

SANTA MARIA / SANTA BARBARA COUNTY CONTINUUM OF CARE BOARD MEETING

TUESDAY, DECEMBER 5, 2017
10:00 AM – 12:00 PM

SOLVANG CITY COUNCIL CHAMBERS
1644 OAK STREET
SOLVANG, CA 93463

DIAL-IN: 267-930-4000
PARTICIPANT CODE: 972 897 844#

MINUTES

I. CALL TO ORDER 10:00 AM

Rob Fredricks called the meeting to order at 10:08 AM.

II. ROLL CALL 10:00 AM

Board Members in Attendance:

- Sylvia Barnard, Good Samaritan, CoC Board Chair
- Ralph Barbosa, Santa Barbara County Public Health Department
- Chuck Flacks, PATH Santa Barbara
- Rob Fredricks, Housing Authority of the City of Santa Barbara
- Rick Gulino, People's Self Help Housing
- John Polanski, Santa Barbara County Housing Authority
- Kristine Schwarz, New Beginnings
- Elizabeth Stotts, City of Santa Barbara

Other attendees:

- Laurie Baker, County of Santa Barbara
- Jason Green-Lowe, HomeBase
- Dinah Lockhart, County of Santa Barbara
- Miriam Moreno, County of Santa Barbara
- Carolyn Wylie, HomeBase
- Cynthia Young, Santa Barbara Community Housing Corporation

III. PRESENTATIONS 10:02 AM

There were no presentations.

IV. PUBLIC COMMENTS 10:03 AM

There were no public comments.

V. ADDITIONS OR DELETIONS TO THE AGENDA

10:05 AM

A. Approval of the Agenda – ACTION

There were no additions or deletions to the agenda.

Chuck Flacks moved to approve agenda as presented; John Polanskey seconded the motion. There were no abstentions or opposition. The motion carried.

VI. CONSENT CALENDAR

10:06 AM

A. Approve CoC Board Minutes of the November 6, 2017 Regular Meeting – ACTION

Ralph Barbosa moved to approve previous minutes at 10:10 AM. Elizabeth Stotts seconded the motion. Chuck Flacks abstained from the vote. There was no opposition. The motion carried.

VII. GOVERNANCE

10:10 AM

A. Board Development – DISCUSSION AND ACTION

i. Board Recruitment and Elections

Jason Green-Lowe presented results of CoC Board survey.

The Board discussed what subpopulations each of their agencies could claim specialized expertise working with, as well as Board recruitment in general.

Chuck Flacks noted that the Coordinated Entry process was a good opportunity to create a more broadly-based CoC Board. Chuck suggested recruiting the YMCA and DV Solutions for the Board. Ralph Barbosa agreed.

Emily Allen added that agencies that participate on the CoC's Coordinated Entry Committee could be recruited as board members, and that service on the committee would be a good way to identify potential board members. Carolyn Wylie explained that the Coordinated Entry Committee would be formed and meeting after the January CE Implementation.

John Polanskey volunteered to check with Behavioral Wellness to see if the agency would be interested in joining the Board.

Carolyn explained that other communities typically have Board candidates fill out a short application explaining who they work with and what their experience is. Most candidates were then asked to appear in person at the elections, and could introduce themselves to the Board and speak for about 3 minutes. Elizabeth Stotts noted that the Board has an application for this purpose. Elizabeth further asked that the announcement of the Board elections include a list of the positions that are open so that applicants can check off the boxes on the role(s) that they're applying for.

Ralph asked if there is a one-page memo on the role and responsibilities of the CoC. Dinah Lockhart responded that the CoC had a technical explanation about HUD regulations, but noted that they probably needed something more accessible.

The Board discussed the formation of a nominating committee and decided against forming one.

Consensus was reached in favor of holding elections before the next CoC Board meeting in March.

In response to a question from Chuck, Carolyn confirmed that the County Board of Supervisors did not have the authority to approve the CoC's Priority Listing in the Continuum of Care Competition. However, the Board of Supervisors did have the power to order the County to withdraw the County's project application.

In response to a question from Dinah, Carolyn recommended forming CoC Board Committees after the February Board elections.

In response to a question from Chuck, Jason clarified that the Planning Committee would not function as a Steering Committee. The new Planning Committee would advise on strategy, but would not write agendas or assign the direction for the full Board.

In response to a question from Chuck regarding the difference between Private Representative and Business Representative, Carolyn explained that anyone could be private sector, e.g., a private social security attorney, whereas business might be more like Chamber of Commerce. John asked whether private 501(c)(3)s could count as private. Carolyn answered that categorizing them as such would be good enough for a NOFA application, but suggested that if the Board wanted to enhance its range of voices, it might note that Housing Authority is not primarily a private organization.

Chuck asked what HomeBase thought about the absence of a no-conflict requirement. Carolyn responded that the conflict of interest rules in place in most CoCs had to do with recusal for certain items, not for being precluded from leadership roles. Chuck noted that the recusal process caused some discomfort and reminded the Board that it ended up passing its 2017 CoC Ranked List by three votes. Carolyn suggested that this situation was part of why the Board should expand and broaden its membership. The Board discussed and rejected a suggestion that it require one of its three officers be non-conflicted as unnecessary; Board members agreed they wanted people who were most invested to have leadership roles.

i. Governance Charter

In response to a question from Chuck Flacks, Carolyn Wylie confirmed that the designation of the Coordinated Entry System Lead Agency was laid out in an MoU, not in the Governance Charter, to avoid having to revise the Charter every time the Lead Agency changed.

Chuck asked whether a Board Secretary would assume some of the duties of the Lead Agency. Carolyn answered that Lead Agency duties had been divided among all the Board officers and the Collaborative Applicant.

Sylvia Barnard asked when the Lead Agency designation would be made official. Carolyn answered January 23, 2018.

John Polanskey moved that Governance Charter be approved as written. Rick Gulino seconded the motion. There was no opposition and no abstentions. The motion carried.

ii. CoC and ESG Written Standards

a. Violence Against Women Act Requirements for 2017 CoC Program Recipients

Carolyn Wylie explained changes in Written Standards for Service. Some of the recommended changes needed to be made before any agency contracted with HUD for a 2017 Continuum of Care Program award.

Sylvia Barnard noted that agencies have had challenges in getting an existing DV shelter to accept clients who need emergency transfers. Sylvia expressed concern about victims in CoC programs that could not provide adequate additional protections that victims service providers could offer. The Board discussed its hope to engage this agency soon. Carolyn also clarified that the Violence Against Women Act's regulatory requirements regarding Emergency Transfers did not require non-HUD-funded programs to accept transfers. Rather, the emphasis on Emergency Transfer Plans was to ensure that a victim requesting an emergency transfer not be placed at the bottom of the prioritization list queue merely because he or she is being threatened in his or her current HUD-funded housing placement.

John Polanskey moved to approve the Written Standards for Service as written. Ralph Barbosa seconded the motion. There was no opposition and no abstentions. The motion carried.

B. HMIS Release of Information Form – DISCUSSION AND ACTION

Jason Green-Lowe and Ryan Cooksey explained the recent changes to the HMIS Release of Information form. Sylvia Barnard and Chuck Flacks asked about the bottom signature on involuntary commitment. Carolyn confirmed that consent to the ROI would remain valid even if a consumer became involuntarily committed after having signed the ROI, and noted that Behavioral Wellness already used HMIS.

The Board discussed potential ambiguities in the ROI. The Board accepted assurances that the ROI was clear and had been reviewed and approved by multiple lawyers who work on mental health, including the head of compliance department from Behavioral Wellness.

The Board received confirmation that the Collaborative Applicant was self-insured for HMIS administration. Errors & omissions insurance covered individual agencies and their officers.

Dinah Lockhart suggested providing a training on protocols for preventing or responding to data breaches. Ryan noted that the MOU with providers for HMIS was upcoming and would cover some of these procedures.

Ralph Barbosa thanked HomeBase for creating the ROI. HomeBase thanked the County and Behavioral Wellness for the joint effort.

John Polanskey moved to approve ROI as written. Rick Gulino seconded the motion. There was no opposition and no abstentions. The motion carried.

VIII. OLD BUSINESS OR STANDING AGENDA ITEMS

11:00 AM

A. Coordinated Entry Implementation – DISCUSSION

Jason Green-Lowe and Carolyn Wylie introduced draft Coordinated Entry Policies and Procedures as vetted by the Coordinated Entry Committee.

Emily Allen recommended that for both physical points of entry and participating agencies, everyone be required to sign an MOU – i.e., does not want to change language to “may.” Sylvia Barnard agreed.

Sylvia noted that stakeholders would need to be open to adjustments because we may not know in advance everything that needed to be done.

Kristine Schwarz noted that it would be useful to begin tracking outcomes, effective with the commencement of Coordinated Entry. She wondered how Coordinated Entry would affect agencies’ ability to keep consumers in housing and maintain relationships with landlords. Data could show how outcomes change before and after Coordinated Entry.

Dinah Lockhart commented that a purpose of Coordinated Entry was to identify system needs that currently were unmet.

The Board generally discussed how coordinated entry would be a big adjustment in practice.

The Board agreed that staff should distribute the draft Policies and Procedures through listserv for public review, with final approval in January.

B. 2018 Board Scheduling – DISCUSSION AND ACTION

Carolyn Wylie proposed holding next board meeting the second week of January. Consensus around afternoon on January 8, 2018 at 1 PM. The Board agreed.

Emily Allen noted that she had been floating different dates for Coordinated Entry case conferencing. United Way currently was considering 9 to 10:30 am on Tuesdays with a soft launch on January 16, 2018.

The Board decided against meeting in February.

The Board agreed to schedule a meeting on Monday, March 12th at 1 pm in location TBD with polycom teleconference capabilities, hopefully in Solvang. They envisioned holding one-hour for CoC General Membership meeting, followed by a 1.5 hour Board meeting.

IX. STAFF REPORT 11:50 AM

A. County Updates – DISCUSSION

B. Federal Updates – DISCUSSION

C. Funding Opportunities – DISCUSSION

Carolyn reminded the Board that their meeting packet contained federal updates and funding opportunities for anyone who might be interested.

Rob Fredricks announced that the County and City had contracted with the University of California, Santa Barbara, for a market survey, so that the CoC could petition for HUD to increase Fair Market Rent.

Laurie Baker recapped a recent No Place Like Home stakeholders' meeting, and reminded the Board that surveys would be coming out soon. Surveys would be distributed to everyone who received an invitation, regardless of whether they attended the meeting. Laurie mentioned that she was available to provide background to anyone who did not attend the meeting. Questions on survey related to where housing should be built and what kind of housing should be built.

Dinah Lockhart announced the existence of five board letters that would be presented to Board of Supervisors, regarding 1) a request for additional staffing support; 2) a recognition of the MOU with United Way regarding the latter's designation as the Coordinated Entry System lead agency; 3) an extension of HomeBase's contract; 4) a continuation of the contract with CTA for HMIS support; and 5) the transfer of current contracts with Good Samaritan to HUD directly, rather than as a pass-through. Dinah asked as many people as possible to come to the meeting to support request for additional resources. Dinah noted that Good Samaritan was requesting resources for a grant for people leaving correctional facilities, including the Santa Ynez river bed area and river park RV area. Emily Allen noted that a similar grant serving Santa Maria was supporting great work.

X. COMMENTS FROM BOARD MEMBERS 11:55 AM

Emily Allen distributed literature regarding Home for Good's first fundraising effort. There was a \$15,000 Challenge Grant. Emily encouraged people on Facebook or Twitter to share the campaign on social media.

Rick Gulino announced the grand opening of an educational facility being named after Jeannette Dunkins in the City of Santa Barbara.

Rob Fredricks announced that Grace Village was expected to be completed in mid-February.

Sylvia Barnard announced that Good Samaritan was finishing construction on a tri-plex and hoped to move in three families before Christmas.

XI. NEXT STEPS

11:55 AM

No further next steps were discussed.

XII. ADJOURN

12:00 PM

John Polanskey moved to adjourn the meeting. Rick Gulino seconded the motion. There was no opposition or abstentions. The motion carried. The meeting was adjourned at 12:05 pm.