



BOARD OF DIRECTORS MEETING MINUTES

August 14, 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 11:04 a.m. Roll was called.

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

Board Members Excused: Garber, Grant

2. Announcement of Recusals – No recusals.

3. Approval of Minutes

Chair Fiser called for a motion to approve the minutes from the June 12, 2025 Board meetings.

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

Roll call vote taken (**Fiser – Yes, Carney – Yes, Hutchinson – Yes, Garber – NP, Mendelson – Yes, Phovixay – Yes, Pinnelli – Yes, Young – Yes, Grover – Yes, Guarascio – Yes, Quan – Yes, Grant – NP, Jackson – Yes**)
11/0.

4. Public Comment – Melanie Estarziau, a consultant with San Joaquin County, gave an update regarding the emergency shelter evaluation. The Emergency Shelter Survey had a great response rate and the next step in data collection are focus groups with lived experience and shelter providers. Focus groups will be conducted with families at St. Mary's Community Services and with adults in Tracy and emergency shelter providers. The Shelter Focus group is to explore the unique experiences of families in emergency shelters, including pathways into homelessness, shelter and homeless system of care, decision making and supports needed to achieve stability and long-term housing. For adults, the focus group will be exploring the use of emergency shelters and how they became homeless, and what support is needed to achieve stability and self-sufficiency. The group will work on understanding the perspective of the emergency shelter providers, what's working, what challenges they face, their role as they perceive it in the larger homeless system, their capacity training, data use and improvement needs. The expectation is that the responses around barriers to both shelter and housing instability will look quite different between single adults versus families, as well as for the providers.

Board Member Hutchinson commented that the Department of Housing and Urban Development (HUD) will be releasing a NOFO this year and suggested the System Performance Committee work on identifying or approving a ranking tool. Hutchinson questioned whether the tool would include Housing First and how to comply with the executive orders which will be different from prior years. McLeish advised that there are many unknowns and no clarity on when the NOFO will be released. The committee changes will be discussed and will start looking at the rating and ranking tool. Board Member Mendelson commented that whether the CoC decides to remove certain threshold requirements, he believes it is still possible for the CoC to comply with some of the executive orders and directives in the new NOFO. McLeish stated that it would be beneficial to have a tool that works for both State and Federal, as it is sensitive to be able to meet the requirements for both.

5. Collaborative Applicant Updates

San Joaquin County/Collaborative Applicant

- RSE Proposal – SJCoC Website and Communication Support
- SJCoC Board Member Applications
- Next CoC meeting – No September meeting; next meeting is October (Board of Directors Meetings)

Chair Fiser introduced Dawn McLeish, Deputy Director of Human Services Agency, to discuss RSE Proposal, SJCoC Board Member applications and the next CoC Meeting.

RSE Proposal – SJC Website and Communication Support – McLeish announced the partnership with RSE to review the current SJCoC website and communication needs. RSE currently supports the County's First 5 team and various county and state organizations. They will be attending the next Strategic Planning Committee meeting to discuss website needs. The Collaborative Applicant will utilize existing administrative funding to support this project. McLeish explained the issues with Proofpoint, the firewall software HSA uses, that sent out a multitude of Proofpoint emails. She apologized for any inconvenience and suggested that any future communication be sent solely through Constant Contact.

SJCoC Board Member Applications – McLeish stated that the Collaborative Applicant is requesting board member applications to fill five known vacancies on the CoC Board. Interested applicants must represent the relevant organizations within San Joaquin County to carry out the duties of the Continuum of Care. Relevant organizations include nonprofit homeless assistance providers, victim service providers, faith-based organizations, governments, businesses, advocates, public housing agencies, homeless, formerly homeless, school districts, social service providers, mental health agencies, hospitals, universities, affordable housing developers, law enforcement, and organizations that serve veterans and homeless and formerly homeless individuals. Please reach out to Rajony Poy or McLeish for an application. Board members that have served on the board for two years or longer will need to reapply. A Nomination Committee will gather in the coming months. This committee will be comprised of board members that are not applying for an open seat and determine a slate of candidates to vote on in December.

Next CoC meeting – No Meeting in September. Next CoC meeting will be on October 2, 2025.

6. Discuss and Approve the Draft HHAP-6 Application

Chair Fiser introduced Dawn McLeish to discuss the Homeless Housing, Assistance, and Prevention (HHAP) Round 6 application. McLeish stated that it is recommended that the Board of Directors approve the draft HHAP-6 application. During the CoC meeting last month, a high-level review of updates to the regional plan and the regional strategy for the coordinated HHAP-6 application was presented. The HHAP-6 regional and coordinated planning process included stakeholder engagement (seven public meetings), community online survey, assessment of needs and opportunities, strategy development, and review processes with the County, SJCoC and City of Stockton. Findings and feedback received from the qualitative research mixed-method approach were incorporated into the Plan. The Plan outlines strategies and funding priorities for the HHAP Round 6 application. The HHAP Round 6 coordinated application submitted by the County, the SJCoC, and the City of Stockton will make available \$22,698,332.21 to prevent and reduce homelessness and sustain existing interim and permanent housing solutions in the San Joaquin County region. Of the total, \$11,166,545.42 will be administered through the County's Neighborhood Preservation Division, on behalf of the County and the SJCoC. There is no cost associated with submitting the application. Chair Fiser commented that this requires City of Stockton, CoC and Board of Supervisors approval. Board Member Mendelson also commented that it's a positive step for the community, in recognizing and preserving existing systems that work to end homelessness or prevent homelessness. Motion made and seconded (**Mendelson/Young**)

Roll call vote taken (**Fiser – Yes, Carney – Yes, Hutchinson – Yes, Garber – NP, Mendelson – Yes, Phovixay – Yes, Pinnelli – Yes, Young – Yes, Grover – Yes, Guarascio – Yes, Quan – Yes, Grant – NP, Jackson – Yes**)
11/0.

7. Discuss the Updated Shelter Intake Form for Hospital Referrals

Chair Fiser introduced Virginia Carney, Co-Chair of the Shelter Committee to discuss the Updated Shelter Intake Form for Hospital Referrals. Co-Chair Carney commented that the Shelter Intake Form was initiated by the Hospital Council during COVID-19 pandemic. Originally, this was initiated because the shelters had a challenging time working with the hospitals on referrals from the hospitals; this continues to be a challenge. City of Tracy is currently using this form and it's working. Carney wanted to present the form to discuss further to see if this could be universal for the County or organization that may choose to use it. By completing this form, it should help build better relations with the hospitals on what the shelters can and can't do. Buettner commented that it's very important to have all this information for the patient; not all referrals are appropriate for the shelter because of their medical records. Hospitals and shelters should have all the same standards. Carney commented once feedback is received, the form can be finalized. Board Member Pinnelli commented that this is a positive approach to control the flow and could be a large impact. Board Member Mendelson stated that this could be helpful to further define standards of care for regular type shelter beds versus respite care beds.

8. Committee Updates

- *Strategic Planning Committee*: Virginia Carney – No meeting last month, next meeting August 25, 2025 @ 3pm.
- *System Performance and Evaluation Committee*: Rajony Poy - The System Performance and Evaluation Committee will combine with the Strategic Planning committee and fall under the Executive Planning Committee.
- *Data Committee*: Jon Mendelson - Next meeting is on August 26, 2025 @ 1pm via Zoom. The focus is going to be a tutorial for running reports and understanding the basics of reporting. The meeting will be recorded and available on the CVLIHC website.
- *Education and Membership Committee*: TBD – No update.
- *Coordinated Entry System Committee*: Matt Garber – No meeting; waiting on the new committee structure. There will be another Coordinated Entry System training by Bitfocus in September and will focus on housing providers who should be using the system to fill vacancies in their programs.
- *Shelter Committee*: Jennifer Rhyne – Melanie gave an update on the focus groups and one of those groups will take place in the next Shelter Committee on 8/28/25. The committee will be discussing the referral form Virginia discussed. At the last committee meeting, SJCares attended and went over the referral process multidisciplinary approach.
- *Youth Action Board*: Saul Lopez – Not present/No update.
- *Youth Action Committee*: Saul Lopez – No update.
- *Housing Committee*: No Chair
- *Outreach Committee*: Vielka Guarascio – No meeting, next meeting is September 9, 2025.
- *PIT Committee*: Sasha – Met with ASR to discuss issues that occurred last PIT count. Anyone interested in joining the committee, email Rajony Poy. Meeting schedule will be coming soon.
- *Ad Hoc Nomination Committee*: Rajony Poy – Will meet in the coming months, after board member applications are received.

Poy discussed the committee restructures. Under the revised Governance Charter, the Executive Planning Committee combines the Strategic Planning Committee and System Performance and Evaluations Committee. Data and HMIS committee is renamed as the Data and Performance Management Committee. Outreach Committee will now be Outreach and Engagement Committee. Shelter Committee is now Shelter and Interim Housing Committee. Coordinated Entry Committee is expanded to Coordinated Entry and Housing Case Conferencing Committee. Youth Action Board will combine the current Youth Action Board and Youth Action Committee. Point-In-Time Count Committee and Nomination Committee are examples of ad hoc committees. The standing committees will meet regularly; the ad hoc committees will be established on an as needed basis. McLeish stated that each of the committees will have their own system

performance measures and will be working with the HMIS Lead team on which measures to pull. Chair Fiser questioned which committee will discuss the NOFO and next steps. McLeish stated that it will be the Executive Committee. Board Member Hutchinson commented that it's important that everyone has a voice.

9. Adjourn Board Meeting

Chair Fiser called for a motion to adjourn at 11:59am.

Motion made and seconded (Mendelson/Pinnelli)

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