



BOARD OF DIRECTORS MEETING MINUTES

February 13, 2025 – 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 11:00 a.m. Roll was called.

Board Members Present: Fiser, Garber, Mendelson, Phovixay, Pinnelli, Grover, Quan, Jackson, Young and Guarascio.

Board Members Excused: Carney, Hutchinson, Grant and Heally.

2. Announcement of Recusals

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

3. Approval of Minutes

Chair Fiser called for a motion to approve the minutes from the December 12th Board meeting.

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

Roll call vote taken (**Fiser – Yes, Carney – NP, Garber – Yes, Hutchinson – NP, Mendelson – Yes, Phovixay – Yes, Pinnelli – Yes, Grover – Yes, Quan – Yes, Grant – NP, Heally – NP, Jackson – Yes, Young – Yes, Guarascio – Yes**) 10/0.

4. Public Comment

Gina Calder asked if there will be a discussion on the PIT Count; she will hold her questions until then. Lana Lozano announced that the City of Stockton is releasing a NOFA for HHAP, rounds 3 and 4 and that more information is available on the City of Stockton housing website.

5. Collaborative Applicant Updates

San Joaquin County/Collaborative Applicant

- HHAP-4
- Next CoC meeting
- Return to Residence Program

Chair Fiser introduced Dawn McLeish, Deputy Director of Human Services Agency, to discuss HHAP-4 updates, next CoC meeting, and the Return to Residence Program.

HHAP-4: McLeish stated that the Scoring Committee is in the process of finalizing all the rankings on HHAP-4 applications. Final recommendations will be brought to the March CoC meeting, before going to the County Board of Supervisors (BOS) for approval. Contracts will go into effect by July 2025.

Next CoC Meeting: Next CoC meeting is scheduled for March 13, 2025. McLeish questioned if anyone had objections to skipping CoC meetings for April and May and resuming meetings in June. The two months will be used to work on items that will need approval at the June meeting. Board Member Mendelson stated that he had no objections, if we have the flexibility to hold a meeting if something requires timely approval.

Return to Residence Program: McLeish stated that in December 2024, the County BOS approved expanding eligibility to the County's Return to Residence Program. This program is administered by the General Assistance unit at Human Services Agency. The program helps reunite unhoused individuals in the County with family or friends outside of the area by providing bus or Amtrak tickets.

6. Discuss and Approve the Emergency Solutions Grant Ranking Tool

Chair Fiser introduced Collaborative Applicant staff to present the Emergency Solutions Grant (ESG) ranking tool. McLeish advised that there were some last-minute changes to this agenda item. During the System Performance Committee meeting yesterday, some concerns were voiced. In order to address the concerns, this agenda item will be a discussion item, rather than an approval item for this meeting. Historically, the state ESG has been operated through the County as an entitlement jurisdiction. Moving forward, the State Department of Housing and Community Development (HCD) is giving the responsibility of the funding recommendations to the CoC. HCD has established a new 3-year NOFA, where the CoC is allocated \$281,274 the first funding cycle, followed by \$263,485 for funding cycles 2 and 3. A new requirement is that the CoC can only recommend two applications, and one of which must be a rapid rehousing provider at 40% of the allocation. In prior years, the County was able to determine the number of projects to fund. With this new system, the two projects' contracts will be directly handled by the State. The initial deadline for applications was Friday, February 21, 2025. However, with technical issues at HCD, the application portal was not open until Tuesday, February 11, 2025. Due to this delay, the deadline for applying will be Wednesday, February 26, 2025. Applications must be prepared in eCIVIS and must also be emailed to Neighborhood Preservation to be reviewed and ranked.

One of the requirements for reviewing applications is to utilize a board-approved tool, utilizing data, system performance, and community needs as it relates to available funding in the region. The tool presented today is a scoring tool for emergency shelter programs; the rapid rehousing tool that was recently approved for the CoC Program Competition will be used for the rapid rehousing ranking portion. The emergency shelter ranking tool presented today considered the threshold criteria from state ESG guidelines, housing first compliance, match documentation, and site control. Further discussion is intended to ensure the overall community need for emergency shelters and to prioritize projects that serve the populations listed in the strategic plan. Feedback will be incorporated into the draft tool and a special board meeting will be held next week, February 20th for board approval. This special board meeting is necessary to meet the March 28th grant deadline.

7. Discuss and Approve Collaborative Applicant Authority to Sign Letters of Support

Chair Fiser introduced Dawn McLeish to present the request to authorize the Collaborative Applicant to sign Letters of Support. McLeish stated that it is recommended that the Board of Directors authorize the Collaborative Applicant to sign Letters of Support. Such letters will only confer support and shall not be construed to be a commitment of funding. The CoC Board authorized the Chair to approve these requests at the February 6th, 2020 meeting. The current Chair sent an email in December 2024 for Collaborative Applicant staff to manage these letters. There's no cost associated with this implementation.

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

Roll call vote taken **(Fiser – Yes, Carney – NP, Hutchinson – NP, Garber – Yes, Mendelson – Yes, Phovixay – Yes, Pinnelli – Yes, Young – Yes, Grover – Yes, Guarascio – Yes, Heally – NP, Quan – Yes, Grant – NP Jackson – Yes,) 10/0.**

8. Discuss and Approve the 2026 Point-In-Time Count RFP

Chair Fiser introduced Rajony Poy to present the 2026 Point-In-Time Count RFP.

Poy stated that it is recommended that the Board of Directors approve the draft Request for Proposal (RFP) for the 2026 Point-in-Time (PIT) Count. The 2026 PIT Count RFP was an agenda item for discussion at the December SJCoC meeting, resulting in Board approval to move forward with drafting the RFP and establishing timelines. Collaborative Applicant staff compiled the RFP draft, and the draft was provided to the SJCoC Board and General Membership for review at the January 9th meeting. Suggestions were incorporated into the final RFP draft. The total cost of this RFP is expected to be approximately \$110,000. In previous years, this cost was shared between the SJCoC, City of Stockton, Health Plan of San Joaquin and HealthNet.

Chair Fiser called for Board Member comments. Board Member Guarascio commented that there was an issue of having the count conducted on one specific day. Board Member Mendelson stated that they should be able to discuss this issue further. Poy went over the timeline; if the RFP draft gets approved today, the RFP can be released to the public in March, the deadline for proposal submittal is in April, the review process will initiate in May, CoC Board approval in June, and the contract can begin in July. Chair Fiser added that further discussions will take place at the PIT Committee meetings.

Motion made and seconded **(Young/Pinnelli & Grover)**

Roll call vote taken **(Fiser – Yes, Carney – NP, Hutchinson – NP, Garber – Yes, Mendelson – Yes, Phovixay – Yes, Pinnelli – Yes, Young – Yes, Grover – Yes, Guarascio – Yes, Heally – NP, Quan – Yes, Grant – NP Jackson – Yes,) 10/0.**

9. Discuss the Draft SJCoC Governance Charter

Chair Fiser introduced McLeish to present the discussion on the draft SJCoC Governance Charter.

McLeish noted that discussions on the existing Charter began around this time last year. Shortly after, the Collaborative Applicant responsibilities transitioned from Health Care Services to HSA in June 2024. Many changes occurred as a result of this transition. A new MOU was signed between the CoC Board Chair and the Collaborative Applicant in August 2024, to request an increased level of support. The current Charter does not align with the current division of duties since all these changes have taken place. There were also many recommended updates from various consultants and County Counsel to the existing Charter; the redlined copy was presented to the board in October 2024. Due to many concerns with some of the updates, the board agreed to table the Charter discussion for a later date.

HUD assigned a Technical Assistance (TA) provider to assist with SJCoC concerns and have been scheduling ongoing meetings to provide guidance and feedback. They assisted in developing the new board member training last month for all the new board members. There will be continued efforts in working with the HUD TA provider within the next couple of months to ensure everyone with the best interest has an opportunity to participate in these conversations. There will be weekly meetings, document reviews and some homework for those that would like to participate. The goal is to work collaboratively as a group that includes interested parties, the HUD TA provider, County Counsel, and Thurmond Consulting to warrant enough people at the table and that ultimately, everyone feels comfortable with the end product to vote on and approve in June 2025.

10. Committee Updates

- *Strategic Planning Committee:* Virginia Carney – Dawn McLeish mentioned that the committee went over the Charter briefly and discussed the homeless forum recommendations. No meeting in February; the next meeting will be scheduled for March.
- *System Performance and Evaluation Committee:* Rajony Poy – The committee met on 2/12/25 and focused discussions on HHAP 4 updates and the ESG ranking tool.

- *Data Committee*: Jon Mendelson – The committee discussed the shelter evaluation tool and went over the LSA report that was submitted on time to HUD. The sheltered PIT count will be conducted on January 29th. CVLIHC is seeking funding to expand the capability of HMIS involving the inventory function, which allows outreach team to seek real time openings in shelters. CVLIHC applied to the Enterprise Community Foundation for funding that would allow for software expansion. The committee will continue to work with Coordinated Entry on a training timeline for all outreach providers.
- *Education and Membership Committee*: TBD – No update.
- *Coordinated Entry System Committee*: Matt Garber – Meeting Tuesday 2/18/25 to discuss updated assessment tool and work on the process before the training goes live. Committee had discussions on how to better coordinate with the sheriff's office and jail on releases and tracking individuals that were previously receiving services. The goal is to make sure to reconnect with these individuals when they are released so they don't get back into the cycle.
- *Shelter Committee*: Jennifer Rhyne – Will work on getting the next meeting scheduled for March or April. Please be on the lookout if you are on the distribution list.
- *Youth Action Board*: Saul Lopez – Recently collaborated with Initiate Justice in organizing workshops for the youth to empower them to use their voices for civic engagement. Prevail will be showing a film at Chavez. This committee meets bimonthly every 1st and 3rd Wednesday.
- *Youth Action Committee*: Krista Fiser – Working on doing focus groups with community members in the Youth Action Board.
- *Housing Committee*: No Chair
- *Outreach Committee*: Vielka Guarascio – No meeting in February. Next meeting is scheduled for Tuesday, March 11 at 1pm at Manteca's City Hall. The committee will continue to have organizations give 5-10 minutes mini presentations of services, so the community is aware of the different services available in the community.
- *PIT Committee*: Krista Fiser – Will start meeting after we have a contractor on board.
- *Ad Hoc Nomination Committee*: Rajony Poy – Will restart back when there is a committee need for nomination purposes.

11. Adjourn Board Meeting

Chair Fiser called for a motion to adjourn at 12:13 pm.

Motion made and seconded (Pinnelli/Grover)

Staff confirmed the motion was made by Board Member Pinnelli and second was made by Board Member Grover.