



Meeting Agenda
Continuum of Care (CoC) Board
Wednesday, May 9, 2018
1:00pm-2:30pm

Ventura County Office of Education, Conference
and Educational Services Center
5100 Adolfo Road
Camarillo, CA
Conejo Room (2nd floor)

1. Call to Order.
2. Approval of, Minutes of the meeting of Governance Board held April 11, 2018.
3. Board/Staff Comments
4. Public Comments

Continuum of Care Governance Board Business

5. Receive and file a presentation from the Human Services Agency on Pathways to Home, coordinated entry system celebrating first year accomplishments and engaging partner agencies on ongoing process improvements.
6. Receive recommendations and provide input on the revised Letter to All Ventura County Jurisdictions on Proposed Action to Address Homelessness throughout the Region.
7. Closed Session Board review of Ventura County Continuum of Care Lead Agency/Collaborative Applicant.



**Meeting Minutes
Continuum of Care (CoC) Board
Wednesday, April 11, 2018
1:00pm-2:30pm**

Ventura County Office of Education
Conference and Educational Services Center
5100 Adolfo Road, Salon A
Camarillo, CA 93012

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, Susan Englund, Pam Marshall, Michael Nigh, Mike Powers, Carmen Ramirez, Mike Taigman
Staff: Tara Carruth, Amy Duganne, Jennifer Harkey, Christy Madden
Absent: Drew Powers (excused), Nancy Wharfield
Public Attendees: Mark Alvarado (City of Oxnard), Nick Birck (HACSB), Gane Brooking (BHAB), Hilary Carson (VCBH), Juan Cordova (VCSO), Susan Englund (UWVC), Rebecca Evans (HSA), Charles Kistner (Advocate), Susan Kulwicz (Spirit of Santa Paula), Marissa Mach (HSA), Alicia Morales (HSA), Ron Mulvihill (CoC H&S), April Rosser (City of Simi), Chris Russell (HSA), Jennifer Santos (City of Simi), Talin Sardabegians (Brownley), Ralph Velarde (VCOE)
2. Approval of, Minutes of the meeting of Governance Board held February 14, 2018. Minutes approved with motion by Carolyn Briggs, seconded by Pam Marshall. Mike Powers abstained. Unanimous approval.
3. Board/Staff Comments: None
4. Public Comments: See item 12.

Continuum of Care Governance Board Business

5. Received and filed the Ventura County Continuum of Care Lead Agency/Collaborative Applicant Self-Assessment in Preparation of closed session Board Review in May 2018.

Staff explained the annual review requirement in the CoC governance charter and presented the self-assessment document to be reviewed in closed session on May 9, 2018. CoC Board members inquired about a similar review of the HMIS Lead Agency. CoC staff will work on the annual review for HMIS as well.

6. Received and filed the Youth Homelessness Demonstration Program (YHDP) application to be submitted to the U.S. Department of Housing and Urban Development no later than April 17, 2018.

Staff gave an overview of the HUD YHDP grant application process and agreements signed by several youth service providers. Leveraged match funding has been guaranteed by Interface Children and Family Services through the Runaway & Homeless Youth (RHY) grant funding and in-kind support. Additional in-kind support will be provided by the CoC staff during the development of a coordinated plan, if awarded by HUD. Staff have posted the grant application packet on the CoC website (www.venturacoc.org) and requested feedback or edits by Friday, April 13, 2018. The HUD deadline to submit is April 17, 2018. Staff thanked all of the Youth Collaborative partners and those who contributed to the supportive data and grant narrative.

7. Received and filed the United Funding Agency Discussion Guide released by HUD on March 30, 2018.

Staff explained the UFA designation and the requirement to apply to HUD. Board members discussed the benefits and concerns. Staff clarified that UFA status offers significantly more flexibility in managing funds locally. For example, reallocation of funds can be done locally without HUD's pre-approval. All annual reporting and project performance would be reviewed and approved by CoC staff which would increase the responsibilities at the local level. The next CoC NOFA is expected in May 2018 and therefore, UFA designation is not recommended for consideration until the next grant cycle. Board members recommend an analysis of the CoC staff capacity to determine if this would be feasible.

8. Received and filed the CoC Committee and Staff Report.

Board members reviewed the updates with no concerns or questions.

9. Approved the 2018-19 County of Ventura Emergency Solutions Grant funding recommendations as recommended by the VC CoC Data Committee and CoC staff.

Staff gave an overview of the recommendations for County ESG funding with the 40% Rapid Re-Housing requirement. The two recommended beneficiaries currently participate in Coordinated Entry and HMIS. The State ESG allocation may increase in this next grant cycle due to disencumbered State funds in 2015/16 contracts. Staff would like to align the Federal and State ESG Request for Proposals process, if possible. Sommer Barwick moved to approve and Dawn Dyer seconded the motion. Mike Powers abstained. Unanimous board approval.

10. Approved the recommendation engaging homeless services agency leadership in the Pathways to Home review and improvement process.

Staff presented the item requesting homeless services agency leaders to participate in the Pathways to Home annual review. According to feedback from the recent HUD Technical Assistance on Coordinated Entry, the Ventura County process is in compliance with HUD requirements. Geographically, we still have areas we would like to see onboard with HMIS. Human Services Agency Deputy Director, Marissa Mach, expressed the need for agency/organization leadership to engage as there continues to be line staff turnover across HMIS. Board members agreed to invite leadership to

participate in a separate session which would show appreciation for their participation and create synergy. Board Chair, Mike Taigman, requested that a Board meeting date/time be designated for this purpose. Kevin Clerici moved to approve and Sommer Barwick seconded the motion. Unanimous board approval.

11. Received the recommendations to fill CoC Board member nominations to fill seat vacated by Martin Hernandez.

Board members reviewed the nominations which were solicited by the full CoC Alliance after the February CoC Board meeting. Two nominations were received: City of Ventura Community Development Director, Jeffrey Lambert, and City of Fillmore Mayor, Manuel Minjares. Board members discussed both candidates and agreed that both would be exceptional representatives; however, consideration of geographic coverage for the Santa Clara Valley is vital and therefore, Manuel Minjares was selected at this time. Jeffrey Lambert will remain on the "hotlist" as a future candidate. Pam Marshall moved to approve and Carolyn Briggs seconded the motion. Unanimous board approval.

12. Review and Discussion of the Letter to All Ventura County Jurisdictions and Public Housing Authorities on Proposed Action to Address Homelessness throughout the Region.

Staff explained that this item has been developed by the CoC Housing and Services Committee with an emphasis on encouraging participation in the CoC through homeless priorities and urging action to address the growing challenges of homelessness. CoC Housing and Services Committee Co-Chair, Ron Mulvihill, presented the item, clarified the background and expressed the need for action.

Board members actively discussed some concerns about the approach and inquired on the role of the CoC Board. Some board members encouraged a softer approach to open discussion with the jurisdictions and highlight best practices. Some board members expressed concerns that the letter would not generate political will and the recommendations should be sent only to the Ventura Council of Governments (VCOG). Board Chair, Mike Taigman, reminded everyone that the City Managers' Group has been working diligently on a homeless-focused MOU and agrees that the focus should be on best practices with an offer of support. Mike Powers thanked the committee chairs, members and advocates for their efforts and agrees that the messaging should focus on tailoring the recommendations to each city. Pam Marshall encouraged Staff to rephrase the letter to jurisdictions with best practices highlighted. Dawn Dyer recommends changing the tone of the letter to build consensus and acknowledge the positive steps that are already being done. Carmen Ramirez agrees with capturing the attention and adding a personal touch to ask for a conversation/dialogue.

Item 12 Public Comments: Community advocate, Charles Kistner, reiterated that the letter is intended to get momentum going and use this to encourage cities to get more involved. Most of the members of the CoC Housing and Services Committee felt that a crisis was needed to move forward. City of Oxnard Homeless Assistance Coordinator, Mark Alvarado, stated that a regional approach is the smartest approach. Housing Authority of the City of San Buenaventura Public Relations Manager, Nick Birck,

clarified that cities are currently working on these issues and collaborating. Homeless families are being prioritized for housing and the cities have very different service areas.

Mike Nigh recommended that no action be taken at this time and requested Staff to bring back revised drafts for review, to allow further discussion. CoC Board Chair agreed to work with staff on revisions and put this item on the next board agenda.

13. Received and approved the Ventura County 2018 Homeless Count and Subpopulation Survey and 2018 Housing Inventory Count report to be submitted to the United States Department of Housing and Urban Development (HUD) no later than April 30, 2018.

Staff presented the data to be reported to HUD from the countywide Homeless Count conducted on February 22, 2018. The final written report will be released shortly, after finalizing edits. Staff reviewed the recommendations with the Board and emphasized the progress being made on ending homelessness among Veterans and youth. Staff thanked the Health Care Agency and the Ventura County Office of Education for providing data to contribute to the final report. A presentation will be made to the County Board of Supervisors in early May. Kevin Clerici moved to approve and Sommer Barwick seconded the motion. Unanimous board approval.

Meeting adjourned. Next meeting on May 9th at 1:00pm at Ventura Investment Co., 1601 Carmen Drive, Suite 204, Camarillo.



May 9, 2018

CoC Governance Board

SUBJECT: Receive and file a presentation from the Human Services Agency on Pathways to Home, coordinated entry system; celebrating first year accomplishments and engaging partner agencies on ongoing process improvements.

Background: Pathways to Home, the Ventura County Coordinated Entry System was launched in October 2016. The CoC Lead Agency and HMIS Lead Agency are working to bring service provider agencies together as part of the annual review and continuous improvement process. The HMIS Lead Agency has solicited feedback from direct line staff, agency leadership and customers of the system to understand the strengths and challenges of the Pathways to Home system.

The primary areas of focus include:

1. chronic homeless documentation;
2. training;
3. review of supportive housing prioritization process and policy;
4. countywide coverage and points of entry including day service organizations

Many of these areas of focus require agency leadership input and involvement. Each agency's full participation in Pathways to Home is critical to the system's success. The front-line service providers and customers are the most critical to informing process improvement but input and buy-in from leaders is critical to full implementation and consistency across the system.

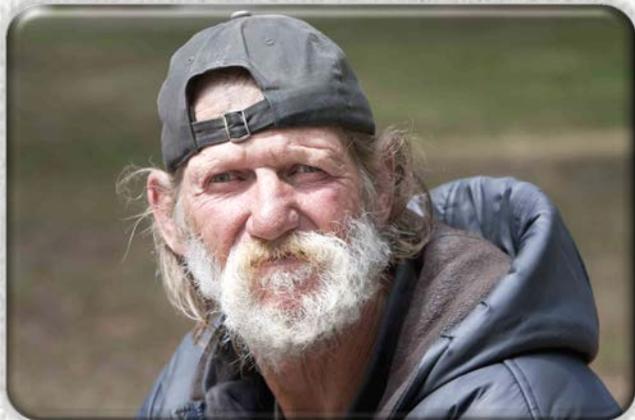


Ventura County Continuum of Care Coordinated Entry System

Pathways to Home

Serving Individuals and Families

May 9, 2018



INSTEAD THEY ASK...

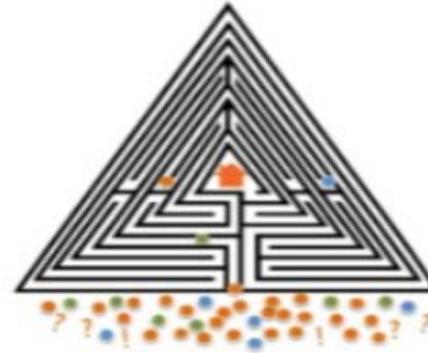
**WHAT
ASSISTANCE IS
BEST FOR THIS
PERSON?**



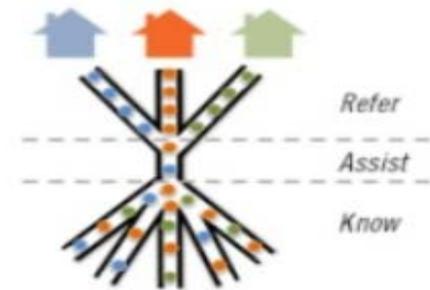
What Was it Like Before CES?

CES stitches existing programs together all across Ventura County into a no-wrong door system, connecting homeless individuals and families to the best resource for them.

Without CES



With CES



No Wrong Door

- Dead end, closed doors → Seamless connections

Assessment

- Endless intakes, applications and waiting lists → 1 intake and assessment for housing opportunities and supports

Collaboration

- Each organization doing it all → Each organization doing what they do best using a *client centric* and *trauma informed approach*

**In October 2016,
Ventura County
Continuum of Care
Coordinated Entry
System Launched**



*Serving 1541
individuals
and families*

Where Can Someone Call or Go to for Assistance?



VENTURA COUNTY
**CONTINUUM OF
CARE ALLIANCE**

ENDING HOMELESSNESS
IN VENTURA COUNTY

Pathways to Home

Starting with just one phone call, the *Pathways to Home* program allows individuals and families to access homeless services through a coordinated process. The program includes a collaborative network of service providers who coordinate and connect people to resources to meet their needs. Any of the providers listed below can assist clients with the intake assessment for referrals through HMIS (Homeless Management Information System). There's no need to call multiple agencies. A phone call to any of the providers listed below is all it takes.

Homeless Individuals & Families

**Community Action of
Ventura County**
(805) 436-4000
621 Richmond Avenue
Oxnard

**Health Care Agency
Homeless Services**
(805) 652-6694
3147 Loma Vista Road
Ventura

**Human Services Agency
Homeless Services**
(805) 385-1800
1400 Vanguard Drive
Oxnard

**Human Services Agency
RAIN Transitional**
(805) 383-7505
Camarillo

The Kingdom Center
(805) 487-3400
1450 S. Rose Avenue
Oxnard

Lutheran Social Services
(805) 497-6207
80 E. Hillcrest Drive, #101
Thousand Oaks

Project Understanding
(805) 231-2299
2734 Johnson Drive, #201
Ventura

The Salvation Army
(805) 648-4977
155 S. Oak Street
Ventura

The Samaritan Center
(805) 579-9166
280 Royal Avenue
Simi Valley

St. Vincent de Paul
(805) 754-2089
2000 Cabot Place, Suite C
Oxnard

**Turning Point
Foundation**
(805) 652-2151 ext.304
536 E. Thompson Blvd.
Ventura

**Ventura County
Behavioral Health**
(805) 981-6830
1911 Williams Drive
Oxnard

Homeless Veterans

**The Salvation Army
Supportive Services for
Veteran Families (SSVF)**
(805) 962-6281 ext.117

**Turning Point Foundation
Veterans Transitional
Housing Program**
(805) 321-0545

Homeless Youth

**Human Services Agency
Homeless Services**
(805) 385-1800

**Interface Children &
Family Services
Youth Outreach Line**
(805) 469-5882

**Clients may also
contact 2-1-1
to reach the
Pathways to Home
program**

All
Hands
on
Deck



Increased Partnership

CY 15/16: 16 Providers
CY 16/17: 17 Providers
CY 17/18 (YTD): 23 Providers (continuing to onboard more)

* Some agencies have multiple departments

Increased Collaboration

Policy development
Gap analysis
Solution oriented

Team
Success



Increased Placement into
Permanent Supportive Housing

CY 15/16: 18 Households
CY 16/17: 17 Households
CY 17/18 (YTD): 30 Households

* Increase in
PSH Housing

Decreased Length of Time from
Referral to Housing in PSH

CY 15/16: data not available
CY 16/17: 68.37 days/average
CY 17/18 (YTD): 31.16 days/average

54%↓

Direct Referrals for Seamless
Connections to housing and
services

CY 15/16: data not available
CY 16/17: 1697
CY 17/18 (YTD): 922

15-20% ↑

Rapid Re-housing Referrals

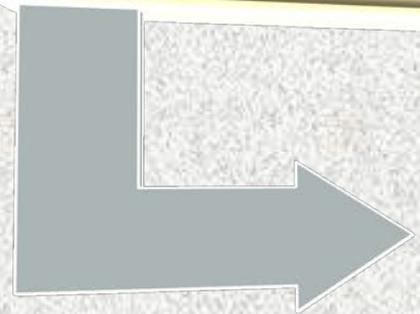
CY 15/16: data not available
CY 16/17: 72% of the 1697 referrals were RRH: 53% in housing
search and/or placed in housing
CY 17/18 (YTD): 34% of the 922 referrals are RRH : 65% in
housing search and/or placed in housing



**Call to
Action**

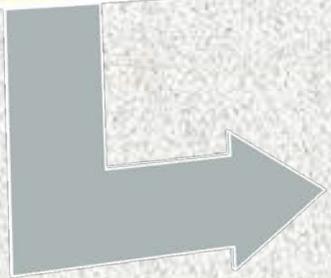
Participation

- Complete the Leadership Survey
- Attend the May 23rd Process Improvement Discussion Meeting



Support

- Support your staff's use of PTH/CES
- Support your staff's involvement in the activities related to the PTH/CES 2.0 review



Commitment

- Continuous process improvement to ensure we continue to serve our community the best we can

Questions?

Alicia Morales, LCSW

County of Ventura

Human Services Agency

HMIS Administration

805-477-5486

aliciax.morales@ventura.org

May 9, 2018

CoC Governance Board

SUBJECT: Receive recommendations and provide input on the revised Letter to All Ventura County Jurisdictions on Proposed Action to Address Homelessness throughout the Region.

BACKGROUND

At the Board's April 11th meeting, a draft letter was presented for the Board's consideration intended to be sent to jurisdictions and housing authorities in the County. This letter, developed by the CoC Housing and Services Committee with input from CoC staff, was designed to impute a sense of urgency around the issue of homelessness and the need to take immediate action to address the problem.

Robust discussion by the CoC Board ensued with Board members expressing concerns that the tone of the letter might adversely impact rather than encourage progress.

DISCUSSION:

Following a robust conversation by CoC Board members, the CoC Board Chair agreed to work with CoC staff to incorporate changes to emphasize best practices, collaboration, and invite conversation and dialogue in promoting progress within each community.

RECOMMENDATIONS:

It is recommended that the Board continue the discussion on the best approach to dialogue with local jurisdictions on proposed actions to address homelessness by providing input on the revised Letter to All Ventura County Jurisdictions on Proposed Action to Address Homelessness throughout the Region.



, 2018

(**DRAFT** Template – originals to all ten City Councils, City Managers and the Board of Supervisors)

The Ventura County Continuum of Care Alliance is a regional collaborative focused on effectively reducing 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. With rental prices among the highest in the nation, finding affordable housing opportunities for individuals and families that are homeless is a growing challenge. This issue touches our cities, the county, businesses, the people who live here, the people who visit here, and most importantly the people without homes. We’ve made good progress over the last few years and there are many promising initiatives that are active throughout our community, yet there are still many people without a safe and secure place to live. We would like to invite you to collaborate with us to continue the work we’ve started and increase our ability to end homelessness.

Here are some strategies and actions that are likely to produce desired results:

1. Adopt the regional Memorandum of Understanding (MOU) that has been created collaboratively with city and county staff to address homelessness through regional cooperation tailored to each individual community’s specific needs;
2. Participate in the development of an updated regional plan to address homelessness;
3. Develop and implement best practice crisis housing solutions with supportive services tailored to your community’s needs to build up the region’s crisis response system;
4. Encourage the development of permanent supportive housing through land use policy, direct financial support, fee waivers and/or expedited processing of applications;
5. Consider designating areas in your jurisdictions where legalized camping (e.g. River Haven) and safe sleeping in cars (e.g. Ventura Safe Sleep Program) is allowed;
6. Explore policies that allow and expedite permit processing for alternative housing models (e.g. tiny homes and container homes).
7. Include discussions about the housing and homelessness crisis in Ventura County to your agendas and strategic plans;

It’s likely that you have additional ideas that might help, and we are interested in learning from you. None of us can effectively end homelessness on our own, but if we can continue focused collaboration achieving that goal becomes a real possibility. 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

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.