



Yolo County Homeless and Poverty Action Coalition (HPAC)

March 25th 2020 - General Meeting Minutes

LOCATION: Zoom Meeting

MEETING ATTENDEES

1. **Alysa Meyer***, Legal Services of Northern California
2. Anisa Vallejo, County of Yolo - HHSA
3. **Bill Pride***, Davis Community Meals and Housing
4. Brandi Bluel, Resources for Independent Living
5. Chris Bulkeley, Yolo County District Attorney
6. **Dan Maguire***, City of Winters
7. **Dan Sokolow***, City of Woodland
8. **Diane Clark***, Yolo Conflict Resolution Center
9. **Don Bosley***, Shores of Hope
10. **Doug Zeck***, Fourth and Hope
11. Elaine Lytle, County of Yolo – HHSA
12. **Elise Rietz****, Yolo County Children’s Alliance
13. **Helen Roland****, Davis Opportunity Village
14. **James McLeod****, Yolo Community Care Continuum
15. **Janis Holt***, Yolo County Housing
16. **Jeneba Lahai***, Yolo County Children’s Alliance
17. Joan Planell, Consultant
18. **Kathy Trott***, Woodland Opportunity Village
19. Kim Heuvelhorst, County of Yolo - HHSA
20. **Koy Saechao***, Turning Point Community Programs
21. **Liane Moody***, Short Term Emergency Aid Committee
22. **Linda Scott***, Interfaith Rotating Winter Shelter – Davis
23. **Lynnette Irlmeier***, Empower Yolo
24. Martha Guerrero, City of West Sacramento
25. **Martha Teeter***, Davis Opportunity Village
26. **Mary Anne Kirsch****, Interfaith Rotating Winter Shelter – Davis
27. **Michele Kellogg*** Yolo Community Care Continuum
28. **Nadia Waggener****, County of Yolo – HHSA
29. **Niomi Michel****, Empower Yolo
30. Patti Hobbs, Interfaith Rotating Winter Shelter – Davis
31. **Philip Scott Reed****, Veteran’s Affairs
32. Rachel Davidson, Downtown Streets Team
33. **Rachel Nervo***, Veteran’s Affairs
34. **Ryan Collins***, City of Davis – HPAC Chair
35. Sandra Sigrist, County of Yolo – HHSA
36. Sarah Danley, UC Davis
37. Susan Yan, Veteran’s Resource Center
38. **Veronica Williams***, Volunteers of America – NCNN
39. **Zane Hatfield***, Yolo Food Bank

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



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1. REVIEW AND APPROVE 3/25/20 MEETING AGENDA

HPAC unanimously approved the 3/25/20 meeting agenda with amendments to update item #5 to include a vote regarding the percentage of ESG funds to be set aside for the non-competitive rapid rehousing category, and to add item after #7 to add a discussion regarding concerns about the termination of the YCCC Bitfocus contract.

- **Motion:** Dan Maguire
- **Second:** Martha Teeter
- **Ayes:** Unanimous
- **Nays:** None
- **Abstentions:** None

2. REVIEW AND APPROVE 2/26/20 MEETING MINUTES

HPAC unanimously approved the 2/26/20 meeting minutes with no revisions.

- **Motion:** Dan Sokolow
- **Second:** Bill Pride
- **Ayes:** 22
- **Nays:** None
- **Abstentions:** 1

3. INTRODUCTIONS AND PROGRAM UPDATES

Attendees introduced themselves and provided the following provider collaboration updates:

- City of Davis – Working in conjunction with fellow homeless coordinators. Placing vulnerable homeless adults in motels. Day shelter has been designated an essential services and is still open and available.
- City of Woodland – Supporting EOC operations and assisting Social Services Manager in placing vulnerable homeless adults in to motels
- DOVe – Attended Executive Commission and has a concern that HPAC’s representative is a City employee and it is unclear how much independence HPAC has independent of the elected officials. Ryan Collins suggested that this be agendaized for a future meeting
- Empower Yolo – All sites are open regular hours
- Fourth and Hope – Operation hours remain the same, but there are some changes to operations. Evening meal is packaged and must be eaten offsite. Serving as many or more than normal.
- IRWS Davis – Seasonal shelter closed March 15th. Respite center opened just prior to this.
- LSNC – Still open for business, but are working remotely. Still doing intake M-TH from 8:30 to 12 and 1 to 3, and can be reached at same phone numbers. Fair Housing conference will be postponed or conducted remotely.
- STEAC – Food closet in Davis is open two days per week, and hoping to add third. Call office for all regular services.
- Volunteers of America – Not currently doing any outreach, but still doing appointments remotely. Office is open but only allowing one person at a time. VOA enrolled clients can be placed in motel, for up to 45 days, two weeks at a time. Request referral form from Veronica. Some restrictions apply



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- YCCC – Still open for business. Administrative offices have limited drop in hours, and are available by phone. Safe Harbor is open for business but have reduced from 14 to 7 beds to allow each person to have their own room. No reports of virus in any of their programs.
- YCCA – Small cluster of virus in WSAC. Had to close physical office, but are working regular hours remotely and can be reached by phone/email. Working with Mark Sawyer to address the needs of seniors and medically fragile. Anticipating requests for rental assistance etc. Homeless Resource Fair postponed. New date TBD.
- Yolo County Housing – Office closed to public. Staff still working onsite and some telecommuting. Regarding opening of voucher wait list on April 21st, considering options and possible postponement to ensure equal access for all.
- Veteran's Affairs – Working with the Yolo County caseload remotely. VA medical center is pre-screening everyone who walks in
- Downtown Streets Team – Suspended all of the community beautification efforts through April 7th at which time they will reassess. Stipends continue. Offering grocery and meal distribution at 500 A Jefferson at Noon on Thursdays.
- Resources for Independent Living – Operating same hours while working remotely. Anyone with disability can call RIL for services and will receive same day call back. Hiring new independent living skills staff member who will focus on youth.
- District Attorney's Office - The Steps to Success diversion program is not taking any new clients at this time and is instead focusing services on existing clients in intensive case management or in outreach and assessment, especially identified high risk clients.
- Veteran's Resource Center - All offices are closed but staff are working remotely and still conducting intakes.

4. COVID-19 UPDATE

Alysa Meyer, Legal Services of Northern CA – Almost every jurisdiction passed eviction moratoriums within the past week. Each is slightly different. Working on tenant notification, FAQ documents, and a sample notification letter. Will share with HNSA to disseminate to HPAC.

Chad Rinde, County of Yolo CFO – The Emergency Operations Center (EOC) has been activated at the county level, and has the ability to apply for funding through State of CA and FEMA when there are disaster declarations. FEMA protocols allow reimbursement for congregate shelters, but since congregate shelters are not appropriate for COVID-19, EOC has submitted a letter to FEMA to request approval for non-congregate shelters. County can claim reimbursement for their own costs, as well as on behalf of anyone they contract with. County has tasked some community based organizations (CBOs) and will seek reimbursement on their behalf. Cities can also be their own applicant to FEMA and can task CBOs and seek reimbursement on their behalf. Individual non-profit agencies can potentially be their own applicants. Process is long and specific requirements must be met. County working to ensure that all of these conditions are met by them and anyone they contract with for these services. FEMA standard reimbursement is 75%, although federal government has option to increase this. Who should interested non-profits contact? Sandra Sigrist will work with identified partners on the motel shelter project, but beyond that, non-profits can contact Sandra to set up a meeting with County fiscal to receive additional information and training.

Sandra Sigrist, County of Yolo – Goal is to move as many people indoors as possible, with priority given to elderly (age 65+), medically vulnerable individuals, and individuals referred by the health care system. State is working with 7 largest counties directly, and will work with other counties as needed, to contract directly



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with motels. Yolo has sufficient motels available and homeless coordinators have already moved approximately 60 individuals into motels. County is in the process of contracting with multiple motels in Woodland, Davis and West Sacramento. State provided template for Occupancy Agreements between counties and motel owners. Counties are being asked to provide wrap around supportive services at the motel sites, with onsite coordination and direct services available.

State wants counties to use all of their existing emergency homeless funds first before seeking additional funds, and to use those funds to leverage the 75% reimbursement from FEMA, if request is approved.

Potential funding sources include:

- Board of Supervisors approved \$500,000 in support of this effort, including approximately \$50,000 in CSBG and HMIOT funds.
- Senate Bill 89 provided \$150 million towards this effort. \$100 million (COVID-19 Emergency Homelessness Funding) will be distributed through BCSH to counties and CoCs, using the same allocation formula that HHAP used. The Standard Agreement was received this week. The other \$50 million (Project Roomkey) will be distributed through CDSS.
- Homeless Housing, Assistance and Prevention (HHAP) –Standard agreements will be issued in April;
- Housing and Disability Advocacy Program (HDAP) –County is submitting a request for additional funding for this program, to help with housing for participants. Program is specific to people who need to obtain disability benefits.
- Intergovernmental Transfer Funds (IGT) is another source of potential funding that could be requested from BOS.

Regarding 28-day tenancy rights concern raised by motel owners, for the motels that are contracting with the County, this will be defined in the contract. For the sixty individuals already in motels, this will need to be addressed with the motel. Individuals concerns about this issue can also be directed to Legal Services of Northern CA for guidance.

5. EMERGENCY SOLUTIONS GRANT (ESG) UPDATE

County sent out the ESG Timeline and Local Selection Process, as well as the Funding Summary. Notices of Intent must be submitted by 3/30/2020. CoC has option to dedicate 40% or 50% of the total allocation to the Non-competitive rapid re-housing category, which is guaranteed. The remaining amount will go into the Competitive category, which is not guaranteed. Motion to designate 50% of the allocation to the Non-competitive rapid rehousing category.

- **Motion:** Alysa Meyer
- **Second:** Dan Maguire
- **Ayes:** Unanimous
- **Nays:** None
- **Abstentions:** None

6. EXECUTIVE COMMISSION UPDATE

Sandra Sigrist, County of Yolo – Executive Commission will not meet in April due to COVID-19. SB2 will potentially provide several million for the County over a 5 year period. NOFA workshop tomorrow. Working on public dashboards to achieve more transparency regarding homeless funding.



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7. GOVERNANCE AD HOC SUBCOMMITTEE REPORT OUT

Alysa Meyer, LSNC – Met March 12th and discussed pros and cons of various governance models. Identified two preferred models:

- Unincorporated association with well-defined board – This is similar to current structure but with defined criteria for who could be on the board.
- Private nonprofit 5013c

Next steps are to research budget and funding, review sample bylaws, duties and statements from communities using these models, and contact County to discuss possible funding sources that could support these models. Next meeting is April 9 and interested participants may email Alysa. Current participants represent the various jurisdictions and nonprofits. Tanya Provencher is taking minutes and sharing with attendees. Copies of the minutes may also be requested from Alysa.

8. BITFOCUS CONTRACT

Michele Kellogg, YCCC – HPAC previously voted to transfer the HMIS Lead Agency role from YCCC to HHSA. YCCC has a contract with Bitfocus and HPAC has a separate MOU with Sacramento Steps Forward (SSF). HHSA has requested that YCCC cancel their existing contract with Bitfocus, and is in the process of executing an enhanced contract with SSF, which will include the licensing for HPAC's HMIS users. YCCC's contract with Bitfocus requires a 90-day written notification via certified email. In order to discontinue the existing contract on 6/30/20, the written notice must be sent by March 30. However, Michele raised concerns about potential impact to the CoC's data in HMIS, potential interruption in service to HMIS users, and potential cost. HHSA will obtain clarity from Bitfocus and SSF regarding these concerns and will include YCCC and LSNC.

9. OFFICER NOMINATIONS - SECRETARY

HHSA issued a call for nominations for the HPAC Secretary, and did not receive any responses, so HHSA will continue to fill the Secretary role. Kim Heuvelhorst is transferring to a different position at HHSA in three weeks. Motion to nominate Anisa Vallejo as the interim Secretary.

- **Motion:** Jeneba Lahai
- **Second:** Doug Zeck
- **Ayes:** Unanimous
- **Nays:** None
- **Abstentions:** None

10. HPAC MEETING AND STRUCTURE

Carryover from last meeting. Nothing to present for this meeting.

11. MEETING EVALUATION & ADJOURNMENT

Meeting evaluation did not occur. The meeting was adjourned at 11:00 AM by Ryan Collins.

Future General and Subcommittee meetings will occur on Zoom for the duration of the COVID-19 crisis.

HPAC Technical Subcommittee meeting tomorrow is cancelled.