

Housing First Solano
Vallejo-Solano County Continuum of Care
General Membership Meeting Minutes
August 24, 2016
10:00 a.m. to 11:30 a.m.

1. Meeting called to order by the Vice Chair Kat Lawton at 10:07 a.m.
2. No additions to or deletions from the Agenda.
3. John Evalle moved to approve the agenda. Brandon Thompson seconded the motion. The motion passed with no opposition or abstentions.
4. Emily Cantu moved to approve the minutes of the CoC General Membership meeting on June 22, 2016. Brandon Thompson seconded the motion. The motion passed with no opposition or abstentions.
5. Old Business
 - 5.1 NOFA Update
 - a. Carolyn Wylie reported that Housing First Solano recently completed the review and rank process for the 2016 CoC Competition. No appeals were filed. No performance-based applications were rejected. The list of projects will be considered by the CoC Board shortly.
 - b. Carolyn also reported that there was one application submitted by CAP Solano JPA to expand coordinated entry for \$30,000 in reallocated funding. A \$60,000 expansion application was filed by Edge Community Church for rapid rehousing. Edge intends to expand their operations from food and outreach to also providing housing services. Edge will likely be a sub-recipient, with the City of Fairfield acting as the applicant. That issue would be up for consideration later in the day.
 - c. Carolyn finally reported that CoC staff were conducting technical reviews and providing advice to ranked applicants, particularly to those assigned to Tier 2. After the technical review process, staff would submit Housing First Solano's consolidated application to HUD on Sept. 13.
 - d. A CoC member asked for clarification as to CoC staffing with regards to HMIS. Carolyn Wylie confirmed that John Melis and Marie Libeson would be most heavily involved in HMIS management; however, all staff on the HomeBase Solano Team would be available for assistance.
 - e. A CoC member expressed some confusion as to how to contact staff. Carolyn explained that HomeBase staffed the CoC as a team so as to provide more resources to help the community, including using the Solano@homebaseccc.org email, which contacts the whole team providing more immediate assistance and feedback.

Carolyn assured the attendees that she would continue to provide senior guidance over all Solano staff work provided by HomeBase.

- f. A CoC member expressed confusion over the various NOFA forms that had been released and asked for clarification on what purpose each served. Carolyn explained that the forms in question related to the review and rank scoring process. She said that staff would respond to any questions.
- g. A CoC member asked about the e-snaps guidance in the TA Handbook. Carolyn explained that the purpose was for applicants to use the guide HomeBase had prepared in conjunction with the training module from HUD to fill out the applications. The HUD quick guide is supposed to be a brief resource. Carolyn suggested that staff gather feedback after the NOFA to collect community suggestions to improve the materials in the future.
- h. A CoC member asked when the community would hear back from HUD about the competition? Carolyn answered that last year it took four months for HUD to respond to the Tier 1 projects. The goal that was stated at a recent conference with HUD was to respond by end of the year.

6. New Business

6.1 Regional Strategic Planning Presentation

- a. Carolyn Wylie reported that a regional strategic planning process was underway with a goal of responding to homelessness in a more coordinated way. A Plan would be drafted by end of 2016. Staff would be working to get feedback from the community to help with the drafting of the plan. CoC Board Chair Tranine Chisom and Board Vice Chair Kat Lawton served on the working group. Increasing affordable housing, improving system navigation, and strengthening support system to assist residents maintain housing were the three priorities identified as starting points for the Plan to then take and use to get feedback during the community engagement process.
- b. A CoC member asked who else served on the Regional Strategic Plan committee. Carolyn answered: David White, Kristin Kamm, Daniel Del Monte, D'Andre Wells, Dawn La Bar, Emily Cantu, Christina (Tina) Encarnacion, Joanie Erickson, Tranine Chisom, Reed Walker, Maurilio Leon, Debbi Davis, Zoila Perez Sanchez, Pastor Michael Wurz, and Suisun City Police Chief Tim Mattos.
- c. A CoC member asked why no direct service providers served on the committee. Carolyn pointed out that they did - Caminar provided direct services. Emily Cantu, CoC/JPA Board member and City of Vacaville Director of Housing also provided some background on the genesis of the Plan: All of City Managers and the County Administrator frequently got together to talk about matters of local concern and homelessness was a frequent topic. From those discussions came the goal of

determining what homelessness in Solano County looked like, and how the community could better address the issue. The Plan was meant to be a document that could be used by the cities and counties – a single, 5-year plan to work together as one, rather than having all the cities continue to work separately.

- d. Carolyn explained that the next step would be to determine how the Plan would impact individual community members and other stakeholders. Staff planned to hold focus groups, surveys, and community forums.
- e. A CoC member asked if there was a way to add more service providers. The member wondered whether the county was increasing the funding pool, but not telling everyone what they would need to do to get those funds. Carolyn clarified that the committee formation was meant as a way to create more representation in the process. There was no intent to leave out service providers. The number of hours that the working group would meet would be dwarfed by the community engagement components: issue summits, multiple focus groups, and other outreach engagements. The majority of the information would come from community outreach.
- f. A CoC member asked where the process currently was. Carolyn reported that staff were putting together issue summits.
- g. A CoC member asked when the process started. Carolyn answered that it started three months ago with an environmental scan.
- h. A CoC member asked how service providers were chosen to be part of the work group. Carolyn answered that there was targeted outreach to HUD-identified subpopulations.
- i. SafeQuest Solano expressed an interest in being more involved in the process.
- j. A CoC member suggested that “prevention of homelessness” be added to the list of priorities.
- k. Carolyn said that the information from the session would be on the HomeBase website soon and Regional Strategic Plan staffer Gillian Morshedi’s contact information would be included on that site too.

6.2 Training on Youth Outreach and Serving Survivors of Human Trafficking

- a. Hank Crook presented on Youth Outreach & Serving Survivors of Human Trafficking.
- b. A CoC member commented that serving youth was something many service providers shy away from, because of fear of liability.
- c. SafeQuest Solano discussed their youth prevention and youth human trafficking victims’ programs. SafeQuest just received a transitional housing grant from the California Office of Emergency Services) for homeless or at-risk youth.
- d. A CoC member asked whether the McKinney-Vento definition of youth homelessness aligned with Federal HHS definition. Carolyn Wylie answered that the definitions were slightly different but the definition is up for comment. John Evalle

noted that it's important when sharing data points to specify which definition yielded data.

- e. A CoC member asked about how "communities" was defined when financial incentives for communities that address youth. Carolyn explained that there are a few different incentives available and that the definition could depend on the program.
- f. SafeQuest underscored the importance of prevention and outreach, including in schools (Fairfield Unified School District has a pilot project), as the first steps in addressing human trafficking. Children often don't see their situation as one of trafficking. Building relationships could be key to having conversations that could lead to discovery of trafficking and/or sexual assault situations even when the person doesn't know. The biggest need is making kids feel safe to disclose. We can't usually just ask if someone is a victim, especially around traffickers who may be a boyfriend, friend, trusted person... It takes several contacts, we must build trust. And we must make it known that there's a person and place to go when they're ready. What works best is creating a small program and figuring out how to expand it. And how best to bring HHS, Child Welfare, Law Enforcement, youth providers together. To get a pilot program up and running we are looking at a 5-year turnaround maybe for any given kid.
- g. A CoC member commented that trainings of line staff at providers that don't necessarily work in this area would be helpful. The attendees discussed the possibility of creating a task force and looking to Washington protocol and Los Angeles for models.

7. Funding Opportunities

7.1 Carolyn Wylie referred attendees to the funding opportunities that were listed in the packet of meeting materials.

7.2 Carolyn Wylie reported that regarding the ESG grants process, it was announced that CAN-B put in a successful application for Rapid Rehousing.

8. There were no comments from CoC Board members.

9. Kat Lawton moved to adjourn. Reginald Doss seconded the motion. The motion passed with no opposition or abstentions.