



BOARD OF DIRECTORS MEETING MINUTES

September 12, 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 11:03a.m. Roll was called.
Board Members Present: Fiser, Garber, Mendelson, Phovixay, Pinelli, Ragsdale
Board Members Excused: Carney, Hutchinson, Kelly

2. Approval of Minutes

Chair Fiser called for a motion to approve the minutes from the August 8th Board meeting.
Motion made and seconded (**Mendelson/Phovixay**)
Roll call vote taken (**Fiser – Yes, Garber – Yes, Mendelson – Yes, Phovixay – Yes, Pinelli – Yes, Ragsdale – Yes**) 6/0.

3. Public Comment

No public comments.

4. Collaborative Applicant Updates

Dawn McLeish, Deputy Director of Human Services Agency, San Joaquin County/Collaborative Applicant

- CoC Program Competition
- Memorandum of Understanding (MOU) Between the San Joaquin Continuum of Care (CA-511) and San Joaquin County
- Governance Charter
- HHAP-4 NOFA

Chair Fiser introduced Dawn McLeish, to discuss Collaborative Applicant (CA) updates on the CoC Program Competition, MOU between the County and CoC, Governance Charter, and HHAP-4 NOFA.

CoC Program Competition: Dawn introduced Thurmond Consulting as the selected consulting firm for Neighborhood Preservation (NP), and they came onboard last week. Amy Wyatt is the analyst supporting the County's CoC efforts. An Introduction to CoC Competition webinar was held on August 21st and had great participation from local organizations. Renewal projects were due on September 10th and new project applications are due tomorrow, September 13th. Timelines and due dates were posted on the CoC website last month. A ranking committee is being established and will be comprised of non-recipient panel members. The final program ranking will be ready for CoC Board approval at the October 10th meeting.

MOU: A finalized MOU has been established between HSA and the CoC. This MOU updated the responsibilities of the CA and CoC Board members. It will be in effect until August of 2027.

Governance Charter: The draft Governance Charter was shared with the meeting agenda on

Monday, September 9th. There are some significant changes to the recommendations in the draft Charter that was shared in March of 2024. The original draft contained several contradictions in various sections regarding to role of the CA and board members. Some sections did not align with the recently made changes in the structure of CoC meetings and the newly approved MOU. This document was reviewed with County Counsel and many of the incorporated changes were made based upon their recommendation. It is important to ensure SJCoC's Charter establish procedures and expectations that closely mirror HUD requirements. Board members requested a redlined copy of the Charter to review and provide feedback to CA by October 1, 2024.

HHAP-4 NOFA: Documents have gone through the final edits. Next week, NP staff will connect with the Record to determine publish dates. Once those dates are established, staff will be able to move forward. The goal is to have this posted and available no later than the 1st week of October.

Recusal Policy: CA will finalize the recusal policy prior to the October meeting. This is a HUD requirement and will be added to the top of each meeting agenda. The Chair will call for recusals at the top of each meeting. Each board member will address any conflicts of interest and not participate in discussions or voting on those items. Clarity will be given around what items require recusals. None of the items in today's meeting require recusal.

5. Discuss and Approve the San Joaquin County Housing Assessment Tool, an Updated Coordinated Entry System Assessment Tool (Replacement for the VI-SPDAT)

Chair Fiser introduced Rajony Poy from Human Services Agency to discuss the updated Housing Assessment Tool. Coordinated Entry System (CES) providers are required to perform an assessment of individuals being entered into the CES system. The tool currently being used is cumbersome and at times traumatic for the participant to answer. An Ad hoc committee of the CES Committee was convened to find an alternate tool to use for these assessments. They conducted a search of alternate tools used in other jurisdictions. They approved and recommended the San Joaquin Housing Assessment tool on July 29, 2024, as a replacement for the VI-SPDAT tool. Draft of the Assessment Tool was sent out prior to the meeting for review. Board Members and several members of the public recommended revisions to the assessment tool. Matt Garber and Tiffany Phovixay agreed to make necessary revisions and bring a new draft for approval to the October CoC meeting.

6. Discuss and Approve the Revised Ranking Tools for the CoC Program Competition

Chair Fiser introduced Rajony Poy to present the revised ranking tools for the CoC Program Competition. On September 4, 2024, the consultant providing oversight for San Joaquin County's Program Competition made some recommended updates to the ranking tools. The reasoning and details for each of the recommended changes were addressed in the support letter shared with the meeting agenda. The changes will bring SJCoC tools into alignment with HUD recommendations for the Program Competition tools. Amy Wyatt, with Thurmond Consulting, addressed some of the changes. Peter Ragsdale commented on HUD compliance and Jon Mendelson added that changes align with state regulations.

Chair Fiser called for a motion to **Approve the Revised Ranking Tools for the CoC Program Competition.**

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

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

7. Year-end Financials Brief Review

Chair Fiser introduced Dawn McLeish to provide a brief review of the year-end financials. Dawn noted that established programs have been successful in utilizing funding. Financial spreadsheet detailing grants, total amounts, and expenses drawn was provided prior to the meeting. Dawn stated that financials will be provided quarterly moving forward.

8. Board Member Updates, Recruitment

Krista Fiser, SJCoC Chair

Chair Fiser announced moving on to Board Member updates. Chair Fiser noted that applications are open until December and will vote on new Board Members. Contact Chair Fiser for application details.

9. Committee Updates

- *Strategic Planning Committee:* Virginia Carney - No update.
- *System Performance and Evaluation Committee:* Natascha Garcia - No update.
- *Data Committee:* Jon Mendelson - Jon stated they would like to agendize a presentation from Bit Focus to discuss community data gathering capabilities and potential for expansion.
- *Education and Membership Committee:* TBD - No update.
- *Coordinated Entry System Committee:* Matt Garber - No update.
- *Shelter Committee:* Jennifer Rhyne - Committee meeting scheduled for October and will have a virtual option.
- *Youth Action Board:* TBD - Saul Lopez stated that there are eight active community outreach participants. The Committee has partnered with Delta College to engage youth. Currently looking at other communities to serve the youth and provide representation. Randy Pinelli questioned what the Board can do to assist with efforts.
- *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.
- *Ad Hoc Nomination Committee:* Natascha Garcia - No update.

10. Adjourn Board Meeting

Chair Fiser called for a motion to adjourn at 12:01pm.

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

Staff confirmed the motion was made by Board Member Mendelson and the second was made by Board Member Ragsdale.