



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