



Yolo County Homeless and Poverty Action Coalition (HPAC)

Davis/Woodland/Yolo County Continuum of Care (CA-521)

General HPAC Meeting Agenda

Wednesday, November 28th, 2018 (9:00-10:30)

Yolo County Library – Davis – Blanchard Room

Meeting Agenda

Agenda Item	Approximate Time	Speaker/Facilitator
1. Review and Approve Meeting Agenda	9:00-9:03 (3 Minutes)	Ryan Collins, HPAC Chair
2. Approve Meeting Minutes from 10.24.18	9:03-9:05 (2 Minutes)	Ryan Collins, HPAC Chair
3. Introductions and Program Updates	9:05-9:25 (20 Minutes)	All
4. CESH/HEAP Project Selection <ul style="list-style-type: none">• Subcommittee presents recommendations• ACTION ITEM: Approve funding recommendations	9:25-9:40 (15 Minutes)	Emily Meza, HHS Analyst
5. No Place Like Home <ul style="list-style-type: none">• Proposition 2• County Plan Input Process	9:40-9:50 (10 Minutes)	Sandra Sigrist, HHS Branch Director
6. CoC Planning Grant-Scope of Work <ul style="list-style-type: none">• ACTION ITEM: Approve Scope of Work with HomeBase	9:50-9:55 (5 Minutes)	Sandra Sigrist, HHS Branch Director
7. 2019 Point-in-Time Count Update	9:55-10:05 (10 Minutes)	Kim Heuvelhorst, HHS Analyst
8. Rotating Winter Shelters/Warming Center	10:05-10:10 (5 Minutes)	Kim Heuvelhorst, HHS Analyst
9. Longitudinal Systems Analysis (LSA)/Annual Homeless Assessment Report (AHAR)	10:10-10:15 (5 Minutes)	Emily Meza, HHS Analyst
10. Upcoming Grants <ul style="list-style-type: none">• Home Safe• Housing for a Healthy California• HMIS Capacity Building Project NOFA	10:15-10:20 (5 Minutes)	Sandra Sigrist, HHS Branch Director
11. 2019 Meeting Schedule	10:20-10:22 (2 Minutes)	Kim Heuvelhorst, HHS Analyst
12. HPAC Voting Board for 2019	10:22-10:25 (3 Minutes)	Emily Meza, HHS Analyst
13. Meeting Evaluation and Future Topics	10:25-10:30 (5 Minutes)	Ryan Collins, HPAC Chair
14. Next Meeting & Adjournment	10:30	Ryan Collins, HPAC Chair

Upcoming Meetings and Events

- NPLH Woodland Issues Summit – December 4th, 2018- 8:30-12:30 pm-Yolo County Housing- 147 W. Main Street, Woodland- Large Conference Room
- NPLH West Sacramento Issues Summit – December 5th, 2018- 8:30-12:30 pm-Civic Center Galleria- 1110 West Capitol Avenue, West Sacramento-Meeting Room
- NPLH Davis Issues Summit – December 5th, 2018- 4:00-8:00 pm- Davis Police Department- 2600 5th Street, Davis-Community Room



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Yolo County Library – Davis – Blanchard Room

- Point-in-Time Planning Meeting – December 12th, 2018- 8:30-10:30 am- Yolo County HHSA- Gonzales Building, 25 N. Cottonwood Street, Woodland- Clarksburg Room
- HPAC Technical Subcommittee – December 20th, 2018- 9:00-11:00 am- Yolo County HHSA-Building A, 500 Jefferson Blvd., West Sacramento- Community Room
- Point-in-Time Planning Meeting – January 9th, 2019- 10:00-12:00 pm- Yolo County HHSA- Bauer Building, 137 N. Cottonwood Street, Woodland- Thomson Room
- HPAC Data Subcommittee – January 16th, 2019- 8:30-9:30 am- Yolo County HHSA- Bauer Building- 137 N. Cottonwood Street, Woodland- Livingstone Room
- HPAC Technical Subcommittee – January 24th, 2019- 9:00-11:00 am-Yolo County HHSA- Bauer Building-137 N. Cottonwood Street, Woodland-Ross Room
- General HPAC Meeting – January 30th, 2019- 9:00-10:30 am- Davis Police Department- 2600 5th Street, Davis- Community Room

Supporting Documentation for Item #2

Meeting Minutes from 10/24/2018



Yolo County Homeless and Poverty Action Coalition (HPAC)

October 24th, 2018 Meeting Minutes

LOCATION: West Sacramento – Yolo County HHS – Building A – River City Room

MEETING ATTENDEES – QUORUM ESTABLISHED

1. **Alysa Meyer, Legal Services of Northern California***
2. Amanda Ekman, Yolo County Health and Human Services Agency – Child Welfare Services
3. **Amber Whitaker, City of West Sacramento***
4. **Bill Pride, Davis Community Meals & Housing***
5. Brandy Adams, Community Member – Student (Los Rios Community College)
6. **Dan Sokolow, City of Woodland***
7. **Doug Zeck, Fourth & Hope***
8. Emily Meza, Yolo County Health and Human Services Agency – Homeless Services
9. Erin McEwen, Yolo County Children’s Alliance
10. **James McLeod, Yolo Community Care Continuum****
11. **Janis Holt, Yolo County Housing***
12. **Jeneba Lahai, Yolo County Children’s Alliance***
13. Kathy Trott, Woodland Opportunity Village
14. Kim Heuvelhorst, Yolo County Health and Human Services Agency – Homeless Services
15. Liane Moody, Short Term Emergency Action Committee (STEAC)
16. Linda Scott, Interfaith Rotating Winter Shelter of Davis (IRWS)
17. **Lora Barrett, Yolo Conflict Resolution Center****
18. **Martha Teeter, Davis Opportunity Village***
19. Mary Anne Kirsch, Interfaith Rotating Winter Shelter
20. **Niomi Michel, Empower Yolo****
21. Patrick Vancuren, Veterans Resource Center
22. Rachel Nervo, Veterans Affairs – HUD VASH
23. **Ryan Collins, City of Davis***
24. Sandra Sigrist, Yolo County Health and Human Services Agency – Adult and Aging
25. Zane Hatfield, Yolo Food Bank

***Bold-type** indicates that the individual represented a Voting Board agency as either a primary (*) or secondary (**) voting designee*

1. REVIEW AND APPROVE MEETING AGENDA

HPAC unanimously approved the agenda with no amendments:

- **Motion:** Doug Zeck
- **Second:** Alysa Meyer
- **Abstentions:** None

2. APPROVE MEETING MINUTES FROM 9/26/2018

HPAC unanimously approved the minutes with no amendments:

- **Motion:** Martha Teeter
- **Second:** Alysa Meyer
- **Abstentions:** None



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3. INTRODUCTIONS AND PROGRAM UPDATES

Meeting attendees shared updates on their programs, some highlights follow:

- Ryan Collins announced that the City of Davis is moving forward with a contract with CommuniCare to provide an onsite nurse during the Interfaith Rotating Winter Shelter in Davis for the 2018-2019 season. He explained that the City of Davis was training first responders to utilize a Winter Shelter App that shows bed availability live and during after-hours.
- Rachel Nervo from the VA announced that the VA was receiving 5 more HUD VASH vouchers for Yolo County.
- Erin McEwen and Amber Whitaker both spoke about the Winter Warming Center proposed by the Mercy Coalition in West Sacramento during the 2018-2019 winter season. Amber explained that the project was going before the City of West Sacramento City Council on November 7th. Martha Teeter asked if community support was needed, and HPAC was invited to attend to show support.

4. ELECTIONS

Kim Heuvelhorst explained how the Nominating Subcommittee received nominations through October 5, 2018. As of that time, two individuals were nominated for HPAC Chair, with the Vice-Chair and Secretary positions receiving one nomination each. HPAC made a final decision regarding the Chair position through a vote of HPAC voting member agencies via a SurveyMonkey poll between October 10 – October 18, 2018. Ryan Collins received the highest number of votes in that poll. As such, the Nominating Subcommittee recommended the following slate of officers for 2019.

- Chair: Ryan Collins
- Vice Chair: Michele Kellogg
- Secretary: Emily Meza

HPAC unanimously approved the 2019 HPAC officers (listed above) as recommended by the Nominating Subcommittee

- **Motion**: Martha Teeter
- **Second**: Jeneba Lahai
- **Abstentions**: none

5. BRINGING FAMILIES HOME (BFH) DATA SHARING

Emily Meza led a discussion regarding the Bringing Families Home (BFH) program and a data sharing request from the State of California. On October 17th, the Data Subcommittee met and discussed the Data Use and Transfer Agreement that the State of California requested Yolo County agree to, in conjunction with the Bringing Families Home grant. The program assists families involved in the Child Welfare System to stabilize and reunite when lack of housing is the primary barrier to family reunification. Ryan Collins shared the Data Subcommittee's recommendation that Yolo County participate in the data sharing request. He explained how the Data Subcommittee heard from the lead researcher with whom the State of California is working to perform evaluation of the program. The lead researcher had explained that the data taken from HMIS would be ran through a system, "cleaned", and the report received by the researchers would be coded and de-identified information. The Data



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Subcommittee determined that the security measures in place to protect client information were adequate.

Discussion of the merits of participating in the agreement followed:

- Amanda Ekman provided background about the Bringing Families Home program being a pilot program that Yolo County was participating in and that the HMIS data requested by the State of California was needed to inform a larger evaluation of the program's effectiveness statewide. The evaluation is important because it can affect whether the BFH program as a whole continues to be funded. She explained that without the full scope of data requested, the evaluation would lack a control group to compare BFH participant outcomes against.
- Bill Pride asked whether sharing HMIS data of this kind was covered in the release of information that clients sign before their information is entered into HMIS. Emily Meza confirmed that both the HMIS release of information and HMIS privacy statement specifically state that client information may be shared for research purposes in compliance with all applicable federal and state regulations governing the sharing of client identifying information.
- Jeneba Lahai asked how many families had been served through the BFH program in Yolo County. Amanda Ekman stated that 20-25 families had been housed through the program.

The following motion was then made and passed unanimously:

1. **The Yolo County CoC agrees to share the requested HMIS data with the State of California as stipulated in the Data Transfer and Use Agreement, and that the entity deemed appropriate by a legal review (ie: County of Yolo, HPAC Chair, etc) would sign the document.**
 - a. **Motion:** Ryan Collins
 - b. **Second:** Dan Sokolow
 - c. **Abstentions:** none

6. CALIFORNIA EMERGENCY SOLUTIONS AND HOUSING (CESH) & HOMELESS EMERGENCY AID PROGRAM (HEAP) UPDATE

Emily Meza informed the group that the CESH application was submitted timely before the October 15, 2018 deadline. She explained that notices of 8 notices of intent were received for CESH and 7 were received for HEAP. HEAP applications were due by the end of the day (October 24), and CESH applications were due by October 31. Bill Pride expressed concern that an agency that does not participate in HPAC was applying. Tracey Dickinson explained that many sources of funding, including CESH and HEAP, require an open and public project selection process, so HPAC could not restrict applicants to only HPAC members. Also, Tracey explained that HPAC participation would be written into contracts as a requirement, once funds were awarded.

Emily requested volunteers from non-conflicted agencies for the Project Selection Subcommittee and the following individuals expressed interest:

- Alysa Meyer
- Janis Holt
- Amber Whitaker
- Martha Teeter

8. 2019 POINT-IN-TIME (PIT) COUNT PLANNING



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Emily Meza explained the importance of the annual Point-in-Time (PIT) Count, explaining that the U.S. Department of Housing and Urban Development (HUD) requires each local Continuum of Care (CoC) to plan and conduct a PIT count of homeless persons within their designated service area. HUD relies on PIT data to define the nature and extent of homelessness as well as to measure progress towards ending homelessness. Also, that the count must take place within the last 10 days of January and that it must include both the sheltered and unsheltered homeless population at least every two years. In 2018, only the sheltered count was completed, so in 2019, Yolo County must also conduct the unsheltered count.

A discussion of the 2017 efforts followed. It was explained by city representatives that during the count, individuals living in areas on County property would be included in the city's geographic region count. There were varying opinions on utilizing volunteers during the count and a strong desire for volunteers to be informed about best practices when working with individuals living homeless. It was expressed that the general methodology used in 2017 was appropriate and could be followed again in 2019.

9. NO PLACE LIKE HOME (NPLH) COUNTY HOMELESS PLAN

Sandra Sigrist explained the importance of the County completing a Community Input process to formulate a County Homeless Plan that meets very specific requirements of the No Place Like Home program. The County intends to submit an application by the January 15, 2019 deadline, so the input process must be completed by the end of December 2018. There would be a Community Input Launch day on November 13, 2018 and smaller summits in each of the three major cities, the first week of December.

10. LONGITUDINAL SYSTEMS ANALYSIS (LSA) REPORT

Emily Meza explained the purpose of the LSA. She explained that it is the data report submitted to HUD that informs the Annual Homeless Assessment Report (AHAR) provided to congress each year. The AHAR is utilized by lawmakers during policy development. Emily explained that the 2018 LSA was modified to provide a more thorough view of homelessness than in previous years. Not only would it provide more data points, it also included more housing project types than it previously did. An initial test upload is due in the HUD system by November 9, 2018, and the final report is due by November 30, 2018.

11. 2019 MEETING SCHEDULE

Kim Heuvelhorst presented the draft 2019 HPAC Meeting schedule and solicited feedback from HPAC about where to hold the meetings in Davis and West Sacramento. HPAC agreed that the Davis Police Department Community Room was most appropriate due to the Davis Library being unavailable on the dates needed. Also, Amber Whitaker from the City of West Sacramento offered to find meeting space and would follow up with Kim with more information.

12. ADJOURNMENT

The meeting adjourned at 10:28 am by unanimous approval:

- **Motion:** Janis Holt
- **Second:** Jeneba Lahai
- **Abstentions:** none

Supporting Documentation for Item #4

California Emergency Solutions Grant (CESH) and
Homeless Emergency Aid Program (HEAP)
Project Selection Subcommittee Meeting Notes



Yolo County Homeless and Poverty Action Coalition (HPAC) California Emergency Solutions Grant (CESH) and Homeless Emergency Aid Program (HEAP) Project Selection Subcommittee Meeting Notes November 15, 2018

COMMITTEE MEMBERS

Edye Kuyper, CommuniCare Health Centers
Elaine Lytle, Yolo County Health and Human Services – Service Center Branch
Janis Holt, Yolo County Housing – *(not present at meeting, but provided scores)*
Koy Saechao, Turning Point Community Programs
Michele Kellogg, Yolo Community Care Continuum

STAFF TO COMMITTEE

Emily Meza, Homeless Services Analyst, Yolo County Health and Human Services Agency
Kim Heuvelhorst, Homeless Services Analyst, Yolo County Health and Human Services Agency

AVAILABLE FUNDING

The Project Selection Subcommittee was tasked with making funding recommendations for two different grants: the Homeless Emergency Aid Program (HEAP), and the California Emergency Solutions Grant (CESH). The total funds available to allocate to individual projects is the total grant allocation minus a five percent administrative cost.

Available funding for each grant is described in the chart below:

Grant	Homeless Emergency Aid Program (HEAP)	California Emergency Solutions and Housing (CESH)
Total Allocation	\$1,341,828	\$863,524
5% Administrative Costs	\$67,091	\$43,176
Total Available for Projects	\$1,274,737	\$820,348

SCORING AND FUNDING RECOMMENDATION PROCESS

Subcommittee members received the application packets on Friday, November 2, 2018, and had thirteen (13) days to individually score each project on a 90-point scale. The Subcommittee met as a group on Thursday, November 15, 2018.

First, the Subcommittee reviewed the scores and discussed the merits of each project individually, and then developed aggregate scores for each project. Then, the Subcommittee made the following final funding recommendations.



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California Emergency Solutions Grant (CESH) and Homeless
Emergency Aid Program (HEAP)
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The Subcommittee's recommended funding distribution for the HEAP grant is listed below:

Homeless Emergency Aid Program (HEAP)			
Organization	Project Name	Amount	Score
City of Davis	Pathways to Employment	\$129,000	69.5
Davis Community Meals	Creekside Permanent Supportive Housing	\$198,900	82.5
Empower Yolo	Rapid Re-housing & Homelessness Prevention	\$67,454	83
Fourth & Hope	Purchase of Property for Emergency Shelter	\$688,047	80.25
IRWS Davis	Salary for Overnight Staff	\$21,336	80.25
Resources for Independent Living	Youth Transition Services Program	\$70,000	69
Yolo County Children's Alliance	Homeless Services Program	\$100,000	75
Total			\$1,274,737

The Subcommittee's recommended funding distribution for the CESH grant is listed below:

California Emergency Solutions and Housing (CESH)			
Organization	Project Name	Amount	Score
City of Davis	Flexible Fund	\$173,834	77.75
City of Woodland	Flexible Fund	\$140,000	75.75
Davis Community Meals	Creekside Permanent Supportive Housing	\$150,000	77.25
Empower Yolo	Rapid Re-housing & Homelessness Prevention	\$101,425	77
Fourth & Hope	Emergency Shelter Services	\$150,000	85.25
IRWS Davis	HMIS Fees	\$5,089	85
Resources for Independent Living	Transition-Homeless Diversion	\$0	68.75
Yolo County Children's Alliance	Homeless Services Program	\$100,000	72.25
Total			\$820,348

NOTES ON FUNDING RECOMMENDATIONS

The Subcommittee evaluated the projects for funding based on a variety of factors, including: score, whether an agency applied for the same activity under both grants, whether similar activities were proposed by more than one agency, and community need.

- The HEAP funding recommendations were based on prioritizing the highest amount of funds for the Fourth & Hope application as the proposed activity would meet a huge community need for more emergency shelter beds. However, the Subcommittee was hesitant to fully fund the Fourth & Hope application as it would account for the total allocation available to Yolo County and the project was in the beginning stages of development. The Subcommittee determined it was best to fund as many projects as possible with the HEAP funding while still prioritizing



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California Emergency Solutions Grant (CESH) and Homeless Emergency Aid Program (HEAP)

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emergency shelter beds. As such, all of the other HEAP applications were partially funded except Resources for Independent Living and the Interfaith Rotating Winter Shelter of Davis.

- The CESH funding recommendations reflect the Subcommittee's decision to fully fund all projects except the lowest scoring (Resources for Independent Living) and the City of Davis application. The funding recommendation for City of Davis is slightly less than requested due to a duplication of services funded under the City of Woodland application and concerns that oversight of the flexible fund spending was not as robust.
- Resources for Independent Living (RIL) scored the lowest in each grant and therefore, only one project was recommended for funding (HEAP – Youth Transition Services Program) as it was the only project that specifically serves the youth population, one of the target populations of the HEAP grant.
- Both the HEAP and CESH applications from the Interfaith Rotating Winter Shelter of Davis (IRWS) were recommended to be fully funded due to the nominal amounts applied for in comparison to other projects and a better than average score under each grant.
- For Empower Yolo, only the CESH application was recommended for full funding as both applications were for the same proposed activities. The Subcommittee determined the partial funding amount for the HEAP grant by subtracting Empower Yolo's total CESH funding recommendation from the amount requested under HEAP.
- For the Yolo County Children's Alliance (YCCA), only the CESH application was recommended for full funding as both applications were for the same proposed activities. The Subcommittee determined the partial funding amount for the HEAP grant by subtracting YCCA's total CESH funding recommendation from the amount requested under HEAP.
- The City of Davis application for HEAP was recommended for partial funding at the amount described in their application for funding project activities at Level 1.
- The City of Woodland application for CESH was recommended at full funding as it was the only application submitted by the City of Woodland.
- The Davis Community Meals and Housing application for HEAP funding was recommended for partial funding, reduced by 1 year of housing subsidies to be provided by the program.



Yolo County Homeless and Poverty Action Coalition (HPAC)

California Emergency Solutions Grant (CESH) and Homeless Emergency Aid Program (HEAP)

Project Selection Subcommittee Meeting Notes

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ATTACHMENT A: SUMMARY OF AGGREGATED PROJECT SCORES & FUNDING AMOUNTS

	Total	City of Davis	City of Woodland	Davis Community Meals	Empower Yolo	Fourth & Hope	IRWS Davis	Resources for Independent Living	Yolo County Children's Alliance
Homeless Emergency Aid Program (HEAP)									
Project	7 projects	Pathways to Employment	N/A	Creekside Permanent Supportive Housing <i>(Rental Subsidies)</i>	Rapid Rehousing & Homeless Prevention	Purchase of Property for Emergency Shelter	Salary for Overnight Staff	Youth Transition Services Program	Homeless Services Program
Average Score (90 points possible)	77.1	69.5	N/A	82.5	83	80.25	80.25	69	75
Amount Requested	\$2,297,743	\$250,000	N/A	\$245,700	\$168,879	\$1,341,828	\$21,336	\$70,000	\$200,000
Recommended Funding Amount	\$1,274,737	\$129,000	N/A	\$198,900	\$67,454	\$688,047	\$21,336	\$70,000	\$100,000
California Emergency Solutions and Housing (CESH)									
Project	8 projects	Flexible Fund	Flexible Fund	Creekside Permanent Supportive Housing <i>(Operating Reserve)</i>	Rapid Rehousing & Homeless Prevention	Emergency Shelter Services	HMIS Fees	Transition-Homeless Diversion	Homeless Services Program
Average Score (90 points possible)	77.38	77.75	75.75	77.25	77	85.25	85	68.75	72.25
Amount Requested	\$983,830	\$200,000	\$140,000	\$150,000	\$101,425	\$150,000	\$5,089	\$137,316	\$100,000
Recommended Funding Amount	\$820,348	\$173,834	\$140,000	\$150,000	\$101,425	\$150,000	\$5,089	\$0	\$100,000
Total Recommended Funding	\$2,095,085	\$302,834	\$140,000	\$348,900	\$168,879	\$838,047	\$26,425	\$70,000	\$200,000

Supporting Documentation for Item #6

CoC Planning Grant-Scope of Work

YOLO COUNTY CONTINUUM OF CARE

PROJECT PROPOSAL FROM HOMEBASE

TECHNICAL ASSISTANCE VISITS TO SUPPORT COC- AND ESG-FUNDED AGENCIES

HomeBase/The Center for Common Concerns (State and Local Programs) is a California-based, nonprofit agency providing public policy-oriented technical services to assist communities in developing effective responses to homelessness and poverty. With more than 30 years of experience on the issue of homelessness, HomeBase is a recognized national leader with extensive expertise and experience on this topic, including deep understanding of the root causes of homelessness and wide-ranging knowledge of best practice solutions.

The Yolo County Continuum of Care annually applies for funding from the U.S. Department of Housing and Urban Development (HUD) Continuum of Care (CoC) Program. Yolo County providers also apply for and receive California Department of Housing and Community Development (HCD) Emergency Solutions Grant (ESG) program funding. The CoC is required to monitor compliance and performance of all CoC- and ESG-funded projects annually, as well as assess program performance and effectiveness.¹

This proposal outlines a series of one-on-one, on-site programmatic technical assistance visits by HomeBase to all CoC- and ESG-funded agencies in Yolo County. It will include, where applicable, review of subrecipients.

PROPOSED SCOPE OF WORK

The agencies and projects that receive technical assistance will include up to ten CoC and/or ESG-funded recipients and subrecipients as identified by the Yolo County Forensic and Homeless Programs Manager.

The primary goals of technical assistance visits are to:

1. Fulfill the requirement of the CoC to monitor CoC- and ESG-funded recipients and subrecipients;
2. Improve program performance, effectiveness and efficiency;
3. Increase knowledge and capacity among CoC- and ESG-funded agency and contract staff regarding best practices and program requirements;
4. Help agencies prepare for HUD monitoring by reviewing agency documents and client files for compliance, and assist agencies in remedying any issues;
5. Identify opportunities and gaps for additional trainings or one-on-one meetings regarding these topics.

¹ See 24 CFR 578.7(6) (“The Continuum of Care must . . . monitor recipient and subrecipient performance, evaluate outcomes, and take action against poor performers.”).

Planning/Preparation for Each Project

HomeBase and the Yolo County Forensic and Homeless Programs Manager will work together to identify 2-3 areas of focus for the technical assistance visits (e.g., opportunities to improve each project's individual contributions to system-level performance measures, opportunities to improve fidelity to the Housing First model, opportunities to strengthen partnerships through the coordinated entry system).

To prepare for the technical assistance visits, HomeBase will review and analyze background documents, performance reports, and like documents for to identify opportunities to apply best practices, improve performance, and ensure program compliance. Agencies will be asked to provide HomeBase with documents from their ESG- and CoC-funded programs leading up to the meetings, which may include:

- Agency policies and procedures;
- Performance reports;
- HUD monitoring reports and agency responses associated with the ESG- and CoC-funded projects since January 2016; and
- Grant agreements or contracts with HUD, HCD, or the CoC plus subrecipient contracts.

On-Site Visit

HomeBase will conduct on-site programmatic technical assistance visits to identify areas for improving program effectiveness and efficiency and assess compliance with program requirements. The length of the TA visits will be determined by number of CoC- or ESG-funded projects the agency has, but most will last about an hour. The visits will include discussions with agency staff about programs and concerns and a review of each project's materials and files (which may include client files) and ideas for how to meet agency goals and improve project performance.

Follow-up Plans for Agencies and CoC

At the conclusion of the technical assistance visits, HomeBase will draft a follow-up plan for each project that identifies key areas for action and describes any next steps that should be taken or improvements that could be made. HomeBase will provide copies to the Yolo County Forensic and Homeless Programs Manager to ensure follow-up action.

DELIVERABLES/TIMELINE

HomeBase will conduct a planning call with the Yolo County Forensic and Homeless Programs Manager and other CoC representatives, as relevant, in February 2019, with technical assistance visits to take place before June 30, 2019.

ESTIMATED BUDGET

\$13,264 will cover the proposed scope of work, including all professional services and costs. HomeBase prides itself on meeting our clients' needs. The proposed budget is based on our estimated costs to do the work described in this proposal. We are happy to adjust as necessary to meet your needs.

Supporting Documentation for Item #8

Rotating Winter Shelters/Warming Center

2018/19 Rotating Winter Shelters/Warming Center

Davis

Interfaith Rotating Winter Shelter

December 2, 2018 – March 17, 2019

<http://interfaith-shelter.org/>

West Sacramento

Rotating Winter Warming Center

December 2, 2018 – March 15, 2019

Mercy Coalition of West Sacramento

916-371-6706

<https://wsmercycoalition.org/winter-warming-centers/>

Woodland

Winter Family Shelter Program

January 6, 2019 – March 3, 2019

<https://www.cityofwoodland.org/1046/Homeless-Shelter-Services>

Dan Sokolow dan.sokolow@cityofwoodland.org

Supporting Documentation for Item #11

2019 Meeting Schedule



Yolo County Homeless and Poverty Action Coalition (HPAC)

Davis/Woodland/Yolo County Continuum of Care (CA-521)

2019 Meeting Schedule

DATE	TIME	LOCATION
General HPAC (Meetings of the Full Membership)		
(4 th Wednesday of each month. No meeting February, April, July and December)		
January 30 th , 2019*	9:00-10:30am	Davis- Police Department- Community Room
March 27 th , 2019	9:00-10:30am	Woodland-Bauer- Thomson Room
May 22 nd , 2019	9:00-10:30am	West Sacramento- Civic Center Galleria- Room 157
June 26 th , 2019	9:00-10:30am	Davis-Police Department- Community Room
August 28 th , 2019	9:00-10:30am	Woodland- Gonzales- Community Room
September 25 th , 2019	9:00-10:30am	West Sacramento- Civic Center Galleria- Room 157
October 23 rd , 2019	9:00-10:30am	Davis- Police Department- Community Room
November 20 th , 2019**	9:00-10:30am	Woodland- Gonzales- Community Room
Data Subcommittee		
(3 rd Wednesday of the first month of each quarter)		
January 16 th , 2019	8:30-9:30am	Woodland- Bauer- Livingstone Room
April 17 th , 2019	8:30-9:30am	Davis- Yolo County Library- Blanchard Room
July 17 th , 2019	8:30-9:30am	West Sacramento- Civic Center Galleria- Room 157
October 16 th , 2019	8:30-9:30am	Woodland- Bauer- Ross Room

Technical Subcommittee Schedule on Page 2

**Meeting moved to 5th Wednesday due to PIT Count*

***Meeting moved to 3rd Wednesday due to holiday*

Davis
 Davis Police Department
 2600 Fifth Street
 Davis, CA
Community Room

Yolo County Library
 315 E 14th St.
 Davis, CA
Blanchard Room

Woodland - Bauer
 Yolo County HHSA
 137 N. Cottonwood St.
 Woodland, CA
Thomson Room
Ross Room
Livingstone Room

Woodland - Gonzales
 Yolo County HHSA
 25 N. Cottonwood St.
 Woodland, CA
Community Room

West Sacramento
 Civic Center Galleria
 1110 West Capitol Ave.
 West Sacramento, CA
Room 157



Yolo County Homeless and Poverty Action Coalition (HPAC)

Davis/Woodland/Yolo County Continuum of Care (CA-521)

2019 Meeting Schedule

DATE	TIME	LOCATION
Technical Subcommittee (4 th Thursday of every month)		
January 24 th , 2019	9:00-11:00am	Woodland- Bauer- Ross Room
February 28 th , 2019	9:00-11:00am	West Sacramento- Civic Center Galleria- Room 157
March 28 th , 2019	9:00-11:00am	Davis- Yolo County Library- Blanchard Room
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June 27 th , 2019	9:00-11:00am	Davis- Yolo County Library- Blanchard Room
July 25 th , 2019	9:00-11:00am	Woodland- Bauer- Ross Room
August 22 nd , 2019	9:00-11:00am	West Sacramento-Civic Center Galleria- Room 157
September 26 th , 2019	9:00-11:00am	Davis- Yolo County Library- Blanchard Room
October 24 th , 2019	9:00-11:00am	Woodland- Bauer- Ross Room
November 21 st , 2019***	9:00-11:00am	West Sacramento-Civic Center Galleria- Room 157
December 19 th , 2019***	9:00-11:00am	Davis- Yolo County Library- Blanchard Room

General Meeting and Data Subcommittee Schedules on Page 1

***Meeting moved to 3rd Thursday due to holiday

Davis
 Davis Police Department
 2600 Fifth Street
 Davis, CA
Community Room

Yolo County Library
 315 E 14th St.
 Davis, CA
Blanchard Room

Woodland - Bauer
 Yolo County HHSA
 137 N. Cottonwood St.
 Woodland, CA
Thomson Room
Ross Room
Livingstone Room

Woodland - Gonzales
 Yolo County HHSA
 25 N. Cottonwood St.
 Woodland, CA
Community Room

West Sacramento
 Civic Center Galleria
 1110 West Capitol Ave.
 West Sacramento, CA
Room 157

Supporting Documentation for Item #12

HPAC Voting Board for 2019



Yolo County Homeless and Poverty Action Coalition (HPAC)

Davis/Woodland/Yolo County Continuum of Care (CA-521)

The agencies below constitute the HPAC Voting Board for the period of
November 1, 2018 to October 31, 2019.

2018-2019 Voting Member Agencies

City of Davis

City of West Sacramento

City of Woodland

County of Yolo

Davis Community Meals and Housing

Davis Opportunity Village

Empower Yolo

Fourth and Hope

Interfaith Rotating Winter Shelter – Davis

Legal Services of Northern California

Shores of Hope

Turning Point Community Programs

Volunteers of America

Woodland Opportunity Village

Yolo County Children's Alliance

Yolo Community Care Continuum

Yolo County Housing