



## Yolo County Homeless and Poverty Action Coalition (HPAC)

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### August 24, 2016 Meeting Minutes

#### MEETING ATTENDEES:

- Becca Bettis, Volunteers of America Veterans Services\*
- Isaac Blackstock, Yolo Community Care Continuum
- Phalicia Chow, Yolo Community Care Continuum
- Ryan Collins, Elica Health Centers\*
- Tracey Dickinson, Yolo County Health and Human Services Agency
- Bryan Golder, Fourth and Hope
- Ginger Hashimoto, Yolo County Health and Human Services Agency
- Lynnette Irlmeier, Empower Yolo\*
- Michele Kellogg, Yolo Community Care Continuum\*
- Dan Maguire, City of Winters
- Erin McEwen, Yolo County Children's Alliance
- Niomi Michel, Empower Yolo\*\*
- Alysa Meyer, Legal Services of Northern California\*
- Bobbi Park, CalVet
- Amara Pickens, Fourth and Hope\*\*
- Javier Pimentel, Yolo Community Care Continuum
- Joan Planell, City of Davis
- Bill Pride, Davis Community Meals\*
- Koy Saechao, Turning Point Community Programs
- Sandra Sigrist, Yolo County Health and Human Services Agency\*\*
- Dan Sokolow, City of Woodland\*
- Reed Walker, Veterans Affairs
- Katy Zane, Short Term Emergency Aid Committee\*
- Doug Zeck, Fourth and Hope\*

*\*Indicates a primary voting designee*

*\*\*Indicates a secondary voting designee*

#### 1. REVIEW AND APPROVE MEETING AGENDA

HPAC approved the agenda with the following amendments: move the public hearing (Item #3) after the CalVet presentation (Item #5) as the speaker/facilitator for the hearing, Ryan Collins, had not yet arrived; move the introductions and program updates (Item #4) after the adoption of meeting minutes (Item #2) also due to Ryan's absence.

- **Motion:** Alysa Meyer
- **Second:** Bill Pride



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#### 2. ADOPT MEETING MINUTES FROM 6/22/16

HPAC approved the meeting minutes with the following amendments: change number of abstentions under Emergency Solutions Grant Update (Item #7) from two to four; fix the misspelling of Alysa's name; fix the misspelling of Sergei's name; and fix the misspelling of Lynnette's name.

- **Motion:** Alysa Meyer
- **Second:** Bill Pride

#### 3. INTRODUCTIONS AND PROGRAM UPDATES

- Ginger Hashimoto volunteered to record meeting minutes as HPAC's appointed secretary, Anna Darzins, recently resigned from the position.
- Yolo County Health and Human Services Agency (HHS) issued a memorandum alerting providers and stakeholders that HHS is facing a significant structural budget deficit for the 2016-17 fiscal year. As such, the memorandum informed contracted partners that HHS is reviewing every contract, and in some circumstances, instituting cuts.
- Turning Point Community Programs opened a recruitment for a Housing Specialist.
- Housing Now hired a new Housing Navigator, Javier Pimentel. Working in collaboration with Fourth and Hope as well as HHS, Pimentel will assist clients enrolled in the Bridge to Health and Housing Project.
- Fourth and Hope just submitted the necessary paperwork to become a certified Drug Medi-Cal treatment provider.

#### 4. PRESENTATION FROM CALVET

Bobbi Park presented on the California Department of Veteran Affairs (CalVet) program. Serving veterans and their families, CalVet links clients with already existing local, state, and federal resources including healthcare, education, housing, employment, and housing. Bobbi encouraged HPAC to have all veteran clients register for a myCalVet profile. The profile allows clients to easily search for resources specific to their needs. She also informed HPAC of a toll free number (844) SERV-VET or (844) 737-8838 that allows clients to locate the nearest County Veterans Service Office.

#### 5. PUBLIC HEARING

Ryan Collins explained that the purpose of the public hearing is for attendees to discuss HPAC's FY 2016 CoC local competition as well as to review the project selection subcommittee's recommendations.

Alysa Meyer explained that the subcommittee members used HPAC's approved scoring criteria to rate each project application. The members then calculated an aggregate score for each project application.



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While the members considered the scores, they also made strategic decisions based on local need and geographic distribution.

Several attendees commented. One attendee underscored that HPAC has continually lost CoC funding for several years in a row. Therefore, HPAC needs to develop a better way to identify underperforming projects and reallocate them in accordance with HUD priorities. Another attendee responded by saying that California is ill equipped to align with HUD priorities, due to its lack of affordable housing and general housing shortage. Another attendee commented that there are other resources available to fund projects that are not in alignment with HUD priorities. Another attendee asserted that improving the overall CoC application score would help since that is partially how HUD determines Tier 2 funding.

Ultimately, the non-conflicted members voted to approve the subcommittee's recommendations without amendment.

- **Motion:** Alysa Meyer
- **Second:** Lynnette Irlmeier
- **Abstentions:** Doug Zeck, Bill Pride, Michele Kellogg, and Sandra Sigrist

#### 6. FOURTH AND HOPE PSH BEDS IN WS

HPAC approved the City of Woodland/Fourth and Hope's request to lease PSH units in West Sacramento. Doug Zeck explained that since the City of Woodland/Fourth and Hope are struggling to find vacant PSH units in Woodland, HUD approved the leasing of units outside city boundaries upon two conditions. First, the units must remain within HPAC's designated service area. Second, HPAC must approve and write a letter of support.

- **Motion:** Ryan Collins
- **Second:** Bill Pride
- **Abstention:** Dan Sokolow and Doug Zeck

#### 7. UPDATED POLICIES AND PROCEDURES MANUAL

HPAC approved the updated policies and procedures manual. Tracey Dickinson explained that given some recent guidance issued by HUD, she felt it necessary to make a few amendments to the manual. The first change was to adopt Notice CPD-16-11, which supersedes Notice 14-012, updating the order of priority for persons experiencing chronic homelessness and other vulnerable homeless persons in permanent supportive housing. The second change added language addressing involuntary family separation. The third change incorporated recommendations by HUD, HHS, and DOJ prohibiting providers from withholding certain services based on immigration status when the services are necessary to protect life and/or safety.

- **Motion:** Dan Sokolow
- **Second:** Bill Pride



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#### 8. HMIS POLICIES AND PROCEDURES MANUAL

HPAC approved the proposed HMIS policies and procedures manual. Ginger Hashimoto explained that the manual is a counterpart to HPAC's general manual. The manual consists of four sections: (1) HMIS governance structure; (2) general HMIS policies and procedures; (3) data quality plan; and (4) privacy and security plan. She also reminded HPAC that the Data Subcommittee discussed an outline for the manual and had already provided feedback on its contents.

- **Motion:** Dan Sokolow
- **Second:** Ryan Collins

#### 9. HMIS UPDATE

Ginger Hashimoto received a response from HPAC's HMIS vendor regarding her customization inquiry. At the request of the Data Subcommittee, the customization would have better protected personal identifying information by only allowing data sharing to occur on an as-needed basis. Unfortunately, the vendor said that given the complexity of the request and the amount of time and money it would cost its developers it could not accommodate HPAC.

Ginger also shared that HPAC exceeded their 30-user HMIS licensing limit. Ginger confirmed with the vendor that HPAC can add a variable number of users, but it would require a one-time license activation fee. As a result, Ginger proposed amending HPAC's HMIS cost/invoicing structure. The new structure is as follows:

- \$175 one-time license activation fee for any user added that exceeds HPAC's 30-user threshold
- \$450 CoC license fee divided equally among all HMIS participating agencies
- \$30 per month per user according to a monthly inventory of active users

#### 10. COC PLANNING GRANT

HPAC agreed that YCCC, as the Collaborative Applicant, should apply for a FY 2016 CoC planning grant focused on system-level improvements. A primary aim will be to hire a consultant to assist HPAC in revising and strengthening its CoC local competition review, rank, and reallocation processes.

#### 11. MEETING EVALUATION: PLUS/DELTA/FUTURE TOPICS

##### Pluses

- Timeliness of meeting—ended on time
- Snacks—deconstructed Oreos
- Good CoC discussion during public hearing

##### Deltas

- None



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#### Future Topics

- None

#### **12. NEXT MEETING & ADJOURNMENT**

HPAC approved moving the upcoming Technical Subcommittee meeting from 9/16 to 9/8 so the Subcommittee could review the final FY 2016 CoC Collaborative Application.