

Homeless Policy Steering Committee Meeting

Meeting Minutes | May 10, 2017

Health and Wellness Campus, Room 109 | 3240 Kerner Blvd, San Rafael, CA | 3:00PM-5:00PM

1. Welcome. Call to Order

2. Roll Call

HPSC Voting Members in Attendance:

Elected Officials

County Board of Supervisors: Supervisor Damon Connolly, Co-Chair (alternate)

Cities and Towns: San Rafael Vice-Mayor Kate Colin, Co-Chair

Community Development

Community Development Agency: Leelee Thomas

Public Housing Authority

Marin Housing Authority: Kimberly Carroll

Consumer Representative

Bill Hale

Domestic Violence

Center for Domestic Peace: Donna Garske

Law Enforcement

Forensic Multidisciplinary Team (FMDT) Liaison: Lt. Alan Piombo

Homeless Service Providers

St. Vincent de Paul: Christine Paquette

Ritter Center: Ben Leroi

Adopt A Family: Rachel Boyes

Homeless Housing Providers

Homeward Bound: Mary Kay Sweeney

Buckelew: Claire Zurack

School Districts

Marin County Office of Education: Lisa Schwartz

Employment Services

Downtown Streets Team: Karen Strolia

3. Approval of the February 8, 2017 Minutes

- a. Howard Schwartz moved to approve the minutes; Claire Zurack seconded the motion.
- b. All in favor, none opposed, no abstentions. Motion carried.

4. Introductions, Announcements

- a. Staff: Marin County HHS is having a learning lab series on housing and health.
- b. Kate Colin: All the cities and towns of Marin agreed to participate in the Community Homeless Fund for 3 years, which provides funding for the REST winter shelter. The Marin County Council of Mayors and Councilmembers agreed to spend the unallocated funds to fund the first year of the mobile shower program.

5. Public Comment

There was no public comment.

6. HMIS: Recommendation and Approval of Release of Information, Agency-HHS Agreement, and HMIS Charter

- a. Staff presented the HMIS documents as recommended by the HMIS Subcommittee, with one addition made on the recommendation of County Counsel.
- b. Mary Kay Sweeney moved to approve the HMIS documents; Claire Zurack seconded the motion.
- c. All in favor, none opposed, no abstentions. Motion carried.

7. 2017 Review and Rank: Recommendation and Approval of Updated Renewal Project Scoring Tool

- a. HomeBase staff presented proposed changes to the Review and Rank scoring tool that were added based on the results of the mid-year review process.
- b. Christine Paquette moved to approve the Updated Renewal Project Scoring Tool as amended; Kimberly Carroll seconded the motion.
- c. All in favor, none opposed, no abstentions. Motion carried.

8. Governance Documents: Discussion and Approval of Updated Governance Charter and Standards of Service

- a. Governance Charter: HomeBase staff presented proposed changes to the Governance Charter, which were discussed in subcommittee. One additional change was suggested through email: clarifying that Marin County HHS is the only collaborative applicant for HUD CoC funding.
 - i. Kate Colin: Updated charter provides needed clarity on membership. The attendance section should be clear that absences are for member organizations, not specific members.
- b. Written Standards: HomeBase staff presented proposed changes to the Written Standards, which reflect mandatory additions to comply with ESG requirements and HUD prioritization policy.

Permanent Supportive Housing Written Standards

- i. Kimberly Carroll: The services require intensive case management but also only require case management once per month, which is not very intense.
- ii. Mary Kay Sweeney: The standards require programs to provide services, but client participation in services can't be required, so programs may not be able to provide services to an unwilling client.
- iii. Staff: "Intensive case management" is a particular case management model – this language should be changed.
- iv. The language will be changed to "will offer case management at least once a month"

Rapid ReHousing Written Standards

- i. The language on case management will be changed to match the PSH Written Standards.
- ii. The language requiring clients to meet with case managers will be updated to be consistent with Housing First.
- iii. The language on follow-up services will be updated to clarify that services will continue up to six months "after RRH services have ended."

Emergency Shelter Written Standards

- i. Donna Garske: The photo ID requirement conflicts with existing policies
- ii. The language will be changed to make asking for an ID discretionary.
- c. Alan Piombo moved to approve the Governance Charter and Standards of Service as amended; Lynn Murphy seconded the motion.
- d. All in favor, none opposed, no abstentions. Motion carried.

9. Program Updates

- Point-in-Time Count Update: Point-in-Time Count results will be released on June 1 [later corrected to July 1]
- HMIS Implementation Update: The new HMIS will launch in June.
- Coordinated Entry Committee Update: The Coordinated Entry Committee has been meeting and the system is coming together. The RFP for the Coordinated Entry provider will be released at the end of the month.

10. Setting the Agenda for our February HPSC Meeting

- Point-in-Time Count Results
- 2017 CoC NOFA
- 2017 ESG NOFA
- HMIS Policies and Procedures Update
- Whole Person Care Update

11. Adjourn – 4:24 p.m.