San Mateo County – Continuum of Care Steering Committee
7.26.19
<u>Minutes</u>

Present: Melissa Platte (CoC Chair and Mental Health Association representative), Laura Bent (Samaritan House), Pat Bohm (Daly City Community Center), Teri Chin (Fair Oaks Community Center), Halley Crumb (Retraining the Village), Peter Ehrhorn (StarVista), Tanisha Hughes (CORA), Linda Nguyen (San Mateo County Health System), Lenelle Suliguin (City of Daly City), Scott Prowse (City of San Mateo), Steve Carey (Consumer Representative), Nadine Makki (Housing Leadership Council), Katie Fantin (Abode Services)

Guests: Joseph Johnson, Kara Rivera, Prinsess Futrell, Irene Pasma, Carrie Dallman, Kate Bristol

Staff/Committee Support: Brian Eggers, Khalia Parish, Ana Morales, Brooke Lewellyn, Tammie Sweetser

Topic	Discussion
Welcome and Introductions Melissa Platte	Melissa Platte called meeting to order at 11:05AM

Topic	Discussion

CoC NOFA Highlights and Review and Ranking Process
Brian Eggers, Kate Bristol
	Kate Bristol reviewed the highlights of 2019 NOFA.
	
	• New projects may request an initial grant term between 12 and 18 months. HUD will allow new projects to request a 1 year of funding with a longer initial grant term not to exceed 18 months. HUD has determined that most new projects requesting 1 year of funding normally take approximately 3 to 6 months to begin fully operating the new project (e.g., hiring staff, developing partnerships with landowners if leasing or renting). Therefore, a new project requesting 1 year of funding may request a grant term of 12 months to 18 months that will allow for the additional start-up process. See NOFA for additional details and restrictions.
	
	• Revised scoring for new RRH and TH-RRH DV Bonus. Scoring for the 2019 NOFA places a premium on the quality of the project applicant (50 pts.) and decreases value of CoC score (25 pts.). The 2018 NOFA heavily weighted CoC score (50 pts.) with lower value assigned to the quality of the project (25 pts).
	
	• Homeless Youth definition is expanded if served by "youth-serving" provider. Any youth-serving provider funded under this NOFA may serve unaccompanied youth aged 24 and under (or families headed by youth aged 24 and under) who have an unsafe primary nighttime residence and no safe alternative to that residence. HUD interprets "youth-serving provider" as a private nonprofit organization whose primary mission is to provide services to youth aged 24 and under and families headed by youth aged 24 and under. HUD interprets "living in unsafe situations" as having an unsafe primary nighttime residence and no safe alternative to that residence. CoCs may also request up to 10 percent of funding to serve homeless households with children and youth as defined under other federal statutes who are unstably housed. See NOFA for additional details and caveats.
	
	Kate and Brian reviewed the 2019 CoC Competition Project Review and Ranking Process (DRAFT). The draft document was emailed to the CoC email list (Steering Committee, providers, and stakeholders) on July 23rd, 2019.
	
	• Key dates noted:
	   - An informational meeting for potential applicants (both new and renewal) is set to be convened on **July 31, 2019**
	   - By **August 26, 2019 at 5:00 pm**, all applicants (new and renewal) must complete their Project Application(s) (Exhibit 2) in e-snaps. Renewal applicants must also submit their completed Project Performance Reports including any clarifications and responses to the supplemental narrative, as well as supporting documentation. New applicants must also submit their completed supplemental narrative.
	   - The Review Panel will meet on or about **September 4, 2019** to determine final ranking of the projects.
	   - The final project rankings, including results of any appeals, will be brought to the Continuum of Care Steering Committee for approval on or about **September 20, 2019**.

Topic	Discussion
	- Minor change to the Attachment A Performance Standards: Measure 8- HMIS Data Quality: Percentage of null/missing and don't know/refused values. This measure no longer includes Social Security Number. - Change to the Attachment B scoring factors for renewal projects: New Scoring Factor 10- Documentation of Referral/ Enrollment Process (up to 8 pts). - Does the project have policies and procedures for accepting and enrolling referrals from CES? Does the project have clear protocols for why referrals may be denied and for what reason? Does the project have these policies and procedures documented in project manual or other project documentation? Project has policies and procedures documented, including protocols for why referrals may be denied = 8 points Project has policies and procedures documented = 5 points Project does not have policies and procedures documented = 0 points - Updates for the Methodology for Renewal Scoring Factors: - Data will be extracted from APR/Clarity/Looker/HUD Applications for each project for the period **May 1, 2018 to April 30, 2019** to calculate these performance measures. - Factor 10 scoring methodology: (Documentation of Referral/Enrollment Process): This factor considers whether the project has policies and procedures for accepting and enrolling referrals from CES as well as if there are clear protocols for why referrals may be denied and for what reason. Scores will be based on the projects documented policies and procedures. The projects with comprehensive written policies and procedures will receive higher scores. - Added Language in Attachment D Ranking and Tiering Policies: San Mateo County Tier 2 Policy - Once the rank order of projects has been determined (see Section 1), any projects falling into Tier 2 will be candidates for re-allocation to create new projects. The Review Panel will make a recommendation as to whether to re-allocate Tier 2 projects or leave them in their rank order. **Committee Membership vote**: To approve the Draft 2019 CoC Competition Project Review and Ranking Process Linda Nguyen made a motion to approve the Draft 2019 CoC Competition Project Review an Ranking Process as presented. Peter Ehrhorn seconded the motion. All members present voted in favor of the motion. Motion passed. Handouts: Highlights of the 2019 Continuum of Care NOFA 2019 CoC Competition Project Review and Ranking Process (DRAFT)

Topic	Discussion
HCH/FH Program Presentation Linda Nguyen, Irene Pasma	Health Care for the Homeless/Farmworker Health (HCH/FH) presented an overview of who they serve and what services they provide: homeless and farmworker individuals and families by providing access to comprehensive health care through primary health care, dental care, and behavior health services in a supportive, welcoming, and accessible environment. **Handout:** HCH/FH PowerPoint
Continuum of Care Roundtable, All	Nadine Makki (HLC)- Housing Leadership Council will be holding workshops for those interested in attending or hosting. Joseph Johnson (Retraining The Village)- Hosting event in EPA on September 21st, 2019 for re-entry population. Future agenda items (One Day Count 2019))
Adjournment Melissa Platte	Melissa adjourned the meeting at 12:02 PM

Next meeting: Next CoC Steering Committee meeting: **Friday September 20th, 2019 from 10:30-12,** HSA office, 1 Davis Drive, Belmont in the Montara Room