



## Butte Countywide Homeless Continuum of Care

### **BUTTE COUNTYWIDE HOMELESS CONTINUUM OF CARE COUNCIL MEMBER MEETING MINUTES**

**Monday, July 20, 2020**

**1:00 P.M. to 3:00 P.M.**

**Zoom Virtual Meeting Hosted by Butte County Employment & Social Services**

#### **COUNCIL MEMBERS PRESENT:**

Anastacia Snyder, Catalyst Domestic Violence Services  
Marin Hambley, Stonewall Alliance  
Don Taylor, Butte County DESS Housing and Homeless  
Melissa Frohrip, Veteran's Resource Center  
Tami Ritter, County Board of Supervisors  
Marie Demers, City of Chico  
Ed Mayer, Housing Authority of the County of Butte  
Thomas Tenorio, Community Action Agency  
Joy Amaro, True North Housing Alliance  
Alex Brown, GCHT (Angela McLoughlin for)  
Sarah Frohock, BCDBH (Alex Bruun for)  
Larry Hayden, Oroville Hope Center (Josh Jamison for)

#### **COUNCIL MEMBERS ABSENT:**

Emily Bateman, Youth for Change 6<sup>th</sup> Street  
Scott Huber, City of Chico  
Eric Smith, City of Oroville  
Meagan Meloy, Butte County Office of Education  
Lisa Currier, Homeless/Formerly Homeless Representative

#### **CoC COORDINATOR:**

Briana Harvey-Butterfield, DESS, Housing & Homeless

#### **RECORDING:**

Staci Parisi, Butte County DESS Housing and Homeless

#### **OTHER ATTENDEES:**

Debbie Villasenor, Housing Consultant  
Danette York, Public Health  
Adriana Taylor, Unite Us  
Gil Duran, Blue Shield of CA  
Nancy Jorth, Youth for Change

#### **OTHER ATTENDEES CONT'D:**

Elisa Rawlinson, Butte County DESS H&H  
Ann Winters, Catalyst  
Laura Cootsona, Jesus Center  
Shelby Boston, DESS  
Jay Coughlin, DESS H&H  
Tara Sullivan Hames, Butte 211  
Matt Reed, TNHA  
Nick Fashing, DESS  
Annie Terry, ORM  
Mike Shafer, CalOES  
Deanna Schwab, Safe Space  
Mia Rae Kirk, Base Camp Village  
Rachel DeLeon, DESS  
Lorilyn Manwarren, Ampla  
Tim Hawkins, CAA  
Adriana Taylor, Unite Us  
Leslie Johnson, CHAT  
Dawn Blackhorse, Butte College  
Mark Alvidrez, CHAT  
Penny Mittag, DESS  
Ana Vicuna, BCDBH  
John Fleming, Ampla Health  
Khadijah Webster, Disability Action Center  
Keesha Hills, OSCIA

**ORDER OF BUSINESS:**

1. **CONVENE MEETING:** The meeting was called to order by Council Chair A. Snyder at 1:03 p.m. This meeting is being recorded. The meetings are not being posted to the CoC website at this time. They can be posted to the CoC website if the CoC Council requests.
2. **INTRODUCTIONS:** Roll call for Council Members was completed by A. Snyder. It was determined there is enough Council Members for a Quorum. No field introductions were done. If you would like your name listed as an attendee please type your name and agency in the chat box.
3. **DOMESTIC VIOLENCE TRAINING:**  
Monday, July 20<sup>th</sup> 3:15 – 4:45 p.m.  
Sarah Sullivan, Catalyst Domestic Violence Services  
Following this meeting Sarah will be doing an extensive intimate partner violence for individuals working with this population. The meeting will utilize the same zoom link as this meeting. You can log out and log back in at 3:15 for this training.
4. **APPROVAL OF MINUTES:** A motion was made to approve the June 15, 2020 All Member Meeting minutes.

Motion: Ed Mayer  
Second: Don Taylor  
Opposed: None  
Abstain: None

A motion was made to approve the July 14, 2020 CoC Special Council Meeting minutes with the following correction: Correct spelling of Tami Ritter's name.

Motion: Thomas Tenorio  
Second: Tami Ritter  
Opposed: None  
Abstain: None

5. **CONFLICT OF INTEREST DISCLOSURE STATEMENT:** B. Harvey Butterfield stated that as of this afternoon we have received eighteen completed Conflict of Interest (COI) forms. When the forms were emailed to the CoC members, it was announced that as an incentive to get the forms returned, two names would be drawn to win Dutch Bros. gift cards from those who had submitted their COI's by today's meeting. Scott Kennelly and Justin Sudduth were the winners of the gift cards. Please return your COI's to Briana as soon as possible.
6. **2020 ANNUAL HOUSING INVENTORY COUNT / POINT IN TIME REPORT UPDATE:** B.H. Butterfield reported that the Housing Inventory Count (HIC) and Point in Time Report (PIT) were successfully completed and submitted by T. Tenorio and his team at CAA. Thank you to CAA for providing the County training during the process. T. Tenorio stated that these reports are part of the annual reporting obligations to HUD. HIC is a measure of the number of beds that exist within a CoC that are dedicated to be used with homeless populations.

Key measures from HIC report are bed utilization ratio and coverage ratio. The PIT measures number of homeless persons. Coverage ratio is how many organization in a CoC are participating in HMIS. D. Villasenor asked if there was anywhere in the reports to explain local conditions and how they may affect our bed utilization and coverage ratio? T. Tenorio stated HUD is focused on data quality and does not take into account local conditions. B.H. Butterfield stated that the 2020 HIC and the PIT will be posted to the CoC website.

7. **2021 POINT IN TIME (PIT) COMMITTEE UPDATE:** B.H. Butterfield stated that the 2021 PIT will be for sheltered and unsheltered. Invitation is open to participate in the PIT Committee. Please reach out to B.H. Butterfield if interested in participating. First committee meeting is August 4 from 3:00 – 4:00 p.m.

8. **COUNTY UPDATES:**

- a. Project Room Key (PRK) – As of today we have 154 FEMA qualified individuals in hotels plus 39 caretakers. Over 300 individuals served to date. 47 have exited to permanent or transitional housing. What is the next logical step? We are looking at a target RRH approach called Covid Rehousing Team (CRT) to move individuals out of the hotels. First CRT meeting is July 28, 3:00 -4:00 p.m. PRK is continuing through July 30, 2020. There may be an extension through August. Partners may be opening a new emergency shelter September 1, 2020.
- b. Project Home Key (PHK) – NOFA from HCD just came out last week. The state has put \$600 million from Coronavirus relief funds to assist county's, city's, housing authority's and tribes in acquiring properties to HA's to acquire property to house PRK individuals. The timeline is aggressive. Escrows must be closed by December 30, 2020. The HACB is in a position to acquire property quicker than the County or City. First step is to identify properties that are available for purchase, support services needed, and property managers needed. Working with Carolyn Dinero who works with Explore Butte County to find out what properties might be available for purchase.

Comment from E. Mayer: How can we move PRK individuals forward when they are ready to be housed? We need to move now if they are stable and ready for housing.

M. Hambley states they are searching for landlords that are willing to rent to PRK individuals. Most PRK individuals do have SSI income or GA. Safe Space has found 8 houses so far to house PRK individuals. Needs are co-signers, lease assistance, and finding places that are affordable.

E. Mayer states that landlords are willing to rent rooms in some student housing. Some landlords are renting single rooms in suites to individuals. M. Hambley states they have been working with Gateway student housing for suite style housing, but the rent is high for a single room and cosigners are still needed.

M. Alvidrez states CHAT is in process of acquiring more homes to house individuals for their shared housing project and hope to have more vacancies in the near future.

- c. D. Taylor stated that the County is in the process of converting some of its HOME dollars into rental assistance. CESH 1 dollars are also available for rental assistance. Supportive services is going to be huge.

T. Sullivan Hames stated that Butte 211 is seeing an unmet need for hotel vouchers for homeless individuals who do not qualify for Project Room Key. They have received 78 contacts from individuals who are homeless seeking motel voucher stays.

- d. County departments have been engaged in meetings with Unite Us who are partnering with Blue Shield of California to put together a coordinated care network to link medical providers with social service providers. Unite Us will present at the August 17 CoC Council meeting.

**9. COMMITTEE REPORTS:**

**Governance Committee:** The committee is currently working on reviewing the Governance Charter and working with technical assistance on it. Contact B. Harvey Butterfield or A. Snyder if you would like to participate.

**Chronic Homeless Committee:** J. Amaro reported that they are looking for an alternate time to meet as attendance has been low. Survey monkey for convenient times will be sent out.

**HMIS/CE Committee:** S. Parisi gave a report out to the Council on updates to the Coordinated Entry process. See Attachment A.

**Runaway Homeless Youth:** No report

- 10. ANNOUNCEMENTS:** D. Villasenor reported that CHIP and Butte County Behavioral Health were awarded funding for Creekside Place project. They applied for the low income disaster tax credit as well. May start project in Spring of 2021.

- 11. Next Meeting:** Monday August 17, 2020, Butte County Department of Employment and Social Services to host Zoom Virtual Meeting.

- 12. Adjourned:** 2:21 p.m.

## Coordinated Entry System Report Out to CoC Council 7/20/20

As the HMIS Lead Agency the Housing and Homeless Branch wanted to provide an update to the CoC Council on the Coordinated Entry (CE) process. Our housing navigator has been working with CoC agencies to make the CE list as functional and useful as possible.

### Coordinated Entry List

Weekly excel list sent out to HMIS/CES Committee participants has been updated to include the following data elements:

- a. Unique ID
- b. Enrollment start date
- c. Age
- d. Veteran Status
- e. SPDAT Score
- f. Chronically Homeless (Y/N)
- g. Household with Children (Y/N)
- h. Unaccompanied Homeless Youth (Y/N) 18-25 years
- i. Total with Priority Points (Chronically Homeless, HH w/ Children, TAY)

Users can sort and filter the list by any of the data elements to identify specific population such as Veterans, TAY, or over 62 years old for specific housing or service opportunities.

Housing Navigator has been cleaning up the CE list by contacting clients, updating information, and making referrals for clients, and exiting people from the list when permanent housing is found, they are out of the area, they no longer qualify or have been unreachable for over one year.

The housing navigator has been reviewing assessment scores and verifying priority points and making updates as needed. Recently it was noticed that not all TAY received their local priority points in their assessment. Housing navigator trained to this in recent office hours.

Out of necessity developed a successful engagement and outreach model that can be continued in the future. Homeless individuals seeking shelter through PRK called 211, who screened callers to determine if eligible for PRK. If so referred to Safe Space staff via email or referred clients to ORM to be assessed for PRK. If not, were able to refer to other homeless service providers and enroll in CE and complete assessments. A successful system between 211 intake and street outreach and shelter service providers was created and can continue to work as an engagement and outreach model going forward. Butte 211 enrolled and assessed 504 individuals in CE during PRK. These are individuals who would have otherwise not been merged into the homeless service delivery system.

Better coordination between street outreach and service providers: During PRK, Butte 211 enrolled client's on CE list and provided referral information to North County and South County contacts for Project Room Key.

### Challenges:

Some on the CE list do not have a SPDAT score or there is no contact information in CE on how to reach client. We have recently added additional contact information fields in the client's profile for family, friend, or message contact information. As Project Room Key winds down our housing navigator will have more time to contact clients with no assessment score and complete the assessment.

**Coordinated Entry System Report Out to CoC Council 7/20/20**

Finding and sorting Behavioral Health (BH) clients in the CE List. The County is currently working with BH to obtain the required client consent to identify BH clients on the CE List.

Successes:

Feedback from HMIS agencies:

- CE list is helpful to identify clients appropriate to available housing opportunities.
- HMIS is easy to use.
- Agencies are learning more about each other by participating in CE, and more referrals and connections are being made among service providers.
- The CES List has been cleaned up by the housing navigator contacting participants on the list and updating their information and making notes in their electronic files. The housing navigator has been reviewing assessment scores and verifying priority points and making updates as needed. Recently it was noticed that not all TAY received their local priority points in their assessment. Housing navigator trained to this in recent office hours.

Level of comfort using the CE program and list:

Open office hours are being held following every HMIS/CES Committee Meeting. Tutorials on how to enroll clients in the CE program and appropriate use of the VI-SPDAT assessment and priority point scoring have brought consistency and standardization to the process and program. Other tips on appropriate use of Clarity tools and available functions will result in better data quality and more consistent and productive use of the HMIS system.