

Contra Costa Interagency Council on Homelessness

ADVISORY BOARD MEETING MINUTES

Meeting Date: February 12, 2015

Time: 8:30 AM – 10 AM

Location: 1350 Arnold Drive, Suite 202, Martinez

Attendance (Board Members): Stephan Peers, Megan Monahan, Valerie Sloven, Teri House, Joseph Villarreal, Kevin Corrigan, Sean Connors

Absent: John Garth, Michael Pollard, Doug Stewart, Janet Kennedy, Brenda Kain

Public Attendance: Lavonna Martin, Tim O’Keefe, Alvin Silva, Julia Surges, Doug Letch, Ingrid Pearson, Jennifer Baha, J.R Wilson, Greg Low, Shawna Marshall, Dana Ewing, Amanda Stempson, Sophia Lai, Josh Jacobs

1. Introduction

- a. Call to order by Teri House

2. Public Comment

- a. J.R. Wilson, Executive Director of DELTA VETERANS GROUP, announced that they would be having a Stand Down on the Delta from September 11-14, 2015. The event will be on the Contra Costa Fairgrounds. They will provide health screenings, dental, legal assistance, veteran’s benefits counseling, shelter placement, hygiene packets and independent living services

3. Health Care for the Homeless (HCH) Update

- a. Julia Surges reported the concerns identified at the homeless consumer advisory board
 - i. Eye care
 - ii. Public Transportation to access points like the Social Security Offices or West County Clinic
 - iii. Information/Communication of available services
- b. HCH has a certified enrollment counselor available for consumers to access public benefits

4. Point In Time (PIT) Count Update

- a. The PIT count is a snapshot of homeless population on one night in January. This year, the methodology changed to survey people over three days by placing 155 volunteers at 71 sites. This was in addition to an outreach count by trained staff.

- b. There were around 250 shifts of 1-4 hours--depending on the sites.
- c. HomeBase created a volunteer survey which received responses from around a third of the volunteers
- d. Key findings from the survey:
 - i. How volunteers heard about the survey:
 - 1. 49% Multi-faith Action Coalition
 - ii. Number of shifts
 - 1. 63% - 1 shift
 - 2. 21% - 2 shifts
 - 3. 16% - 3 or more shifts
 - iii. Volunteer experience
 - 1. 65% said they would participate again;
 - 2. 20% no response;
 - 3. 15% said they wouldn't participate again because of one of the following:
 - a. Their shift was canceled,
 - b. They did not enjoy their placement
 - i. Hospital ER/private hospitals
 - 1. Communication was as effective
 - ii. Confusion at the staff level/volunteer level
 - iv. What worked well:
 - 1. Training role play,
 - 2. Packets stocked,
 - 3. Most sites were welcoming,
 - 4. General information about the count was communicated to volunteers,
 - 5. Most people were assigned to the shifts they wanted
 - 6. More confidence in the comprehensiveness of the count
- e. Results: The PIT data's soft numbers should be out by mid-March and we should have more detailed information by April
- f. Other lessons: 3 days is too much coverage for the site based volunteers as many sites were fully counted after two days

5. CoC Program Funding

- a. CoC Funds mostly Permanent Housing projects
 - i. Of those projects, Permanent Supportive Housing is the most funded
- b. There were 33 grants received
- c. The CoC received all the requested renewals
 - i. The proposed bonus project did not receive funding
 - 1. HomeBase is examining bonus project awards to identify commonalities between projects that did or did not receive funding
- d. For 2015, a subcommittee will be formed to modify the scoring tool

6. HMIS Governance Charter and Planning (Action Item)

- a. The HMIS Policy committee met to add language to the HMIS procedures around the role and responsibilities of the CoC
 - i. They made specific plans around:
 - 1. Data Client and Privacy,
 - 2. Data Quality,
 - 3. Data Security
 - ii. The drafted plans were then vetted through HMIS providers
- b. Motion
 - i. Statement of Motion:
 - 1. We move to adopt the proposed HMIS procedures and the Data Client and Privacy, Data Quality, and Data Security plans
 - ii. Procedural Record
 - 1. Motion Made by: Stephan Peers
 - 2. Seconded by: Joseph Villarreal
 - 3. AYES: Megan Monahan, Valerie Sloven, Teri House, Kevin Corrigan, Sean Connors
 - 4. NOES: zero
 - 5. ABSTAINS: zero
 - 6. ABSENTS: John Garth, Michael Pollard, Doug Stewart, Janet Kennedy, Brenda Kain

7. CoC Governance Charter

- a. The Contra Costa Council on Homelessness Executive Board is charged with providing a forum for communication about the implementation of the strategic plan to end homelessness and providing advice and input on the operations of homeless services, program operations, and program development efforts in Contra Costa County. As part of this effort a governance charter needs to be reviewed and approved annually.
 - i. There will be a subcommittee that will draft a governance charter for adoption by the Executive Board

8. Zero: 2016 Update

- a. The Zero: 2016 initiative is a follow up to the 100 homes campaign to end veteran and chronic homelessness. 71 communities, including Contra Costa, were invited to participate. It is an effort to bring to together efforts to end homelessness.
 - i. Currently, Contra Costa is establishing take down targets
 - 1. Final targets should be finalized by March, but the preliminary numbers indicate that we will need to find housing solutions for 315 veterans over the next 12 months
 - a. This places a monthly goal of 26 housing solutions per month

- b. We currently average around 13-16 housing solutions for veterans per month
- ii. The take down targets will be informed by the VI SPDAT and Coordinated Assessment efforts
 - 1. Efforts are being made to develop community partnerships
 - 2. Outreach is also being made to the media to make sure the community is aware of the initiative

9. Closing Comments

- a. Doug Stewart requests time be reserved for an agenda item at the next executive meeting
- b. Sean Connors will be in a documentary film that will begin shooting in the upcoming months
- c. Homeless Programs will have new staff
- d. The Housing Authority of the County of Contra Costa (HACCC) is accepting applications for Project-Based Voucher (PBV) site-based wait lists. PBV units provide families with a housing opportunity where the assistance is tied to the unit they live in. The application can be found [here](#).
- e. There is progress in developing the naval weapons station into 260 new low income housing units
 - i. The City of Concord is looking for a master developer and is on-track to make that selection by spring of this year
 - ii. It will still be a number of years before the units are live—potentially building will start by 2018.