

Housing First Solano  
Vallejo-Solano County Continuum of Care  
General Membership Meeting Minutes  
June 24, 2015  
10:00 a.m to 12:00 p.m.

1. Ruth Matz called the meeting to order at 10:05 a.m.
2. Staff requested to move item 6.5. Governance Charter to item 6.3.
3. Emily Cantu moved to approve the agenda as amended. Elvie DeLeon seconded the motion. Greg Schwei abstained. The motion passed with no opposition.
4. Elvie DeLeon moved to approve the minutes of last month's CoC General Membership meeting. Tranine Chisom seconded the motion. Greg Schwei abstained. The motion passed with no opposition.
5. Old Business

5.1. SOAR update. Ruth Matz provided a summary of the SOAR planning forum that took place on June 23, 2015. The date for the steering committee meeting on the action plan to roll out SOAR will take place on July 28 at 1:30 p.m. at a place to be determined. Anyone interested in the steering committee or training should contact Ruth Matz or Carrie Sager. There will be a training group. Agencies with bandwidth capacity to designate and train staff are needed.

#### 6. New Business

6.1. Approve CoC Board Member application for Suzanne Frank for the Health seat or ad hoc seat if new charter is approved. Emily Cantu moved to approve the application. Tranine Chisom seconded the motion. Greg Schwei abstained. The motion passed with no opposition.

6.2 Samantha Green from ASR summarized the methodology and results from Solano County's 2015 Point-in-Time Count. The full report will be available on the website.

Staff summarized the Housing Inventory Count, the count of beds and units available in the county, and the Needs Assessment conducted by the CAP Solano Joint Powers Authority. The Needs Assessment identified housing as the primary need, particularly Permanent Supportive Housing, Rapid Rehousing for families, and Transitional Housing for domestic violence survivors and Transitional Age Youth.

#### 6.5(a) Governance Charter

Keetra Welling provided an overview of the governance meeting process. The meetings were open to all. The committee has been meeting monthly since February. The new draft charter was streamlined and simplified and aligned with HUD's regulatory requirements and details the roles and responsibilities for each entity in the CoC, Board selection processes, and CoC Membership. It changes the Board composition and clarifies the role of Alternates. The committee decided that the concern that one organization would come in with a large number of people and control the decisions was unlikely to happen, and also that the charter could be changed again if needed.

Greg Schwei thanked HomeBase for their administrative work and noted that he would be voting to accept it.

Ruth Matz noted that the new charter calls for consensus.

Greg Schwei moved to adopt. Althea Lindsey seconded. The motion passed with no opposition or abstentions.

#### 6.5(b) Policies & Procedures

Staff presented the Policies and Procedures. Ruth Matz suggested that “poor performers” be changed to “under-performing.”

Emily Cantu noted that the documents had been reviewed by the governance committee as well as the charter.

Elvie DeLeon noted that the Policies & Procedures had the wrong date.

Greg Schwei moved to adopt the Policies & Procedures. Althea Lindsey seconded. The motion passed with no opposition or abstentions.

#### 6.5(c) Written standards

Staff presented the standards for service for Rapid Rehousing projects.

Ruth Matz noted that page 3, number 2 gives bonus points to PSH providers who accept the highest-scoring people on the VI-SPDAT but does not require PSH projects to take them. Ruth noted that safety should be considered as well.

Greg Schwei moved to adopt the written standards. Althea Lindsey seconded. The motion passed with no opposition or abstentions.

#### 6.3 Continuum of Care New Project Priorities.

Staff noted that this discussion had started at last month’s CoC meeting but had been tabled until the PIT data was available. In this year’s NOFA, HUD will allow Permanent Supportive Housing (PSH) applications for Chronically Homeless individuals, Rapid Re-Housing (RRH) applications for individuals and families, and applications for Coordinated Entry and HMIS. The CoC can decide whether to prioritize a population in the NOFA competition.

Keetra Welling suggested funding housing instead of HMIS. Staff noted that HMIS is currently funded with CSBG money.

Elvie DeLeon said that PSH is a priority. Staff noted that nationally, about 20% of people experiencing homelessness need PSH, while the rest need RRH or light-touch services.

Emily Cantu said that the community action plan and needs assessment showed a need for PSH and RRH.

Ruth Matz asked for clarification of the source of this money; Staff noted that it would be reallocated money. Ruth said that with the number of people who needed help it would not be appropriate to take money away from housing.

Staff noted that Coordinated Entry is currently unfunded.

Ruth Matz asked for JPA members to weigh in on JPA priorities. Ron Grassi noted that HMIS administration is currently being funded through the CSBG funds, but that these funds are not guaranteed in future.

Althea Lindsey said that we need beds and that should be our priority.

Staff noted that we need functional Coordinated Entry system to continue receiving HUD money. Ruth asked what amount of money would be necessary for Coordinated Entry. Ron noted that there is a system called Network of Care that could be leveraged but could not provide a potential cost. Ruth expressed concern about overpaying for underperforming services. Staff noted that HUD may not allow reallocation for Coordinated Entry in the future. Elvie DeLeon asked if CSBG funds could be used. Ron Grassi noted that CSBG funds had already been allocated for the year.

A consensus emerged that the CoC's priorities are PSH, RRH, and supporting programs through Coordinated Entry, in that order. To reflect these priorities, on the New Project Scoring Tool five points will be awarded to applications for PSH projects, three points will be awarded for RRH projects, and no points will be awarded for Coordinated Entry projects.

Tranine Chisom moved to adopt the priorities. Elvie DeLeon second. Greg Schwei abstained. The motion passed with no objection.

#### 6.4 Guidelines for project reallocation

Staff explained the renewal project scoring tool and what a scoring threshold would involve. Emily Cantu suggested it was too soon to put a required threshold in place without the performance review process in place.

Lisa Bellecci was asked to share her experience of having had 15% of her project's budget reallocated last year (\$6000).

Staff noted that a process for reallocation has to be in place. Greg Schwei asked if this process is required by HUD. Staff noted that HUD requires a reallocation system but does not dictate how it works.

Richard Porter asked whether projects would be given time to improve their scores. This time is not available now, but will be part of the new performance review process.

No changes will be made to this year's project reallocation process.

#### 6.6 Staff summarized funding opportunities

7. Elvie DeLeon moved to adjourn. Roosevelt Daymon III seconded the motion. The meeting adjourned at 11:50 a.m.