



## BOARD OF DIRECTORS MEETING MINUTES

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

Chair Fiser opened the meeting at 11:00a.m. Roll was called.

Board Members Present: Fiser, Carney, Hutchinson, Garber, Mendelson, Phovixay, Pinelli, Ragsdale

Board Members Excused: Kelly

### 2. Approval of Minutes

Chair Fiser called for a motion to approve the minutes from the June 13th Board meeting.

Motion made and seconded (**Mendelson/Phovixay**)

Roll call vote taken (**Fiser – Yes, Carney – Yes, Hutchinson – NP, Garber – Yes, Mendelson – Yes, Phovixay – Yes, Pinelli – NP, Ragsdale – Yes**) 6/0.

### 3. Public Comment

No public comments.

### 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

Chair Fiser introduced Chris Woods, Director of Human Services Agency (HSA), to discuss Collaborative Applicant (CA) support to the CoC Partnership. Chris noted Board of Supervisors decision on May 21, 2024, to transition County Neighborhood Preservation (NP) Division to HSA effective June 3, 2024. NP administers grant programs and acts as the CA to the CoC under a Memorandum of Understanding (MOU). Chris emphasized the direction in adhering to administrative and procurement policies, and expected increase in formal solicitations, notice of funding availability, and action actions. Public processes will be enforced surrounding procurement and moving things to the board for approval, in order to increase visibility and build trust in the system. To that end, the CA intends to bolster staff support, ensure administrative and procurement guidelines, and determine needs in executing CoC business. Peter Ragsdale responded that this is an opportunity to do things in a productive and collaborative way if there are still concerns about transparency. Jon Mendelson noted that County makes the most sense as CA and administrative entity for community funds. Additionally, the County has the organizational structure and financial capacity to act as the CA.

Chair Fiser introduced Natascha Garcia, Interim Program Administrator of Homeless Initiatives, to provide updates on the CoC website, Program Competition contract and NOFO update. Natascha

noted that the County has been working on the CoC website and updating various items over the last several weeks. County is working closely with the IT team to ensure that they continue to bring the website up to date. They are in the process of updating the 2024 Point in Time count information and report and will be updating the Program Competition section in the next week. The FY 2024-2025 Competition Grants Notice of Funding Opportunity was released on July 31st. The deadline to submit the consolidated application and project applications for FY 2024 funds is October 30, 2024. The County has drafted a timeline and working with the current vendor to confirm dates. Once this is completed, County will post the timeline on the CoC website and share with the CoC listserv. There are two volunteers so far for ranking of applications. County will do a year end fiscal update in September and will begin doing quarterly fiscal updates beginning in October.

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

Chair Fiser introduced Dawn McLeish from Human Services Agency to discuss the updated the MOU between the CoC and County. Dawn noted that the previous MOU expired in February 2024. Jon Mendelson suggested several amendments, including adding a clause for the CA to act as an administrative entity for the funds, add language to “other funds allocated to CoC”, and language to include conducting outreach efforts to underserved populations. Randy Pinelli expressed concerns on accountability, regarding use of funds to support the CoC. Randy highlighted financial accountability and how administrative funds are expended. He noted that cities are not really at the table and support is with great reservations. He is, however, optimistic that things will change. Chris Woods noted that HSA has the bandwidth to take on the challenge and bring on a well-positioned accountability team. Peter Ragsdale agreed and added the importance of being proactive and embracing smaller cities. Chair Fiser and Tiffany Phovixay echoed support in working with County staff.

Chair Fiser called for public and Board Member comments on this item. There were none. Chair Fiser called for a motion to **Approve the Updated Memorandum of Understanding Between the San Joaquin Continuum of Care (CA-511) and San Joaquin County (Collaborative Applicant)**. Motion made and seconded (**Mendelson/Hutchinson**)  
Roll call vote taken (**Fiser – Yes, Carney – Yes, Hutchinson – Yes, Garber – Yes, Mendelson – Yes, Phovixay –Yes, Pinelli – No, Ragsdale – Yes**) 7/1.

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

Chair Fiser introduced Dawn McLeish to present the request to transition ongoing CoC hybrid meetings to in-person with an online option for community member participation. Dawn notes that this recommendation is intended to bolster cooperation between all stakeholders and enhance effective collaboration.

Chair Fiser called for public and Board Member comments on this item. Kate Hutchinson notes in favor of current hybrid structure. She believes that online meetings encourage more participation. Randy Pinelli also supports the hybrid structure due to inclusivity for those that cannot physically attend the meetings. Jon Mendelson also supports the hybrid structure. Peter

Ragsdale, Chair Fiser and Matt Garber support the requirement for Board members to attend meetings in person, with remote option for the community. Matt mentioned hybrid for the public would be inclusive and that there is more to be gained from being in person. Virginia continued with support for the recommendation, noting face to face contact and engagement. Ragsdale questioned the policy around excused absences, in which Chair Fiser responded that a discussion in the Governance Charter is slated for September.

Chair Fiser called for a motion to **Approve the Transition from Hybrid Meetings to In-Person Meetings.**

Motion made and seconded **(Carney/Garber)**

Roll call vote taken **(Fiser – Yes, Carney – Yes, Hutchinson – No, Garber – Yes, Mendelson – No, Phovixay – Yes, Pinelli – No, Ragsdale – Yes) 5/3.**

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

Dawn McLeish introduced the agenda item and Jon Mendelson presented on the revised Data Quality Plan. Jon addressed that the CoC already has a Data Quality Plan. However, HUD updated some components. The revised Data Quality Plan has been available to the community and Board for months; there were no comments or feedback received. Jon discussed what is a data quality monitoring plan, data entry expectations for end users, and program specific elements.

Chair Fiser called for public comments on this item. Kia Phillips, Program Manager with Inside Housing, commented that without the data provided, they would not be able to run reports needed. Furthermore, the information is only as good as what the community puts in. Kia praised the data quality and data scrubbing involved. Kace Rane, representing City of Stockton, requested further clarification of the HMIS Data Quality Plan, to which Jon provided more details.

Chair Fiser called for Board Member comments on this item. There were none. Chair Fiser called for a motion to **Approve the Revised Data Quality Plan for the Homeless Management System.**

Motion made and seconded **(Pinelli/Ragsdale)**

Roll call vote taken **(Fiser – Yes, Carney – Yes, Hutchinson – Yes, Garber – Yes, Mendelson – Yes, Phovixay – Yes, Pinelli – Yes, Ragsdale – Yes) 8/0.**

#### **8. Emergency Shelter to Permanent Housing Performance Brief Review**

Chair Fiser introduced Jon Mendelson to present on ES and PH Performance. Jon discussed the review of inflow to shelter and outflow of shelter. Review of 2023 showed an inflow and outflow imbalance. Jon noted that in reviewing the PH performance, the problem is the inflow. Permanent Housing cannot support the inflow of homelessness. Jon mentioned double enrollments and the effort to control that issue.

#### **9. Board Member Updates, Recruitment**

*Krista Fiser, SJCoC Chair*

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

Chair Fiser announced moving on to Board Member updates. Natascha reminded that there was a recruitment for additional Board members prior to NP moving to HSA. However, the priority has

shifted to completing the Charter prior to approving any additional positions. The intention is to have draft Charter changes back to the Board in September, with a goal to have a finalized Charter for the October meeting.

#### **10. Committee Updates**

- *Strategic Planning Committee:* Virginia Carney - No update.
- *System Performance and Evaluation Committee:* Natascha Garcia – Next meeting is scheduled for August 14, 2024.
- *Data Committee:* Jon Mendelson - There are a couple of sample tools circulating, under the purview of the System Performance Committee. The Data Committee is reviewing them as well to provide feedback.
- *Education and Membership Committee:* TBD - No update.
- *Coordinated Entry System Committee:* Matt Garber – CES Committee have not met as a group in the last month; however, ad hoc committee met three times (group of 12). They reviewed the current VI-SPDAT tool and the tool that Solano County is using. The draft tool will be presented at the September Board meeting.
- *Shelter Committee:* Jennifer Rhyne – Not present.
- *Youth Action Board:* TBD - No update.
- *Youth Action Committee:* Krista Fiser – No update.
- *Housing Committee:* TBD - No update.
- *Outreach Committee:* Mike Kelly – Not present.
- *PIT committee:* Krista Fiser - Disassembled until next PIT; report released last week.
- *Ad Hoc Nomination Committee:* Natascha Garcia - No update.

#### **11. Adjourn Board Meeting**

Chair Fiser called for a motion to adjourn at 12:17pm.  
Motion made and seconded (**Carney/Pinelli**)

Staff confirmed the motion was made by Board Member Carney and the second was made by Board Member Pinelli.