

Housing First Solano  
Vallejo-Solano County Continuum of Care  
Board Meeting Minutes  
July 26, 2017  
11:30 a.m. to 12:30 p.m.

**Board members present:**

Tranine Chisom, Caminar  
Anne Putney, City of Vallejo  
Tamara Colden, City of Vacaville  
Scott Mulvey, City Church 2:42  
John Evalle, Congressman John Garamendi's Office  
Reginald Doss, Formerly Homeless Individual  
Joey Carrizales, Formerly Homeless Individual  
Kathy Lawton-Caesar, City of Suisun City  
Bryan Briggs, City of Fairfield  
Zoila Perez-Sanchez, Fairfield Suisun Unified and Family Resource Centers  
Ruth Matz, Community Action North Bay  
Sgt. Dan Marshall, Fairfield Police Department  
Sandy Rose, Solano County Health and Social Services  
Reed Walker, Department of Veterans Affairs  
Ed Lowe, North Bay HealthCare

Other attendees:

David Klinge, concerned citizen  
John Melis, HomeBase, CoC Staff  
Allison Ulrich, HomeBase, CoC Staff  
Chloe Noonan, HomeBase, CoC Staff

1. Tranine Chisom called the meeting to order at 11:35 a.m.
2. There was a quorum of Board members present.
3. There were no presentations.
4. There was no public comment.
5. There were no additions or deletions to the agenda.
6. Reginald Doss moved to approve the agenda. John Evalle seconded the motion. All voted in favor with no abstentions. The motion carried.

## 7. Consent Calendar

### 7.1. Participants reviewed the minutes from May 24, 2017.

Kathy Lawton-Caesar moved to approve the minutes as presented. Reginald Doss seconded the motion. Sgt. Dan Marshall and Ruth Matz abstained from the vote. All others voted in favor. The motion carried.

## 8. Old Business or Standing Agenda Items

Chair Chisom noted the Old Business item now includes standing agenda items.

### 8.1. Solano Strategic Plan Update

Staff reported that the Draft Regional Strategic Plan is being reviewed for first year implementation and will get back to the Board on a projected date for finalizing. Staff would send out the next meeting date of the Regional Strategic Planning Committee.

### 8.2. Legislative and Advocacy Updates

No Board members had any advocacy updates.

### 8.3. Veterans Affairs Updates

Reed Walker noted that Supportive Services for Veteran Families (SSVF) and Grant & Per Diem (GPD) grant renewals awards announcements are expected in September 2017; however, it is their understanding that conditional awards letters have already been sent to some grantees.

## 9. New Business

### 9.1. Continuum of Care Competition Release and Details

Staff informed the Board the CoC Competition NOFA was released on July 14, 2017 with applications due on September 28, 2017. The local competition timeline was more compact this year. The NOFA provided for several new project types in 2017, including Transitional Housing (TH)-Rapid Rehousing (RRH) Joint Component projects and DedicatedPLUS. Also new in 2017 e-snaps applications were streamlined for those renewal projects with few changes; RRH eligibility have been expanded; 25% match was required for project applicants, though there is no leverage requirement. HomeBase was in the process of reviewing poroject data. The TA Workshop was scheduled for July 26, 2017. The Request For Information (RFI) narrative responses were due in two weeks on August 9, 2017. The Review and Rank Panel will meet to review projects on August 22, 2017, with appeals heard the following week. In September, the CoC Board will need to approve the Priority List recommended by the Review and Rank Panel.

John Evalle expressed that the Board should discuss recusal of Board Members for CoC competition purposes early this year. Sandy Rose, Ruth Matz, Kathy

Lawton-Caesar, Tranine Chisom, and the CAP Solano JPA will need to recuse themselves.

#### 9.2. Vote to Move the CoC Board Meeting to Accommodate the NOFA Schedule

Staff informed the Board additional meetings would need to be scheduled to approve the Priority Listing for the Continuum of Care Application as well as to approve the completed Consolidated Application. After discussion, John Evalle moved to convene CoC Board Meetings on September 6, 2017 from 11:30 am to 12:30 pm in order to approve the CoC Competition Priority Listing, and on September 20, 2017 from 11:30 am to 12:30 pm to approve the final CoC Consolidated Application. Anne Putney seconded the motion. All voted in favor with no abstentions. The motion carried.

#### 9.3 2017 Point-In-Time Count Report

Staff reported that key findings of the 2017 Point-in-Time Count included a 14% increase since 2015; however, there was improved methodology to this year's count which included improved outreach that went beyond just an observational count as in years past. The count used approved HUD methodology and extrapolation, and also included a Youth count. Flooding occurring at the time of the Point in Time Count additionally impacted the visibility of homelessness this year. The Board asked staff to compile information on San Francisco and Sacramento PIT Counts to share with the Board, as well as review with ASR that Mission Solano and Dixon data on Veteran homelessness was submitted to them.

Bryan Briggs asked about how increases in persons experiencing homelessness in the community impacted funding received from the Department of Housing and Urban Development. Staff explained that HUD takes that information into account when scoring the Consolidated Application and that CoCs have the opportunity to comment on changes in persons experiencing homelessness in the application.

#### 9.4 Emergency Solutions Grant Renewal

Staff informed the Board that CAN-B had renewed its grant for Emergency Solutions Grant funding with the Sacramento Housing and Redevelopment Agency.

#### 9.5 Letter of Support for Children in Need of Hugs

Chair Chisom informed the Board that she had received a request for a letter of support from Children in Need of Hugs. The letter of support needed to be signed before the Board could meet and so Chair Chisom exercised her authority to sign on behalf of the CoC as allowed by the letter of support policy.

## 10. Board Comments

Bryan Briggs informed the Board the Fairfield City Council approved financial assistance for two projects since the last board meeting. The projects would add an additional eight units of permanent supportive housing with wrap around services as well as 18 other below market units. The City of Fairfield is also working with a developer to develop the property at 1700 Santa Monica.

## 11. Staff Report

### 11.1. Funding Opportunities

Staff directed the Board to review the funding opportunity handout. Staff noted that many funding opportunities have not been issued yet due to the lack of clarity from the federal government about funding availability.

### 11.2 Federal Updates

Staff referred the Board to review the federal updates handout provided as part of the meeting materials.

## 13. Adjourn.

Kathy Lawton-Caesar moved to adjourn the meeting at 12:30 PM. Ed Lowe seconded the motion. All voted in favor with no abstentions. The motion carried.