



# Sonoma County Homeless Coalition Board

## Homeless Coalition Board Meeting Minutes

Wednesday, March 27, 2024

1:00 – 4:00 PM, Pacific Time – Meeting held by Zoom

### Zoom Recording:

<https://sonomacounty.zoom.us/rec/share/WbFwhCyA0l82G8EhwHOBnQ8zc36RekJpO8nEeCf4uBn-oVqBk-fJ65NEZ4-yFoo.diVu42f0yNuu2lvZ>

Passcode: A@S!2CH4

### Welcome and Roll Call Introductions (00:08:24– 00:22:51)

Jennielynn Holmes called the meeting to order at 1:03 pm and went over the Zoom rules regarding public comment and Brown Act guidelines.

Two new Homeless Coalition Board members were introduced and welcomed: Aaron Mello, Lived Experience and Advisory Planning (LEAP) Board Chair, and Angelica Smith, Tribal Seat Board Member. Roll call proceeded with each Homeless Coalition Board member introducing themselves and identifying the entity they represent for the benefit of the new members.

### Present:

Dennis Pocekay, City of Petaluma | Jennielynn Holmes, Catholic Charities | Natalie Rogers, City of Santa Rosa | Benjamin Leroi, Santa Rosa Community Health Center | Chris Coursey, County of Sonoma Board of Supervisors | Margaret Sluyk, Reach For Home | Chris Cabral, Committee on the Shelterless (COTs) | Kristi Lozinto, Member-at-Large | Martha Cheever, Community Development Commission | Chessy Etheridge, Community Member / LEAP | Cheyenne McConnell, TAY Representative | Una Glass, City of Sebastopol | John Baxter, proxy for Don Schwartz, City of Rohnert Park | Jackie Elward, City of Rohnert Park | Ron Wellander, City of Sonoma | Dannielle Danforth, West County Community Services

### Absent: None

A quorum was present.

Jennielynn Holmes introduced Dave Kiff, Sonoma County Homelessness Services Division Director, who provided insight regarding the recusal process for conflicts of interest that may occur as funding decisions are made today.

- Service provider representatives may not participate in discussion or voting on items that directly relate to and affect their organization.

- The preferred practice for conflicts of interest is to send anyone with a conflict out of the virtual room, while preserving a quorum.
- If this action does not allow for the quorum to be preserved, the alternative is to bring everyone back into the virtual room and send out only those associated with a specific funding program until completion of the item that pertains to their organization. This strategy would continue with each ensuing item, as necessary.
- These procedures are as advised by legal counsel.

It appears that today’s quorum will be preserved despite any conflict-of-interest recusals.

Additionally, Dave Kiff recommended that Homeless Coalition Board members encourage citizens without ties to the service provider community to join the Funding & Evaluation (F&E) Committee. Increasing the numbers of non-conflicted members of the F&E Committee will prevent jeopardizing a quorum when recusals are necessary.

Dave Kiff further reinforced that the role of the Homeless Coalition Board Chair does not include the authority to direct funding or to set the monthly agenda, but rather, is a “weak chair” position that may participate in setting the flow of the meeting but is not involved in vetoing or promoting any proposals or agenda items. Assuming the role of Board Chair while simultaneously serving as a member of the service provider community has not historically presented a conflict of interest.

**1 - 5. Approval of Consent Calendar (00:22:53 – 00:25:52)**

- Jennielynn Holmes, CoC Board Chair, presented the consent calendar items:
  - 3/27/24 meeting agenda
  - 2/28/24 meeting minutes
  - Summary of Follow-ups from the Previous Meeting
  - Reports for Standing Committee Updates
  - Designate approval authority – 2024 CoC Competition Collaborative Application submission
  - Lived Experience Advisory & Planning Board (LEAP)
- **Public Comment:** Michael Hilber
- **Objections or Abstentions:** None
- **Consent Calendar is approved.**

**6. Reports from Lead Agency Staff (00:25:24 – 00:35:22)**

- **Homeless Coalition Committee Membership Update**  
Araceli Rivera reported that the application period for Sonoma County Homeless Coalition Board Committee Membership opened on February 21, 2024. The closing date

of March 13, 2024, has been extended to April 2, 2024, 5:00 pm, to allow for additional applications to be submitted. Only five (5) applications had been received prior to the original March 13, 2024, deadline, for a total of sixteen (16) committee openings.

Due to the extended deadline, fourteen (14) applications have now been received.

- **Homeless Coalition Charter Review Ad Hoc**

Alea Tantarelli reported that the Continuum of Care Governance Charter was developed in December 2021, and best practice is to review and revise annually.

Only minor adjustments are anticipated this year. Alea Tantarelli suggests that a small ad hoc group consisting of three to five Board members be formed to review the charter and make any needed small changes or recommendations to bring back to the Board for discussion and approval. This could likely be accomplished over two or three meetings.

Ron Wellander, Jennielynn Holmes, Martha Cheever, and Jackie Elward volunteered to serve as the ad hoc committee to assist Alea Tantarelli with the charter review.

- **Public Comment:** Teddie Pierce, Garry La Londe-Berg, Victoria Yanez

## 7. Service Provider Roundtable Update / Burbank Housing Presentation (00:35:26 –01:29:01)

- Margaret Sluyk provided an update from the Service Provider Roundtable.
  - Providers are appreciative that their feedback and suggestions from last year were incorporated into this year's NOFA process, resulting in overall improvements. They thank the Funding & Evaluation (F&E) Committee for their efforts and hard work.
  - Margaret Sluyk also relayed feedback and suggestions expressed by providers, based on their experiences with this year's NOFA, in consideration of improvements that might be incorporated into the next NOFA process.
  - During ensuing discussion, Homeless Coalition Board members offered their comments and ideas regarding the NOFA process, new projects vs. old, advocacy for increased funding and sources, and questions about Measure O.
  - Follow-up information regarding the nature of Measure O funding is expected to be provided by Supervisor Coursey at the April 24, 2024, Homeless Coalition Board meeting.
- **Public Comment:** Adrienne Lauby, Teddie Pierce, Supervisor Gorin, Michael Hilber

- Jennielynn Holmes introduced Lauren Taylor, Director of Resident Services, Burbank Housing, who presented an overview of current and future Burbank Housing p. Current Permanent Shared Housing (PSH) projects include:
  - Studios at Montero, Petaluma (60 PSH units)
  - Caritas Homes, Santa Rosa (30 PSH units of potential 64)
  - Petaluma River Place, Petaluma (15 PSH units of potential 50)
  - Elderberry Commons (former Sebastopol Inn), Sebastopol (30 PSH units)
  - Healdsburg Scattered Sites, Healdsburg (10 PSH units)

Burbank Housing has also expanded to Napa County, with projects including:

- Valley Lodge Apartments, Napa (54 PSH units)
- Adrian Court, Napa (8 PSH units)
- Heritage House, Napa (40 PSH units of potential 66)
- Valley Verde Apartments, Napa (4 PSH units of potential 24)

Burbank Housing is also advising City of Healdsburg in the development of L&M Village (22 PSH units), as well as advising the Kashaya Band of Pomo Indians of the Stewarts Point Rancheria on a development project in Santa Rosa that will include 20 PSH units.

#### **8. Word from the Street (1:29:02 – 1:29:19)**

- This agenda item was not heard today, at the request of Chessy Etheridge.

#### **9. Local Homelessness Services Notice of Funding Availability (NOFA) – with recusals (1:29:21 – 2:44:28)**

- Alea Tantarelli explained that Board members who are affiliated with organizations that are applying for funding will be moved to “attendee” status during this agenda item, then will be returned to the larger group at the conclusion of the item. Recused individuals may not participate during Public Comment, but other attending members of their organization are allowed to comment.

Margaret Sluyk, Jennielynn Holmes, Angelica Smith, Chris Cabral, Ben Leroi, Chessy Etheridge, Dannielle Danforth, Cheyenne McConnell were recused and moved to “attendee” status.

A quorum composed of non-conflicted Board members remained after recusals.

Una Glass explained that discussion will proceed about the F&E Committee’s recommendations for projects that each provider has submitted, with a vote forthcoming at the conclusion of the process, rather than voting item-by-item.

Prior to project discussions, Teddie Pierce, F&E Committee Chair, provided an initial summary and general overview of the F&E Committee recommendations and process. In consideration of comments and concerns expressed throughout the process, the F&E Committee will hold a debriefing on April 11, 2024, which will include the public.

Michael Gause, Homelessness Services Division, provided a reminder of the core elements of the Strategic Plan which outline funding priorities and which served as the guiding light for F&E Committee recommendations.

Chuck Mottern shared his screen displaying a detailed list of provider project requests and final F&E Committee recommendation.

Una Glass invited discussion, comments, and questions regarding the funding decisions.

- Dennis Pocekey advocated for allowing providers whose projects were not completely funded to juggle their awarded funding to adjust the amounts they allocate within their specific projects. This request would apply specifically to Catholic Charities, HomeFirst, and West County Community Services.

After in-depth analysis and discussion of the implications and potential repercussions of this proposal by the quorum of Homeless Coalition Board members, with input from Sonoma County Homelessness Services Division staff, Dennis Pocekey chose to withdraw his proposal.

- In the case of providers, such as HomeFirst, whose known practice is to reject any award which constitutes less than full funding of their project requests, Michael Gause advised that the standard practice is to proceed with the partial award according to F&E Committee recommendation, leaving the choice to accept or return the award to the awardee's discretion.

Alternative options are that the Committee could elect to deny the request and place the funding elsewhere, or to reserve the funding for the subsequent year.

- Discussion revolved around the street outreach options for Sonoma Valley considering that HomeFirst may reject their partial award of \$125,000. Sonoma Applied Village Services (SAVS) received an award of \$116,221.09 for continued outreach, which may be directed for use in Sonoma Valley, perhaps joining in partnership with HomeFirst.

Dave Kiff suggests that the F&E Committee direct staff to work quickly with HomeFirst and SAVS to construct a partnership model for Sonoma Valley, with approval authority delegated to the F&E Committee. The proposal would subsequently be presented to Sonoma County Board of Supervisors for approval.

- **Motion:** Supervisor Coursey moves to accept the recommendations of the F&E Committee as-is. Should HomeFirst reject their partial award of \$125,000, that amount would be returned to the F&E Committee with the intent that it be used to create a procurement for outreach services in Sonoma Valley.

**Second:** Natalie Rogers

John Baxter clarifies that the motion presumes that the direction developed by the F & E Committee, in conjunction with Homelessness Services Division staff, for an outreach program in Sonoma Valley will be a delegated decision of the F & E Committee on behalf of the Homeless Coalition Board and will not require full Homeless Coalition Board approval, with consideration of time constraints. The approved proposal would need to be presented to the Sonoma County Board of Supervisors by June 4, 2024.

- **Public Comment:** Victoria Yanez, Supervisor Gorin, Amy Appleton, Michael Hilber

**Roll Call Vote** of Non-Recused Members:

**Affirmative:** Dennis Pocekey, Natalie Rogers, Supervisor Chris Coursey, Kristin Lozinto, Martha Cheever, Una Glass, John Baxter, Jackie Elward, Ron Wellander

**Objections or Abstentions:** None

**Motion passes unanimously.**

**10. 10-Minute Break (2:44:41 – 2:46:35)**

- **3:40 pm – 3:50 pm**

**11. Sonoma County Homeless Coalition Quarterly Membership Meeting Agenda Approval (2:56:38 – 00:00:52, Recording #2)**

- Araceli Rivera presented a slide detailing the agenda for the upcoming Quarterly Meeting. The date, time, and location for the in-person meeting will be:

**Thursday, April 8, 2024**

**1:00 – 4:00 PM**

**Sonoma County Department of Health Services**

**1450 Neotomas Ave., Suite 200, Santa Rosa**

**Santa Rosa Conference Room**

This is a general membership meeting of the Homeless Coalition, rather than a Homeless Coalition Board meeting, although Board members are welcome to attend, as are any members of the community.

**Public Comment:** None.

**Motion:** Mayor Natalie Rogers moves to approve the Homeless Coalition Quarterly Membership Meeting agenda.

**Second:** Chessy Etheridge

**Abstentions or Objections:** None

**Motion is approved.**

## **12. Review Agenda for April Coalition Board Meeting (00:00:54 – 00:04:03)**

- Jennielynn Holmes shared the draft agenda for the April 24, 2024, meeting and invited suggestions for additional topics.

Michael Gause offers that he hopes to present on the Homelessness Prevention Pilot along with community partners.

Jennielynn Holmes suggests a debrief on the lessons that can be learned by the closure of Social Advocates for Youth (SAY).

Michael Gause offers that he can provide an update on the housing placements of SAY youth, progress with contracts, etc. Thanks to all of the community partners for their great help and combined efforts in housing youth upon SAY's closure.

**Public Comment:** None

## **13. Board Member Questions and Comments (00:04:04 – 00:08:43)**

- Mayor Rogers will be out of town and Kelli Kuykendall will act as her proxy for the April 24, 2024, meeting.
- Ron Wellander would like information to review about a Homekey project in Long Beach, CA which suffered several deaths, as an opportunity to learn about the contributing factors and as a conceivably cautionary tale. Also desired is a report of the results of the January 2024 Point-in-Time Count. Michael Gause explained that the full report is usually released in June, although a few numbers may be available in May 2024.
- Jackie Elward would like to encourage and thank staff for their in-depth considerations and efforts invested in the NOFA process and in facilitating equity and inclusiveness with the inclusion of new Board members.

- **Public Comment:** None.

**14. Public Comment on Items not on the Agenda. (00:08:44 – 00:25:27)**

- Michael Hilber, Rebecca Sammet, Adrienne Lauby

**Adjournment:** 4:20 pm.