting Date: September 25, 2024
Staff Contact: Michael Gause, Michael.Gause@sonoma-county.org

Summary

This agenda item contains summaries of Standing Committees’ work in the recent month, as well as information from the Lived Experience Advisory Planning Board (LEAP). Committee Chairs were asked to prepare brief summaries for their respective Committee.

Recommended Action(s)

No recommended action

Discussion

1. Funding & Evaluation Committee (F&E):

The Funding and Evaluation Committee has approved all the scoring recommendations for PSH with the exception of the Cost Per Outcome metric, discussion still needs to be held over that element which members elected to complete a brief survey regarding overall funding priority as well as ideas about process to make the funding cycle more efficient. Eight out of 13 members completed the survey and responses being sent to the committee have been deidentified as to completed and what their responses were.

Due to the lengthy discussion about scoring metrics updates, the Committee will be finalizing discussions around the funding process at the October 2024 meeting. The following steps have been captured and discussed at prior meetings. A new element was added in the September discussion to assure that applicants have at least a full week to review their draft scores prior to the start of funding recommendations. A final recommendation should be coming to the Coalition at the October meeting.

Outtakes from Sept 6 '24 Workgroup meeting	
Don't round scoring sheet so decimals have to be dealt with, too confusing	
Funding process & priorities discussion points:	
Tiered Scoring (must be grouped around differing project types)	
Separate New and Renewing into different ranking buckets	
Allowances for applicants to review their scores and comments at least a week prior to start of the funding meetings (this was done last year so discussing with the Providers' group to identify requested changes)	
What happens to projects placed into a 'danger zone' who are serving PH clients?	
F&E will make decisions about relative priorities and funding percentages by categories as a starting point noting that this may cause replacements to legacy funded projects	
Priority review order 1) Project Type 2) Agency	
Factors in the CoC scoring process differ in that CoC funding (at this point) is all PSH so really no system analysis needed to keep that going, but could further benefit from the All Home analysis	
Staff analysis to come with additional information - <i>Spend down percent at Q3 and year-end, include contracted numbers to be served compared to year-end active people served</i>	
Comparisons for contract to target numbers to be FYI only, no scoring since historical targeting will be impacted by revisions to the CES model	
Meeting with LEAB to request assistance in developing and completing project -level lived experience surveys to inform each project type at the Fall evaluations	

October Evaluation for PSH Projects: The October meeting will begin project type evaluations for PSH projects using the scoring elements we've been discussing. We'll be doing comparisons against to last year's scores as a testing component.

2. Coordinated Entry Advisory Committee (CEA):

In the September 4, CEA committee, CEA approved a new Emergency Transfer Plan (ETP). An ETP is a component of the Violence Against Women Act. It provides HUD-assisted individuals in Permanent Supportive Housing and Rapid Rehousing with remedies if they are victims of domestic violence, dating violence, sexual assault, or stalking. The current ETP is vague and doesn't provide housing providers with enough detail to comply. Staff participated in a technical assistance cohort with VAWA experts to draft the current policy.

The ETP provides a way for individuals in RRH and PSH programs to transfer their assistance to another, safe unit. ETPs receive the upmost priority over all other housing referrals and transfers. If an individual in an assisted household is the victim of domestic violence, dating violence, sexual assault, or stalking requests a transfer, the housing provider must facilitate the transfer regardless of whether the client is in good standing with their landlord. The policy covers applicability, eligibility, how to request a transfer, documentation, confidentiality, types of transfers, reporting, and lease bifurcation.

The proposed policy had 2 decision points for CEA. One related to the time frame for requesting a transfer for victims of sexual assault. Regulations state that victims must request a transfer within 90 days of the assault, however this is a minimum. CEA extended the time frame to 365 days. Also, the regulations state that CoCs must facilitate transfers to a safe unit even if that unit is outside the jurisdiction. However, there is no requirement that a community accept transfers from other communities. CEA decided to accept up to 5 transfers from other communities in a year and to consider any further requests on a case-by-case basis.

Recommendation: Approve the Emergency Transfer Plan

3. HMIS Committee:

The HMIS Committee met on Sept 9th and talked out some upcoming policy changes that we expect to be brought to committee for approval in October. There was also an open discussion where members were encouraged to bring up topics they would like to see addressed during upcoming meetings.

4. Strategic Planning Committee:

Although there was no meeting this month, there has been much activity.

The Provider Group asked the Homeless Coalition Board to make progress on **Strategic Planning Action Step 3.6e** at last month's Homeless Coalition Board Meeting. There was discussion about how many providers see safety as a critical issue that deserves urgent attention.

Chris Cabral, the Executive Director of COTS and Tom Bieri, Chair of the Strategic Planning Committee met with Homelessness Services Division Director, James Alexander to discuss goals. Chris and Tom were pleased to hear James Alexander say that safety is of paramount importance and that he would look into the issue and then meet with Chris and Tom again by the end of the month.

Background Information: The full language for Strategic Planning Action Step 3.6e which has been prioritized by the Homeless Coalition Board as a year two priority is as follows:

Action Step 3.6e: Ensure that the Coordinated Entry process maintains a person-centered approach that involves the respectful consideration of the following factors:

- Client Choice
- Client Needs
- Safety Considerations
- The Value of Reducing Barriers
- Provider Capacity, Expertise, and Competence

The Strategic Planning Committee looks forward to working collaboratively with the Homeless Services Division staff and the Homeless Coalition Board to ensure the successful integration of Strategic Plan Action Step 3.6e.

Strategic Planning Year 2 Efforts Update located here: <https://share.sonoma-county.org/link/REzegBd2NTQ/>

5. Lived Experience Advisory & Planning Board (LEAP):

- Currently made up of 11 board members. 3 new board seats available
- Hosted a presentation with DHS staff about Lived Experience non-cash benefits and currently promoting the online survey amongst Sonoma County lived experience community members

- Drafting a strategic plan for the LEAP Board
- 2 LEAP board members were awarded full sponsorships to attend the upcoming Lived Experience Conference
- Continued discussions about how to best address grievances and advocacy on behalf of lived experience community members
- Acquiring support for emergency weather services
- Hosted a discussion with DHS staff about emergency shelter beds utilization and shelter standards
- Hosted a discussion with the F&E Committee Chair about de-identified surveys for the NOFA

**Sonoma County Homeless Coalition Board
Agenda Report**

Item No: 5
Subject: Report from the Lead Agency
Meeting Date: September 25, 2024
Staff Contacts: Michael Gause, Michael.Gause@sonoma-county.org

1 – Website Update – The Homeless Coalition website is currently being redesigned by the County Information Services Department. Target date of completion is November 2024.

2 – HEART Team Information – A verbal update will be provided during the meeting by the Homelessness Services Division Director and DHS Interim Director.

3 – MOU Between SCHC and Lead Agency – The MOU is now being reviewed by Lead Agency Administration. This is planned as an agenda item for the October 2024 Coalition Board meeting.

4 – SCHC Transitional Age Youth Lived Experience Seat

According to the [Sonoma County Homeless Coalition Governance Charter](#) (pg 11), members of the Board may remove a Board member who is absent (and does not send a proxy) for three (3) regularly scheduled Board meetings in a calendar year. Cheyenne McConnell currently fills the Transitional Age Youth (TAY) Lived Experience seat. Her Board term expires in December 2024. She has missed more than 3 regularly scheduled Board meetings and will be removed from the Board. In the event of a vacancy of an elected member, the members of the Board will elect a successor to hold the seat for the remainder of the vacated seats term.

Due to the proximity to the SCHC Board elections held in December 2024, staff, SCHC Chair and Vice Chair recommend waiting to fill the TAY Lived Experience Seat until that time. After soliciting TAY Lived Experience nominations (which typically is the most challenging seat to fill) and having the Board elect a successor, it would likely take until November to actually join the Board. Asking a young person to go through an election process twice in 3 months does not seem reasonable or create a good experience and we want to set them up for success. Additionally, soliciting nominations and facilitating an election process twice in a short period of time requires a great deal of staff time that could be used elsewhere.

5 – SCHC Board Member Election Process-

The elections for 2025 are scheduled to occur in a virtual format. Candidates will be invited to a dedicated meeting where they will have the opportunity to present themselves and express their interest in joining the Homeless Coalition Board.

Voting by the Homeless Coalition Membership will be conducted through mail-in or drop-off ballots. In the event of a tie, a runoff vote will be initiated. A special membership meeting will be set for December 2024.

6 – CoC Build NOFO – Up to \$5 million in funding is available for a new NOFO from HUD, “CoC Builds.” This funding is specifically for construction or rehabilitation for permanent supportive housing only. Contracts will be directly with HUD and the recipient (most likely an affordable housing developer or jurisdiction). Construction funding is one-time only and 80% of funds must be used on construction/rehab services. 20% of funding is available for renewable supportive services funding that would roll into the annual Continuum of Care Competition which is also currently open.

The Lead Agency plans to release a short NOFA (Notice of Funds Available) by the time of this Board meeting. One project will be selected by the Funding and Evaluation Committee or a Working Group of that committee. Submissions are due to HUD by November 21, 2024 via Grants.gov. The Lead Agency, acting as the Collaborative Applicant, must submit the application from the selected recipient and the Coalition Board must submit a letter verifying the selected project on behalf of the Continuum of Care.

Sonoma County Homeless Coalition Board Executive Summary

Item: 7. Coordinated Entry Assessment & Prioritization redesign: Use of Rapid Rehousing

Meeting Date: September 25, 2024

Staff Contact: Thai Hilton thai.hilton@sonoma-county.org

The assessment & prioritization redesign working group has nearly completed the redesign of prioritization for permanent supportive housing (PSH). Since the new prioritization tool will not be using a numeric score, the working group needs direction on how to prioritize Rapid Rehousing (RRH).

Some communities use RRH as a lower-level intervention as we do in Sonoma County. Some use it as a bridge subsidy to PSH. This means that individuals in need of PSH are placed, temporarily, into a RRH unit and then transfer them when the time-limited subsidy ends. This allows for an expansion of PSH level units without creating more PSH projects.

The Coordinated Entry Advisory Committee (CEA) considered these approaches and asked staff to present a pro/con analysis. Additionally, staff collected feedback from other stakeholders. That analysis and feedback is below.

Staff believes that the current system is not set up to support PSH level clients being served in RRH at this time. The main concerns are that current RRH funding is not robust enough to support the higher level of care. Additionally, the stock of PSH is largely site-based or shared housing. This makes transfers from the community unappealing. Also, the system has very few PSH interventions for families or households that need more than 1 room. Until there are PSH interventions available for larger households, the RRH bridge model would not work as there would be no PSH interventions to transfer them to. Currently, RRH is one of the only interventions that can serve families with minor children. If we move to this model without PSH that can support families with children, there will be almost no interventions for families at all. In short, staff doesn't believe the current system is set up to support that model at this time but could be if housing stock was diversified and RRH was funded more robustly.

Despite these challenges there was some support for exploring this model. CEA voted to recommend to the Coalition board that the Funding and Evaluation committee be directed to solicit a RRH proposal that would pilot a RRH model that serves the most vulnerable in the upcoming NOFA. CEA also directed that the assessment and prioritization working group to develop a prioritization process that minimally overlaps with the PSH, meaning that it may serve people who are more vulnerable now that might qualify for permanent supportive housing but would not be serving the most vulnerable in the system.

Recommendation:

- Approve the direction to the assessment and prioritization redesign working group.
- Consider the proposal to solicit a pilot program in the NOFA.

Introduction

The Assessment and Prioritization redesign working group is nearing completion of redesigning the Permanent Supportive Housing (PSH) prioritization and assessment process. The next step is to consider what to do with Rapid Rehousing (RRH) interventions. Some communities use RRH as a bridge to PSH for chronically homeless individuals. These communities quickly house and stabilize chronically homeless in RRH units and transfer them to PSH subsidies within 2 years. In our community, we use RRH as a lower-level intervention for people who have lower service needs. Currently, due to nuances in how our scoring range was modified in 2020, RRH programs serve a much lower vulnerability group than other communities who still use the traditional VI-SPDAT scoring range. Current scores for RRH are 8 and below; if compared to other communities who have used the VI-SPDAT RRH range, we would be using scores of 18 and below.

One important exception is TAY RRH, which is referred to the highest vulnerability TAY in the system. Currently this consists only of TLC's RRH program, as the other TAY-dedicated RRH program was with SAY. TLC has been successfully working with higher vulnerability TAY and has transferred/bridged 3 clients to PSH through progressive engagement.

The CEA committee and the CoC board need to provide direction on how RRH resources will be prioritized. The following is a pro/con analysis of the approaches.

Pros

Strategic plan/ Built for Zero initiative

One of the high priorities in the Coalition's strategic plan is to "prioritize and fund interventions that are most likely to reduce chronic homelessness... (pg. 26)". Directing RRH resources to chronically homeless would add additional beds to the system of care to address the chronically homeless. The 2024 Housing Inventory Count (HIC) showed that there were 362 RRH beds in use on the night of the count. This does not represent all the RRH resources in the community only those beds that were filled. Several RRH providers left unspent funds during the last fiscal year. Therefore, there could be more RRH beds if all the programs were at capacity.

Sonoma County is a Built For Zero (BFZ) community. The lead agency receives technical assistance through the BFZ initiative. In BFZ communities identify a focus population. Chronic homelessness is the focal population of Sonoma County's BFZ work.

HUD recommendation

HUD recommends that communities leverage their RRH resources to address chronic homelessness.

Emerging Practice

Some communities across the country have now reprioritized RRH to chronic homeless populations successfully based on HUD's recommendations.

Align Housing Resources to Need

Less vulnerable populations, which our current RRH resources are targeted towards, are more likely to be able to resolve their own homelessness including finding one time assistance from family, friends, and other resources. Higher vulnerability populations are less likely to identify their own housing pathway. Redirecting housing resources aligns the housing resources with the population least likely to resolve their own homelessness.

Increase housing diversity

Most of the housing interventions offered through our CE system is project-based housing. Project-based housing means that the unit is at a specific site. There is nothing wrong with project-based interventions but an overreliance on these interventions means there is very little choice for people exiting homelessness. Additionally, an overreliance on project-based interventions makes it difficult to increase housing stock. Unless a new project comes online, housing stock stagnates, and the community is reliant on turnover in the units to house new people.

Some RRH interventions are tenant based. The programs locate units in the community. This approach means that the housing stock is not limited to a fixed number of units but can grow along with funding. These units also don't require acquisition, development and on-going maintenance.

Reduce Homeless Deaths

The population experiencing Chronic Homelessness is much more likely to pass away on the street than less vulnerable populations. Redirecting housing resources to this population will likely reduce yearly homeless deaths overall.

Cheaper alternative than more investment in PSH

It should be noted that not all people experiencing chronic homelessness receiving RRH would need to transfer to PSH; using the "Progressive Engagement" model, some portion of even some higher acuity people may be able to stabilize and take on their own lease after a year or two of being housed. PSH growth in our community is limited and very expensive. By redirecting RRH to PSH levels, we are able to expand the population of people experiencing Chronic Homelessness being housed at a bigger rate than an equivalent investment in PSH. This is because while many of the people served would eventually require PSH transfers, others will be able to graduate without further homeless services interventions successfully.

Cons

Fewer interventions for literally homeless

If this model was implemented, it would force the community to prioritize people in RRH whose subsidy was expiring because we wouldn't want to exit people to homelessness who were already housed. Depending on the success of housing these individuals in the community, this could command a significant portion of the PSH interventions. This would mean fewer interventions for people who are literally homeless on the streets.

Misalignment of project models

As previously mentioned, our PSH interventions are mostly project-based while a significant portion of our RRH programs are tenant based. It may be difficult to transfer someone from a tenant-based unit in the community to a less appealing project-based unit. In some cases, PSH interventions are shared housing making the prospect of transferring even less appealing.

Family interventions

The system has very few PSH interventions for families or households that need more than 1 room. Until there are PSH interventions available for larger households, the RRH bridge model would not work as there would be no PSH interventions to transfer them to. Currently, RRH is one of the only interventions that can serve families with minor children. If we move to this model without PSH that can support families with children, there will be almost no interventions for families at all.

Other considerations

Chronically homeless individuals have much higher service needs. Current RRH funding would not support chronically homeless individuals unless funding was reduced and/or the number of individuals served was significantly reduced. Significantly increasing RRH funding would take away funding from other interventions. At this time, staff does not know how much additional funding per client served would be needed to meet this model. Another consideration is staff training – while this isn't a “con”, RRH providers may need additional support in the form of training to uplevel their services to align with a higher vulnerability population.

One option to support redesign would be to significantly reduce the number of households RRH providers are expected to serve, which allow them to spend more money per person for a more vulnerable population. One path to counteract this loss of overall people served would be to reduce overall RRH contracts to 1 or 2 “super” RRH contracts for the whole community. Such a change would reduce the overhead spent by each separate provider, as well as the costs required to monitor so many projects. These cost savings could then be applied to direct assistance portions of fewer contracts to support increasing the numbers served, and dollars spent per client. This consolidation would also allow one provider to specialize in the services required for a higher vulnerability population, therefore improving outcomes and reducing the system-wide training requirements mentioned above.

In addition, HUD recommendations regarding redirecting RRH resources to higher vulnerability populations include robust investment of time and resources into a diversion/housing problem solving system to support those at the lower end of the acuity scale. Currently Housing Problem Solving is a required part of the Coordinated Entry Assessment and the CE Operator provides in-depth Housing Problem Solving trainings every six months but there is no tracking system to evaluate effectiveness and CE staff impressions are that more support would be needed to consider this an effective intervention. In addition we have no system-wide diversion fund. It should be noted that several studies have shown that diversion funds are supportive but not essential in developing successful diversion/housing problem solving systems. Large scale redirection of RRH to higher vulnerability populations would need to be paired with at the very least an intentional culture shift in our system to prioritize diversion/housing problem solving as a legitimate intervention, and ideally development of a small system-wide diversion fund.

HUD recommends developing RRH to support a range of intensity and duration options; meaning, Sonoma County could elect to pilot some RRH towards a higher vulnerability group while leaving others to support a lower range of acuity.

One final consideration is that this decision is more than one of policy, it also involves a values judgement. Does the Coalition want to serve only those who are chronically homeless or does the Coalition also want to provide interventions to those who may not need permanent supportive housing? Arguments could be made for both sides. If the Coalition decides to prioritize all of its housing resources for chronically homeless, they should be transparent with individuals seeking assistance and tell them when there is no intervention available to them through the Coalition.

Conclusion

Given the state of our PSH options, it would be hard to make this transition at this time. If CEA and the board wish to explore this model further, staff suggests that RRH funding be reconsidered. Current funding levels would not support the model. The Coalition would have to increase funding or significantly reduce the number of individuals served. Additionally, more PSH options would need to be in place. Staff does not support this model for families as they require more than 1 bedroom. There is not enough tenant-based PSH to be able to successfully bridge families to PSH.

Recommendation

Since the required changes to PSH and RRH interventions would take time, staff recommends directing the Assessment and Prioritization Redesign working group to develop a prioritization process for lower acuity individuals until there is a transition plan, funding and a diverse housing stock that could support the model. If the Coalition is interested in exploring this option now, staff recommends creating a working group to begin identifying action steps needed to make this model work and soliciting a proposal for an agency to pilot this approach.

Feedback from Providers

Staff has received feedback below from RRH providers and the Assessment and Prioritization redesign working group.

COTS

We are in favor of opening up RRH for people and households with greater vulnerabilities and low prospect of increasing their income, but only if additional items are addressed.

- Highest Priority - Either the number of households served would need to be materially lower (to allow providers to actually cover 24 months of coverage for highly-vulnerable households) OR the amount supporting RRH in the County would need to be materially increased to account for the increased cost of serving these households. If the same number of households is expected, then the direct financial assistance, and staffing expenses would both need to increase.
 - This would need to be communicated to providers ahead of time, not during the same cycle in which we are applying. We will have many households enrolled with support offered in overlapping cycles. Planning for these higher expenses would be ultra helpful in developing strong programs to support this change, including analyzing whether providers need additional staff, and whether there would be extra “overlap” funding between cycles to account for households already enrolled.
 - Providers should have a clear understanding of the expectation from the County if we go this direction. Otherwise, competitive applications may apply for too many households without a clear understanding of what these households will cost to support (i.e., some stronger guidance in this area.)
- Other high priorities to consider:
 - Would move-on vouchers be available?
 - Would HomeFirst be open to providing on-site training for providers to best understand (and have a hands-on demonstration of) the process to transfer from RRH to PSH?
 - Is Sonoma County looking for opportunities for tenant-based PSH instead of project-based PSH so households can remain housed wherever they land in RRH? I’d imagine many would not want to move into one of the open PSH projects once comfortable in their RRH placement.
 - Is the County considering offering a Countywide Landlord Recruitment Program to assist providers in locating housing—most highly-vulnerable households are not being referred with identified housing-in-hand.

Should RRH prioritization change to refer higher needs households occur before a shift in resources occurs, it will be incredibly difficult (near impossible) for providers to successfully run these programs—especially for programs like ours which locate housing in lieu of master-leasing RRH units. RRH is already

under-funded in the County, and making this change without a reallocation of resources would be detrimental to our community.

Assessment and Prioritization redesign

The assessment and prioritization redesign working group discussed the pros and cons of shifting to this model. The conversation is summarized below.

1. **Challenges and Misalignment in Service Models:** There is a consensus that there are challenges in aligning RRH with higher vulnerability individuals due to service model limitations. Some highlighted that supportive services funding has not kept pace with rising service costs, creating a misalignment between the needs of high-vulnerability clients and available resources.

Some raised concerns that moving from tenant-based to project-based interventions could be challenging and unappealing to RRH participants. It was noted that given the PSH stock in the community, it would be very difficult to serve families with this model as there is very little PSH that can fit families that need more than one room.

2. **Potential Benefits of Shifting Referrals:** It was suggested that some individuals might not need continuous rental subsidies and could succeed with support for their medical needs through other services. Targeting individuals with lower levels of vulnerability within the PSH range might be a viable option without necessarily placing the most vulnerable at the top of the list.
3. **Concerns About System Capacity and Effectiveness:** It was noted shifting to this model would reduce the number of people who can be served, potentially increasing the number of individuals unable to receive interventions OR it would require a lot more funding. It was noted that while this approach could be beneficial, it might require piloting to assess feasibility.
4. **Support for a Pilot and Need for Adjustments:** There was support for the idea of piloting the approach, but participants stressed that any changes would need to be accompanied by increased funding for RRH providers to cover the higher service costs associated with more vulnerable clients. For the system to completely shift to this model, there would need to be more diversity in PSH stock to include more tenant-based interventions.

Overall, the group recognized some potential benefits but highlighted significant challenges of shifting RRH referrals to higher vulnerability individuals. There was a strong emphasis on the need for careful planning, adjustments in funding and PSH stock, and thorough evaluation of the model's impact.

Sonoma County Homeless Coalition Board Executive Summary

Item: 10. SCHC Governance Charter Revisions & Additions

Meeting Date: September 25, 2024

Staff Contact: Karissa White, Continuum of Care Coordinator, Karissa.White@sonoma-county.org

Summary

The Homeless Coalition Ad Hoc Committee was designated by the Board to review the Homeless Coalition's Governance Charter and make revisions to bring back for board approval. The ad hoc has met multiple times over the past several months, with open, publicly noticed meetings, to recommend the following changes to enhance our governance.

The final version of the Charter is still in progress. The ad hoc committee will convene to address a few outstanding items and will subsequently provide recommendations to the board. These items include sections related to the MOUs, termination policy, legal counsel, required board training, and a couple other minor changes. The following are summaries of the recommended changes for approval.

Ad Hoc Committee Board members:

- Jennielynn Holmes, Catholic Charities
- Ron Wellander, City of Sonoma
- Jackie Elward, City of Rohnert Park
- Martha Cheever, Sonoma County Community Development Commission

Changes Requiring Governance Shifts

1. **Transitional Age Youth Lived Experience Seat:** Currently, the policy specifies that the Youth Advisory Board (YAB) is responsible for selecting the individual to fill the Transitional Age Youth Lived Experience seat. If the YAB is not operational, the Homeless Coalition voting members are tasked with making this selection. To ensure that individuals with lived experience of homelessness are involved in electing their representatives, it is recommended that, in the event the YAB is not functioning, the Lived Experience Advisory Planning Board (LEAP) shall assume responsibility for electing the individual to this seat.
2. **Eliminate the option for candidates to apply for multiple seats during the annual board elections.** Allowing applications for more than one seat complicates the voting process. To streamline and improve the election process, the recommendation is that candidates may only apply for a single seat.
3. **Appointed Board Seat for the Largest Homeless Services Agency:** The policy now specifies that the representative for the largest homeless services agency must come from an organization based in Sonoma County and classified as a non-governmental entity.

4. Board Composition: Currently, three seats on the board represent homeless service providers. The recommendation is to replace the Homeless Advocacy Seat with an agency that specializes in advocacy policy or service to our BIPOC population. Adding this seat is also in line with the Strategic Plan.
5. Recommended that the Chair and Vice Chair of the board cannot be both homeless services providers.
6. Board Member Representation and Capacity additions: When possible, board members should arrange for a consistent alternate to represent them in their absence. If a board member consistently demonstrates a lack of capacity to fulfill their duties or continues to consistently send an alternate, a meeting will be scheduled with Coalition Staff and/or the Chair and Vice Chair to discuss the issue and address the member's capacity.
7. Committees: The previous section regarding committees in the Charter lacked clarity and operational guidance, leading to numerous questions and challenges since the implementation of the current approved charter. To address these issues, the proposed amendments will better define the roles and responsibilities of committee members, establish a transparent selection process, and enhance oversight. These changes aim to provide better support for committee members and improve overall operational efficiency. The following are being recommended for changes to Policy Committees:
 - a. The establishment of a Selection Membership Ad Hoc (SMAH) Committee, which will convene in a closed setting as permitted under the Brown Act. This committee will operate under the following circumstances:
 - i. Upon receiving annual committee applications, an SMAH Committee will be formed by the Board to select members, by vote, to join the committees. Allowing the SMAH Committee to make these recommendations will ensure that applications will be reviewed by more than two people. The recommendations will then be brought forth to the board for final approval. This is currently only being done by the Chair and Vice Chair approval.
 - ii. If a Committee Chair or Vice Chair does not effectively advance the goals and responsibilities of their Committee, an SMHA Committee will be formed and convened to review the situation. The SMHA committee will assess whether the individual's performance warrants removal. If the SMAH Committee concludes that removal is justified, the final decision will be made by the Coalition Board.
 - iii. In exceptional circumstances where multiple seats are vacant on a committee and quorum issues arise, an SMAH Committee may be formed to recommend new members for these positions. While we conduct annual applications and have procedures for filling individual seats, this ad hoc process should be reserved for rare instances to ensure that vacancies are primarily addressed through the annual election process.
 - b. Added language to committee member removal for absences that reflects the same process as the board: *removal...committee member is absent (and does not send a proxy) for three (3) regularly scheduled committee meetings in a calendar year.*
 - c. Added information about the roles of committee chairs, who should be working to ensure successful operation of the committee, and not using their role to further specific individual agendas not aligned with the Committee's larger purpose.

- d. Added one-year terms for Chair and Vice Chair of any committee to keep the timelines of the board officers and committee officers the same.
- 8. Conflict of Interest Section, added: *Lobbying: Board or Committee members submitting a proposal, or parties representing proposers, must not attempt to influence any member of the Committee or Board, or Coalition staff regarding the acceptance of a proposal through ex-parte contact may result in rejection of the proposal.*
- 9. Conflict of Interest Recusals section, added:
 - a. *Board or Committee members who have recused themselves during a meeting are not allowed to make public comments on agenda items in which they have a conflict. However, they may have a staff member present to provide public comment on behalf of their organization for the item in which they are recused.*
 - b. *Board or Committee members should submit any technical questions in writing in advance of the meeting in which decisions are being made. If this is not possible and a question arises from a conflicted Board or Committee member, the Coalition Board or Committee may respond depending on the circumstantial evaluation of the situation.*
- 10. Added information that HMIS fees are to be approved every two years rather than every year. This helps with staffing capacity issues.
- 11. Removed the requirement in the board protocols that mandates staff to distribute emails to the entire board whenever one board member is contacted. This provision has led to confusion, as there are emails that may not pertain to the full board, alongside other communications that do not require board-wide attention. Streamlining this process will enhance clarity and improve communication efficiency.
- 12. Adding agenda items, board protocols updated with the following language: *Board members are encouraged to consult with Coalition staff regarding their availability and the necessary background information when requesting to add agenda items. To ensure a well-organized meeting, no more than one agenda item per meeting may be added using this process. Agenda items proposed by Board members shall be discussed with the Chair and Vice Chair during the agenda-setting meeting. This discussion will ensure adequate Coalition staffing to address the item appropriately, ensuring adequate time for each topic during the selected meeting, and avoiding conflicts with other priorities for the Coalition staff.*

Minor Language Changes and Previous Approved Changes Incorporated

- 1. Replaced Continuum of Care (CoC) references to Homeless Coalition where appropriate.
- 2. The Racial Equity Workgroup reviewed the current statement regarding the Coalition and its commitment to Diversity, Equity, and Inclusion (DEI) on page 4 of the charter. They have revised the last bullet point in this section to say, “Considering funding and policy decisions that support and uplift DEI and belonging,” replacing the previous language of “Considering funding and policy decisions in the context of DEI.”
- 3. Added HUD-required regulatory language as it relates to the Homeless Coalition’s Program Standards.
- 4. Added language that if a Voting Membership application is in question in terms of approval by the Chair and Vice Chair, that application will be brought forth to the Coalition Board for final decision to approve or deny the application.

5. Removed requirements for individuals to reside in Sonoma County to apply for voting membership as it has to do with the organization applying, not the individual's location of residence.
6. Removed reference to the election process for the adult lived experience board seat. It was previously written prior to the LEAP being formed, and it noted that "if functioning," they will elect the individual to hold this seat. As the LEAP board is fully functional, that reference was removed.
7. Replaced reference to previous funding sources to include HEAP and CESH with HHAP and HIPP state funds (the previous language did not reflect current funding sources).
8. Updated the section for voting membership vs general membership. How this was written before was confusing to anyone who applied and what they signed up for. Sections have been separated with more definitions of what each means to reduce confusion. The process remains the same.
9. We removed some of the Homeless Management Information Systems (HMIS) sections to shorten the document. We kept all the HUD-required information from the HUD Technical Assistance charter review and linked the actual HMIS Policies and Procedures for reference to the other sections that were removed.
10. Added the approved information about the new tribal designated seat that had previously replaced one of the At-Large seats.
11. Added information about the elections meeting that takes place annually at a special membership meeting every December. The month this meeting takes place was not previously included.
12. Added information that annual committee open applications take place after the annual board elections; there was no information about this in the charter.
13. Deleted specific references to HMIS Data and Coordinated Entry Advisory Committee. These two committees were the only ones listed in the charter. They have been replaced with a weblink of all of our communities, with the following link: <https://sonomacounty.ca.gov/health-and-human-services/health-services/divisions/homelessness-services/sonoma-county-homeless-coalition/committees>
14. Updated recusal and conflict of interest policy based on HUD guidance regarding what Conflicts of Interest should have. 24 CFR 578.95 (d)(1) to include the following language regarding conflicts: "during his or her tenure or during the one-year period following his or her tenure." <https://www.ecfr.gov/current/title-24/subtitle-B/chapter-V/subchapter-C/part-578/subpart-F/section-578.95>
15. Replaced the terms "she/he" with "they" or "their" throughout the document to ensure that all references are gender-neutral, promoting inclusivity and respect for all individuals.
16. Updated language for designated authority approval for Continuum of Care Collaborative Application submission, as approved by the Board in August 2023, for a March vote each year. Each year, during the March Board meeting, the vote will take place to designate approval authority of the application submission for HUD CoC Program funding.
17. Added in additional information in the Coordinated Entry section. Previously, no information was listed regarding the Coalition's Board oversight of the system.
18. Updated reference to the new Strategic Plan; previously mentioned the 10-year Homeless Action Plan.

19. Updated month from May to July for the Annual Administration Coalition Budget information. County of Sonoma budgets are not ready in May.
20. Removed references to posting presentation information of Quarterly Membership Meetings. Staff do not post the presentations but send them out electronically.
21. Added basic information about the Lived Experience Advisory Planning Board (LEAP) and the Racial Equity Workgroup, as that information was not included in the charter. This also provides clarity that these groups are not created by the Coalition Board, do not follow the Brown Act, and their meetings are not open to the public.
22. The board protocols state that meeting minutes should consist of action items only and not verbatim summaries. This guideline should be reinforced for all committees, as some minutes have included unnecessary detail rather than focusing on actionable items. Including verbatim minutes can create confusion and detract from the intended purpose of the minutes. To provide additional context, recordings of meetings will be made available upon request for those who require more in-depth information about the discussions and materials.
23. HMIS vendor selection section: added information about an annual survey for the HMIS software to report to the Board.
24. Added language that solidifies virtual Board meetings operating in the spirit of the Brown Act in Board Protocols section (which is already being done and was previously approved).
25. Added the requirement of an annual performance report brought to the Coalition Board by the CES operator and Coalition staff to ensure oversight of the operator's performance. Currently, the CE operator holds open quarterly performance evaluation meetings. This recommendation will allow for the final annual report to be presented and discussed during the Board meeting to ensure oversight of the system.
26. Removed 2/3 vote requirement of the board. This was included but was never used.
27. Updated HMIS definition with the HUD definition.
28. Added the language in the Charter that each committee must have at least one person with lived experience of homelessness as previously approved by the board.

Items on Hold for Changes

1. MOU language, currently under review from DHS's new Interim Executive Director
2. Board required training and developing a tracking system and ongoing training for DEI.
3. Termination policy included within the MOU.
4. Board Protocols Legal counsel section.

Charter Revision Documents

Although not required, if you wish to view the charter revisions in tracked changes and the tracking document used to address items to revise, please use the following link: <https://share.sonoma-county.org/link/z4mqSePBEB/>

Recommendation

Approve the changes outlined in this document as recommended by the Ad Hoc Charter Review Committee. As noted in the items on hold section, this is not an exhaustive list of the final 2024 Charter recommended revisions. Additional revisions will be presented to the Board at a later date.

Sonoma County Homeless Coalition Board Agenda Report

Item No: 11
Subject: Funding Priorities Next Steps
Meeting Date: September 25, 2024
Staff Contact: Michael Gause, Michael.Gause@sonoma-county.org

Summary

This item provides a brief overview of next steps on funding priorities for the FY 2025-2026 Local Homeless Services Notice of Funding Availability (NOFA) and process for developing and disseminating the NOFA.

Recommended Action(s)

Approve basic framework for the FY 2025-2026 Local Homelessness Services NOFA.

Discussion

At the August 2024 Homeless Coalition Board meeting, the Funding and Evaluation Committee (F/E) and staff were directed to provide a basic framework for the FY 2025-2026 Local Homeless Services NOFA. Two meetings were held – one of a subgroup of the F/E Committee that focused on scoring schemas for project types in the NOFA and then a follow-up meeting of the full F/E Committee.

Staff's recommendations for the FY 2025-2026 NOFA include:

- Align the NOFA process with the process utilized for the annual HUD Continuum of Care Competition in structure.
- Allocate a specific amount for renewing projects and an amount for new projects. To align with the Strategic Plan, 80% of total funding would be reserved for renewing projects with up to 20% for new projects.
- Rank projects based on scores and separate into Tiers (similar to the Continuum of Care process) based on performance indicators. Projects scoring below 75% of the top scoring project in each eligible category (e.g., shelter, housing, outreach) would be at risk of losing funding.
- Utilize the targeted approach in the 2024-2025 NOFA which specifics areas of need such as permanent supportive housing, interim shelter, subregional outreach, etc.

Staff plans to release the 2025-2026 NOFA in December 2024 with applications due in January 2025, similar to the timeframe of last year.

Sonoma County Homeless Coalition Board Agenda Report

Item No: 12
Subject: Point in Time Count (PIT) Full Report
Meeting Date: September 25, 2024
Staff Contact: Michael Gause, Michael.Gause@sonoma-county.org

Summary

The 2024 Sonoma County Point in Time (PIT) Count took place on January 26, 2024. This item provides an overview of the full PIT Count Report.

Recommended Action(s)

No recommended action

Discussion

2024 PIT Count Results

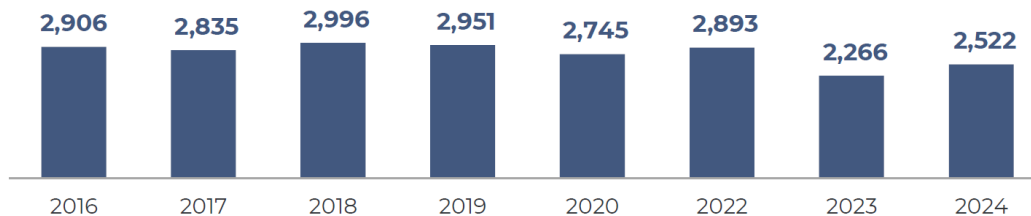
As Lead Agency to the Sonoma County Continuum of Care (CoC), the Sonoma County Department of Health Services conducts the annual PIT Count to track progress towards ending homelessness in Sonoma County. US HUD requires a local PIT Count of any CoC to enable participating agencies to access HUD's CoC funding (in 2024, this is approximately \$4.2 million for Sonoma County). Additionally, some State agencies use PIT Count data to formulate funding allocations. Further, when combined with data from our Homeless Management Information System (HMIS), the count informs the County's homeless housing needs.

The 2024 PIT count of the number of individuals experiencing homelessness in one night suggests that the number of people experiencing homelessness in Sonoma County has increased moderately over the past year while still at a level substantially lower than in previous years. This increase is potentially a result of:

- The closing of additional COVID-era sheltering and other supportive housing programs, and continued lack of affordable housing (a loss of close to 100 beds in 2024).
- Increases in new individuals experiencing first time homelessness.
- Lack of homelessness prevention programs (note: a regional pilot prevention program with \$3.9 million in funding starts in October 2024 serving the entire County).
- Better leveraging the regional By Names Lists (BNLs), a process that the homeless support system staff use to track individuals in the region for consistency.

Chart 1 shows the PIT data since 2016.

Chart 1 - Point in Time Count of Homelessness in Sonoma County



Each year, following the PIT Count, surveys are conducted with individuals and families experiencing homelessness (both sheltered and unsheltered). This is done to gain insight on demographics and experience of single adults, families, and transition-age youth experiencing homelessness. These surveys, over 300 in total, are conducted in a peer-to-peer fashion in the two weeks after the PIT Count and include key information on homeless subpopulations, which HUD has identified as key to ending homelessness overall, as well as underlying causes of homelessness. Subpopulations of individuals experiencing homelessness include individuals experiencing chronic homelessness (defined generally as at least one year of continuous homelessness with a disability), transition age youth ages 18-24, homeless families with children, and veterans. Within these subpopulations:

- 606 individuals experienced chronic homelessness, a 10% increase from 550 individuals in 2023.
- 57 families (having at least one adult over 18 and at least one child under 18) totaling 198 individuals were almost all found in sheltered settings. This a decrease from 62 families in 2023.
- 10 unaccompanied children (persons under 18 without parents) and 147 transition-age youth ages 18-24 were counted, for a total of 157 youth, a decrease of 50% from 294 youth in 2023. Note, the count was conducted *prior* to the closure of Social Advocates for Youth (SAY).
- 162 veterans, an increase from 100 veterans in 2023

Additional key findings from the PIT count and survey included:

- 79% of those experiencing homelessness became homeless while living in Sonoma County. This is comparable to all previous counts aside from 2022.
- 25% of individuals cited job loss as the primary cause of their homelessness, and 57% of individuals cited unaffordable rent as an obstacle in securing permanent housing. Another 47% cited no job or not enough income as an obstacle.
- 29% of individuals reported this as their first episode of homelessness (the new prevention program will address this critical area of inflow to the system).

- 38% of individuals experienced homelessness for the first time before age 25. 14% reported experiencing homelessness for the first time at age 50 or older (an increase in the older adult population from 10% in 2023).
- 15% of individuals identified as Latino/a/x, 7% identified as Black, and 6% identified as American Indian or Alaskan Native. This continues to reflect racial and ethnic disparities that exist in Sonoma County's homeless population.

The comprehensive report has more information about the people who are living in a place not meant for human habitation or in a shelter for homeless persons in Sonoma County, as well as those who experienced unstable housing in Sonoma County.

Full PIT Count Report:

<https://sonomacounty.ca.gov/health-and-human-services/health-services/divisions/homelessness-services/what-we-know-about-homelessness/homeless-count>



Sonoma County Homeless Coalition Board Quarterly Membership Meeting Agenda Report

Item No: 13

Subject: October 17th, 2024, Quarterly Membership Meeting Agenda

Meeting Date: 9/25/2024

Staff Contact: Karissa White, Continuum of Care Coordinator,
Karissa.White@sonoma-county.org

SUMMARY

The attached agenda contains all items to be presented and discussed at the September 25, 2024, Sonoma County Homeless Coalition Quarterly Membership Meetings.

RECOMMENDED ACTION(S)

Approve Sonoma County Homeless Coalition Quarterly Membership Meeting Agenda for October 17th, 2024.

**Sonoma County Homeless Coalition
 Quarterly Membership Meeting
 Agenda October 17th, 2024
 1:00pm-4:00pm Pacific Time
 1450 Neotomas Ave. Santa Rosa, CA 95405**

Agenda	TIME
1. Welcome and Introductions	1:00pm
2. Santa Rosa Treatment Program Presenter: Robin Petersen- Outreach Committee Chairperson and Lorien Bronsert- Counselor RADT	1:05pm
3. Adult Protective Services Presenter: Tara Underly, LCSW and Jennifer McCarthy, APS Supervisor	1:45pm
4. Emergency Transfer Plan Presenter: Thai Hilton, Coordinated Entry Coordinator	2:20pm
Permanent Supportive Housing Rent Calculation 5. Presenter: Thai Hilton, Coordinated Entry Coordinator	2:50pm
6. Sonoma County Homeless Coalition Board and Committee Updates: <ul style="list-style-type: none"> • Funding and Evaluation Committee • HMIS Data Committee • Strategic Planning Committee • LEAP Board • Racial Equity Workgroup 	3:20pm
7. Community Updates Opportunity for open discussion with attendees to provide program updates, ask questions, and converse over issues related to homelessness.	3:45pm

**Sonoma County Homeless Coalition Board
Agenda Report**

Item No: 14
Subject: October 23, 2024, Homeless Coalition Board Meeting Draft Agenda
Meeting Date: September 25, 2024
Staff Contact: Alea Tantarelli, Alea.Tantarelli@Sonoma-County.org

SUMMARY

This staff report briefly summarizes the October 23, 2024, Sonoma County Homeless Coalition Board Meeting proposed agenda. The draft agenda contains all proposed items that will be discussed by the Board at the October 23, 2024, meeting. The draft agenda is attached as **Attachment A**.

RECOMMENDED ACTION(S)

None – an informational item only.

ATTACHMENT A
Sonoma County Homeless Coalition
Board Meeting Agenda
October 23, 2024
1:00pm-4:30pm Pacific Time

Public Zoom Link:

<https://sonomacounty.zoom.us/j/97657584390?pwd=bkdNcjFnM2dhcE5GWkZuRE4zUzZjUT09>

Phone: +16694449171 Webinar ID: 976 5758 4390 Passcode: 047199

	Agenda Item	Packet Item	Presenter	Time
	Welcome, Roll Call and Introductions		Board Chair	1:00pm
	<i>Note: Items 1-4 below are proposed for adoption via one motion as the Consent Calendar.</i>	N/A		
1.	10/23/24 Agenda <i>(Consent Calendar)</i>	Draft Agenda	Staff	1:05pm
2.	Minutes from 9/25/24 & 10/9/24 <i>(Consent Calendar)</i>	Draft Minutes	Staff	
3.	Summary of Follow-ups from the Previous Meeting(s) <i>(Consent Calendar)</i>	Summary of Follow-ups	Staff	
4.	Reports for Standing Committee Updates <i>(Consent Calendar)</i> <ul style="list-style-type: none"> • CEA Committee • Funding & Evaluation Committee • HMIS Committee • Strategic Planning Committee • Lived Experience Advisory & Planning Board (LEAP) 	Staff Report for Standing Committees	Staff	
5.	Reports from Lead Agency Staff Potential ACTION ITEM	Staff Report	Staff	1:25pm
6.	Service Provider Roundtable (SPR) Update Potential ACTION ITEM		Margaret Sluyk	2:00pm

7.	MOU Between Sonoma County Homeless Coalition and Lead Agency Potential ACTION ITEM	Staff Report	Staff	2:10pm
8.	Word from the LEAP Board Potential ACTION ITEM		LEAP Board Chair	3:00pm
9.	10-minute break			3:10pm
10.	Housing First Alignment & Safety Protocol Potential ACTION ITEM:	Staff Report	Staff	3:20pm
11.	Review Agenda for November Coalition Board Meeting Potential ACTION ITEM	Staff Report for DRAFT Agenda	Board Chair	4:00pm
12.	Board Member Questions & Comments Potential ACTION ITEM		Board Chair	4:20pm
13.	Public Comment on Items not on the Agenda		Board Chair	4:25pm

PUBLIC COMMENT:

Public Comment may be made via email or during the live zoom meeting. To submit an emailed public comment to the Board email Araceli.Rivera@sonoma-county.org. Please provide your name, the agenda number(s) on which you wish to speak, and your comment. These comments will be emailed to all Board members. Public comment during the meeting can be made live by joining the Zoom meeting using the above provided information. Available time for comments is determined by the Board Chair based on agenda scheduling demands and total number of speakers

ACRONYMS & COMMON TERMS – Updated 11-2-2022

AAF	Annual Adjustment Factor	CTAC	Cities and Towns Advisory Committee
ACC	Annual Contributions Contract	DCSS	Department of Child Services
ADA	Americans with Disabilities Act	DDA	Disposition and Development Agreement
AFFH	Affirmatively Furthering Fair Housing	DHCS	Dept of Health Care Services (State dept)
AHA	Affordable Housing Agreement	DHS	Department of Health Services (County dept)
AHDA	Affordable Housing Development Assistance (Santa Rosa)	DSLCL	Disability Services and Legal Center
AHP	Affordable Housing Program (FHLB)	DST	Downtown Streets Team (Petaluma)
AMI	Area Median Income	EA	Environmental Assessment
APE	Area of Potential Effect	EIR	Environmental Impact Report (State)
ASHC	Affordable Housing and Sustainable	EIS	Environmental Impact Statement (Federal)
BHDC	Burbank Housing Development Corporation	ELI	Extremely Low Income
CalHFA	California Home Finance Agency	ENA	Exclusive Negotiating Agreement
Cal-ICH	CA Interagency Council on Homelessness	EOP	End of Participation
CAPIT	Child Abuse Prevention, Intervention and Treatment Fund	ERAP	Emergency Rental Assistance Program
CAPSC	Community Action Partnership Sonoma County	ESG	Emergency Solutions Grants (formerly Emergency Shelter Grants)
CASp	Certified Access Specialist	ESL	English as a Second Language
CBDO	Community-Based Development Organization	FEMA	Federal Emergency Management Agency
CCC	Center for Community Change	FESG	Federal Emergency Shelter Grants Program
CCOC	Cloverdale Community Outreach Committee	FHA	Federal Housing Administration
CCofSR	Catholic Charities of Santa Rosa	FHANC	Fair Housing Advocates of Northern California
CDBG	Community Development Block Grant	FHIP	Fair Housing Initiatives Program
CDBG-CV	CDBG for Coronavirus Response	FHLB	Federal Home Loan Bank
CDBG-DR	CDBG for Disaster Recovery	FHP	Fair Housing Plan
CDC	Community Development Commission	FMR	Fair Market Rent
CE	Coordinated Entry	FONSI	Finding of No Significant Impact
CEF	California Equity Fund	FSS	Family Self-Sufficiency Program
CEQA	California Environmental Quality Act	FY	Fiscal Year
CFH	County Fund for Housing	FYE	Fiscal Year End
CFR	Code of Federal Regulations	GAO	Government Accounting Office
CHAS	Comprehensive Housing Affordability Strategy	GR	Gross Rent
CHD	California Human Development Corporation	GSE	Government-Sponsored Enterprises
CHDC	California Housing Development Corporation	HAC	Housing Assistance Committee
CHDO	Community Housing Development Organization	HAP	Housing Assistance Plan
CHFA	California Home Finance Agency	HAS	Homeless Action Sonoma
CHRB	Community Housing Resource Board	HCD	Housing and Community Development (State of California)
CHRP-O	California Housing Rehabilitation Program for Owner-Occupied Housing	HCDA	Housing and Community Development Act
CHSC	Community Housing Sonoma County	HCV	Housing Choice Voucher
CIF	Community Investment Funds (FHLB)	HDS	Housing Discrimination Study
CLG	Centro Laboral de Graton (Graton Labor Center)	HEART	Homeless Encampment Access and Resource Team (County)
C of O	Certificate of Occupancy	HEAP	Homeless Emergency Assistance Program
CoC	Continuum of Care	HELP	Housing Enabled by Local Partnerships (funded by CalHFA)
COOP	Continuity of Operations	HERO	Helping Enrich Resource Opportunity
COTS	was "Committee on the Shelterless"	HEROS	HUD Environmental Review Online System
CPI	Child Parent Institute	HHAP	Homeless Housing, Assistance and Prevention
CRI	Community Resources for Independence	HHIP	Homeless Housing Incentive Program
CRLP	Commercial Rehabilitation Loan Program	HHSC	Health and Human Services Committee
CSF	Community Services Fund	HMDA	Home Mortgage Disclosure Act
CSHHP	California Self-Help Housing Program	HMIS	Homeless Management Information System
CSN	Community Support Network	HOME	Home Investment Partnerships Program
		HOPWA	Housing Opportunities for People with AIDS
		HOST	Homeless Outreach Service Team

ACRONYMS & COMMON TERMS – Updated 11-2-2022

HPRP	Housing Prevention Rapid Re-Housing Program	NIMBY	“Not in My Back Yard”
HQS	Housing Quality Standards	NOFA	Notice of Funding Availability
HSD	Human Services Department (County dept)	NOFO	Notice of Funding Opportunity
HUD	US Department of Housing and Urban Development	NOI-RROF	Notice of Intent to Request Release of Funds
HUD/202/811	HUD New Construction for Elderly/Handicapped	NPLH	No Place Like Home
HUD/236	HUD Mortgage Insurance & Interest Reduction Payment for Multi-Family Rental Projects	NSCS	North Sonoma County Services
HUD/8	HUD Section 8 New Construction Program	NSP	Neighborhood Stabilization Program
IG	Inspector General	OMB	Office of Management and Budget
IGR	Independent Group Residence	PASS	Plan for Achieving Self-Support
IIG	Infill and Infrastructure Grant	PBV	Project-Based Voucher
IMD	Institute of Mental Disease	PCC	Program Coordination Committee
IMDT	Interdepartmental Multi-Disciplinary Team	PHA	Public Housing Authority
InRESPONSE	Mental Health Response Team (Santa Rosa)	PHADA	Public Housing Authorities Directors Association
IOLERO	Independent Office of Law Enforcement Review and Outreach (County agency)	PHC	Partnership Health Plan California
IPA	Independent Public Accountant	PHM	Public Housing Manager
JPA	Joint Powers Authority	PHRA	Public Housing Reform Act of 1998
JRT	Joe Rodota Trail	PIC	Public and Indian Housing Information Center
LASC	Legal Aid of Sonoma County	PIH	Public and Indian Housing
LHA	Local Housing Authority	PI	Public Infrastructure (County department)
LI	Low Income	PII	Personal Identifiable Information
LIA	Live-In Aide	PJ	Participating Jurisdiction
LIHF	Low Income Housing Fund (San Francisco-based Fund Source)	PLHA	Permanent Local Housing Allocation
LISC	Local Initiatives Support Corporation	PMSA	Primary Metropolitan Statistical Area Established by the US Census
LMIHAF	Low and Moderate-Income Housing Asset Fund	PPSC	Petaluma People’s Service Center
LSA	Longitudinal Systems Analysis (HMIS)	PRA	Public Records Act
MAI	Member of the Appraisal Institute	PRMD	Permit & Resource Management Department (Sonoma County)
MAR	Monthly Activities Report	PS	Payment Standard
Measure O	¼ Cent Sales tax for housing/homelessness	PSA	Purchase and Sale Agreement
MHP	Multi-Family Housing Project (HCD)	PSH	Permanent Supportive Housing
MITCS	Multi-Family Tenant Characteristics System	PSIF	Preliminary Site Information Form (Part of the RECD Process)
MRBP	Mortgage Revenue Bond Program	PUD	Planned Unit Development
MSA	Metropolitan Statistical Area	QC	Quality Control
MSS	Mobile Supportive Services	QFHO	Qualified Fair Housing Organization
MWBE	Minority and Women’s Business Enterprises	QHWRA	Quality Housing and Work Responsibility Act of 1998
MYFS	Mendocino Youth & Family Services	R&R	Reinvestment and Revitalization Fund
NAHB	National Association of Home Builders	RCAC	Rural Communities Assistance Corporation
NAHRO	National Association of Housing and Redevelopment Officials	RCF	Residential Care Facility
NAMI SC	National Alliance on Mental Illness Sonoma County	RDIP	Rental Development Incentive Program
NAREB	National Association of Real Estate Brokers	REAC	Real Estate Assessment Center (HUD)
NBOP	North Bay Organizing Project	RECDS	Rural Economic Community Development Service
NBVR	North Bay Veterans Resource Center	REFB	Redwood Empire Food Bank
NCCLF	Northern California Community Loan Fund	RFH	Reach for Home
NDP	Neighborhood Development Program	RFP	Request for Proposals
NEPA	National Environmental Policy Act	RFQ	Request for Qualifications
NFHA	National Fair Housing Alliance	RHCP	Rental Housing Construction Program (State of California)
		RRH	Rapid Re-Housing
		RRP	Rental Rehabilitation Program
		RTA	Request for Tenancy Approval

ACRONYMS & COMMON TERMS – Updated 11-2-2022

SAHA	Satellite Affordable Housing Associates
SAMHSA	US Substance Abuse and Mental Health Services Administration
SAVS	Sonoma Applied Village Services
SAY	Social Advocates for Youth
SCPEO	Sonoma County People for Economic Opportunity
SCFBOP	Sonoma County Faith-Based Organizing Project
SCRIMS	Sonoma County Rental Information and Mediation Services
SEMAP	Section 8 Management Assessment Program
SHPO	State Historic Preservation Office
SLE	Sober Living Environment
SMI	Severe Mental Illness
SMSA	Standard Metropolitan Statistical Area
SOS	Sonoma Overnight Support
SPARC	Site Plan and Architectural Review Committee (Petaluma)
SPMs	System Performance Measurements (HMIS)
SRO	Single Room Occupancy
SSA	Social Security Administration
SSI	Supplemental Security Income
Stella M	HUD online tool to assist in homelessness response system effectiveness
Stella P	HUD program using LSAs to show system performance
SVDP	St. Vincent de Paul
TANF	Temporary Assistance for Needy Families
TAT	Threat Assessment Team
TBA	Tenant-Based Assistance
TBRA	Tenant-Based Rental Assistance
TCAC	Tax Credit Allocation Committee
TLC	TLC Child and Family Services
TLR	The Living Room
TOD	Transit-Oriented Development
TOT	Transit Occupancy Tax (Advertising Fund)
TR	Tenant Rent
TTP	Total Tenant Payment
UA	Utility Allowance
UDAG	Urban Development Action Grant
URP	Utility Reimbursement Payment
USDA-RD	United States Department of Agriculture – Rural Development
VAMA	Voluntary Affirmative Marketing Agreements
VASH	Veterans Affairs Supportive Housing (voucher)
VAWA	Violence Against Women Reauthorization Act of 2005
VCA	Voluntary Compliance Agreement
VLI	Very Low Income
VVC	Vietnam Veterans of California
WCCS	West County Community Services
WPC	Whole Person Care
WRS	Women's Recovery Service
YIMBY	Yes in My Backyard