Call to Order – Judson Brown – Continuum of Care Board Chair

Chair Brown called the meeting to order at 9:00 a.m.

Pledge of Allegiance – Judson Brown – Continuum of Care Board Chair

Chair Brown led the Pledge of Allegiance.

Invocation – Judson Brown – Continuum of Care Board Chair

Chair Brown led the Invocation.

Roll Call – Jim Wheeler – Continuum of Care Manager, County of Orange


Absent Excused: Jason Austin, Jean Willis

Welcome and Introductions

Approve Continuum of Care Board Meeting Minutes 2-21-18 – Judson Brown – Chair

The CoC Board reviewed February’s Board Meeting Minutes and recommended a few changes to the document. Chair Brown asked for a motion to approve February, 21, 2018’s Minutes with recommended edits.

Paul Cho made a motion, Jeanne Awrey Seconded the motion. The motion passed.

Governance Charter Ad-Hoc Committee Update

Jim Wheeler announced that he and the Ad-Hoc Committee are still reviewing the Governance Charter and that additional updates will be made.
Continuum of Care Subcommittee Reports

a. Data – Karen Williams/Erin DeRycke

Update on new HMIS system implementation

Erin DeRycke provided an update to the CoC Board. She stated that 211OC is still on track to "go live" on April 2nd. 211OC will release an online user training that all agencies will be required to complete. The training is expected to take about an hour. The feedback and questions from the user training will be used to hold a recorded webinar that all users will be invited to attend. Bitfocus will soon be conducting a test migration and 211OC will be verifying accuracy of the information. The cut-off date for entering information into Adsystech is March 23rd. Beginning March 24th to April 2nd, all client information will be completed in paper form until the "go live" date.

Chair Brown asked if there would be any data lost with the migration. Erin stated that her team is verifying enrollments to avoid losing data.

Patti Long thanked Erin and her team for all the hard work to facilitate the process. Dawn Price asked all agencies for patience with the migration process.

b. Coordinated Entry System – Karen Williams/Jim Wheeler

Karen Williams from 211OC stated that 211OC and the Family Solutions Collaborative signed a contract with Families Forward.

211OC was recently monitored by HUD to review 211OC’s CES Grant. Karen stated that the findings were minimal. Chair Brown congratulated 211OC on the minimal findings. George Searcy asked if the board can review the audit letters from HUD. Karen stated that the information is public and the information will be shared once HUD sends the letters.

Jim Wheeler stated that the County and 211OC is in communication with HUD and have received instructions regarding the process of the CES Grant transfer.

c. Street Outreach Team – Jim Wheeler

Currently the Street Outreach Team Meetings primarily focus on the Flood Control Channel given the recent changes since February 14, 2018. There are current efforts in place to shelter/house all 700 from the Riverbed once their 30 day motel vouchers expire. Jim Wheeler thanked the following agencies for their efforts to collaborate with the County: Health Care Agency, WisePlace, The Courtyard, Bridges at Kraemer, CityNet, Mercy House, Illumination Foundation, Family Assistance Ministries, Friendship Shelter, Pathways of Hope, Midnight Mission, Family Solutions Collaborative, Families Forward, and Pastor Donald Dermit. Chair Brown asked if the assessments conducted for the clients from the Riverbed are going into HMIS. Paul Cho stated that there are current HIPPA complaint regulations restricting entry into HMIS. Juanita Preciado recommended researching the possibility of signing a waiver to enter clients into HMIS. Patti Long Recommended that the FCC Clients are updated in Coordinated Entry System.

d. Housing Opportunity Team – Karen Williams/Jim Wheeler

There are no updates at this time.

e. Orange County’s Homeless Provider Forum – Jim Wheeler

Jim Wheeler announced that Homeless Provider Forum has new Co-Chairpersons. The new Co-Chairs are Tim Houchen, Tiffany Mitchel from Project Hope Alliance, and a current CoC Board member Donald Dermit. The last meeting focused on Furnishing Homes for clients. Chair Brown and Dawn Price recommended collaborating with United Way’s United to End Homelessness and OC Alliance for Just Change.

f. Emergency Shelter Updates

Bridges at Kraemer Place

Kelly Lupro provided an update to the Board. Bridges at Kraemer is currently at capacity with 193 beds. Currently, 403 unduplicated enrollments have been served, and 55 have been housed. Kraemer is still on track to open its "Second Phase" of additional beds for a total of 200 emergency shelter beds.

Courtyard

There was no update at this time.
The Armories are on track to run their full schedule until April 15, 2018.

Dawn Price recommended reviewing Friendship Shelter’s ASL Emergency Shelter model to possibly implement a similar model into the system.

Chair Brown recommended the effectiveness of having emergency shelter referrals available. Jim Wheeler stated that 211OC is currently keeping bed referrals on a daily basis, but in the near future, Clarity (BitFocus) will have a count available in real time.

**New Subcommittee Structure and Reporting Process**

Jim Wheeler mentioned that currently, subcommittees are staff led and recommended that members of the CoC Board sit as Chair of each subcommittee. Jim also requested that a monthly report for each subcommittee be provided by the Chair at each CoC-Board Meeting.

Chair Brown and Jim Wheeler called for self-nominations from the CoC Board.

Data Committee Meeting: Elizabeth Andrade volunteered to lead as chair.
Coordinated Entry System Meeting: Patti Long volunteered to lead as chair.
Street Outreach Team Subcommittee: Matt Bates volunteered to lead as chair.
Housing Opportunities Team Committee: George Searcy volunteered to lead as chair given that data metrics to measure success in housing are provided.
Homeless Provider Forum: Pastor Donald Dermit volunteered to lead as chair.

Jim Wheeler recommended that the reports be submitted one week before each CoC Board Meeting.

Chair Brown asked if the members of the CoC Board motion to pass the nominated Chairs of their respective subcommittee, so long as reports are submitted a week prior to CoC Board Meetings and that data metrics are provided for George Searcy.

Dawn Price made the motion to pass, Paul Cho Seconded the motion, the motion passed.

**Continuum of Care Board Training Retreat: Date, Time, and Proposed Agenda**

Jim Wheeler recommended that the new CoC Board get together for a training retreat. Agenda items recommended include: Goal Setting and the SPA System. Jim added that Tim Shaw will be donating his time to assist the Board during the retreat. Jim Wheeler suggested various days in April to meet. April 9, 2018 from 1:00pm to 5:00pm was unanimously agreed upon. Chair Brown and Co-Chair Price will find the location and propose an agenda to the Board.

**Continuum of Care NOFA Process – Formation of Ad-Hoc Committee**

Jim Wheeler recommended forming an Ad-Hoc Committee for 2018’s CoC NOFA Competition. HUD will soon be releasing the Grant Inventory Worksheet to all CoCs. Once the GIWs are released, the annual CoC NOFA Grant process begins.

The Ad-Hoc is recommended to consist of non-conflicted committee members. Ideally five members are recommended, but a minimum of three CoC Board members can participate.

Chair Brown asked the Board if there were any volunteers. The following volunteered to join the CoC Ad-Hoc Committee:

- Chair Judson Brown
- Jeanne Awrey
- George Searcy
- Curtis Gamble
- Albert Ramirez

Patti Long made the motion to pass the Ad-Hoc Committee. Matt Bates seconded the motion. The motion passed.

**Proposed Change to Continuum of Care Meeting Dates and Times**

Jim Wheeler stated that the original proposed dates for the CoC Board Meetings are conflicting with a few Board Members’ schedules and is proposing a meeting date change. The fourth Wednesday of every month from 2:00pm to 4:00pm was the new recommended meeting time from the Board. County staff will find a meeting room location and send an update to the Board.
Matt Bates made the motion to pass the new proposed meeting date. Donald Dermit seconded the motion to pass. The motion passed.

- **Miscellaneous Updates**
  a. 4th Annual Local Government Conference: April 5, 2018
     Judson Brown stated that the 4th Annual Local Government Conference will take place at Chapman University on April 5, 2018. The conference will discuss data on housing crisis and recommends all interested to attend.
  b. 2018 National Conference on Ending Family and Youth Homelessness
     Jim Wheeler asked who attended this meeting to provide an update to the Board. No one from the board members was able to attend.
  c. Orange County’s Declaration on Housing
     Orange County’s Declaration on Housing was approved on March 13, 2018 and a copy will be emailed to all the board members. Further discussion will be held during the retreat.

- **PRESENTATION(S):** None

- **PUBLIC COMMENTS:**
  Leslie McDonald from the City of Mission Viejo shed light on youth homelessness within Orange County’s colleges including Saddleback College, Orange Coast College, and Irvine Valley College. In addition, she shared with the members of the Board, HUD’s Youth Homelessness Demonstration Program and recommended that the Orange County CoC consider applying for this funding in the future. Paul Cho recommended that gaps within the CoC be discussed at the retreat. Dawn Price recommended having a conversation in the future to collectively decide if this is a current priority.

  Helen Cameron expressed her concern about housing via shelters and requested collaboration to create additional permanent housing projects. Jim Wheeler stated that shelters are not the solution, but clients will be placed in shelter to move them forward to future permanent housing solutions.

- **MEMBER COMMENTS:**
  Matt Bates recommended to everyone to read the OC Register that includes CoC Board member Donald Dermit. He also reminded the members about the available resources from the faith based community.

  Curtis Gamble shared a document containing a list of various non-profits and faith based communities that offer hot meals.

  Chair Brown shared two letters and recommended the audience to consider asking the board of supervisors to add the Permanent Supportive Ballot to their agenda.

  Chair Brown asked that the meeting close in memory of the family that was found deceased in their van in the city of Garden Grove.

- **ADJOURNMENT:**
  Chair Brown adjourned the meeting at 11:16 a.m.

- **NEXT MEETING:** April 25, 2018

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For Further Information Regarding the Orange County Continuum of Care: https://www.211oc.org/get-connected/oc-continuum-of-care-coc.html