



CONTRA COSTA COUNCIL ON HOMELESSNESS MEETING MINUTES

The Contra Costa Council on Homelessness provides a forum for communication and coordination about the implementation of the County's Strategic Plan to prevent and end homelessness, and for orchestrating a vision on ending homelessness in the County, educating the community on homeless issues, and advocating on federal, state, and local policy issues affecting people who are homeless or at-risk of homelessness. The Council provides advice and input on the operations of homeless services, program operations, and program development efforts in Contra Costa County. Items may be taken out of order based on the business of the day and preference of the Council.

Date, Time: Thursday, April 5, 2018 1:00pm – 3:00pm

Location: Department of Probation, 2nd Floor, 50 Douglas Drive, Martinez, CA 94553

Council Member Attendance:

Present: Candace Collier, Cecelia McCloy, Doug Leich, John Barclay, Joseph Villarreal, John Eckstrom, Tracy Pullar, Gabriel Lemus, Patrice Guillory, Dan Sawislak, Miguel Hidalgo-Barnes, Alejandra Chamberlain, Deanne Pearn, Bradley Lindblom, Manjit Sappal

Absent: Teri House, Anne Struthers

Staff Attendance: Jaime Jenett, Juliana Pooley, Contra Costa Health Services (H3); Talia Gilbert, Erica McWhorter, Emily Firgens, HomeBase

Public Attendance: Rich Penksa, Felix Jachl, Christa Mayes, Wilneisha Patterson, Araceli Garcia, An Watts, Alex Madsen, Darles Eaton, Steve Aubert, Elizabeth Hewson, John Warden, Stephanie Stovall, Maggie Jefferson, Bill Jones, Usha Romachandren, Ruben Hernadnez, Colleen Isenberg, Stephanie Chenard, Eric Whitney, Sherae Frost, Charleszetta Boz, Arlinda Timmons-Love, Sanaa Gad, Venus Johnson, Tiombe Mashama, Vanessa Blum, Jeremy Johnson, Joleen Lafayette, Aswan Boudreaux, Lauren Rettagliata, Jonathan Rissell, Ahmad Davis, J. Faye Fields

1. Welcome and Introductions

- Call to order by Doug Leich

2. Approve Minutes (Action Item)

- Motion
- State of Motion:
 - We move to adopt the minutes from the February 1, 2018 Council on Homelessness Meeting.
- *Discussion*
 - *The Council moved to approve.*



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- *Procedural Record:*
 - *Motion made by: Cecelia McCloy*
 - *Seconded by: John Barclay*
 - *AYES: Candace Collier, Cecelia McCloy, Doug Leich, John Barclay, Joseph Villarreal, John Eckstrom, Tracy Pullar, Gabriel Lemus, Patrice Guillory, Dan Sawislak, Miguel Hidalgo-Barnes, Alejandra Chamberlain, Deanne Pearn, Bradley Lindblom, Manjit Sappal*
 - *NOES: None.*
 - *ABSTAINS: None.*
 - *ABSENT: Teri House, Anne Struthers.*

3. Council Chair and Vice-Chair Election (Action Item)

- Presented by Jaime Jenett, H3.
- Gabriel discussed the role of the Chair vs. Vice Chair.
 - Gabriel commented that the last two chairs have been himself and Teri, both representing a government seat. His preference would be that someone non-government affiliated take the role of the Chair.
- Jaime also asked that they try to have someone new and someone more experienced do the work together.
- Chair Nominations
 - Cecelia nominates Doug for Chair
 - Gabriel nominates John Eckstrom for Chair
- Chair Procedural Vote
 - Doug Leich – 8 Ayes.
 - John Eckstrom – 3 Ayes.
 - Doug Leich will be the next Chair.
- Vice Chair Nominations
 - Eckstrom nominates Gabriel Lemus for Vice Chair (4 Ayes)
 - John Barclay nominates Cecelia McCloy for Vice Chair (6 Ayes)
- Vice Chair Procedural Vote
 - Gabriel Lemus – 4 Ayes.
 - Cecelia McCloy – 6 Ayes.
 - ABSTAINS – 1.
 - Ceceilia will be the next Vice Chair.

4. Ad Hoc Nominations Committee (Action Item)

- Presentation by Jaime Jenett, H3.



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- Ad Hoc Committee will have two tasks:
 - 1) Look at the Coordinated Entry Oversight Committee members and create a formal process for identifying members for the committee.
 - 2) The Employment and Human Services Representative seat will be open as Anne Struthers is retiring and we will do a formal bid for applications.
- Volunteers for the Committee:
 - Bradley Lindblom, John Barclay, and Candace Collier.

5. Council Retreat & 2018 Action Plan (Action Item)

- Presentation by Emily Firgens, HomeBase
- Overview of Retreat 2018 Activities
- Review Action Plan for 2018 includes the following topics and priorities.
 - Governance Responsibilities:
 - Council Retreat
 - Fill vacant Council Member seats
 - Update By-Laws and Governance Charter
 - Coordinated Entry:
 - Support CE Oversight Committee to implement the next phases of CE.
 - Incorporate recommendations from CE committees.
 - Data Analysis & Evaluation
 - PIT Count
 - Year One CE Evaluation
 - Monitor system performance measures
 - Equity Analysis
 - Funding Coordination
 - CoC/ESG Review and Rank
 - Coordination with Consortium
 - Engage Board of Supervisors around county-level funding opportunities.
 - Monitor federal and state funding landscape.
 - Advocacy & Community Engagement
 - Advise Board of Supervisor
 - Conduct Executive Directors Meetings
 - Youth Action Council
 - CoC Recruitment
 - Concord Naval Weapons Station



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- Coordinate county and city homelessness efforts.
- Motion
- Statement of Motion
 - We move to adopt the proposed 2018 Council Action Plan developed at the 2018 Council Retreat.
- *Discussion*
 - *The Council moved to approve.*
- *Procedural Record:*
 - *Motion made by: John Barclay*
 - *Seconded by: Cecelia McCloy*
 - *AYES: Candace Collier, Cecelia McCloy, Doug Leich, John Barclay, Joseph Villarreal, John Eckstrom, Tracy Pullar, Gabriel Lemus, Patrice Guillory, Dan Sawislak, Miguel Hidalgo-Barnes, Alejandra Chamberlain, Deanne Pearn, Bradley Lindblom, Manjit Sappal*
 - *NOES: None.*
 - *ABSTAINS: None.*
 - *ABSENT: Teri House, Anne Struthers.*

6. CoC Quarterly Meeting Locations (Action Item)

- Presentation by Jaime Jenett, H3
- Quarterly meetings that are more community oriented will cycle through different locations
- Motion
- Statement of Motion:
 - Move to approve holding the Quarterly CoC meetings at rotating locations across the county.
- *Discussion*
 - Cecelia: Is there community interest from other parts of the county?
 - Yes, there are community members in other parts of the county would join.
 - Miguel: Do we have spots?
 - West County San Pablo one is set up
 - East County have a location set up
 - Also looking for more locations
 - Community member does in East county
- *Procedural Record:*
 - *Motion made by: John Barclay*



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- *Seconded by: Gabriel Lemus*
 - *AYES: Candace Collier, Cecelia McCloy, Doug Leich, John Barclay, Joseph Villarreal, John Eckstrom, Tracy Pullar, Gabriel Lemus, Patrice Guillory, Dan Sawislak, Miguel Hidalgo-Barnes, Alejandra Chamberlain, Deanne Pearn, Bradley Lindblom, Manjit Sappal*
 - *NOES: None.*
 - *ABSTAINS: None.*
 - *ABSENT: Teri House, Anne Struthers.*
 - Second action item here to consider is moving the July 5 Council meeting to July 12.
 - Motion
 - Statement of Motion
 - Move to change the date of the July 2018 Council meeting.
 - *Discussion*
 - *The Council moved to approve.*
 - *Procedural Record:*
 - *Motion made by: Miguel Hidalgo*
 - *Seconded by: John Eckstrom*
 - *AYES: Candace Collier, Cecelia McCloy, Doug Leich, John Barclay, Joseph Villarreal, John Eckstrom, Tracy Pullar, Gabriel Lemus, Patrice Guillory, Dan Sawislak, Miguel Hidalgo-Barnes, Alejandra Chamberlain, Deanne Pearn, Bradley Lindblom, Manjit Sappal*
 - *NOES: None.*
 - *ABSTAINS: None.*
 - *ABSENT: Teri House, Anne Struthers.*
7. Introduction of the Youth Action Council and YHDP Application Process Update (Action Item)
- Presentation by Erica McWhorter, HomeBase and Wilneisha Patterson and Christa Mayes, current Youth Action Council (YAC) members.
 - Introduction of YAC and its role.
 - Proposal to bring on YAC as standing committee of the council and have them give a regular report out.
 - The YAC has been doing focus groups at RYSE and Calli House, educating and gathering information about youth homelessness services.



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- The also hold facilitated groups at TLP (Transitional Living Program) and participate in the interview process with CCYCS programs.
- YHDP Application Process Update
 - Community Kickoff Meeting
 - Steering Committee Meeting
 - YAC Focus Groups
 - Provider & Stakeholder Meetings
 - Due on April 17, 2018
- Motion
- Statement of Motion
 - Approval of Standing Committee for the Youth Action Council and add standing agenda item of YAC report out.
- *Discussion*
 - *Cecelia - How does one get appointed and how many members?*
 - *Erica - The members have to be part (or formerly part) of a program; also have to be in good standing. There are currently 4 members.*
 - *Cecelia - Is homelessness the only focus of the YAC?*
 - *Araceli - We work with YAC to help them establish their priorities. This term (each term is 6 months) is focused on systems with YHDP but as we branch out want to focus on other parts.*
 - *Cecelia - Would the YAC be better somewhere else if they will focus on non-homelessness topics?*
 - *Erica – We want the council to reflect what is going on in the community and be more inclusive. HUD is also pushing communities to incorporate the youth voice.*
 - *Stephanie - This is the version of consumer report out that happened years ago. Consumers would report out on needs and then take that to the Board of Supervisors. Instead of just being adult, they are doing TAY consumers.*
 - *John Barclay - Is this a chartered council? How is membership being decided?*
 - *Araceli - this first time around it was more internal, but in later rounds youth will be more involved. Policies and Procedures are underway.*



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- *Candace - These youth are my peers and I want to commend them on getting the voice of youth out. Being able to advocate for yourself as a youth is luxury.*
- *Cecelia - Are they familiar with the bylaws and governance documents around what is required?*
 - *Araceli - This work is happening and will continue to happen.*
 - *Jaime - This would be similar to when the Healthcare for the Homeless gave a regular report out.*
- *Miguel - Will the committee meetings be open?*
 - *They have their own committee meetings. Hoping for Candace to help liaise between the YAC meetings and the Council.*
- *Joseph - The reason we are doing this now is to tie this to the YHDP grant application.*
- *Community Member: From the children's mental health perspective - this is great and kudos to you and the excellent work you're doing.*
- *Council moved to adopt the YAC Committee and create a standing agenda item.*
- *Procedural Vote*
 - *Motion made by: John Barclay*
 - *Seconded by: Joseph Villarreal*
 - *AYES: Candace Collier, Cecelia McCloy, Doug Leich, John Barclay, Joseph Villarreal, John Eckstrom, Tracy Pullar, Gabriel Lemus, Patrice Guillory, Dan Sawislak, Miguel Hidalgo-Barnes, Alejandra Chamberlain, Deanne Pearn, Bradley Lindblom, Manjit Sappal*
 - *NOES: None.*
 - *ABSTAINS: None.*
 - *ABSENT: Teri House, Anne Struthers.*

8. Cannabis Regulation Presentation

- Presentation by Ruben Hernandez
- In 2016, Prop 64 allowed the commercial cultivation and use of cannabis
 - November 2017 – The Contra Costa Board of Supervisors voted to prohibit commercial cannabis uses
 - During the Summer of 2018 they are looking to establish regulations around commercial uses
- Zoning Districts – depending on the zoning use of a district, it will be under different regulations around cultivation and sale of cannabis.



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- Agricultural Zones - looking to allow cultivation; also looking to allow some manufacturing in those districts.
- Planned Unit (P-1) - have all different types of uses. Thinking of allowing all different uses.
- Retail - not a lot available after applying buffers.
- General - allow sales and manufacturing.
- Industrial - thinking of allowing most everything.
- To sum it up, cannabis will be regulated like alcohol, so every gram or ounce will be tracked and regulated.
- The County is identifying sensitive sites and then buffering around those sensitive sites. Would like to keep sites free from cannabis - this is also being promoted at state level.
 - These sensitive sites include: schools, homeless shelters, and other sites.
 - Buffers will be within 1,000 feet of a sensitive site.
 - Also thinking of having a 500 feet buffer in residential site (the State does not have residential buffer)
- Also working with the Health Dept to come up with some health standards.
- These regulations are being considered to help collect taxes.
 - Local jurisdictions can levy taxes. The State is also collecting money and grant money will be available only to the jurisdictions that allow the sale/cultivation of cannabis.
- Ballot in November - will ask voters if they would like to approve a cannabis tax (not sure about amount). If that measure passes, then the ordinance goes through. But if it fails the ordinances will go away. The Board of Supervisors has indicated that they don't want anything to do with it if there won't be revenue attached.
 - Cannabis tax will only be for unincorporated areas of Contra Costa County.
- Going to about 27 community groups throughout the county. Will go to the Board of Supervisors on April 24 to provide update on the outreach.
 - In early May, the County Planning will get a draft ordinance. In the summer the Board of Supervisors will confirm the ordinance to go on the ballot in November.
- Community Input
 - Members can go to County's website to fill out a survey: www.cccounty.us/cannabis.



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- Q: How much are permits and how much will the county make?
 - Haven't discussed cost. A lot of jurisdictions are at 3-7% but a lot of jurisdictions are lowering these.
- Q: Do you have a sense of where the tax would go?
 - It will be general fund
 - State money will go toward law enforcement, prevent youth drug use but county will be for anything.
- Q: Are there buffers for alcohol? Do these buffers mirror what you present for cannabis?
 - There is a buffer for tobacco but not for alcohol.
- Q: You identified that homeless shelters are sensitive sites. How many homeless shelters are in unincorporated areas?
 - Jaime - There are some, but I don't know if there are any county ones.
- Q: Does the buffer only apply up to incorporated area?
 - The buffer will stop at jurisdiction lines.
 - Most jurisdictions are adopting buffers but sensitive sites vary.
- Q: I'm curious about the caps and the inclusion of caps when you don't know what the flow will be?
 - Alameda adopted a cap of 5 or 6 commercial cultivation permits and 5 retail sites for unincorporated Alameda. The Main reason is that we don't want a proliferation of 4 retail sites in a row. Be we might reassess this. We are definitely evaluating and doing outreach to see how the community feels.
- Q: Is the Board considering any language around earmarking tax funds for specific purposes?
 - This is coming up more and more. The Board is saying this will be general fund use so it only needs to pass by a simple majority. If it is a specific use tax it needs two-thirds approval.
- Patrice - My concern is that the County is jumping the gun. Really consider having a fine balance and don't be so quick to place limitations. Balance with the revenue source so that this can be used to support programs.
- Alejandra – I take the opposite approach and would advise the Board to be more conservative. What have communities been saying?
 - The Bay Point community was concerned about it. But you have some more interested than others.



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- South County has lots of opposition but is OK with outdoor personal cultivation. Pacheco seemed to be OK with it. North Richmond is hesitant but if there's money they want to make sure it comes back to them.
- In Unincorporated Contra Costa County, 63% of voters voted in favor of Prop 64.
- Q: Are you doing any equity analysis around who is getting permits? Are you looking at any disparities and inequities in who might be prohibited?
 - We heard this comment in North Richmond, so starting to look at it.
 - Oakland and SF did reports on these, you should look at these.
- Q: How are local residents vs outside residents being prioritized for permits? Are you looking at prioritizing businesses in this county?
 - We haven't started to analyze this yet.
- John Barclay – The County is missing an opportunity to not have specialized funding. Don't run away from this.

9. Committee Updates – Coordinated Entry

- Presentation by Juliana Pooley, H3
- CARE Center Update
 - Trinity Center - relocating to new Walnut Creek location this week.
 - John Barclay - Are they able to offer full services are will they need to limit services?
 - a. There were some concerns, but all the contracted services will be available at the temporary site.
 - Anka West - exclusively offering AOT services
 - Miguel - In terms of the clients I work with in West County. Anka is telling consumers that they are closing but aren't telling them about GRIP opening and where to go.
 - GRIP - new west county CARE Center (at existing GRIP location), services will ramp up in April and May.
- CE Evaluation
 - Progress – Over 70 CORE Surveys completed; first focus group completed.
 - Next Steps – More focus groups; partner surveys; and analysis and report.
 - Timeline for release: June 2018.



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- Meeting Updates
 - Collaborative Case Conferencing
 - Piloted a 2-hour meeting with over 20 clients discussed.
 - John Barclay - What types of agencies are coming to this?
 - We kept it small for the first one, which included: CORE, CARE, HN, and some representation from Shelter and Respite Center. Would like to include more staff from shelter and agencies.
 - John Barclay - Make sure that language is clear about what is happening at these meetings. Case Management means something very specific in the health context. With Case Management we think you are talking about full case -- health, housing, transportation, wellness.
 - Diversion - Meeting with Hume this week; will review diversion screening draft & process.
 - Housing Security Fund (HSF)
 - Meeting with pilot partners this week and will review how diversion (Hume) & Housing Navigation (CCIH) participate in CE.
 - HSF will launch in July 2018.
- Juliana announced her departure from H3 on April 20, 2018.

10. Request for Approval of Grantee Name Change (Action Item)

- Presentation by Ercia McWhorter, HomeBase and Chris Hess, SAHA
- Action for Consideration: Approval of administrative name change to replace Satellite Affordable Housing Associates (SAHA) with “Tabora Gardens L.P.” as grantee for the Tabora Gardens CoC project before project’s initial operating date in April 2018.
 - Applied as SAHA because LP wasn’t complete yet. Used HUD money to make project whole and attract investment. With this had to create limited partnership.
 - SAHA still 100% responsible for this project.
- Questions
 - You mentioned that Shelter Inc. is a partner, what’s the extent of that partnership?
 - Shelter Inc is providing case management services.
 - And, Raymond James Tax Credit Fund is the tax credit investor for the project.
- Motion



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- Statement of Motion
 - Approve a letter from the council supporting this request.
- *Discussion.*
 - *Gabriel – HUD Community Planning Department has a new Director, Kimberly Nash, but you may want to cc Larry since the letter first went to him.*
 - *Council moved to approve.*
- *Procedural Vote*
 - *Motion made by: Joseph Villarreal*
 - *Seconded by: John Eckstrom*
 - *AYES: Candace Collier, Cecelia McCloy, Doug Leich, John Barclay, Joseph Villarreal, John Eckstrom, Tracy Pullar, Gabriel Lemus, Patrice Guillory, Dan Sawislak, Miguel Hidalgo-Barnes, Alejandra Chamberlain, Deanne Pearn, Bradley Lindblom, Manjit Sappal*
 - *NOES: None.*
 - *ABSTAINS: None.*
 - *ABSENT: Teri House, Anne Struthers.*

11. Community Announcements

- On an annual basis, Council members need to renew their Conflict of Interest statements. Please disclose any potential conflicts.
 - They can be financial. They can be related to member/relatives.
 - Please fill out in the next few weeks to have them on file.
- Save the Date for Exuberant Advocacy workshop that is part of Affordable Housing Week -- May 14, 6:45-8:45pm at Walnut Creek Library, 1666 North Broadway, Walnut Creek, CA.
- Destiny Builder Program
 - Miguel -- Would like to do more outreach to these groups and have them participate in CE.
- Housing Location went to Hamilton Family Center; more information coming.

12. Pin It

- Next Quarterly CoC Meeting is on April 20, 2018 in the Community Room, San Pablo Library, 13751 San Pablo Ave, San Pablo, CA.
- Next Monthly Council Meeting: May 3, 2018.
- Motion to Adjourn made by John Barclay.
- Motion seconded by John Eckstrom.