



Meeting Agenda
Continuum of Care (CoC) Board
Wednesday, March 14, 2018
1:00pm-2:30pm

Ventura Investment Co.
1601 Carmen Dr.
Camarillo, CA 93010

1. Call to Order.
2. Approval of, Minutes of the meeting of Governance Board held February 14, 2018.
3. Board/Staff Comments
4. Public Comments

Continuum of Care Governance Board Business

5. Approval of, and Authorization for the Board Chair to Sign a Letter to All Ventura County Jurisdictions and Public Housing Authorities on Proposed Action to Address Homelessness Throughout the Region.
6. Receive and File CoC Lead Agency Self-Assessment in Preparation of Board Closed Session Review of CoC Collaborative Applicant/Lead Agency in April 2018.
7. Approval of CoC Board member nomination of Johnny Garcia Vasquez to fill seat vacated by Martin Hernandez.



**Meeting Minutes
Continuum of Care (CoC) Board
Wednesday, February 14, 2018
1:00pm-2:30pm**

Ventura Investment Co
1601 Carmen Dr., Suite 204
Camarillo, CA 93010

1. Call to Order. Chair Mike Taigman called the meeting to order at 1:05pm
Attendees: Board members: Sommer Barwick, Carolyn Briggs, Kevin Clerici, Dawn Dyer, Pam Marshall, Drew Powers, Carmen Ramirez, Nancy Wharfield
Staff: Tara Carruth, Jennifer Harkey, Amy Luoma, Christy Madden
Absent: Mike Powers (excused), Susan Englund (excused), Michael Nigh (excused)
Public Attendees: Gane Brooking, Juan Cordova, Rebecca Evans, Alicia Morales, Hilary Carson
2. Approval of, Minutes of the meeting of Governance Board held November 8, 2017. Minutes approved with motion by Nancy, seconded by Pam to approve minutes of November 8, 2017. Unanimous approval.
3. Public Comment/Board Comments: None

Continuum of Care Governance Board Business

4. Approval of adjustment to 2018 Homeless Count and Survey schedule from January 23 to February 22, 2018.

Staff explained that the request to HUD was approved for both Ventura County and Santa Barbara County to reschedule the Point-In-Time count due to the recent wildfires and mudslides. CoC staff have posted the revised date on the volunteer sign-up page and shared the new date with local organizations to assist with the volunteer recruitment. Carolyn Briggs moved to approve with Kevin Clerici seconding the motion. Unanimous board approval.

5. Received and filed a report on ending homelessness among veterans in Ventura County.

Staff explained the ongoing efforts with CoC, SSVF, VA VASH and the local Housing Authority staff to prioritize homeless veterans for the appropriate resources. Monthly case conferencing meetings have begun with the veteran service providers to discuss the next steps for homeless clients.

6. Received a notice of an unscheduled Board member vacancy for Martin Hernandez.

Staff encouraged nominations for a new Board member and explained that a few community leaders have indicated their interest in joining. Martin Hernandez will be resigning by December 2018 and nominations will be presented at the March Board meeting for appointment.

7. Received a report from the Homeless Management Information System (HMIS) Lead Agency (County of Ventura Human Services Agency) on the first year of Pathways to Home, the coordinated entry system for Ventura County Continuum of Care.

HMIS Coordinator, Alicia Morales, gave a presentation and review the data from implementation (October 10, 2016 – September 30, 2017). Alicia expressed appreciation for the homeless service providers involved in coordinated entry to make it successful. HUD Technical Assistance for coordinated entry systems has begun and the representative was very complimentary of our community's model. Board members inquired on the data and clarified that the number of entries are duplicated, as clients seek multiple types of services. Board members requested a breakdown of the number declined for services with reasons for denial. Alicia clarified that clients who are denied for a specific service are re-referred to another resource, if available. HMIS Administration and CoC staff are striving to onboard all local homeless service providers; however, this is an unfunded mandate to be a point-of-entry and the additional workload is difficult for organizations with limited staffing resources. Alicia also congratulated the Whole Person Care team on collaborating with the CoC by entering clients into HMIS and participating in the Pathways to Home case conferencing meetings. Board Chair Mike Taigman mentioned the need for a data-oriented grant to merge and automate several databases, such as medical and law enforcement.

8. Authorized CoC staff to submit a Solicitation of Interest as the Administrative Entity (AE) for 2018 California Department of Housing & Community Development (HCD) Emergency Solutions Grant (ESG) funding.

Staff explained that HCD requires a bi-annual certification to approve the AE status for HCD ESG funding. The NOFA will be released in May 2018 with a deadline in June 2018 and therefore, staff plan to release a Request for Proposals based on the preliminary funding allocation. Kevin Clerici moved to approve and Sommer Barwick seconded the motion. Unanimous board approval.

9. Received a request to apply for HUD funding for a Youth Homelessness Demonstration Program (YHDP) and authorize Collaborative Applicant staff to work with youth providers to complete and submit application no later than April 17, 2018.

Staff presented the YHDP application request to develop a coordinated plan to prevent and end youth homelessness. The CoC Youth Collaborative continues to meet regularly to discuss resources and strategies to assist homeless youth. The youth providers recently participated in a housing stability survey targeting minors and transitional-aged youth (TAY) in our community. This survey data will be used to explain the needs among subpopulations for the YHDP application. Staff explained that

we will need to identify the dedicated match funding with a portion from Interface through the Runaway Homeless Youth (RHY) grant serving this population. Dawn Dyer moved to approve and Carolyn Briggs seconded the motion. Unanimous board approval.

Meeting adjourned. Next meeting on March 14th at 1:00pm at Ventura Investment Co., 1601 Carmen Drive, Suite 204, Camarillo.

March 14, 2018

CoC Governance Board

SUBJECT: Approval of, and Authorization for the Board Chair to Sign a Letter to All Ventura County Jurisdictions and Public Housing Authorities on Proposed Actions to Address Homelessness Throughout the Region.

BACKGROUND: In October 2017, the CoC Board heard a presentation from the Housing and Services committee urging the Board to declare a Homeless and Housing Crisis in Ventura County. Staff worked with the committee and its leadership in developing this report and recommendations.

Unsheltered homelessness is a serious and growing concern in Ventura County. While permanent housing is the only solution to homelessness, immediate shelter options are needed to help ease access and transition people to permanent housing. Since 2007, there have been only 12 new year-round emergency shelter beds added to the Ventura County inventory. These beds were converted from transitional housing units as result of a change in federal funding priorities. The expansion of supportive housing options have also been limited. New permanent housing programs funded through the CoC program have provided short, medium and long-term rental assistance rather than dedicated housing units. Success of these rapid rehousing and supportive housing programs are restricted by scarce affordable rental units and few participating landlord partners.

Programs designed to serve some of the most vulnerable homeless populations are improving outreach and access to healthcare and social services across the county. The Whole Person Care program is extending the front door of the healthcare system to engage a population that utilize a disproportionate share emergency services or, on the other extreme, languish on the street without access to health care. Service providers, including 2-1-1 are utilizing Pathways to Home as a coordinated entry and assessment system to streamline the process for screening and referring clients to programs that best meet their needs. The missing ingredient to these efforts is access to emergency beds and supportive housing programs to receive those referrals.

These resource limitations not only adversely impact CoC system performance, but constrain the number of persons/households that are helped with permanent housing. As a direct result of limited shelter and housing resources, people are experiencing longer episodes of homelessness, unsheltered homelessness is rising and chronic homelessness is increasing. Efforts to effectively address homeless encampments are stymied by the lack of resources with efforts very costly and limited success.

Despite these limitations, positive conversations are happening across the county about regional collaboration and a focus on solutions. One example is the promise of a Ventura County Homeless Memorandum of Understanding (MOU) developed and endorsed by the City Managers' group to address homelessness with a regional approach (see Exhibit 1). This document encourages jurisdictions

to take individual responsibility within the regional coordinated entry framework and consult with this Board when formulating funding recommendations around this issue. Additionally, plans to develop and implement an updated regional plan to address homelessness are underway. All jurisdictions have indicated interest in partnering on the development of this plan.

RECOMMENDATIONS:

1. Authorize the Chair to sign the attached letter (Exhibit 2) to all City Councils and the Board of Supervisors with copies to city managers and the Ventura Council of Governments (VCOG) urging action to address the growing challenges of homelessness as a result of limited shelter and affordable housing options.
2. Authorize the Chair to sign the attached letter (Exhibit 3) to public housing authorities encouraging participation in the CoC through homeless priorities and set-aside units filled through Pathways to Home coordinated entry system for homeless youth, families, and individuals.

March 14, 2018

(Template – originals to all ten City Councils and the Board of Supervisors)

The Ventura County Continuum of Care Alliance is a regional collaborative focused on guiding policy and making recommendations for Ventura County to effectively reduce and address homelessness. The Continuum of Care Board serves as the Governance body for the Alliance with the goal of making homelessness rare, brief and non-recurring in Ventura County. With rental prices among the highest in the nation, finding affordable housing opportunities for individuals and families that are homeless is a growing challenge. We need your partnership and cooperation to address this regional crisis.

The Board therefore recommends your jurisdiction take the following actions:

1. Acknowledge the housing and homelessness crisis in Ventura County;
2. Adopt the regional Memorandum of Understanding (MOU) to commit to addressing homelessness through regional cooperation tailored to each individual community's specific needs;
3. Participate in the development of an updated regional plan to address homelessness;
4. Develop and implement year-round emergency shelter solutions with supportive services tailored to your community's needs to build up the region's crisis response system;
5. Encourage the development of Permanent Supportive Housing through land use policy, direct financial support, fee waivers and/or expedited processing of applications;
6. Designate areas in your jurisdictions where legalized camping (e.g. River Haven) and safe sleeping in cars is allowed;
7. Adopt policies that allow and expedite permit processing for alternative housing models (e.g. tiny homes and container homes).

The above actions, taken collectively by all jurisdictions in the County, are anticipated positively impact in our mutual goal of making homelessness rare, brief and non-recurring. If you have any questions, or would like technical assistance from CoC staff to pursue the above recommendations, please contact Christy Madden at 654-2679 or Tara Carruth at 654-3838.

Sincerely,

Mike Taigman
Chair

C: City Manager
VCOG

Mike Taigman
American Medical Response
Chair of the Board

Kevin Clerici
Downtown Ventura Partners
Vice-Chair of the Board

Carolyn Briggs
Community Advocate

Sommer Barwick
City of Simi Valley

Dawn Dyer
Dyer Sheehan Group, Inc.

Susan Englund
United Way

Pam Marshall
Community Advocate

Drew Powers
City of Thousand Oaks

Mike Powers
County Executive Officer

Michael Nigh
Area Housing Authority of
Ventura County

Carmen Ramirez
City of Oxnard

Nancy Wharfield
Gold Coast Health Plan

Ventura Countywide Homelessness Memorandum of Understanding

Each city will:

1. Commit to actively participate in the Continuum of Care (COC) by signing on to the Memorandum of Understanding between the Ventura County Continuum of Care Alliance and the City
2. Develop a crisis response system which includes emergency housing for those who present as homeless in their community; this housing will include access to case management to support the transition to permanent housing
3. Pursue permanent housing units across the continuum of care range of housing needs (including transitional, permanent supportive, and extremely affordable) as enumerated in the local Housing Element to serve the most vulnerable in their community
4. Require that all entities receiving funding from the City commit to the Pathways to Home program by conditioning funding to participation in the Homeless Management Information System (HMIS)
5. Commit to consult with the COC as the City considers recommendations for programs and funding related to homelessness

March 14, 2018

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Across the country, a growing number of public housing authorities have become integral to the community efforts to prevent and end homelessness. Locally we see the same valued partnership. Many of our local PHAs have adopted priorities or preferences for households who are homeless. These preferences vary among each PHA depending on what each board of commissioners has approved and adopted in the PHA Annual Plan.

The CoC Board wants to encourage all of our PHA partners to establish priorities or preferences for people experiencing homelessness for public housing and voucher assistance. The CoC is ranked and scored on PHA participation in the CoC including the participation in the Homeless Management Information System (HMIS) of all units dedicated to homeless households.

The Board therefore recommends your **Public Housing Authority** take the following actions:

1. Participate in the development of an updated regional plan to address homelessness;
2. Implement priorities or preferences for individuals and families experiencing homelessness for public housing and voucher assistance;
3. Partner with CoC providers to fill vacancies through the Pathways to Home coordinated entry system to ensure referred clients are connected with supportive services.
4. Participate in HMIS for all units/vouchers including VASH.

The above actions, taken collectively by all jurisdictions in the County, are anticipated to make a positive impact toward our mutual goal of making homelessness rare, brief and non-recurring. If you have any questions, or would like technical assistance from CoC staff to pursue the above recommendations, please contact Christy Madden at 654-2679 or Tara Carruth at 654-3838.

Sincerely,

Mike Taigman
Chair

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American Medical Response
Chair of the Board

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Michael Nigh
Area Housing Authority of
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Carmen Ramirez
City of Oxnard

Nancy Wharfield
Gold Coast Health Plan

March 14, 2018

CoC Governance Board

SUBJECT: Receive and File the Ventura County Continuum of Care Lead Agency/Collaborative Applicant Self-Assessment in Preparation for Board Review in April 2018.

BACKGROUND: The CoC governance charter states in section 10.07 that the Governance Board will conduct and document an annual review of the Infrastructure Organization(s) (CoC Lead/Collaborative Applicant and HMIS Lead) capacity to fulfill HUD mandated functions and fiscal accountability. If the review is unsatisfactory, the organization will provide the Board a written corrective action plan within 30 days. The Governance Board will conduct a subsequent review 90 days following the original unsatisfactory annual review to determine if the corrective action plan is being followed and that performance is improving. If the Governance Board determines the Infrastructure Organization's performance continues to be unsatisfactory, the Governance Board may remove the underperforming Infrastructure Organization by a two-third's vote.

DISCUSSION: On November 8, 2017, this Board approved objectives and performance criteria to evaluate the CoC Lead Agency. The attached self-assessment completed by the CoC Lead Agency staff is for the Board to review prior to the closed session item on April 11, 2018.

RECOMMENDATIONS:

1. Receive CoC Lead Agency/Collaborative Applicant Self-Assessment in preparation of Board annual review.

Continuum of Care Lead Agency Self-Assessment and Review:

The Ventura County Continuum of Care Lead Agency/Collaborative Applicant is staff in the Community Development Division of the County Executive Office. 2 Full Time Staff members with the support of the Senior Deputy Executive Officer of the Division provide staff support to the Continuum of Care Board, committees, provider agencies and other stakeholders. Staff facilitate CoC meetings, develop and post agendas and communicate regularly with stakeholders. Staff work closely with the HMIS Lead Agency on required HUD reporting and reporting needs for the community and provider network. Staff have been closely involved in development and implementation of Pathways to Home coordinated entry system.

Staff have successfully led efforts to complete the competitive annual CoC grant application process with bonus funding secured in the FY16 grant cycle.

In addition to managing the CoC and ESG programs, staff are involved in:

- County of Ventura collaboration among agencies (County Homeless Coordinating Council)
- Providing presentations to stakeholders including city partners, VCOG, neighborhood councils and various service organizations;
- Provide training and technical assistance to provider organizations;
- Attend various community meetings across the county;
- Attend webinars, trainings and conferences;
- Participate in CoC regional meetings;
- Participate in Statewide initiatives;
- Lead efforts to develop regional planning on homelessness;
- Maintain CoC website and CoC Facebook page;
- Respond to community requests for information and resources

Planning Responsibilities	Frequency	Responsible entity	CoC Lead Review March 2018
Plan and Conduct Point in Time Count	Annually	CoC Lead agency/Board/community partners	Completed annually; 2/22/18; Report in progress
Participate in Consolidated Plans		CoC Lead agency	Provides data on homelessness and service system annually to all jurisdictions; Regional Con Plan with countywide participation will help with common goals and objectives countywide.
Consult with ESG recipients including: plan for allocation of ESG funds, reporting on & evaluating performance; coordinated entry and written standards	Annually	CoC Lead agency/CoC Board	County staff/CoC staff manage State and County ESG funding; CoC staff continue to build relationship with Oxnard staff. Oxnard staff are participating in CoC committees including the CoC Data Performance & Evaluation committee and working with CoC staff on monitoring, coordinated entry and adopting written standards.

Annual gaps analysis of homeless needs and services in CoC	Annually	CoC lead agency with committee and community partners	Completed in 2017 with assistance from Data Committee and Housing and Services Committee; reported to the CoC Board in May 2017.
Evaluate performance			
Establish performance targets	Annual review	CoC Lead/Data Committee/Providers/Board	Adopted performance targets (April 2017) in line with HUD standards. Program and system performance monitored at minimum quarterly.
Monitor recipient/subrecipient performance	Annual	CoC Lead agency	All CoC funded programs received full monitoring in 2017; targeted monitoring ongoing in 2018. ESG monitoring ongoing. CoC staff providing technical assistance and sharing resources with provider agencies as needed/requested or as follow-up to monitoring concerns.
Evaluate outcomes and report to HUD (CoC & ESG funded) APRs and System Performance Reports to HUD	Annual	CoC Lead agency/HMIS Lead/provider agencies	2017 Point in Time, Housing Inventory Count, Annual Homeless Assessment Report and System Performance Reports submitted on time and accepted by HUD. All CoC funded grant Annual Performance Reports submitted to HUD and reviewed by CoC staff. APR included in annual ranking and scoring process of CoC grant applications.
Take action against poor performers	Annually	CoC Lead & CoC Board	
Coordinating Housing & Services			
Establishing a Coordinated Entry System	Ongoing	CoC Lead, HMIS Lead, CoC Board, ESG recipients	CoC Staff participated in the development and implementation of Pathways to Home coordinated entry system launched in October 2016. CoC staff assist with development of coordinated entry policies and ongoing evaluation of system. Participated in HUD technical assistance to ensure full compliance with HUD requirements for coordinated entry.
Written Standards for CoC & ESG	Ongoing	CoC Lead/CoC Board/ESG recipients	Developed CoC/ESG Written Standards for Ventura County Continuum of Care in 2016; adopted by CoC Board in 2017; ongoing review of each program type with annual monitoring and changes in HUD policy.

Collaborative Applicant Roles and Responsibilities

1. Complete CoC Program Registration.
2. Facilitate full CoC grant application process including developing RFPs, technical assistance for applicants.
3. Submit the CoC consolidated application including CoC Planning Grant.
4. Manages CoC/ESG contracts including CoC Planning Grant.
5. Development of CoC Governance Charter.
6. Lead annual Homeless Count.
7. Complete and submit reports to HUD including but not limited to: AHAR; PIT/HIC; System Performance Reports.
8. In partnership with HMIS Lead Agency and service providers develop and implement a coordinated entry system that complies with HUD requirements.
9. Maintain CoC Board and committee agendas and minutes and post timely to www.venturacoc.org
10. Inform CoC Board of changes to HUD program rules and regulations.
11. Coordinate and facilitate collaboration among agencies and community partners to ensure successful planning and partnerships within the CoC's geographic area.
12. Provide technical assistance and training to provider agencies to ensure compliance with HUD CoC regulations, standards and guidelines.
13. Monitor provider agencies programmatic and financial management to ensure compliance with HUD CoC/ESG regulations, standards and guidelines.
14. Coordinate, integrate and leverage resources to maximize impact of services for individuals and families who are homeless in Ventura County.
15. Work with Board and committees to update VC CoC Strategic Plan including efforts to end homelessness among veterans, families, transition-age-youth and persons who are chronically homeless.

March 14, 2018

CoC Governance Board

SUBJECT: Approval of CoC Board member nomination of Johnny Garcia Vasquez to fill Board Vacancy.

BACKGROUND: The CoC Alliance Governance Board includes representatives of relevant stakeholders, private and public officials, philanthropic representatives, business and service organizations and projects serving homeless populations. Representation of a broad array of stakeholders will enhance the capacity to coordinate and leverage resources from various community sectors across the Region.

The CoC Governance Charter allows for a minimum of 7 and maximum of 13 Board members. In the event of a vacancy, the Governing Board may appoint qualified person(s) necessary to fill the vacancy. The person(s) appointment shall serve the unexpired term of the previous Board member and is subject to re-election by the Board and ratification by the full Alliance membership.

DISCUSSION: On January 22, 2018, Martin Hernandez submitted a letter of resignation stepping down from his role on the CoC Board. Mr. Hernandez term is through December 31, 2018. Nominations were solicited from the full CoC Alliance after the February 14, 2018 CoC Board meeting. One formal nomination was submitted for Johnny Garcia Vasquez who is a current Senior Representative for Assembly District 37. For the past 3 years, Mr. Vasquez has served as field representative for Assembly District 44. Assembly member Monique Limon of the 37th district serves on various state committees including the Housing and Community Development committee. Mr. Vasquez moved to Assembly member Limon's office because of her role in State housing policy.

RECOMMENDATIONS:

1. Approval of CoC Board member nomination of Johnny Garcia Vasquez to serve through December 31, 2018.