

Housing First Solano
Vallejo-Solano County Continuum of Care
Board Meeting Minutes
November 16, 2016
11:30 a.m. to 12:30 p.m.

Board members present:

Tranine Chisom
Lori Bowley
John Evalle
Kathy Lawton
Daniel Del Monte
Zoila Perez-Sanchez
D'Andre Wells
Norma Ramos
Tamara Colden (alternate for Emily Cantu)
Brother Raymond Courtemanche (alternate for Ron Marlette)
Keetra Welling (alternate for Ruth Matz)

Other attendees:

Carolyn Wylie, HomeBase
John Melis, HomeBase

1. Tranine Chisom called the meeting to order at 11:54 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 to or deletions from the agenda.
6. Kat Lawton moved to approve the agenda. Tamara Colden seconded the motion. The motion passed with no opposition or abstentions.
- 7.1. Participants reviewed the minutes from September 8, 2016. No additions or corrections were made. John Evalle moved to approve the minutes. Daniel Del Monte seconded the motion. The motion passed with no opposition or abstentions.
8. Old Business or Standing Item
 - 8.1. Report on Solano Regional Strategic Planning - Update
Staff presented on the status of Regional Strategic Plan. Staff informed the Board the Regional Strategic Planning Committee has met with a number of homeless stakeholders in Solano and has held eight community outreach events. There are upcoming issue summits which will solicit additional feedback. Staff asked the Board to encourage the community to fill out the surveys for consumers and providers to help inform the strategic planning process.

8.2 Report on 2017 Unsheltered Point-in-Time Count Planning - Update

Staff updated the Board on the planning process for the 2017 Point-in-Time Count. There will be two unsheltered PIT counts: one for adults and one for youth. Staff asked Board members to identify youth hot-spots to ensure accurate coverage of the youth population. Staff also asked Board members to identify locations for deployment/training centers for volunteers during the unsheltered PIT count. Staff requested Board members assist with volunteer recruitment.

8.3. Report on Coordinated Entry System Planning - Update

Staff updated the Board on the current state of the Coordinated Entry System. The Coordinated Entry Committee identified the VI-SPDAT as the assessment tool CES will use. CES will use a Multiple Entry Point model which will identify several providers as the point of entry for CES. Issues under development are how clients access CES, how clients are matched with services, how clients are referred and placed with the appropriate organization, and how priority subpopulations are supported.

9. New Business

9.1. Receive report of the Collaborative Applicant and HMIS Lead survey results and proposed updates and strategies for response in 2017

Staff presented the survey responses submitted regarding the CAP Solano JPA serving as Collaborative Applicant and HMIS Lead. Overall, survey respondents appreciated the work the CAP Solano JPA provided during 2016. The CAP Solano JPA will endeavor to increase access to staff for technical assistance, provide updated HMIS trainings and webinars, provide additional trainings at CoC meetings on HUD policies, and will encourage CoC Board members to chair committees.

Keetra Welling asked that the narrative summary document be provided to the General Membership in addition to the Board. She stated the information would have been helpful to the General Membership at their meeting.

9.2. Consider a proposed schedule for the Board and General CoC for 2017 - Action

Staff presented a proposed calendar for meetings in 2017 which comply with the Board bylaws and accounted for the winter holidays.

Daniel Del Monte moved to approve the calendar. Lori Bowley seconded. The motion carried with no opposition or abstentions.

10. Comments from Board Members

Lori Bowley informed the Board that the Veterans Administration will be changing its funding structure for Grant Per Diem programs. Rather than automatic renewals, the VA will now require that all programs receiving GPD funding will need to submit an annual grant application. This change is expected to occur in September of 2017.

11. Staff Report

11.1. Housing First Solano Website Rebuild Notice and Request for Comment

Staff informed the Board that staff had overhauled the Housing First Solano website. Staff asked Board members to review the website and provide comments on the design. Staff also asked the Board to provide photographs for use on the website.

11.2. Receive update on 2016 Annual Homeless Assessment Report (AHAR).

Due to time constraints, the update on the Annual Homeless Assessment Report was delayed until the next meeting.

11.3. Funding Opportunities – Listed in the materials for Board review

Due to time constraints, staff directed the Board to review the funding opportunities handout provided in the materials packet.

11.4. CoC Potluck December 14, 12:00 PM at Suisun City Chambers

Staff reminded the Board that the Holiday Potluck for Housing First Solano would take place on December 14. Staff asked Board members to sign up to bring various items to the potluck.

12. Tranine Chisom adjourned the meeting at 12:45 PM.