



BOARD OF DIRECTORS MEETING MINUTES

December 12, 2024 – 9:00 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 9:03 a.m. Roll was called.

Board Members Present: Fiser, Carney, Hutchinson, Garber, Mendelson, Phovixay, Pinnelli, and Ragsdale.

Board Members Excused: Kelly

2. Announcement of Recusals

Chair Fiser called for the announcement of recusals. There were none.

3. Approval of Minutes

Minutes from October 10, 2024 General Membership meeting will be approved at the January 9, 2025 General Membership meeting.

4. Public Comment

No Public Comments

5. Collaborative Applicant Updates

San Joaquin County/Collaborative Applicant

- HHAP-4
- CoC Program Competition
- CoC Program Competition Reallocation Process
- Constant Contact
- Next CoC meeting
- Governance Charter

Chair Fiser introduced Dawn McLeish, Deputy Director of Human Services Agency, to discuss HHAP-4 updates, CoC Program Competition, CoC Program Competition Reallocation Process, Constant Contact, next CoC meeting and the Governance Charter.

HHAP-4: McLeish stated that all applications were received by October 25th. The applications were confirmed for Housing First requirements. Presentations will be completed by February, recommendations will be made by March, Board of Supervisors approval in April and contracts will be in effect by July 2025.

CoC Program Competition: All application documents submitted to HUD on October 29, 2024. McLeish thanked everyone that helped facilitate the process and Thurmond Consulting for their guidance and expertise. The feedback received has been considered for next year to ensure a smooth process for all involved.

CoC Program Competition Reallocation Process: Starting February 2024, HUD CoC Program Competition

became a two-year NOFO program. With this change, the CoC is only required to complete the full CoC consolidation process biannually and renewal projects only need to submit applications every two years. Thurmond Consulting recommended that the current Reallocation Policy be amended to reflect HUD's NOFO change and to conduct mini monitoring of renewal projects. Board Member Mendelson commented the reallocation process is one of the critical components in transparency in the CoC process and ensures all the projects are performing above the national average. Chair Fiser commented that the board should be aware that many organizations seek these funds. The current policy requires 12 months of operation before evaluation, with another 12 months to address performance issues, resulting in a two-year eligibility process. Board Member Hutchinson explained how the policies work on new proposed projects. Board Member Mendelson explained how the adjustment period works. McLeish stated that the Reallocation Policy amendment can be brought to the next CoC meeting for a recommended vote.

Constant Contact: McLeish addressed the concerns and confusion regarding Constant Contact. The new system is currently being used to improve communication and to track engagement more effectively. Collaborative Applicant staff will continue to send direct emails until everyone becomes more familiar with this form of communication. McLeish advises adding Constant Contact to your safe list to prevent it from going to your spam folder in error.

Next CoC Meeting: Scheduled for January 9, 2025, at 11am. Currently in need of dispositioning the new board applications received in May and June of 2024.

Governance Charter: Received recommendation and feedback from HUD TA provider. The plan is to continue to work with them and discuss concerns and bring back Governance Charter discussions in February 2025.

6. 2025 Point-In-Time Count Updates

Chair Fiser introduced Jon Mendelson from Central Valley Low Income Housing (CVLIHC) to present the 2025 Point-In-Time Count updates. Board Member Mendelson stated that the 2025 Point-In-Time Count will be conducted during the last week of January, and it will be shelter count only. Participating agencies in HMIS are going to receive a brief email questionnaire to respond to and CVLIHC will take care of the rest. The full report will be sent to HUD by mid/late April.

7. 2026 Point-In-Time Count

Chair Fiser noted that the process needs to start now, for next year's unsheltered and sheltered Point-in-Time Count. Board Member Ragsdale agreed to start the RFP process for a contractor that has done it successfully. Board Members Carney and Mendelson commented on making sure that we compare the same services and the same methodology. McLeish noted bringing the RFP draft for everyone to review and vote prior to posting on the County website. The RFP process usually takes about six months to complete and will require voting and approval at February's CoC meeting.

8. Request for Volunteers for Nominating Committee

McLeish requested volunteers to participate in a Nominating Committee to review Board Member applications. In addition, this committee will discuss Chair and Vice Chair terms recommendations. Board member applications are still being accepted and can be sent to Rajony Poy.

9. Committee Updates

- *Strategic Planning Committee:* Virginia Carney – Meeting may restart in January; need Co-Chair if anyone is interested.
- *System Performance and Evaluation Committee:* Rajony Poy – Meet monthly on the 2nd Wednesday of

the month at 10am. Next meeting is scheduled for January 8th.

- *Data Committee*: Jon Mendelson – No meeting in November; working on inventory module for the HMIS.
- *Education and Membership Committee*: TBD – No update.
- *Coordinated Entry System Committee*: Matt Garber – No update. Next meeting is Monday, the 16th at 3pm.
- *Shelter Committee*: Jennifer Rhyne – Met this week, next meeting is in March. A survey will be sent regarding winter sheltering capacity.
- *Youth Action Board*: Saul Lopez – Working with homeless youth shelter providers on focus group to build out the training project.
- *Youth Action Committee*: Krista Fiser – Youth Action Board works with Youth Action Committee.
- *Housing Committee*: No Chair
- *Outreach Committee*: Vielka Guarascio – Meetings are every 2nd Tuesday at 1pm at Manteca’s City Hall. Requesting various organizations to give 5-10 minutes mini presentation of services.
- *PIT Committee*: Krista Fiser – Update provided through today’s agenda items.
- *Ad Hoc Nomination Committee*: Rajony Poy – Will be working with McLeish to put together the committee and gather applications and ballots. Will have update next meeting.

10. Adjourn Board Meeting

Chair Fiser called for a motion to adjourn at 9:54am.

Motion made and seconded (Mendelson/Hutchinson)

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