



### CSOC Council Meeting

Stanislaus Veterans Center, 3500 Coffee Rd., Ste. 19 (Rm 114/115), Modesto, CA  
January 16, 2020 2:30PM to 4:30PM

## MINUTES

### 1. Opening Session

- a. **Roll Call** Jean Tang  
**Present:** Francine DiCiano-Foley, Kathy Harwell, Ruben imperial, Jessica Narayan, Maryn Pitt, Angela Freitas, Sean Scully, Kathy Lee, Esther Rosas, Harold Laubach Jr., Taryn Muralt, Lakin Ambriz, Michele Gonzales, Derek McGinnis, Lise Talbott, Margie Palomino, Dawn Dominguez, Jason Conway, Linda Murphy Lopes, Carol Bowman  
**Absent:** Aaron Kiely
- b. **Consent Item: December Minutes** All  
Motion: Taryn Muralt / Seconded: Linda Murphy Lopes / Abstain: Kathy Harwell – Motion passes
- c. **Public Comment** All

### 2. Presentation: Consolidated Planning Efforts and Analysis to Impediments to Housing Cloudburst

Stanislaus County/City of Turlock/City of Modesto are contracted with Cloudburst. Steve Sachs will lead the effort in getting feedback from the stakeholders and for the planning process for the next five years.

- Steve is a former regional director from HUD. Worked at HUD for 42 years, mainly in SF office
- Communities receiving Community Development Block Grants, home money or ESG funding from HUD are required to have:
  - **Consolidated Plan** (every five years) - that describes the needs of communities, strategies to address those needs, sets forth priorities and goals, and identifies government structure to carry out programs. To have an elaborate citizen participation on the plan and adequate and robust consultation between jurisdictions, partners, beneficiaries of the programs, agencies that work with them and people need the opportunity to participate to get the best/strongest plan. Broad general plan 5 years
  - **Annual Action Plan** (Annually) – how money will be spent in the community annually
  - **Analysis of Impediments to Fair Housing** (every five years) – identify the barriers and actions to remove barriers to enhance opportunities for people
- Need lots of strong consultation with community who work with the homeless population
- Action plan regarding ESG funds must be consultation with local CoC regarding what types of activities are addressing homelessness
- There should be community discussion what's working, what's not. Engage in conversation in what's going on in Stanislaus County; what are the needs, strategies, priorities
- In the current homelessness plan there is identification of what's working and what's not but we want to incorporate what the community is doing and what needs to be done with regard to homelessness

### **Community discussion regarding key needs, priorities, strategies -**

- Need low-income housing development
- Affordability: high rent
- Housing availability/Lack of affordable housing
- Jobs/livable wages to pay for housing
- Lack of mental health and addiction programs. No county has enough mental health programs/housing/inpatient/outpatient programs to address mental health/addiction dual diagnosis
- Elderly people on verge of homelessness because rent is going up
- Job training is the biggest success
- Veterans – FMR is difficult to meet
- Number of homes with 3, 4, 5 families living in a single-family home
- What is working: using VASH vouchers for shared housing for vets; HA also uses for general vouchers
- Need access center for families
- Hard to find housing for large-size families
- Rental subsidies not able to be implemented because not enough units
- Shared housing
- Need some funds for development/private and local govt collaboration on development fees etc.
- Educate community and promote affordable housing projects.
- Get Private/Local Government to come up with creative solutions
- Innovative housing projects: smaller homes
- Need more student housing

### **Community discussion regarding what to do with ESG funds:**

- Transitional housing
- Co-housing projects – village living
- Supportive services
- Homeless prevention for seniors
- Multi-family housing
- Hotel/motel conversions
- Emergency shelter operations
- Permanent housing
- Tiny homes
- Shared housing for seniors
- Housing for students
- Housing design innovation
- Supportive housing
- Universal basic income
- Senior housing retention
- Scattered sites for subsidized permanent supportive housing
- Housing for families
- Flex & emergency funds and prevention

### **What type of services/priorities are needed?**

- Case management
- Life skills
- Job training
- Substance abuse treatment
- Prevention
- Mental health services

## Top 5:

- #1 Housing (prevention, subsidies and new construction)
- #2 Job training
- #3 Mental health Services
- #4 Life skills
- #5 Substance abuse treatment

Q: Does this align with current plan?

### Analysis of Impediments to Fair Housing

- Landlords reluctance to rent to homeless individuals
- High first, last month rent plus security deposit
- Past evictions, criminal records
- Individual leases for shared housing
- Pets

### HMIS

- Funding and training gap with CES and HMIS

## 3. Stanislaus Homeless Alliance (SHA) Update

Kyle DeJesus

- Updates provided at the January 8th Meeting
  - Access Center and Emergency Shelter Project; the One-Stop shop will open mid-February
- Salvation Army gave a report on progress and challenges. They also shared needs for blankets, pillows and towels and funding for case workers.
- City of Modesto provided a robust overview of the Tuolumne River park restoration
- County Planning Dept. reported on CA ESG and other funds re: timeline and NOFA released. Recommendations will go to CoC and County Board of Supervisors in March; application due in May; June 2021 contracts will be issued.
- CESH – timeline provided; \$630K – Family Promise (\$400K) and We Care (\$230K)
- HHAP/HEAP awardees – Cambridge Academies: HOST House & Naomi House, CHS: youth, Salvation Army Berberian Shelter
- HHAP Funding – Homebase conducted two community planning processes – Permanent Housing and innovative housing solutions
- City of Modesto provided update on CES re: assessment surveys, housing provider case conferencing; Policies & Procedures will be finalized soon, and continued training will be offered to providers.

## 4. 2020 Point-In-Time Count Update

Kyle DeJesus

- Update on training efforts for volunteers
- Have 293 volunteers who were trained
- Shelter provider training also provided
- January 22<sup>nd</sup> (Sheltered Count); January 23<sup>rd</sup> (Unsheltered Count)
- February SHA – Homebase will provide **Housing First training**; a more in-depth training open to the service providers on **February 12<sup>th</sup> 1-4 pm at the Stanislaus Veteran's Center**.

## 5. Quick Update Regarding CoC funding – Tier 1 \$3.199M were awarded

## 6. Coordinated Entry System (CES) Policies and Procedures Manual

Homebase, Jessica Narayan

- Discussion Points/Changes to Policies: What is Coordinated Entry; How does it work; Who participates in Coordinated Entry; Purpose of the CE Policies & Procedures Manual; The four phases of CE
- Community Feedback
  - Draft of policies sent out to CSoc listserv in late December, early January

- **Community feedback received:**
  - a. Concerns regarding RRH assessment score band - Tweak score band of VI-SPDAT back down 4 to 9 for rapid rehousing, more realistic. Try the 4 to 9 band and monitor how it was working and check in on 6 months see how it was working
  - b. Defining access points - set-up in the manual in the Appendix with a living web link that can be updated
    - I. Including mobile outreach team
  - c. Client choice - per Housing First principle. Get the most vulnerable document ready.

**ACTION:** Approval of the Policies and Procedures Manual

Motion: Ruben Imperial / Seconded: Sean Scully / Motion carries

**7. Homeless Housing, Assistance and Prevention (HHAP) Application Update** Leng Power, Homebase

- Overview of HHAP & Available Funding; Review Community Discussions and Recommendations from HHAP Workgroup Meeting; Discussion and Recommendation for use of this funding from CSOC
- **Final Funding Allocation**
  - Turlock/Modesto/Stanslaus Continuum of Care Allocation is \$2,265,304.09
  - Stanislaus County Allocation is \$2,113,319.52
- **Additional Funding Information**
  - Funding cannot be used to supplant existing local funds for homeless housing, assistance, or prevention services
  - At least 8% of the funding received must be used for services for homeless youth (\$181,224.33)
  - No more than 7% of funding can be used for administrative costs incurred by city, county, or CoC to administer its program allocation (\$158,571.29)
  - Up to **5%** (\$113,265.20) of the applicant's program allocation can be used to support development of:
    - a. Coordinated Entry Systems;
    - b. HMIS; and/or
    - c. Strategic Homelessness Plan
- **Recommendations from HHAP Workgroup**
  - **Recommendation #1:** Youth Allocation – 8% (\$181,224.33)
    - a. Allowing for any youth-focused eligible use under HHAP
  - **Recommendation #2:** Set-aside 5% (\$113,265.20) for HMIS, CES and Homeless Plan and 7% for administrative costs (\$158,571.29)
  - **Recommendation #3:** Remaining (\$1,812,243.27) for permanent housing solutions with priority for projects with deliverability/leveraged funding
- Recommendation is to leave categories broad so that a promising project can use leverage – purchase, landlord incentives, etc. Great match for HOME and other funds to get a project off the ground
- Leaving recommendations broad so that decisions can be made over the next year and tapped into immediate need.
- **Application Cut Off Date: Feb 15, 2020** - 50 % of the funds has to be expended by 2023 and 100% by 2025

**ACTION:** Endorse the recommendations from HHAP workgroup for the funding application

Motion: Maryn Pitt / Seconded: Michele Gonzales / Motion carries

## 8. Coordinated Entry System (CES) Funding Discussion

Jessica Narayan, Homebase

- Background of the Homeless management Information System. HMIS is mandatory for Federal and State-funded programs
- The current HMIS system is largely funded by a CoC grant in the amount of \$173,533. Grant covers:
  - Staff salaries, benefits and overhead (1.6 employees)
  - Vendor Invoices
  - Training (twice per year)
  - Supplies
- All agencies receive one free user license covered by the CoC grant
- **Issues for review:**
  - **2020 funding gap:** In the current funding period which ends May 31, 2020, there is a funding gap of **\$86,302**.
  - **2020-2021 funding gap:** Beginning in the subsequent funding period in June of 2020 there is an anticipated funding gap of **\$249,902**
- **2020 Funding gap though May 31, 2020** – Expenses: \$375,435; Revenue: HMIS grant, Modesto ESG, User licenses and CESH (pending agreement): \$289,133; Gap: \$86,302
- **2020 Funding gap options**
  - CESH** - Remaining 20% set aside totaling \$200,043. Assist with current gaps and allows hiring of CE Staff immediately.
  - ESG** - Review all current expenditures with allocated funding to ensure timely expenditures by grant deadlines
    - If agencies not performing, reallocate to HMIS funding
  - Agency Billing**
    - Bill all agencies who utilize HMIS for the gap.
    - Discourages those who aren't federally mandated to enter into the system
  - COC Planning Grant**
    - Fund the gap with the 2019-2020 Planning Grant. Funding traditionally used for contract assistance with COC NOFA. However, use of this funding will be limited to certain activities.
- **Additional HMIS 2020-2021 Expenses**
  - Administrator Services ongoing**  
\$4,800 per month- 2019-2020 only included 7 months
    - CES Workflow
    - Security and Open System
    - Referral Process/Wait List
    - Shelter Night by Night
    - GIS Outreach and Electronic Signature
    - Barcode Functionality
    - Aliases Functionality
  - Coordinated Entry Lead**  
One full time staff member- 2019-2020 only included 6 months
    - To implement coordinated entry.
    - If funding is not received for the Coordinated Entry Lead the community will be at risk of becoming out of compliance with Federal and State funding requirements.
- **2020-2021 anticipated HMIS funding gap:** Total expenses: \$481,435; Revenue: \$231,533; **Gap: \$249,902**

- **Possible additional funding sources for 2020-2021:** user licenses, City of Modesto ESG, CESH funding: \$115,200, CESH funding: \$200,043 (pending), CoC HMIS expansion grant (pending), CoC ESG (pending), Stanislaus County ESG (pending), HHAP (pending), CoC CE Grant (pending)
- **2020-2021 HMIS funding gap options**  
**ESG** - Entitlement jurisdictions and COC ESG funding set aside 10% of their annual allocation to assist with HMIS and CES Lead.  
**COC 2020-2021** - COC bonus funding in the amount of \$169,072 was applied for 2020-2021 grant year.  
**HHAP** - To assist with CES Lead in interim capacity until permanent source is identified  
**COC 2021-2022**
  - Apply for bonus funding for Coordinated Entry
  - If prioritized could take away from currently funded COC projects

**Agency Billing**

- Bill all agencies who utilize HMIS for the gap.
- Discourage those who aren't federally mandated to enter into the system

• **Next Steps/Recommendations**

- **2020 Funding Gap:** Seek recommendation from COC to allocate remaining CESH 20% set-aside- \$200,043 for HMIS to the current HMIS grant, and implementation for Coordinated Entry.
- **2020-2021 Funding Gap:** Seek recommendation COC to allocate 10% of COC ESG funding to assist with HMIS and Coordinated Entry Lead.
- **2020-2021 Funding Gap:** Seek recommendation with COC to allocate 5% of HHAP funding to ensure continued compliance of Coordinated Entry and HMIS.
- **2020-2021 Funding Gap:** Seek recommendation from COC to apply for 2021-2022 HUD Continuum of Care funding for Coordinated Entry

**ACTION:** Consideration of recommendation to approve allocation for program funding for HMIS/CES system support activities.

- **Approve the funding recommendation to shore up the funding gap**
- **Return to CSOC Council with a 5-year plan with CES & HMIS overhead/expenses**

Motion: Kathy Harwell / Seconded: Michele Gonzales / Abstain: Taryn Mural, Angela Freitas, Jessica Narayan, Esther Rosas, Kathy Harwell / Motion carries

**9. Coordinated Entry System (CES) Implementation**

Jessica Narayan

- Rescheduling next case conferencing meeting – importance of meetings/outreach team/housing availability
- Mandatory meetings for all agencies to attend who are mandated to use CE

**10. HMIS reminders and deadlines**

Lynnell Fuller

- System Performance Measures – need to be submitted to HUD at the end of February

**11. CSOC General Membership Update**

Francine DiCiano-Foley

- Still need applications for CSOC – will vote on 2/20
- Lived experience (2); neighborhood (1); education (1); and business (1) positions open
- **CSOC Chairperson and Vice-Chairperson Election**

**ACTION:** Approval of Chairperson and Vice-Chairperson

- Nominations for Chair/Vice Chair – slate for nominees and vote took place via ballot – there was a tie for the Chairperson. Final vote will take place after last member votes via email.
- Jessica Narayan was elected as Vice Chairperson

**ANNOUNCEMENT** - CSOC Leadership meeting with Congressman Josh Harder on the Homeless Emergency Declaration Act. Jean Tang will send out invitation for 1/21 from 3:15-3:45PM Location: TBA