

Housing First Solano
Vallejo-Solano County Continuum of Care
General Membership Meeting Minutes
February 22, 2017
10:00 a.m. to 11:30 a.m.
Suisun City Council Chambers, 701 Civic Center Blvd., Suisun City, 94585

1. Meeting called to order by Chair Tranine Chisom at 10:06 a.m.
2. No additions to or deletions from the Agenda.
3. Reginald Doss moved to approve the agenda. Norma Jean Ramos seconded the motion. The motion passed with no opposition or abstentions.
4. Kathy Lawton-Caesar moved to approve the minutes of the CoC General Membership meeting from October 24, 2016. Keetra Welling seconded the motion. The motion passed with no opposition or abstentions.
5. Old Business

5.1 Point-in-Time (PIT) Count Update

- a. Staff presented on the 2017 Point-in-Time Count. Staff thanked everyone who helped in January. In particular, law enforcement served a critical role in going to the encampments. This year included a specialized youth count. Currently or formerly homeless youth led the count and HomeBase staff drove the volunteers throughout Solano County to conduct the count.

Staff were in the process of gathering surveys to create subpopulation data. Staff will work with Applied Survey Research, the PIT Count contractor, to compile the information. Housing First Solano will submit the compiled data when the Department of Housing and Urban Development opens the HUD Data Exchange in April. The final report should be available in May, however that is subject to change.

6. New Business

6.1 Housing First Solano CoC Board Elections-Action

- a. Staff introduced this item. Several Housing First Solano Board members were at the end of their term and needed to be re-elected if they wished to continue to serve. Two of these Board Members, Norma Jean Ramos and Ruth Matz, had submitted the required paperwork for consideration during this General Membership meeting. Chair Chisom highlighted their contributions to the Board.

Reginald Doss moved to vote both Norma Ramos and Ruth Matz onto the Housing First Solano Board. Kathy Lawton-Caesar seconded the motion. The motion passed with no opposition or abstentions.

- b. Staff explained there will be additional Board Member applications for the next meeting. Janice Lewis and Ron Marlette chose not to re-apply for their positions on the Board.

6.2 HMIS Update and Convening of HMIS User Group Meeting-Action

- a. Staff introduced this item. In October, Housing First Solano reaffirmed the CAP Solano JPA as the HMIS lead. Since then, Housing First Solano staff have made changes to HMIS to increase data quality and user experience. In order to implement these changes and continue the work on HMIS, Housing First Solano would like to convene the HMIS user group to provide input on the system changes and approve the changes.
- b. Reginald Doss requested a resource that would educate newcomers about HMIS. Staff suggested that HomeBase could include that in the series of webinars they are creating.
- c. Natalie Siva moved to have the HMIS User Group convene to discuss and approve changes to HMIS. Kathy Lawton-Caesar seconded the motion. The motion passed with no oppositions or abstentions.

6.3 Briefing regarding representatives to the Tripartite Advisory Board

- a. Staff presented on the Tripartite Advisory Board election. Staff explained the role of the Tripartite Advisory Board (TAB) as an advisory board to the Community Action Partnership, Solano Joint Powers Authority, known as the CAP Solano JPA. The TAB requires 4 members from the low-income sector. These members are elected by the general membership of the Continuum of Care. Housing First Solano conducts these elections electronically. The existing low income representatives are interested in serving again. If members are interested in running they should contact Staff for the application and additional information.

6.4 HOUSING FIRST Identifying and Reducing Barriers and Housing First Implementation

- a. Staff presented on the topic of Housing First. Staff discussed that Housing First is a program design philosophy which seeks to lower barriers to program entry and participation. The Housing First Solano general membership discussed various barriers to project entry in Solano county including racism and profiling.

- b. Staff and guest Speakers Natalie Siva (Berkeley Food and Housing) and Keetra Welling (Community Action North Bay) presented a series of case studies on providers successfully lowering barriers.
- c. Tranine Chisom suggested looking at barriers in terms of a place where you can provide a different vantage point of service, as opposed to something that eliminates someone; this can lead to great outcomes even with the challenges.
- d. Other barriers identified by the membership include safety, cost, staffing, housing/landlords, ideological (i.e. when people have a fixed idea of what types of services they want to provide to and to whom they want to provide them).

7. Staff Report

7.1 Regional Strategic Planning Report

- a. Staff provided an update regarding the Regional Strategic Planning efforts. Starting mid-year 2016, the CoC came together to create a strategic plan to respond to homelessness. Community engagement has been key, involving providers, jurisdictions, and the CoC, as well as forums, surveys, and community meetings for consumers. The initial core goals and strategies were combined with the feedback to create a working draft of the plan, called Forward Together: Neighbors Helping Neighbors. The Plan aims to reduce overall homeless by 50% within 5 years, including “functional zero” homelessness among veterans, children/youth, families, and chronically homeless persons. This draft goes to the JPA on February 23, 2017, and there will be a final draft by the end of March 2017. Staff noted the strategic plan will be implemented through annual implementation plans guided by an implementation workgroup.

7.2 Federal Updates: Recent Updates from various Federal Agencies

- a. Adam Kol briefed CoC general membership regarding recent Federal Agency updates, which include a significant focus on Coordinated Entry, data quality, and the needs of youth and families with children. Carolyn Wylie explained that the new Coordinated Entry updates will require the Planning Committee to revisit a few things. Tranine Chisom noted that there is a Coordinated Entry Committee working on this regularly that welcomes input and participation.

7.3 Funding Opportunities

- a. Staff directed members to review the handout in the meeting materials.

8. CoC Member Comments

- a. Keetra Welling requested a letter of recommendation for the Veterans Administration's Grant Per Diem program for her organization, Community Action North Bay. The letter must be submitted by March 22, 2017. Chair Chisom agreed to provide a letter of recommendation.

9. Chair Tranine Chisom adjourned the meeting at 11:37 A.M.