A Tradition of Stewardship
A Commitment to Service

NAPA COUNTY CONTINUUM of CARE (CoC) MEETING
Board Meeting Minutes
Queen of the Valley Community Outreach Conference Room
3448 Villa Lane, Suite 102, Napa, CA 94558
Date: Thursday, March 5, 2020 **Time:** 2:30-4:00pm

Agenda Item	Activity/Outcome
Introductions	*Call to order* *(see sign-in sheet for attendees)*
Agenda Review	*Any addition/changes to the agenda* No additions or changes.
February Meeting Minutes	*February meeting minutes are available for review, prior to the meeting, on the Napa County Homelessness Services website.* Motion and second to approve minutes; all in favor. Motion carries.
CoC HDAP Letter of Support	*Napa County Health and Human Services Agency (NCHHSA) is applying for additional Housing and Disability Advocacy Program (HDAP) funding and is requesting a letter of support from the CoC. NCHHSA staff gave the following summary of the program and use of the funds being applied for.* • NCHHSA contracts with Abode to provide outreach services, case management and housing services to individuals who are homeless and potentially eligible for support benefits. The current program funded through HDAP has been running for 18 months. • New grant funding obtained will go to direct advocacy for people experiencing homelessness to apply/obtain SSI benefits. • There are 35 people in the program right now. New funding will be utilized to include more intensive SSI advocacy which is missing in the current grant. The program needs an entity working with clients to complete SSI applications and push them through for approval. • NCHHSA is requesting that CoC Board approve a letter of support on behalf of the CoC to support the HDAP application for additional funding.

	• Motion and second made. All approve. Tracy also emailed to approve. Motion carries.
HUD's New Coordinated Entry Data Elements	*Alejandra Gloria presented changes to the Coordinated Entry Data Elements.* Last year HUD released new data elements and Napa needs to implement these elements by April 1. Alejandra has been working with BitFocus to implement the changes. There will be a provider training on March 18, 2020 on the new data elements and each organization that participates in HMIS will need to send at least one person to this training. It is important that providers understand the new elements in order to comply with HUD's mandates.
2020 Point in Time Count update	*Emma Moyer of Napa County Housing & Homeless Programs provided an update on the PIT Count.* Napa will be instituting a new system for the PIT Count. No significant updates today but stay tuned for forthcoming information on what that will look like.
Coordinated Entry System (CES) Working Group Update	*Homebase reported on the work of the CES Workgroup:* The CES Working Group has been focusing on a problem noted by many outreach workers and providers that the VI-SPDAT, the community's vulnerability assessment tool, sometimes does not accurately represent people's vulnerability or level of acuity. The Working Group discussed how policies can be built out to address this issue. Two policy updates for the Board to consider for adoption that are targeted to address this issue: • Piloting a score revision tool that can be used when a person's VI-SPDAT score drastically differs from documented history and seriously impacts their score/housing intervention level. • A more expansive policy on re-assessment, which takes place when a client has not been re-assessed in more than a year *or* they have had a major life change that requires re-administering the VI-SPDAT. First, the CoC discussed the **score revision tool and proposed pilot program.** The CoC reviewed a copy of the score revision tool, which was adopted from other communities (Los Angeles and Hennepin County, Minnesota) who use similar tools. It tracks the different sections of the VI-SPDAT assessment and includes space for providers to write the original score, an updated score, and a section for a brief explanation of the reasons for the change. The CoC then reviewed proposed policy language for use of this tool. The recommendation of the CES Workgroup is that this language be included as an addendum to the CES Policies and Procedures. Policies describe that:

	- Implementation of the scoring tool will be piloted over six months, data will be collected to track its outcomes, including how score revisions impact placements into housing through CES, and the demographics of whose scores are changing. - The threshold eligibility requirement for use of the tool is that: - Acuity is not depicted on the first assessment and self-report is - Drastically different than what documented history reflects *and* - Is seriously impacting appropriate housing intervention level. - If the client meets this threshold, providers will fill out the score revision tool and provide third-party documentation to support that change. - Language includes a description of what documentation should be used. - Third party is preferred and some examples of that are given which include an HMIS record, or letter from an outreach worker other than the person requesting the change. - Once documentation and the score revision tool aare collected, staff will get it signed by a staff supervisor who will send to Brandee Freitas of HHP. - Brandee will put it on the agenda and it will be discussed at the case conferencing meeting and voted on by a majority of folks present. - If approved, the score will be changed in HMIS. Alejandra Gloria is working with Bitfocus to determine the best way to do this. - Community member asked what some of the challenges are with use of the tool. Challenges include making the tool an objective one, and ensuring it is not used for preferential treatment but to supplement missing information. - Community member asks for clarification on how to the tool will be utilized. The score revision process will happen at the time of initial assessment, when the score does not accurately depict a person's level of vulnerability. Re-assessment occurs after an assessment has been given, but circumstances in a person's life has changed or one year has passed. **The CoC then discusses the revised re-assessment policy:** - Current policies from the written standards and the CES policies and procedures are reviewed. - The proposed policy essentially changes the language to be a bit more specific. The original policies say re-assessment will occur when there is a serious life change or after one year has passed and the new language gives some examples of what major life changes might be. Motion and second made to approve both policies, approved by all; motion carries.

The CES Workgroup has also been discussing Napa's current prioritization policies and examining if certain subpopulations are not getting housed or on the community queue through CES or getting housed at disproportionately lower rates.

Homebase walked through data pulled from HMIS on who was in the community queue and who has been referred to housing in the following subgroups/populations:

- **Gender**
  - A majority of both clients referred to housing through CES and in the community queue are male.
  - Gender non-conforming is about 1% of the population in both categories.
  - Women make up about 33% of the homeless population from PIT and this tracks with how many women are in the community queue or referred to housing through CES.
- **Age**
  - A majority of clients in the community queue are between 25-54 with the second largest majority of clients between 55 and 86.
  - With regard to referrals to housing it is 50/50 on clients between 25 and 54 and clients over 55.
  - Youth are not referred to housing frequently through CES based on this data.
  - There were 25 transitional age youth (TAY) in the last PIT Count (representing 7% of total population). This suggests that youth are disproportionately not represented in the community queue or referrals to housing.
  - There were 19 older adults in last PIT count (representing 5% of total population experiencing homelessness) and from American Census Survey information from 2017 out of 141,000 people, 43,000 were over 55 (**30% of total population** of Napa County), showing older adults are well represented in the community queue and in referrals to housing.

- **VI-SPDAT Scores**
  - A majority of those on the community queue and placed into housing have scores between 5-9 which is the RRH range and second highest majority are those with 10+, which encouragingly shows a majority of folks placed into housing through CES were high acuity.
- **Race**
  - Currently in Community queue
    - 80% of those in the community queue were white – PIT showed 82% of people homeless were white so this tracks.

	4% of those in the community queue were Black – 5% of people experiencing homelessness were black according to the PIT count, so this tracks as well, showing a slight disparity. 10% of those in the community queue were American Indian – while American Indians represented 7% of PIT count. 3% of those in the community queue identified as Pacific Islander – 3% of PIT Count, so this tracks as well. - These numbers are very similar for referrals. **Ethnicity** - However, with regard to ethnicity there was a marked disparity in who was in the community queue and who was referred to housing. - According to the PIT, 33% of people are Hispanic Latino and 67% are non-Hispanic. Further, according to HUD's racial equity tool for Napa, 43% of people in poverty are Hispanic/Latino. - However, we can see that 75% of clients in the community queue are non/Hispanic, 25% are Hispanic and only 18% of Hispanic Latino clients are referred despite their being 33% of the total homeless population, possibly more because this population is historically undercounted. Homebase will continue to report out on the work of the CES Workgroup and focus on making recommendations for ongoing changes that are grounded in data analysis.
Homeless Veterans Workgroup– update	*Brandee Freitas of Napa County Housing & Homeless Programs provided an update on the Homeless Veterans Workgroup:* Things are going well; there is a lot of good news. There are currently: 18 people on the list, 10 VASH eligible, 6 non-eligible. 1 client who has received a VASH voucher and housing. 1 Client assigned a VASH voucher and needs housing. 1 client connected to VASH voucher. 1 client not VASH eligible but was housed.
Community Announcements	*Public comment and announcements* Catholic Charities announced that last week they had planning commissions meeting where planning commission approved a new project, and the city approved Tuesday. This project replaces the family center in Santa Rosa and is being transformed into a day center and resource center, with 128 units of affordable housing.

	• Job opening for one housing navigator. Information will be sent out. • HCA funding heads up. Brandee will send out memo regarding this issue. • Announcement about training and materials around the homeless system response to COVID-19.

- The next **CoC General Meeting** will be held on **Thursday, April 2, 2020.** CoC general meetings are open to the public, and provide information on issues of broad interest to the community, such as national best practices for addressing homelessness.

- The next **CoC Board Meeting** will be held on **Thursday, May 7, 2020**. CoC Board meetings are open to the public, and focus on the CoC Board determining strategies, making decisions, and implementing action steps.

- For meeting questions/agenda items or to receive CoC updates by joining the Napa CoC Google Group please email brandee.freitas@countyofnapa.org

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COMMONLY USED ACRONYMS

Acronym	Definition
AHAR	Annual Homeless Assessment Report
APR	Annual Performance Report (for HUD homeless programs)
CDBG	Community Development Block Grant (CPD program – federal)
CSBG	Community Services Block Grant
Continuum of Care	Continuum of Care approach to assistance to the homeless
CoC	Federal grant program stressing permanent solutions to homelessness
Con Plan	Consolidated Plan, a locally developed plan for housing assistance and urban development under CDBG and other CPD programs
CPD	Community Planning and Development (HUD Office)
ESG	Emergency Solutions Grant (CPD – federal program)
FMR	Fair Market Rent (maximum rent for Section 8 rental assistance/CoC grants)
HCD	Housing and Community Development (State office)
HEARTH	Homeless Emergency and Rapid Transition to Housing (HEARTH) Act of 2009
HIC	Housing Inventory Count
HPRP	Homeless Prevention and Rapid Re-Housing
HMIS	Homeless Management Information System
HOME	Home Investment Partnerships (CPD program)
HOPWA	Housing Opportunities for Persons with AIDS (CPD program)
HUD	U.S. Department of Housing and Urban Development (federal)
MHSA	Mental Health Services Act
NOFA	Notice of Funding Availability
PHA	Public Housing Authority
PIT Count	Point in Time Count
SAMHSA	Substance Abuse & Mental Health Services Administration
SNAPS	Office of Special Needs Assistance Program (HUD office overseeing CoC)
SOAR	SSI/SSDI Outreach, Access, and Recovery (SSI/SSDI Application program)
SRO	Single-Room Occupancy housing units
SSA	Social Security Administration
SSDI	Social Security Disability Income
SSI	Supplemental Security Income
TA	Technical Assistance
TANF	Temporary Assistance to Needy Families
TAY	Transition Age Youth (usually ages 16-24)
VA	Veterans Affairs (U.S. Department of)
VASH	Veterans Affairs Supportive Housing
VI-SPDT	Vulnerability Index and Service Prioritization Decision Assistance Tool