



## BOARD OF DIRECTORS MEETING AGENDA

August 8, 2024 – 11:00 a.m.  
San Joaquin County Public Health Services  
1601 E. Hazelton Ave.  
Stockton, CA 95205

**1. Commencement of Meeting**

**Roll Call:** Krista Fiser, Kate Hutchinson, Matt Garber, Mike Kelly, Jon Mendelson, Tiffany Phovixay, Randy Pinelli, Peter Ragsdale, Virginia Carney

**2. Approval of Minutes**

Minutes of June 13, 2024, board meeting; motion to approve

**3. Public Comment**

Public comment on matters that are not listed on the agenda

**4. Collaborative Applicant Updates**

*Chris Woods, Director of Human Services Agency, San Joaquin County/Collaborative Applicant*

- Collaborative Applicant Support to the CoC Partnership

*Natascha Garcia, Interim Program Administrator of Homeless Initiatives, San Joaquin County/Collaborative Applicant*

- Communications Update (website, etc.)
- Program Competition – Contract pending Board Approval
- Program Competition NOFO Update

**5. Discuss and Approve the Updated Memorandum of Understanding Between the San Joaquin Continuum of Care (CA-511) and San Joaquin County (Collaborative Applicant)**

**6. Discuss and Approve the Transition from Hybrid to In Person CoC Board Meetings**

**7. Data Quality Plan Review**

**8. ES and PH Performance Brief Review**

**9. Board Member Updates, Recruitment**

*Krista Fiser, SJCoC Chair*

*Natascha Garcia, Interim Program Administrator of Homeless Initiatives, San Joaquin County/Collaborative Applicant*

**10. Committee Updates**

- Strategic Planning Committee: Melanie Estarziau and Virginia Carney, Co-Chairs
- System Performance and Evaluation Committee: Krista Fiser
- Data Committee: Jon Mendelson
- Education and Membership Committee: TBD

- Coordinated Entry System Committee: Matt Garber
- Shelter Committee: Jennifer Rhyne
- Youth Action Board: TBD
- Youth Action Committee: Krista Fiser
- Housing Committee:
- Outreach Committee: Mike Kelly
- PIT Committee: Krista Fiser
- Ad Hoc Nomination Committee: Kate Hutchinson

## 11. Adjourn Board Meeting

**Next Meetings:**  
**September Board Meeting**  
 September 12, 2024  
 11:00 AM – 1:00 PM

### **Board, Membership and Committee Meetings:**

*Please contact the committee chair at the email listed below for the location or zoom link for each meeting.*

- Board of Directors: 11 am on the second Thursday of each month. Krista Fiser, Chair.  
[kfiser@prevailca.org](mailto:kfiser@prevailca.org)
- Strategic Planning: Virginia Carney Co-Chair. [virginia.carney@cityoftracy.org](mailto:virginia.carney@cityoftracy.org)
- System Performance and Evaluation: 10 AM, second Wednesday of each month. Natascha Garcia  
[ngarcia@sjcphs.org](mailto:ngarcia@sjcphs.org)
- Data and HMIS: 1:00 pm on the fourth Tuesday of each month. Jon Mendelson, Chair.  
[jmendelson@cvlihc.org](mailto:jmendelson@cvlihc.org)
- Education and Membership: n/a
- Coordinated Entry System: 3:00 pm on the third Monday of each month. Matt Garber, Chair.  
[mgarber@sjchcs.org](mailto:mgarber@sjchcs.org)
- Shelter Committee: (Quarterly) 3:00pm on the second Tuesday of each quarter. Jennifer Rhyne, Chair.  
[jrhyne@lodi.gov](mailto:jrhyne@lodi.gov)
- Youth Action Board: TBD
- Youth Action Committee: Krista Fiser [kfiser@prevailca.org](mailto:kfiser@prevailca.org)
- Housing Committee: TBD
- Outreach Committee: Mike Kelly [mkelley@manteca.gov](mailto:mkelley@manteca.gov)
- PIT Count Planning Committee: Krista Fiser [kfiser@prevailca.org](mailto:kfiser@prevailca.org)



August 8, 2024

Dear Board of Directors,

**Discuss and Approve the Transition from Hybrid Meetings to In-Person Meetings**

**Recommendation:**

It is recommended that the Board of Directors approve the transition of the SJCoC board meetings from the hybrid structure meetings to in-person meetings.

**Reason for Recommendation:**

On August 25, 2023, the Homelessness Leadership Forum, organized in partnership between San Joaquin County (County) and the United Way of San Joaquin County, convened to address homelessness in the county. The event brought together 44 participants representing the county's various offices and organizations addressing homelessness. The group identified key strategies to enhance the efficiency of homeless services in the County. A critical theme included synergy, the promotion of collaboration among leaders. The actionable item recommended is to have the SJCoC return to in-person meetings, to bolster cooperation between all stakeholders and enhance effective collaboration.

**Fiscal Impact:**

There is no cost associated with this implementation.

**Action to be Taken Following Approval:**

Collaborative Applicant staff will coordinate with SJCoC Board Chair to implement ongoing in-person meetings. There will continue to be an online option for members of the community to participate and comment in chat if needed.

Sincerely,

Natascha Garcia  
Interim Program Administrator of Homeless Initiatives

NG/rp



August 8, 2024

Dear Board of Directors,

**Discuss and Approve the Revised Data Quality Plan for the Homeless Management System**

**Recommendation:**

It is recommended that the Board of Directors approve the draft Data Quality Plan for the Homeless Management System (HMIS).

**Reason for Recommendation:**

HMIS is an essential tool for communities to develop and deploy strategies that prevent and end homelessness. HMIS data is used to allocate resources, assess program and project performance, and set policy across homeless crisis response systems. A Data Quality Plan is a community-level document that assists the CoC in achieving statistically valid and reliable data. The plan sets expectations for both the community and the end users to capture reliable and valid data on persons accessing the homeless assistance system.

The Data Quality Plan should be updated in order to keep the SJCoC in line with current data standards from the federal government and in keeping with best practices suggested by industry leaders, including Bitfocus, which is the vendor for the local HMIS software. The Data and HMIS Committee submitted a revised Data Quality Plan of the SJCoC to the Data and HMIS Committee membership during its April meeting as part of an initial effort to solicit feedback and comments. This revised plan was reviewed by the CoC Board on May 9<sup>th</sup>. It was also reviewed and approved by the HMIS Committee on July 30<sup>th</sup>.

**Fiscal Impact:**

There is no cost associated with this implementation.

**Action to be Taken Following Approval:**

Implement the revised Data Quality Plan as the updated data standards for the SJCoC, community, and HMIS end users.

Sincerely,

Natascha Garcia  
Interim Program Administrator of Homeless Initiatives

NG/rp



August 8, 2024

Dear Board of Directors,

**Discuss and Approve the Updated Memorandum of Understanding Between the San Joaquin Continuum of Care (CA-511) and San Joaquin County (Collaborative Applicant)**

**Recommendation:**

It is recommended that the Board of Directors:

1. Approve the updated Memorandum of Understanding (MOU) with San Joaquin County.
2. Authorized the Chair to sign the updated MOU.

**Reason for Recommendation:**

The purpose of this MOU is to update the agreement between the San Joaquin Continuum of Care and San Joaquin County as the Collaborative Applicant. The previous MOU expired February 10, 2024. SJCoC Board of Directors is required to develop policies and procedures conforming to the U.S. Department of Housing and Urban Development (HUD) regulations detailed in 24 CFR part 578 and to designate a Lead Agency to serve as the Collaborative Applicant. San Joaquin County established the Governance Charter 2013 and designated the county as the collaborative applicant in that agreement.

**Fiscal Impact:**

There is no cost associated with this implementation.

**Action to be Taken Following Approval:**

This MOU will be signed by Chris Woods, Director of the Human Services Agency and Krista Fiser, the Chair of the CoC Board.

Sincerely,

Name  
Natascha Garica  
Interim Program Administrator of Homeless Initiatives

XX/rp