



## GENERAL MEMBERSHIP MEETING MINUTES

October 10, 2024 – 11:00 a.m.  
San Joaquin County Public Health Services  
1601 E. Hazelton Ave.  
Stockton, CA 95205

### 1. Commencement of Meeting

Chair Fiser opened the meeting at 11:00a.m. Roll was called.  
Board Members Present: Fiser, Garber, Mendelson, Pinelli, Ragsdale, Hutchinson, Carney  
Board Members Excused: Phovixay, Kelly

### 2. Announcement of Recusals

Chair Fiser called for announcement of recusals.

Mendelson, Hutchinson, and Fiser

**AGENDA ITEM 6:** Discuss and Approve the CoC Program Competition Rating and Ranking Results

### 3. Approval of Minutes

Chair Fiser called for a motion to approve the minutes from the September 12, 2024, Board meeting.

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

Roll call vote taken (**Fiser – Yes, Garber – Yes, Mendelson – Yes, Pinelli – Yes, Ragsdale – Yes, Hutchinson – Yes, Carney - Yes**) 7/0.

### 4. Public Comment

Board Member Hutchinson inquired about how to get items on the agenda and requested an update on the consolidated application. Rajony Poy with County Human Services Agency responded that agenda item request can be submitted to Collaborative Applicant contacts. Amy Wyatt with Thurmond Consulting provided update on consolidated application. Board Member Carney discussed benchmarks to establish the membership. Board Member Mendelson discussed subcommittees, specifically who should be part of the Performance Committee. Board Member Pinelli recommended feedback from the committees on how they view the committees. Dawn McLeish, Human Services Agency, added that regarding the question on how to get items onto the agenda, the draft agenda is sent to the membership first to ask for any questions/comments and that would be the opportunity to include an item.

### 5. Collaborative Applicant Updates

*San Joaquin County/Collaborative Applicant*

- HHAP-4 NOFA

- Constant Contact
- Next CoC meeting

Chair Fiser introduced Marisela Pineda, Executive Director of First 5 San Joaquin, to discuss Collaborative Applicant updates on the HHAP-4 NOFA, Constant Contact and date for the next CoC meeting.

*HHAP-4 NOFA:* Pineda noted HHAP-4 NOFA was released on September 20<sup>th</sup>, with a deadline of October 25, 2024. The application is posted on Neighborhood Preservation's and the CoC's website.

*Constant Contact:* Pineda mentioned Constant Contact will be used to share meeting invites, NOFA updates, and CoC updates going forward. This change is based on a recommendation from Thurmond, the consultant helping with CoC processes. The current listserv is cumbersome to update and problematic. Pineda stated this program is used by many other organizations for communications. The link to be added to SJCoC's Constant Contact will be available on the CoC website next week. Collaborative Applicative staff will work with consultant to add all current members to the list.

*Next CoC Meeting:* There will not be a meeting held in November. The next scheduled meeting will be December 12<sup>th</sup>.

Chair Fiser questioned update on the consolidate application. Wyatt responded that the only remaining sections are the ranking process and reviewing all applications. Board Member Hutchinson questioned if it is possible for board members to review the consolidated application. Wyatt responded that it will be shared after it is drafted and will be posted for public comment before the deadline. Board Member Mendelson asked if there are plans to submit before the deadline and Wyatt noted plans to submit 1-2 days prior to the deadline. There will be an opportunity to provide feedback on the application process and ways to improve the process for future years.

## **6. Discuss and Approve the CoC Program Competition Rating and Ranking Results**

Chair Fiser introduced Rajony Poy from Human Services Agency to present the CoC Program Competition Rating and Ranking Results.

Poy noted that rating and ranking committee concluded its process on Friday, October 4, 2024. The formal report detailing the process and the recommendations of the Committee was included in the agenda packet. It is asked that the Board formally approve the ranking recommendations, allowing the County to notify agencies of their application status. Board Member Ragsdale requested that those who were not successful were able to get an opportunity to access feedback on how to receive information to improve future applications. Wyatt confirmed that they would receive feedback.

Chair Fiser called for a motion to **Approve the CoC Program Competition Rating and Ranking Results.**

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

Roll call vote taken (**Garber – Yes, Pinelli – Yes, Ragsdale – Yes, Carney - Yes**) 4/0.

Chair Fiser called for announcement of recusal from General Membership for agenda item 6.

General Membership recusal announcements:

- Fresh Start Charities
- Gospel Center Rescue Mission
- Tracy Community Connections Center
- City of Manteca
- Prevail
- Lutheran Social Services
- Central Valley Low Income Housing Corporation

Chair Fiser called to General Membership for any comments. General Membership comprised of 20 attendees in person and 19 members online. There was one comment made, regarding consideration of having more board members so there isn't a fear of voting concerns when certain board members need to recuse themselves.

Chair Fiser called for a motion from General Membership to **Approve the CoC Program Competition Rating and Ranking Results.**

All approved.

**7. 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 to present the San Joaquin County Housing Assessment Tool, an Updated Coordinated Entry System Assessment Tool (Replacement for the VI-SPDAT).

Poy stated 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. On September 12, 2024, the San Joaquin Housing Assessment tool was presented at the CoC board meeting for discussion and approval. Board Members and several members of the public recommended revisions to the assessment tool. The finalized revision was completed on September 27, 2024. It is understood that there is potential cost of Homeless Management Information System (HMIS) integration associated with this implementation. CES Committee will continue discussions with HMIS Lead Agency to determine costs. Collaborative Applicant staff will coordinate with the CES lead to implement use of the updated tool.

**Chair Fiser** called for public comments. Board Member Hutchinson questioned who can complete this tool for Coordinated Entry System. Board Member Mendelson responded that CES and Emergency Shelter and Outreach Teams can place them in the community queue; this would replace the current system due to equity and triggering. Board Member Mendelson indicated that it is already built into HMIS but there is a cost to the integration. Cassie Rane commended Coordinated Entry Committee; there were local concerns raised about the nature of the tool. She

added that the updated tool will correct the issues related to the VI-SPDAT tool. Carrie Grover pointed out a minor typo (“and” changed to “at”). Jose Ortega from Veteran Affairs asked if the tool will it be reassessed once it’s in place. Board Member Garber noted tool can be assessed after 60 days. Board Member Ragsdale recommended 90 days before assessment. Board Member Carney suggested 6 months’ timeline, prior to assessment.

Chair Fiser called for a motion to **Approve the San Joaquin County Housing Assessment Tool, an Updated Coordinated Entry System Assessment Tool (Replacement for the VI-SPDAT).**

Motion made by Board Member Ragsdale with the recommendation that the tool be used for 180 days before reevaluating, and seconded by Board Member Mendelson (Ragsdale/Mendelson) Roll call vote taken (**Fiser – Yes, Garber – Yes, Mendelson – Yes, Pinelli – Yes, Ragsdale – Yes, Hutchinson – Yes, Carney - Yes**) 7/0.

## **8. Discuss and Approve the SJCoC Governance Charter**

Chair Fiser introduced Rajony Poy to present the SJCoC Governance Charter.

Poy stated that recommendations for an updated SJCoC Governance Charter were received by community members and service providers in March 2024. Collaborative Applicant staff incorporated changes to various areas of the document to ensure it aligns with current practices. The updated SJCoC Governance Charter has been reviewed and approved by County Counsel. The updated document is in alignment with HUD requirements. A draft SJCoC Governance Charter was provided to the CoC Board and General Membership for review at the September 12<sup>th</sup> meeting. Board members were given until October 1<sup>st</sup> to provide feedback. Minimal feedback was received, and several recommended changes have been incorporated.

Chair Fiser noted that the Governance Charter was drafted after HHAP 5 regional charter. Jennifer Rhyne, with City of Lodi, commented on red-lined version requested by the community. Board Member Pinelli mentioned history section is omitted (history of how system came to be formed). Board Member Carney stated there should be more discussion regarding changes. McLeish addressed that staff used HUD to guide the changes that were proposed. She stated that we can table this agenda item and push out if changes need to be made. Cassie Rane mentioned talking to hundreds of people in the initial Charter revision effort. New regulations required changes; the history section was removed because it didn’t feel relevant. A major component was to address conflict of interest in alignment with HUD regulations. Zoey Merrill, County Counsel, agreed with Rane. Board Member Ragsdale commented that changes were not just done out of simplicity; the document has been reviewed by Counsel to ensure HUD compliance. Board Member Mendelson mentioned contact with HUD consulting team and HUD provided new guidance on conflict of interest. He added that the vision was included, and background was pulled out; this came from the collective community.

Agenda item tabled for future CoC meeting, pending future discussions and revisions.

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

*Krista Fiser, SJCoC Chair*

Chair Fiser announced moving on to Board Member updates. Chair Fiser is awaiting applications of previous applications; McLeish will send the applications. Rane mentioned biggest deficit is not enough members with lived experience. The Collaborative Applicant will need to make the requested adjustments to the charter document prior to moving forward with seating new board members.

#### 10. Committee Updates

- *Strategic Planning Committee*: Virginia Carney – Planning to hold meetings again.
- *System Performance and Evaluation Committee*: Rajony Poy - No update.
- *Data Committee*: Jon Mendelson – Meetings are held at the CVLIHC office at 1pm on the last Tuesday of the month. It is a hybrid option; everyone is welcome to attend.
- *Education and Membership Committee*: TBD - No update.
- *Coordinated Entry System Committee*: Matt Garber - No update.
- *Shelter Committee*: Jennifer Rhyne – Meeting is scheduled for the 3<sup>rd</sup> week of October. The meeting will be a hybrid option; email Jennifer if not on the committee’s email list.
- *Youth Action Board*: Saul Lopez - No update.
- *Youth Action Committee*: Krista Fiser - No update.
- *Housing Committee*: TBD - No update.
- *Outreach Committee*: Mike Kelly - No update.
- *PIT Committee*: Krista Fiser - Disassembled until next PIT.
- *Ad Hoc Nomination Committee*: Rajony Poy - No update.

#### 11. Adjourn Board Meeting

Chair Fiser called for a motion to adjourn at 12:22pm.  
Motion made and seconded (**Mendelson/Hutchinson**)

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