



**Sonoma County Homeless Coalition Board
Agenda Report**

Item No: 1 (Consent Calendar)
Subject: December 20, CoC Board Meeting Agenda
Meeting Date: December 20, 2023
Staff Contact: Alea Tantarelli, Alea.Tantarelli@Sonoma-County.org

SUMMARY

This staff report presents the December 20, 2023, 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 December 20, 2023, agenda.



ATTACHMENT A

**Sonoma County Homeless Coalition
Governing Board Meeting
Agenda for December 20, 2023
1:00pm-4:30pm Pacific Time**

Public Zoom Link:

<https://sonomacounty.zoom.us/j/99261791880?pwd=djc0b1ZsU1FpOU1kbnJ0UDNOcUhfQT09>

Phone: 1 (669) 900-9128 Webinar ID: 992 6179 1880 Passcode: 650935

#	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.	12/20/23 Agenda (Consent Calendar)	Draft Agenda	Staff	1:05pm
2.	Minutes from 11/15/23 (Consent Calendar)	Draft Minutes	Staff	
3.	Summary of Follow-ups from the Previous Meeting(s) (Consent Calendar)	Summary of Follow-ups	Staff	
4.	Reports for Standing Committee Updates (Consent Calendar) <ul style="list-style-type: none"> • Funding & Evaluation Committee • HMIS Committee • CEA Committee • Strategic Planning Committee • Lived Experience Advisory & Planning Board (LEAP) 	Staff Report for Standing Committees	Staff	
5.	Reports from Lead Agency Staff <ul style="list-style-type: none"> ▪ Sonoma County Homeless Coalition Board Elections Update <p>Potential ACTION ITEM</p>	Staff Report for Reports from Lead Agency	Staff	1:25pm
6.	Service Provider Roundtable (SPR) Update (with TLC presentation) Potential ACTION ITEM		Margaret Sluyk	1:40pm

7.	Committees Roles & Responsibilities	Staff Report for Committee Roles & Responsibilities	Staff	2:00pm
8.	Homeless Point in Time Count Potential ACTION ITEM	Staff Report on PIT	Staff	2:30pm
9.	Word from the Street Potential ACTION ITEM		Chessy Etheridge	3:00pm
10.	10-minute break			3:10pm
11.	Phase III - How the Lead Agency plans to incorporate data to inform the Coalition's decisions ACTION ITEM	Staff report on plans to incorporate data	Staff	3:20pm
12.	Review Agenda for Next Coalition Board Meeting Potential ACTION ITEM <ul style="list-style-type: none"> • Care Court & Bridge Housing 	Staff Report for DRAFT Agenda	Board Chair	3:55pm
13.	Board Member Questions & Comments Potential ACTION ITEM		Board Chair	4:15pm
14.	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
Agenda Report**

Item No: 2 (Consent Calendar)

Subject: Meeting Minutes 11/15/23

Meeting Date: 12/20/2023

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

SUMMARY

This staff report briefly summarizes the November 15, 2023, Sonoma County Homelessness Coalition Meeting Minutes. The attached meeting minutes contain all items discussed by the Sonoma County Homeless Coalition Board at the November 15, 2023, Sonoma County Homelessness Coalition Meeting.

RECOMMENDED ACTION(S)

Approve Sonoma County Homeless Coalition Minutes from November 15, 2023, Sonoma County Homeless Coalition Board Meeting.



Sonoma County Homeless Coalition Board

Sonoma County Homeless Coalition Board Meeting Minutes

DRAFT Wednesday, November 15, 2023

1:00 – 5:00 p.m. Pacific Time – Meeting held by Zoom

Zoom Recording:

<https://sonomacounty.zoom.us/rec/share/kxMaYUet6DC1GWJHBFqZj-xAtA8kMb1eZaZJwX02UiFynf3FJlwzTRuD441j1aPR.2ORmb6KjqOwaNLDh>

Passcode: U08L6kS#

Welcome and Roll Call (00:06:29– 00:09:56)

Dennis Pocekay called the meeting to order at 1:00 pm and went over the Zoom rules around public comment and Brown Act guidelines.

Present:

Dennis Pocekay, City of Petaluma | Jennielynn Holmes, Catholic Charities | Kelli Kuykendall, proxy for Natalie Rogers, City of Santa Rosa | Benjamin Leroy, Santa Rosa Community Health Center | Sean Hamlin, proxy for Chris Coursey, BOS County of Sonoma | Margaret Sluyk, Reach For Home | Kathleen Pozzi, Community Member | Martha Cheever, Community Development Commission | Chessy Etheridge, Community Member / LEAP | Una Glass, City of Sebastopol | Don Schwartz, City of Rohnert Park | Ron Wellander, City of Sonoma | Dannielle Danforth, West County Community Services

Absent:

Chris Keys, Redwood Gospel Mission | Cheyenne McConnell, TAY Representative | Jackie Elward, City of Rohnert Park | Mark Krug, Burbank Housing

A quorum was present.

1.- 4. Approval of Consent Calendar (00:10:00 – 00:18:38)

Dennis Pocekay, Sonoma County Homeless Coalition Board Chair, presented the consent calendar

items:

- 11/15/23 meeting agenda

- 10/25/23 meeting minutes
- Summary of Follow-ups from the Previous Meeting(s)
- Reports for Standing Committee Updates

Questions were presented on item #3 by Jennielynn Holmes. Don Schwartz posed questions on items #3 and #4.

Motion: Una Glass moves to approve the consent calendar; Sean Hamlin seconds.

Public Comment: None

Objections or Abstentions: None

Motion approved.

5. Reports from Lead Agency Staff (00:18:40 – 00:35:24)

- **Communications Update**

Andrew Akufo reported that the Communications Team met with the Regional Public Information Group on October 29, 2023, and shared a brief presentation describing the communications plan, social media campaign and calendar.

The Communications Team also received a preliminary estimate from ISD of \$5,775 to design and maintain a new, more user-friendly, website layout.

Recent social media posts have included promos for public meetings and a re-share of the 1-year anniversary of Labath Landing in Rohnert Park. Staff is also working to create a video about Coordinated Entry.

The next edition of the monthly webinar series on homelessness will be a public forum on November 29, 2023, 5:30-6:30 pm, featuring members of the Lived Experience Advisory & Planning Board (LEAP) who will be sharing aspects of their experiences with homelessness. The previous forum (October 2023) drew 50-60 attendees.

- **Sonoma County Homeless Coalition Branding**

Alea Tantarelli announced that the new name chosen by and for Continuum of Care (CoC) Board at their October 25, 2023, meeting will be *Sonoma County Homeless Coalition*. Efforts have begun to develop a logo and related branding, with the timing planned to mesh with the implementation of the new website design. Suggestions for the new logo were presented and favorably received. Feedback about various options will be elicited from the Board as the selection process proceeds.

- **Board Elections Update**

Araceli Rivera reported that there are four seats to be filled on the Sonoma County Homeless Coalition Board, consisting of one at-large seat, 1 homeless service provider seat, 1 licensed health care organization seat, and 1 tribal seat. The tribal seat election will occur at a later date and voters will consist of tribal members only. November 8th was the deadline for submitting applications to vote in this year's election. Nominations are open from November 1st – 29th. Names of the voting members and their associated organizations will be posted on the CoC website after December 6th. Board member nominations and applications will be posted by December 8th, with the Sonoma County Homeless Coalition Board election (virtual) scheduled for December 13th, from 1-3:30 pm.

- **Public Comment on Lead Agency Staff Reports:** Michael Hilber

**6. Service Provider Roundtable (SPR) Update (with presentation from The Living Room)
(00:35:27 – 00:57:34)**

- Margaret Sluyk introduced Alethea Larson, Interim Executive Director of The Living Room, who delivered an informative PowerPoint presentation describing the mission of the organization and illustrating the extensive array of services provided by The Living Room in support of women and children who are experiencing, or are at risk of, homelessness in Sonoma County. Families are also served on a case-by-case basis. The Living Room has been in operation in Santa Rosa for 30 years.

Margaret Sluyk initiated comment regarding recent developments with service provider payments. Ensuing discussion included exploring suggestions for developing enhanced communications moving forward, with follow-up to occur next month.

Public Comment: Gregory Fearon, Shirley Cheal, Victoria Yanez

**7. Homeless Housing Assistance and Prevention (HHAP) 5: Overview & Public Input Session #1
(00:57:36 – 01:10:20)**

- Michael Gause shared slides to inform board members about the fifth round of the Homelessness Housing Assistance and Prevention (HHAP-5) program, which was released on September 30, 2023. The application deadline is March 27, 2024. Allocations are not yet known but could be decreased this year due to a lower homeless count. The County and CoC may apply together or separately, but new this year is the State requirement for a Regional Action Plan (RAP), including a Memorandum of Understanding (MOU) signed by the CoC and the County of Sonoma. Specific Performance Measures (SPM) from 2022 will be used to inform the plan, with funding sources identified for each measure. Each SPM must also indicate specifically how racial and gender inequities will be addressed. Each applicant (CoC and County) can submit their own funding plan. The presentation also outlined key elements and coordination details required by the Regional Action Plan.

Next Steps: Three public discussion sessions are required for each application. Today's meeting counts as Session #1. A second input session is planned for the December 2023 CoC membership meeting, with additional presentations anticipated for the Lived Experience Advisory Planning (LEAP) Board and Racial Equity Committee in December. City and County stakeholders will also be convened for input by January 2024. The final review will be by the Sonoma County Homeless Coalition Board in February 2024, ahead of the submission deadline of March 27, 2024.

As a result of Sonoma County Homeless Coalition Board questions and discussion, a plan was developed to convene a group, consisting of Board members, city managers and other city representatives, to attend a presentation of the draft HHAP-5 document as an agenda item at an upcoming City Managers' Meeting (either December or January).

Participants would receive the draft materials for review a week prior to the meeting date, to facilitate their ability to offer input during the prospective meeting.

Public Comment: None

8. Word from the Street: (01:10:22 –1:18:18)

- Chessy Etheridge described concerns surrounding unhoused transitional-aged youth in the county. Fentanyl overdoses are increasing, and Narcan has not been sufficiently available. When Narcan is utilized, teens often lack knowledge of its correct administration and may also fail to subsequently summon emergency responders to prevent a reoccurrence of the cardiac arrest. Additionally, the lack of detox facilities is an impediment to accessing treatment once that window of opportunity arises.

Hunger is also a growing concern. Use of EBT cards among the local youth population is at an all-time high, but frequenting food banks is difficult if they don't drive or have transportation, there is some worry that the holidays may further limit food availability

Unhoused teens and youths move frequently and may be living in broken-down cars or couch-surfing, rather than staying in encampments, so are difficult for outreach to locate and engage to provide consistent services. They may also be reluctant to connect with agencies for support, for fear that doing so may result in being sent to foster care or not being able to continue in college.

One of the solutions for initiating communication and outreach is the "SAY Dream Center for Youths." Established by a nonprofit organization, Social Advocates for Youth (SAY), the Dream Center offers shelter, warm meals, supplies, and an appealing, safe spot for teens to engage with staff and become informed about Coordinated Entry (CE) for housing services. Once they do join CE, individuals can be discharged from the system after a three-month lapse in contact. Even a basic amenity such as maintaining a cellphone and keeping it charged may be difficult for youths to access when moving frequently, which can be a barrier to consistent contact. The Dream Center accommodates such necessities and serves as an avenue for communication, follow-up, and continuation of services with social systems in a space that is very well-liked and well-received by unhoused youth.

Public Comment: Victoria Yanez

9. 7-minute break: 2:13 - 2:20 pm (1:18:19 – 1:26:56)

10. 2024/25 Sonoma County Homeless Coalition Local Homeless Services Notice of Funding Availability (NOFA) (1:26:57 – 2:56:59)

- Michael Gause delivered the overview of the FY 24-25 Homelessness Services NOFA, as provided in the packet of meeting materials, and recounted feedback received from his

recent presentation to the Funding & Evaluation (F&E) Committee that will be incorporated into a coming revision. F&E Committee members held three meetings to evaluate the scoring tools, resulting in extensive edits. An additional meeting will be convened in a few weeks for a final review of the scoring tools along with the final NOFA edits. Each project will be scored by project type. The proposed NOFA schedule was presented and available in full meeting packet.

Board discussion included Funding Support for Homekey Sites, Street Outreach and Homeless Prevention, NOFA Scoring, Case management ratios, Increased income and Emergency shelter scoring

- **Motion:** Ben Leroi moves to delegate the approval of the NOFA to the F&E Committee, with the direction that the Board has endorsed the subregional approach to outreach to avoid duplication of services. Una Glass seconds.

Public Comment: Gregory Fearon, Teddie Pierce, Michael Hilber

Objections or Abstentions: None

Motion approved.

11. Review Agenda for December 20th Coalition Board Meeting (02:57:00 – 3:02:28)

Comment was made to request that Board members email Alea Tantarelli to advise if they will be attending the December 20th meeting, or if they will be sending a proxy.

Screen was shared for review of the upcoming meeting agenda review – no suggestions.

Public Comment: Teddie Pierce, Gregory Fearon

12. Board Member Questions & Comments (3:02:34 – 3:04:15)

Don Schwartz announces that he is planned to become the new City Manager of Sebastopol as of January 2024. The Board offers their congratulations to Don and wishes him luck!

Public Comment: Teddie Pierce

13. Public Comment on Items not on the Agenda (03:04:16 – 3:04:28): None at this time.

3:59 PM: Meeting Adjourned.

Sonoma County Homeless Coalition Agenda Report

Item No: 3 (Consent Calendar)
Subject: Summary of Follow-ups from the Previous Meeting(s)
Meeting Date: December 20, 2023
Staff Contact: Dave Kiff, DHS Homelessness Services Division, Dave.Kiff@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 December 20th 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. Winter Warming Centers:

A summary of the Sonoma County Region's Warming Center plan(s) as of December 12, 2023, is Attachment A to this document.

2. Long Term Funding Plan & Stella M Discussion Next Steps: This item was planned to be presented to the Funding and Evaluation Committee during their December meeting. However, that meeting was cancelled due to the holidays and previous multiple meetings in December. The item will be presented to the F/E Committee in January 2024.

3. Update on MOU Going to BOS for Approval: The MOUs are still being reviewed by Department of Health Services leadership and the County Administrator. We do not have an estimated time at which these might be presented to the Sonoma County Board of Supervisors.

4. Bay Area Housing Finance Authority (BAHFA) November 2024 Bond Measure: The following is from a recent staff report to the Sonoma County Board of Supervisors:

Our region has prioritized the need to end homelessness in Sonoma County and expand opportunities for affordable housing. Additionally, stakeholders most commonly cite homelessness and housing affordability among the Bay Area's most pressing problems and over two-thirds of voters think more money is needed to address the housing crisis. Despite the priority given and sense of urgency to build and preserve affordable housing inventory, lacking resources, the County fell short of its Housing Element housing production goals for affordable housing in the 2014 - 2022 cycle in each of the affordable housing categories, producing 92% of its extremely low-income affordable housing goal and only 46% of its very low-income affordable housing goal.

The 2023-2031 Regional Housing Needs Allocation (RHNA) to the County increased 300% overall from the previous 2015- 2023 RHNA cycle, increasing the production mandate from 347 affordable housing units to 1,608 affordable housing units, adopted as part of the 2023 Housing Element.

The Bay Area region needs significant new resources and an accelerated time frame in order to achieve the 2023-2031 RHNA mandates to produce and preserve affordable homes, as well as to prevent residents from displacement and homelessness, and bring the planning work that culminated in approval of the County's 2023 Housing Element.

In 2019, the California Legislature established the Bay Area Housing Finance Authority, or "BAHFA," via Assembly Bill 1487 (Chiu) to help meet the Bay Area's need to produce more housing, preserve more affordable housing and protect vulnerable tenants - the "3Ps" that define BAHFA's mission.

BAHFA has the power to place ballot measures before Bay Area voters to raise revenue to build and preserve more housing and to protect tenants. BAHFA and its partner coalition, Bay Area Housing for All, have initiated a campaign to place a \$10-20 billion regional affordable housing general obligation bond before Bay Area voters in November 2024. As part of this regional effort, a ballot initiative will be introduced to lower the voter threshold for local housing bond measures from the current two-thirds to a simple majority vote and expanding bond uses to support housing services for vulnerable residents, as well as building capacity to strengthen the local ecosystem of community-based developers. If a \$10 billion bond wins voter approval, at least \$282 million would be raised for unincorporated Sonoma County along with its cities and town (excluding Santa Rosa, which would receive a direct allocation of at least \$121 million).

Assuming \$282 million raised, 52% of revenues (\$139 million) are targeted for production, 15% of revenues (\$40 million) towards preservation, 5% of revenues (\$13 million) towards protection, and 28% (\$75 million) towards flexible uses based on locally identified affordable housing priorities. BAHFA retains 20% of funds raised for distribution anywhere in the region, with a commitment to fund at least one project in each county or city receiving a

direct allocation. According to BAHFA, a General Obligation Bond raising \$10-\$20 billion could provide between 35,000 and 80,000 new homes across the nine-county region.

The proposed regional affordable housing bond would be critical to enabling the (region) to make meaningful progress towards its state mandated production, preservation, and protection goals, as well as implement a host of innovative strategies outlined in the 2023 Housing Element, ranging from creating housing affordable to very low and extremely low income residents; to acquiring existing tenant-occupied properties to be able to create permanently affordable housing; to building capacity to strengthen the local ecosystem of community based developers; to financing new development prototypes that enable midrise multifamily infill development projects that are largely unserved by current state and local funding programs.

On Tuesday, December 5, 2023, the Sonoma County Board of Supervisors approved a resolution in support of BAHFA's proposed November 2024 Bond Measure.

5. Regional Homelessness Coordination Update:

The Regional Communications update is now a quarterly effort to update the Continuum of Care Board on various regional and service provider activities, and can be found here:

<https://share.sonoma-county.org/link/DUL62kEnf3U/>

Attachment A
**Sonoma County Region's
Warming Center Summary**
Information as of December 12, 2023

Purpose of this Summary. To describe what systems are expected to be in place to set up and operate Cold Weather Warming Centers across Sonoma County for Winter 2023-24. This summary is provided with the new context of the Sonoma County Department of Emergency Management's (DEM's) Extreme Temperature Incidents [Annex](#) to its Emergency Operations Plan.

What cold and/or wet weather temperature events would trigger an additional response? Per the Annex, the cold and wet weather events that would trigger additional regional responses are:

A single or combination of the below conditions may prompt activation of this phase:

- *Forecast overnight temperatures are expected to drop below 28 degrees, and conditions are projected for a minimum of 2 consecutive days, or;*
- *Forecast overnight temperatures are expected to drop below 32 degrees, and conditions are projected for a minimum of 3 consecutive days, or;*
- *Forecast temperatures to drop below an average nighttime low of 37 degrees for two consecutive days with accompanying hazardous conditions (e.g., greater than 1" rain, predicted snowfall, flash flood watch/warning, wind chills or extreme temperature fluctuations) and;*
 - *NWS issues cold-related Warnings (Freeze, Cold, Frost, etc.) and/or;*
 - *Forecast overnight low temperatures are accompanied with daytime temperatures of 40°F or lower and/or;*
 - *Unanticipated power outages are occurring affecting a significant number of customers and/or;*
 - *The Department of Health Services issues a Health Emergency related to Cold and/or a Public Health Order related to Cold.*

Sonoma County Regions, Providers, and Existing v New Programs for Cold/Wet Weather Warming Stations.

1 - Santa Rosa / Central Sonoma County - provided by the City of Santa Rosa with Catholic Charities of the Diocese of Santa Rosa. **This is an existing program** that occurs at the Caritas Drop-In Center at 301 6th Street, Santa Rosa.

The City of Santa Rosa, in coordination with Catholic Charities of the Diocese of Santa Rosa, follows an established procedure to determine when to activate the Caritas Warming

Center. This procedure includes several indicators that must be met in order to issue activation. The Warming Center activation means that CC will open the Caritas Drop-In Center overnight beginning generally at 7:00 p.m. and closing generally at 8:00 a.m. the next morning. The Warming Center does not provide cots or mats for sleeping but individuals may sleep in chairs/couches as available. Access to restrooms and hot/cold drinks and food are available in the Drop-In Center. Patio heaters are in place in the outdoor courtyard for overflow or for individuals who prefer to remain outside but near a source of heat. Drop-In Center showers, laundry and mail services are not available during the Warming Center activation. Individuals may also access a bed at Sam Jones Hall (SJH) via the Warming Center depending on availability at SJH. Transportation to SJH is provided.

2 - Petaluma / South Sonoma County. A change in programming is expected for Winter 2023-24. An **existing program** will continue with the City of Petaluma and COTS, located at the Mary Isaak Center (MIC) at 900 Hopper Street, Petaluma CA (707-765-6530). COTS has made space available, depending on the current census within MIC, to add space (for up to 8 beds) for people to stay warm.

At least until mid-January, this additional capacity at COTS will be available either during (a) rain events; or (b) when temperatures are at or below 35 degrees without rain. When activated, COTS will be open from 6:00 p.m. – 8:00 a.m. If neither of these criteria are met, the warming center will not be open.

In the meantime, the City is considering an alternative to MIC and COTS (so as not to overwhelm day-to-day practices there) that may include working with faith-based groups to use existing structures in and around Petaluma. The temperature triggers are likely to be the same as the Extreme Temperature Incident Annex.

3 - Sonoma / Sonoma Valley. This is a change to past programming. The City of Sonoma, at its November 15, 2023 Council meeting, brought forth an approach for an Emergency Warming Center that utilizes the Haven (151 1st Street West, Sonoma, CA) for a warming center site. The link to the staff report is [here](#).

This will be a new approach for the City of Sonoma, although in recent years the City has stood up programming during cold weather events. The City will use the same triggers as County DEM's Annex to determine whether to set up the Haven for warming center use. The City has proposed budgeting of \$33,000 for the operation of the facility and approximately \$25,000 for upgrades to the heating and needed ADA repairs prior to use, but notes that "additional funds are being requested by the County of Sonoma for support to operate this facility for the Sonoma Valley." (Note: Via an email to Sonoma CM David Guhin on November 14, Supervisor Gorin indicated support for sending \$16,000 to this effort from "tourism impact funds.")

Past programming has been different during and post-COVID, with either longer term emergency congregate shelters being established or the County's CDC providing COVID-related federal funding for a few months of hotel stays (about 15 rooms) in Winter 2021-22.

Per the City staff report, Sonoma's cold weather response will follow the Extreme Temperature Incident Annex.

4 - Healdsburg / Northern Sonoma County - City of Healdsburg with Reach for Home (RFH). This service is limited to include unhoused residents in Cloverdale, Windsor and Healdsburg (and in-between North County unincorporated areas).

This is a change to past programming. The previous years' programming, which included a cold / wet weather emergency shelter at Saint Paul's Church has changed in advance of Winter 2023-24. Reach for Home intends to use its additional capacity at the L&M Village (a Project Homekey interim housing site at 70 Healdsburg Avenue, Healdsburg, that opened in November 2022) to accommodate any new warming center needs. Reach for Home (707-433-6161) will likely use the County's Annex temperature and wet weather triggers to activate the additional space or capacity at the L&M.

5 - West Sonoma County / River Area. West County Community Services (WCCS) (707-823-1640) operates an existing 24/7 shelter that can expand by using a second room at the Guerneville Veterans Building to accommodate up to 45 persons (regular census is 30-35 or so). Address is 16390 Main St, Guerneville.

This is an existing program that is modified for extreme temperature events. Potential clients must be approved prior to entry and must fill out a form and contact the number above prior to arrival. For those who may not come into shelter, WCCS may provide blankets, jackets, socks, and bedding to persons who need it.

Winter expansion of the Shelter is likely to be in part driven by the temperature and weather thresholds, but WCCS always has the option to do things differently.

6 - West Sonoma County / Sebastopol. Sebastopol has begun planning for warming center activities, thanks both to City funds and an assurance from Supervisor Hopkins of about \$10,000 in tourism impact funds. Per the Press Democrat on 12-12-2023, "With that set aside, Hopkins' funds-- plus contributions from the Sebastopol Community Center, volunteers, and homelessness services nonprofit West County Community Services-- the city will be able to run a facility this winter, although the plans are not final yet, (Sebastopol Mayor Diana) Rich said."

As background, in Winter 22-23, the City stood up a program at the Sebastopol Community Cultural Center (390 Morris Street) for five days (one single period) using volunteers and

donations, and incurred \$1700 in expenses for on-site paid supervision each night for a total of \$8,500 (per the City, all other needs including the venue and volunteer coordination were provided free of charge as a one-time courtesy not expected to be an option for future events).

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: December 20, 2023
Staff Contact: Dave Kiff, DHS Homelessness Services Division, Dave.Kiff@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

- a. 1. The F&E has concluded meeting activities for 2023 by finalizing comments on the 2024-25 NOFA language and scoring tools.

Significant determinations included the following:

- There will be no changes to language that declares minimums for Street Outreach funding
- The application Administration amount can go up to 10%
- Language was incorporated to incorporate the CA System Performance Measures as well as the federal measures
- Various areas of scoring were discussed by the committee and public commenters. Key areas addressed included separating Rapid Rehousing from Permanent Supportive Housing into distinct scoring efforts, focus on Housing Move-In Dates for permanent projects, methodology for score ranges and income changes across project types. We've settled on scoring income increases within emergency shelter programs understanding the probability that all shelters would be in the lower scoring range due to the shortened enrollment days and the transient nature of the project type
- All elements on the scoring tools can serve as data baselines to evaluation projects going forward

- b. It's anticipated the Committee will be down a member in 2024. One member has missed three meetings during '23 and has been nonresponsive to requests for commitment. If the Board would provide direction about either adding another member or delegate the recommendation to the committee, we can take necessary steps prior to February 2024.
- c. F&E Charter and Member Guidance documents are being forwarded to the Board at the December meeting. The Committee worked on strengthening the language and clarifying roles between the CoC Lead and Committee. There had been confusion over committee authority as well as level of direction and expectations the committee provides the lead agency. There has been a concerted amount of effort put into these work products by workgroups and in committee meetings, so please review and consider approving both as we move forward into a new year.

2. HMIS Committee:

The HMIS Committee did not meet in December so there is no update on ongoing work. The group will reconvene in January and be reviewing data and reports currently being put together for submission to HUD. We will also be reviewing ongoing work pertaining to the HMIS Lead Evaluation.

3. Coordinated Entry Advisory Committee:

The CEA Committee did not meet during the past period.

4. Strategic Planning Committee:

From Committee Chair Tom Bieri:

The work of the CoC Strategic Planning Committee is ongoing. We are making progress gathering input from various stakeholders on proposed initiatives pertaining to the CoC Strategic Plan's Strategy 3.6 related to improving the Transparency, Safety, and Effectiveness of the Coordinated Entry System. We look forward to collaborating with the Coalition Board and Lead Agency staff on the implementation of this strategy and the consideration of the proposed initiatives once we are done gathering input from the stakeholders.

5. Lived Experience Advisory & Planning Board (LEAP)

- Held LEAP Board officer elections in November 2023
 - Rebekah – Chair
 - Chessy - Vice Chair
 - Heather – Secretary
 - Nicole - Timekeeper
- Currently made up of 11 board members. 3 open seats available
- Will host elections for LEAP Board member seats in February 2024

- In process of revising LEAP Board application
- Met with Tom Bieri from Strategic Planning Committee to provide input for Safety workgroup
- Met with HomeFirst to discuss LEAP Board involvement with upcoming Sonoma County Homeless Memorial
- Working to recruit peer support specialists and establish access point for Sonoma County Memorial Celebration
- Submitted warming center advocacy letter to Sonoma County Board of Supervisors
- Hosted Jennifer Lake from United Way of Wine Country to share an update about the 211 system and new hours of operation
- Met with Dave Kiff to discuss status of warming centers



**Sonoma County Homeless Coalition Board
Agenda Report**

Item No: 6

Subject: Report from the Lead Agency

1. Sonoma County Homeless Coalition Board Elections Update

Meeting Date: December 20, 2023

Staff Contacts: Araceli Rivera, Araceli.Rivera@sonoma-county.org

1 – Sonoma County Homeless Coalition Board Elections Update

- Sonoma County Homeless Coalition Board Elections held virtually on Dec. 13th
- CoC Board member elections held to fill:
 - 1 At-large seat
 - 1 Homeless Service Provider seat
 - 1 Licensed Health Care Organization seat.
 - 1 Tribal seat (The tribal seat will be voted on at a later date by tribal members and not the general CoC Voting Membership).
- Terms are up for Chris Keys (at-large), Kathleen Pozzi (at-large), Mark Krug (homeless service provider) and Ben Leroi (licensed health care organizations)
- 8 applications received for At-Large seat, 6 applications received for Homeless Service Provider seat, and 1 application received for Licensed Health Care Organization seat.
- Newly Elected Sonoma County Homeless Coalition Board Members
 - 1 At-large seat
 - 1 At-large seat: Kristi Lozinto, Ya-Ka-Ama Indian Education & Development
 - 1 Homeless Service Provider seat: Chris Cabral, COTS
 - 1 Licensed Health Care Organization seat: Ben Leroi, Santa Rosa Community Health



**Sonoma County Homeless Coalition Board
Agenda Report**

Item No: 7
Subject: Sonoma County Homeless Coalition Committee Roles & Responsibilities
Meeting Date: December 20, 2023
Staff Contacts: Dave Kiff, DHS Homelessness Services Division, Dave.Kiff@sonoma-county.org

Summary

In Spring of 2023, Coalition Board and Committee members asked for clarification on Committee roles and responsibilities. Staff committed to bringing back the Committee roles and responsibilities every December to ensure there is alignment between the Committee work and Board expectations. Based on the original directive from the Board, staff (and in some cases Committee members) developed documents clarifying the scope of work for each respective Committee.

Recommended Action(s)

Approve the Committee roles and responsibilities as presented in Attachment A.

Attachments:

A – Sonoma County Homeless Coalition Board – Standing Committee Roles and Responsibilities

Sonoma County Homeless Coalition Board

Standing Committee Roles and Responsibilities

Date of Adoption: _____

List of Standing Committees

1. Coordinated Entry Advisory Committee
2. Funding and Evaluation Committee
3. Governance Charter Policy Review Committee
4. HMIS Data Committee
5. Strategic Planning Committee

1 - Coordinated Entry Advisory (CEA) Committee

In collaboration with Lead Agency staff, the CEA Committee shall:

- Oversee the Sonoma County Coordinated Entry System.
- Consider changes to the Coordinated Entry policies and procedures and forward recommendations to the Sonoma County Homeless Coalition board.
- Consider changes to the emergency shelter, rapid re-housing, permanent supportive housing, and street outreach program standards and forward recommendations to the Sonoma County Homeless Coalition board.

Meetings: The Committee shall generally attempt to meet monthly in a place and manner (including virtually) that is open to the public.

Staff: Thai Hilton, Analyst, Lead Agency.

2 - Funding & Evaluation Committee

This document serves to clarify the Committee’s role in recommending funding awards or project performance improvements to Sonoma County homeless service providers based on the following principles:

1. Use this guidance as a foundation to develop and conduct committee activities.
2. Focus on Coalition strengths, aspirations and evaluation processes to learn about the local homeless services system and develop funding recommendations for the Coalition Board.
3. Annually plan to consider homeless program funding sources for the Coalition region.
4. Evaluate submitted project applications.
5. Rely on knowledgeable deliberation, make recommendations based on approved long-term funding priorities and goals.
6. Evaluate how leveraged resources are being cited in applications to strengthen service provision.
7. Ensure funding is allocated based on the identified needs of all demographic and geographic communities within Sonoma County, following the definition agreed upon by the Coalition Board.
8. Define roles and responsibilities of committee members with each funding evaluation as to their duty to advise the Coalition Governance Board and the degree of decision-making members can expect during each process.
9. Build member capacity through education, discussions and inclusive participation including orientation for new members.

Committee Responsibilities:

- Review and be familiar with the prevailing Coalition Governance Charter including committee vacancies, selection of Committee Chairs, procedural requirement of minute taking and reporting to the Board and general availability of staff to provide support.
- Be knowledgeable with Federal, State and Local funding streams the Committee will be making recommendations upon.
- Review and make funding recommendations in accordance with the Coalition’s Strategic Plan Goals and system right-sizing needs, including shifting available funds to strengthen programming gaps.
- Collaborate with Lead Agency around in the following areas:
 - NOFA language including strategic opportunities, application scope, funding set-a-sides for special purposes, differentiating activity types prior to NOFA releases.
 - Review Evaluation Processes – submission timelines, release and due dates, applicant questionnaire development, potential site visits, *ex-parte* communications, late submission or corrective policies, committee scoring rationales.
 - Evaluation Analysis Tools – review/approve tools that will be used to evaluate projects or for funding recommendations including supporting client-level equity principles.

- Be prepared with interview questions for service providers related to the scope of services and how proposals meet identified gaps.
- Adhere to the adopted rules of local Coalition Board Decorum.

Committee Member Recusals:

The recusal process for F&E Members to both discuss and vote on funding recommendations will follow the Conflict and Recusal policy stated in the Coalition Governance Charter unless otherwise determined by a vote of the Coalition Board.

Committee Workgroups:

On occasions where deeper reviews and time commitments are indicated, a workgroup may be formed to finalize policies for F&E Committee consideration. Workgroups may not constitute a quorum of the F&E, shall be time-limited to accomplish stated tasks and staffed at the discretion of staff. If Lead Agency staff are unable to support the workgroup, a member of the group will be designated to take notes and minutes.

Lead Agency Responsibilities:

- The personnel/sub-department designated by the Lead Agency that supports the Coalition Board and its Committees. As of December 2023, this is the Homelessness Services Division within the Sonoma County Department of Health Services.
- Present information to the F&E Committee about future funding opportunities impacting the Sonoma County region including funder information, pending release date, local administrative entity management, where funds alignment with the region’s long-term funding strategy, funded intervention type and general information about local applicability (plus other elements as requested).
- Develop workplans and timelines including NOFA timelines for committee approval.
- Evaluate NOFA submissions for completeness and timeliness.
- Implement comprehensive pre-established planning frameworks for F&E application or project review processes.
- Disclose/incorporate contract or financial audit concerns for decision making inclusion.
- Prepare recommendation materials for evaluation meetings per Committee requested formats.
- Inform the F&E Committee when more time is needed to prepare support materials or timelines need to change.

Meetings: The Committee shall generally attempt to meet monthly in a place and manner (including virtually) that is open to the public.

Staff: Andrew Akufo (PPEA), Michael Gause (Program Manager), and other staff members from the Lead Agency.

3 – Governance Charter Policy Review Committee

In collaboration with Lead Agency staff, the Governance Charter Policy Review Committee shall:

1. Make recommendations to the Coalition Board for any revisions or updates to the Sonoma County Homeless Coalition Governance Charter, bylaws, and policies.
2. Review and revise policy related documents for the Sonoma County Homeless Coalition.

Meetings: The Committee shall meet as called upon by the Sonoma County Homeless Coalition Board but not on a regular schedule.

Staff: Alea Tantarelli, PPEA, Sonoma County Department of Health Services

4 - HMIS Committee

In collaboration with Lead Agency staff, the HMIS Committee shall:

- Review and make edits annually to the HMIS Policies and Procedures.
- Conduct the annual HMIS Lead Agency Evaluation and follow up on staff progress as it relates to gaps identified during the evaluation.
- Review and provide feedback on reporting to HUD (System Performance Measures, Longitudinal Systems Analysis, and more) prior to submission.
- Consider updates to data collection methods to support local needs.

Meetings: The Committee shall generally attempt to meet monthly in a place and manner (including virtually) that is open to the public.

Staff: Daniel Overbury, HMIS Coordinator with the Lead Agency

5 - Strategic Planning Committee

In collaboration with Lead Agency staff, the Strategic Planning Committee shall:

1. Oversee the strategic planning activities of the Coalition to ensure that the homeless system of care operates effectively and efficiently in achieving Coalition system performance objectives (from Appendix H of the Strategic Plan).
2. Collaborate with the Coalition Board and the Lead Agency staff to ensure the voices of individuals with lived experience of homelessness are consistently incorporated into planning and evaluating the homeless response system (Strategy 3.3 and Action Step 3.a. from the Strategic Plan).
3. Monitor and report back as to progress on the Strategic Plan's action steps (in collaboration with the Lead Agency Staff - Strategy 3.8 from Strategic Plan).
4. Monitor and report on the progress of Plan implementation and advises the Board of Supervisors, local jurisdictions, and other bodies, including school districts, on how to adhere to the Plan and when to deviate from the Plan based on new information. This includes regular data review and a report out of the three key data metrics quarterly to stakeholders (in collaboration with the Lead Agency Staff – Action Step 3.8a from Strategic Plan).
5. Build out implementation steps for remaining action steps (not currently outlined in Implementation Addendum). Build out shared ownership for these and remaining items between Coalition and other partners (in collaboration with the Lead Agency Staff - Action Step 3.8c from Strategic Plan).
6. Propose priorities to the Coalition Board in February of each year which can be amended later as needed.

The Strategic Planning Committee has the right to form workgroups in support of advancing the strategies articulated in the Strategic Plan.

Meetings: The Committee shall meet as a full Strategic Planning Committee in a public setting every other month for one focused hour.

Staff: Alea Tantarelli, PPEA, Sonoma County Department of Health Services

**Sonoma County Continuum of Care Board
Agenda Report**

Item No: 8
Subject: Sonoma County Homeless Point in Time Count 2024
Meeting Date: December 20, 2023
Staff Contact: Karissa White, CoC Coordinator, Karissa.White@sonoma-county.org

SUMMARY

Friday, January 26, 2024, is the Sonoma County Point-in-Time (PIT) Street Count for all populations of persons experiencing homelessness. The Count is required to receive federal homeless assistance funds and provides critical data to understand homelessness locally and to support strategic decisions about our programs.

RECOMMENDED ACTION(S)

None, informational only.

DISCUSSION

The annual Homeless Point-in-Time (PIT) Count in Sonoma County plays a pivotal role in understanding and addressing homelessness, in accordance with the requirements set by the U.S. Department of Housing and Urban Development (HUD). The PIT Count serves as a crucial tool for policymakers and program administrators, offering insights into the scope of homelessness. Data collected helps inform public opinion, raises awareness, and attracts resources to address the issue comprehensively.

Continuum of Care staff are working with Applied Survey Research consultants to hold regional meetings with outreach workers, providers, and city staff to review each region and discuss areas in which they know people may be or are in unsheltered situations. During these meetings, outreach workers and providers can claim census tracts prior to the general public. This new methodology began in 2020 and allowed outreach workers who knew their regions to select census tracts prior to the general volunteer list. This proactive approach ensures a more thorough count, especially in encampments and hard-to-reach locations, reducing the likelihood of overlooking individuals whom community volunteers might miss.

Currently, Continuum of Care staff are finalizing the outreach and provider census tract selections for each region. Once completed, notices will be disseminated widely to invite community volunteers. Volunteers will have the opportunity to select maps online through a virtual process, and training sessions will be scheduled closer to the count, ensuring readiness for all involved.

The 2024 Homeless Point in Time Count for adults will be held on January 26th with six deployment sites, with the City of Santa Rosa and Petaluma beginning at 5:00 am and with other regions beginning at 6:00 am (as required by HUD). As done in previous years, a specialized youth count will be held later in the afternoon, around 2:00 pm. The Youth count will be supported by a team of youth with lived experience of homelessness supported by Social Advocates for Youth, deployed county-wide.

Any questions regarding the 2024 Homeless Point in Time Count can be directed to Karissa White, CoC Coordinator, at Karissa.White@sonoma-county.org



Sonoma County Homeless Coalition Board Agenda Report

Item No: 11
Subject: Becoming a More Data-Informed System – Phase III
Meeting Date: December 20, 2023
Staff Contact: Dave Kiff, DHS Homelessness Services Division, Dave.Kiff@sonoma-county.org

SUMMARY. Over the last several months, the Coalition Board and Lead Agency staff have worked on steps to use data to better inform the Sonoma County homeless system of care - to improve the system, make better funding decisions, and address inequities. We identified three phases:

- **Phase 1: Determine Appropriate Metrics.** Establish metrics to explain the system’s performance to the public and to inform system and funding decisions at the program (and possibly project) level. These were adopted in September 2023.
- **Phase 2: Data Visualization.** Provide the data in a useful, interesting, and informative way to the public, Coalition Board, Lead Agency staff, and providers to reflect the performance of the system of care. This is in process, with a goal of completing the first visualization portal using Tableau by the close of January 2024.
- **Phase 3: Better Inform Decisions.** Use the data to guide funding and system decisions in the Long-term Funding Strategy - how much to fund each part of the system (prevention, outreach, interim housing, permanent housing, etc.), how to allocate funding to match resources and needs for each part of the system in each region (fill gaps and eliminate duplication), and identify which programs are working well and which are not. Phase 3 is an iterative process, because it involves at least an annual review of what’s working, what’s not working, and what’s needed. This phase is the subject of this staff report.

RECOMMENDED ACTION:

Provide any additional direction and then approve Lead Agency staff’s approach as outlined below.

DISCUSSION: To address Phase 3, it may be important to look at what the Coalition we’ve done before compared to where we are now:

Where We've Been

- There was not a recent Strategic Plan to base decisions upon. Additionally, there wasn't analysis to inform decision-makers which "buckets" funds should go towards - i.e. more to PSH, less to Interim Housing, a specific amount to Street Outreach.
- Within each of those buckets, the Board did not know how much to allocate within each region, or how to avoid service duplication in each region.
- The Coalition Board had not adopted or affirmed metrics to measure programs or projects, although broader System Performance Measures (SPMs) existed and were reviewed. The Lead Agency team provided some review of program performance, including contract compliance, spend-down rates, and how the program did in terms of the SPMs. Some Board members assert that this information was not in a decision-friendly format.
- When we issued a Notice of Funding Availability (NOFA), the parameters generally followed the guidance and limits of the funding sources.
- NOFAs were not reviewed by the Coalition Board before release.
- If you were an applicant, there was some guidance given in the NOFA as to what to apply for, but not necessarily specific "asks" that matched funding to needs. We have not based funding decisions on how much should go into each bucket in each region while maintaining the Strategic Plan priorities. Because of the way that we structured the NOFA - without clear expectations, based on data, for what we need to best serve the system - the Board was asked to react to the applications - in effect funding what came in / what was proposed (versus setting expectations in the NOFA itself)
- There was not a Funding and Evaluation Committee - decisions were made by the Coalition Board in consultation with Lead Agency staff.
- Projects were not always ranked or scored in terms of performance, for a variety of improvable reasons.

Where We're Proposing to Go

The Lead Agency staff's approach to better using data to inform system decisions includes:

- Matching funding to the Strategic Plan's priorities.
- Adopt and affirm performance metrics on a regular basis (suggest once every two years) to measure System, Program, and Project performance (understandably, State and Federal metrics will be lead metrics when tied to State and Federal funding). Note: One effort here could also be to review where State metrics are different from Federal ones, especially if using State metrics becomes commonplace among the region's Continuums of Care.
- Improve the **Local Homelessness Services NOFA concept/approach** such that:
 - Funding awards match available funding with needs: we decide how much funding should go into part of the system (prevention, etc.), in each region, and then solicit proposals that match the funding with those needs.

- Funding awards are made based at least in part on performance - the Board shall determine the extent of this on an annual basis (i.e. 50%? 100%?).
- Funding awards may be made by the board using multi-year contracts. This can allow greater predictability for service providers across funding years and promote accountability. Additional years would be contingent upon available fundings and strong performance.
- For at least the medium term, a consultant provides a System Needs Analysis based on the current picture and knowledge of Sonoma County's system, service providers, and unhoused population. Their report is provided to Coalition Board and Lead Agency staff.
- Improve the **Local Homelessness Services NOFA schedule** such that:
 - During September to October of each year:
 - The consultant provides the System Needs Analysis to Coalition Board and Lead Agency staff.
 - Lead Agency staff prepare the NOFA, awaiting system needs analysis.
 - In November, Lead Agency staff work with the consultant and the F&E Committee to finalize NOFA. The NOFA has direct guidance as to what to apply for within the NOFA.
 - By mid-December, the NOFA is reviewed by the Coalition Board and released to the public.
 - By March of each year, the F&E Committee reviews and approves and passes forward the proposed NOFA awards.
 - By May of each year, the Coalition Board reviews and approves and passes forward the NOFA awards.
 - By June of each year, the Board of Supervisors approves and ratifies the NOFA awards and related contracts, so that contracted programs can begin on July 1 of each year.
- The role of the **Funding and Evaluation Committee** is to:
 - Assist in finalizing the NOFA, recommend it to the full Coalition Board.
 - Review and implement consultant suggestions as to the systems needs analysis.
 - Evaluate system, program, and project performance with Lead Agency staff and approved metrics. If warranted, revise metrics in advance of NOFA release (ideally once every two years)
 - Review and forward funding recommendations to the Coalition Board by March of each year.
- The role of the **Coalition Board** is to:
 - Set broader approaches and goals as directed by the Strategic Plan
 - Review and authorize issuance of the NOFA
 - Receive and react to consultant's systems needs analysis
 - Review and approve funding recommendations by May of each year.

- The role of the **DHS/HS Lead Agency** staff is to:
 - Prepare the draft NOFA, issue the final NOFA by mid-December of each year.
 - Serve as a technical advisor (TA) to service providers as they apply for funds.
 - Monitor projects across the year for contract compliance and program performance.
 - With the service providers roundtable and if or when Lead Agency staff capacity is available, use Anti-Racist Results-Based Accountability (AR-RBA) process to attempt to help improve performance of providers.
 - Build upon and expand our own analytical skills in the months to come so as to supplement and eventually possibly supplant the role of the consultant in providing the Systems Needs Analysis.
 - Issue and process contracts, review and approve and forward invoices, review and approve and forward requests for payment.
 - Work collaboratively with DHS' Fiscal unit to ensure prompt payment of vendors.
 - Report appropriately to State, Federal, and Local funders.
 - Determine which funding stream each project will be funded with, and/or determine which providers have the organizational capacity to follow State and Federal funding guidelines.

Available Consultant Services, Tools, and Staff Resources. In recent months, the Lead Agency staff has worked with consultants and tools or resources like:

- **US HUD's [Stella M](#).** Stella M ("M" for Modeling) is still in its early years and iterations, but is and can be used more and more by agencies for cost modeling, program elements, and ideal client movement through programs.
- **[All Home](#).** The County of Sonoma recently (on December 5, 2023) entered into a Cooperative Agreement with All Home California for pro bono assistance in systems modeling and other services, in alignment with the Strategic Plan's 1-2-4 approach to reducing unsheltered homelessness in the Bay Area by 75%.
- **[HomeBase](#).** HomeBase remains a good source of information to the Coalition and Lead Agency staff following HomeBase's work on our Strategic Plan.
- **[Andrew Hening](#).** Andrew modeled a long-term funding strategy for the Coalition in late 2022 and early 2023 that remains a solid document to guide decisions, including concepts for a full system revision from subregional street outreach to permanent supportive housing.
- The **Department of Health Services' (DHS's) HPPE and HDE Teams.** It's important to note the extent to which other parts of Sonoma County's DHS team work on data and program evaluation, and can, to some extent, be called on to assist in program evaluation (as we did in Phases 1 and 2):

- The DHS **Health Policy, Planning and Equity** (HPPE) Team is led by Nora Mallonee-Brand, a former CoC Board member, and includes several staff members who are classified as “Public Policy and Evaluation Analysts” or PPEAs. This team will include a new member soon housed in HPPE but assigned in part to DHS/Homelessness Services for assistance with program evaluation, among other things.
- The DHS **Health Data and Epidemiology** (HDE) Team is led by Kathryn Pack and includes staff members (also classified as PPEAs) that have helped the Coalition’s work and the DHS/HS team’s work. This team will work with our current DHS/HS/ Ending Homelessness staff to further train EH Team members as to our program evaluation skills, help us become more familiar with Results-Based Accountability (RBA) processes, and to assist us in establishing and updating the robust data visualization effort described in Phase 2 of this work.

As DHS and the Lead Agency team develop the FY 24-25 budget for the Coalition Board and for the DHS/HS Team, we will discuss setting aside funding for consultant assistance for items such as the Systems Needs Analysis. The consultants listed above are not the only firms or individuals who can help, and we envision casting a broad net to gather the best consultant skill sets available for this work.

CONCLUSION. We see Phase 3 as a very important step, and one that we’re excited about bringing forward to incorporate into the system of care in Sonoma County. The Lead Agency staff welcomes the Coalition Board’s comments on the above-described approach.

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**Sonoma County Homeless Coalition Board
Agenda Report**

Item No: 12
Subject: January 2023, Sonoma County Homeless Coalition Board Meeting Draft Agenda
Meeting Date: November 15, 2023
Staff Contact: Alea Tantarelli, Alea.Tantarelli@Sonoma-County.org

SUMMARY

This staff report briefly summarizes the January 2023, Sonoma County Homeless Coalition Board Meeting proposed agenda. The draft agenda contains all proposed items that will be discussed by the Board at the January 2023, meeting. The draft agenda is attached as **Attachment A**.

RECOMMENDED ACTION(S)

None – an informational item only.

**Sonoma County Homeless Coalition
Governing Board Meeting
Agenda for January __, 2024
1:00pm-4:30pm Pacific Time**

Public Zoom Link:

Phone: WebinarID: Passcode:

	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.	1/__/24 Agenda <i>(Consent Calendar)</i>	Draft Agenda	Staff	1:05pm
2.	Minutes from 12/20/23 <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"> • Funding & Evaluation Committee • HMIS Committee • CEA 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 for Reports from Lead Agency	Staff	1:25pm
6.	Service Provider Roundtable (SPR) Update Potential ACTION ITEM		Margaret Sluyk	1:55pm

7.	Committee Membership Potential ACTION ITEM		Staff	2:15pm
8.	Word from the Street Potential ACTION ITEM		Chessy Etheridge	3:00pm
9.	10-minute break			3:10pm
10.	HMIS User Satisfaction Survey Results Potential ACTION ITEM		Staff	3:20pm
11.	Community Assistance Recovery & Empowerment (CARE) Court & Bridge Housing Update Potential ACTION ITEM		Staff	3:40pm
12.	Elect Board Chair & Vice Chair ACTION ITEM	Staff report on plans to incorporate data	Staff	3:55pm
13.	Review Agenda for Next Coalition Board Meeting Potential ACTION ITEM	Staff Report for DRAFT Agenda	Board Chair	4:10pm
14.	Board Member Questions & Comments Potential ACTION ITEM		Board Chair	4:20pm
15.	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

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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