



# COMMUNITY ACTION PARTNERSHIP SOLANO JOINT POWERS AUTHORITY

CAP Solano Board Meeting Minutes

THURSDAY, SEPTEMBER 28, 2023

6:30 PM TO 8:00 PM

601 Texas Street, Conference Room A, Fairfield, CA 94533

## BOARD MEETING MINUTES

Meetings are held in accessible facilities, however, if you require additional assistance to participate, please contact Reneé Parham at least 24 hours in advance of the meeting at (707) 389-8596.

### 1. CALL TO ORDER/FLAG SALUTE

Chair Mitch Mashburn called the meeting to order at 6:35 p.m. and Jason Roberts lead the Flag Salute.

### 2. ROLL CALL

Supervisor Mitch Mashburn, Solano County Board of Supervisors, Board Chair

Mayor Steve Bird, City of Dixon

Councilmember Don Hendershot, City of Dixon

Councilmember Rick Vaccaro, City of Fairfield

Councilmember Doriss Panduro, City of Fairfield

Mayor Ron Kott, City of Rio Vista

Mayor Alma Hernandez, City of Suisun City

Councilmember Jenalee Dawson, City of Suisun City

Supervisor John Vasquez, Solano County

Councilmember Jason Roberts, City of Vacaville

Councilmember Mina Loera-Diaz, City of Vallejo

Roll call done by Megan Richards

### 3. GENERAL PUBLIC COMMENTS

There were no public comments.

### 4. ADDITIONS OR DELETIONS FROM THE AGENDA – DISCUSSION AND ACTION

There were no additions or deletions from the agenda.

### 5. APPROVAL OF THE AGENDA – ACTION

Supervisor Vasquez made a motion to approve the agenda. Mayor Bird seconded the motion. There were no abstentions or objections. The motion was approved.

### 6. CONSENT CALENDAR – ACTION

- a. Approve the CAP Solano JPA Meeting Minutes from August 24, 2023
- b. Accept the Coordinated Entry Reports for August 2023
  - i. Resource Connect Solano (RCS) Coordinated Entry Monthly Report
  - ii. Domestic Violence Coordinated Entry (DV-CES) Monthly Report
- c. Approve a Second Amendment to the Homebase Contract for 2022-2024 allocating an additional \$60,000 for technical assistance for calendar year 2023 (*Source of Funding: Community Services Block Grant [CSBG]; Homeless and Housing Incentive Program [HHIP] funds*)



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- d. Receive a quarterly budget update on CAP Solano Grants

Councilmember Rick Vaccaro made a motion to approve the consent calendar. Supervisor John Vasquez seconded the motion. There were no abstentions or objections. The motion was approved.

## 7. REGULAR CALENDAR AGENDA ITEMS

- a. Approve the appointment of one member to the Tripartite Advisory Board in the category of Private Sector – **DISCUSSION and ACTION**

Megan Richards provided an update that there was an open application period for the Tripartite Advisory Board (TAB) in the Private Sector. Two applications were received and brought to the Executive Team for review. The CAP Solano JPA Executives recommended bringing both applications forward to the Board for consideration.

Supervisor Mitch Mashburn stated that both individuals are qualified, and each have something different to bring to the TAB. It is now up to the JPA to determine who should be selected. It would be nice to have a voice for Rio Vista, but also beneficial to have someone with executive level experience and connections to the labor groups who train those re-entering the workforce. Supervisor Mashburn recommended Rich Lynn for appointment to TAB.

TAB Applicant Rich Lynn spoke about the importance to take every measure available to address homelessness. He also shared his concern regarding drugs and especially tainted drugs coming into our cities. He explained that he is now retired and can contribute more time to making changes within the county.

Councilmember Dawson made a motion to approve appointment of Rich Lynn to the Tripartite Advisory Board. Councilmember Vaccaro seconded the motion. The motion was approved by a vote of 6-1 with Mayor Kott voting no.

- b. Approve the Emergency Solutions Grant Balance of State (ESG BoS) Review and Rank Panel Recommendation – **ACTION**

Councilmember Vaccaro and Councilmember Panduro recused themselves.

Megan Richards reminded the board this is funding source for the ESG BoS that the JPA approved the application process in February 2023.

There were two applicants for the noncompetitive funding and the Rank and Review panel recommended the \$106,798 in funding be allocated to Change and New Beginnings (CANB). There were also two applicants for the competitive funding and the Rank and Review recommended both SHLETER Solano and City of Fairfield to be moved forward for the regional recommendation.

Mayor Hernandez requested that in the future the Board receive more information about why others were not recommended. She also asked why the entities were all in Fairfield.



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Megan explained that their locations are in Fairfield, but they serve the entire county.

Mayor Hernandez made a motion to approve the ESG BoS Review and Rank Panel Recommendation.

Councilmember Hendershot seconded the motion. There were no abstentions or objections. The motion was approved.

- c. Approve a re-allocation of funding of \$158,496.51 to the City of Vallejo for the Vallejo Navigation Center; and Delegate authority to the Chair to sign the First Amendment to agreement with the City of Vallejo (*Source of Funding: Homeless Housing, Assistance and Prevention [HHAP] Round 1&2; Homeless and Housing Incentive Program [HHIP] funds*) – **ACTION**

Councilmember Loera-Diaz recused herself.

Megan Richards provide an overview stating that funding went out to bid for Navigation Center Services for HHAP2-4 and during the RFP process, ESG-CV funds were identified as needing to be expended by September 30, 2023 and awarded to City of Vallejo. However, in contracting it was determined that the new Navigation Center would not be open by the deadline so it would not qualify for the ESG-CV funds. At the last meeting, the Board reallocated the ESG-CV funds to the City of Fairfield. This item brings forward a recommendation to provide a different funding source to the City of Vallejo to fully fund the allocation.

Mayor Kott asked if there were any other alternatives. Megan responded that there was a Request for Proposals (RFP) for Navigation Center services and 5 proposals were received. The City of Vallejo was the highest ranking with SHELTER Inc also receiving an award of funds.

Councilmember Dawson noted that additional CSBG funds were released September 22, 2023 which could be an additional source of funds.

Councilmember Vaccaro made a motion to approve the reallocation of funds. Mayor Kott seconded the motion. There were no abstentions or objections. The motion was approved.

- d. Receive an update on Resource Connect Solano – **ACTION**
  - i. Accept the Coordinated Entry System Annual Report
  - ii. Approve a Second Amendment to the Coordinated Entry Subrecipient Agreement with Caminar for Resource Connect Solano (*Source of Funding: Unspent 2019-2022 Jurisdictional Roll Over Funds; Homeless and Housing Incentive Program [HHIP] funds*)

DeAndre (Dre) Richard, Program Manager Resource Connect Solano (RCS), presented on the Coordinated Entry Annual Report. Megan Richards provided an update on Resource Connect Solano staffing and how the increase in funding will assist with increasing staffing to take on the large number of calls they are taking in.

Mayor Kott asked what happens to the large number of individuals that are seeking services but do not get an intake? Dre responded that many of the individuals will not qualify for placements when they connect the first time, so they are referred to other resources or they are calling in for information to see if anything has changed.



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Mayor Hernandez expressed her appreciation for the expanded reports and clear demonstration of the data showing the impact.

Councilmember Vaccaro asked if the addition of two more employees will assist with better response times. Dre stated that it will.

Councilmember Panduro asked if during walk-ins and intake if there a point where individuals are asked to return and if so, what percentage return. Dre responded there is not a specific timeframe to return, but clients need to have contact every 90 days to stay active. Dre also stated they just started documenting the number of times someone calls in and will present this data on the next report.

Councilmember Loera-Diaz asked why Vallejo has fewer intakes when they have the largest number of unhoused. Dre responded that Vallejo has more services and options to just walk-in, so fewer people may be coming through coordinated entry. Councilmember Loera-Diaz also asked how long it takes to house families. Dre responded that clients must be unhoused for 12 months per HUD requirements before they qualify for HUD funded housing. Councilmember Loera-Diaz expressed that we should be working to house families faster.

Board members discussed the challenges with placing clients through RCS when there is a lack of available beds for RCS to refer to. In addition, they expressed the desire to utilize RCS as a central navigation point for other resources such as cell phones, transportation, etc.

Mayor Kott asked if only RCS does intakes. Dre responded that there is a current pilot for other agencies to be access points and do intakes. We will be looking to increase this once we go live with the Clarity HMIS.

Mayor Kott made a motion to approve the Coordinated Entry Annual Report and allocation of funds to Caminar. Councilmember Roberts seconded the motion. There were no abstentions or objections. The motion was approved.

### **8. PRESENTATION**

- a. Receive a presentation from the California State Association of Counties (CSAC) on the At Home Plan

Graham Knaus, President of CSAC, presented on CSAC AT HOME Plan. He noted that while CSAC represents counties in the state of California, this is really about the communities within those counties. Graham noted that forty percent of the homeless population is in California and there is no system to address homelessness within the state.

The AT HOME plan includes:

- Having a singular countywide plan clearly outlined with clear and measurable outcomes and funding through one fiscal agent.
- Aligning the dollars and accountability.
- Clearly defining the roles and responsibilities between Cities and the County.
- Not “punishing” regions who are meeting outcomes by removing funding.

The Board had a robust discussion on the points of the plan and overall expressed support of the plan.



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**9. JPA STAFF UPDATES**

- a. HUD NOFO Submission
- b. 2024 Point In Time Count Planning

Megan provide the update that CAP Solano JPA submitted the HUD NOFO as the Collaborative Applicant on behalf of the community and also applied to continue 3 projects: The Planning Grant, Coordinated Entry, and Domestic Violence Coordinated Entry. The application totaled \$1,979,881.00, including bonus funding.

In addition, the JPA has starting the planning for the 2024 PIT Count with the first meeting on October 4, 2023. We are still in need of PIT Count Leads from a few of jurisdictions.

**10. BOARD COMMENT**

Mayor Hernandez thanked Megan for her work on behalf of the JPA.

Supervisor Mashburn stated that City Managers are working on the internal staffing plan and will provide an update at the next meeting.

**11. ADJOURNMENT**

Chair Mitch Mashburn adjourned the meeting at 8:19 p.m.

**Next Meeting:**

October 26, 2023, 6:30 pm-8:00 pm, 601 Texas St, Conference Room A, Fairfield

Upcoming Agenda Items: Staffing Update; 2024 Meeting Calendar, SHELTER Solano presentation, Quarterly Program Reports