



Business, Consumer Services and Housing Agency
Edmund G. Brown Jr., Governor | Alexis Podesta, Chair

Meeting Summary
July 11, 2018
1:00PM – 4:00PM
California State Capitol
Assembly Committee Room 4202
Sacramento, CA 95814

I. Call to Order and Roll Call

Alexis Podesta, Council Chair and Secretary of Business, Consumer Services, and Housing Agency calls the meeting to order at 1:05PM.

Council Members Present:

- Alexis Podesta, Council Chair and Secretary of the Business, Consumer Services and Housing Agency;
- Russell Atterberry, Vice Chair and Undersecretary of the Department of Veterans Affairs;
- Amy Anderson, Executive Director of PATH Ventures.
- Marianne Cantwell, Chief Deputy Director of Health Care Programs in the Department of Health Care Services;
- Donald Cavier, Chief Deputy Director of the California Housing Finance Agency;
- Gina Buccieri-Harrington, Assistant Director of Grants Management, Victim Services Program in the Governor's Office of Emergency Services;
- Jody Ketcheside, Deputy Regional Director of Turning Point of Central California
- Jennifer Loving, Executive Director of Destination: Home;
- Gary McCoy, Policy and Community Affairs Manager in the San Francisco Recreation and Parks Department;
- Ben Metcalf, Director of the Department of Housing and Community Development;
- Emilio Ramirez, Deputy Director of Community and Economic Development for the City of Riverside;

- Mark Stivers, Executive Director of the California Tax Credit Allocation Committee in the Treasurer's Office;
- Joseph Uchishiba, Police Officer for the City of Fairfield; and
- Stephanie Welch, Executive Officer for the Council on Criminal Justice and Behavioral Health in the Department of Corrections and Rehabilitation

Absent:

- Gail Gilman, Chief Executive Officer of the Community Housing Partnership
- Alicia Sutton, Chief of the Housing, Homelessness and Civil Rights Branch in the Department of Social Services

Opening Remarks

Council Chair Podesta discussed [Senate Bill 850](#), which was signed by the Governor on June 27, 2018. Investments include: establishment of Homeless Emergency Aid Program ([HEAP](#)), three permanent staff positions to support Council's work, two new Council members (Department of Transportation and a formerly homeless youth), and the elevation of the Council from the Department of Housing and Community Development (HCD) to the Business, Consumer Services, and Housing Agency (BCSH).

Council Chair Podesta acknowledged and thanked HCD for their efforts and leadership on the Council

Deputy Secretary for Housing in BCSH, Lynn von Koch-Liebert, provided a presentation about the timeline and application process for HEAP. The program has been structured with the goal of making applications and funding available as quickly as possible. The Round 1 Notice of Funding Availability (NOFA) and application will be issued on September 5 2018, applications will be processed on a rolling basis, and BCSH has developed a process to award funds within 60 days of receipt of a complete application. The deadlines for submissions of applications and fund disbursement have been set by statute; the first round of applications will be due no later than December 31, 2018 and funds will be disbursed no later than April 30, 2019.

II. Adoption of the April 10, 2018 Minutes Council meeting minutes

Council approved the [previous minutes](#) from the April 10th meeting.

III. Adoption of changes to the Council as reflected in the 2018-19 Governor's Budget

Council Chair Podesta acknowledged the significant policy and budget actions taken since the April 2018 Council meeting and summarized the investments and policy direction for homelessness made in the budget. She also thanked Russell Atterberry and Ben Metcalf for their leadership and commitment to the Council.

Policy and budget actions taken in the budget included:

- Placing the '[No Place Like Home](#)' program on the November ballot
- Providing \$600 million to address homelessness, which is a combination of two programs, Homeless Emergency Aid and California Emergency Solutions and Housing programs
- Providing direction on how to allocate Year 1 funds from [Senate Bill 2](#) that are targeted towards homelessness
- Elevating the Council to BCSH and providing permanent staff to support the Council

The Council adopted the following recommendations:

- Adopt the changes reflected in the 2018-19 Governor's Budget, which includes appointing the Secretary of BCSH as Chair of the Council
- Retain Russell Atterberry as the Council's 2018 Vice Chair
- The Council shall elect the Vice Chair and Vice Chair-Elect at the fourth quarterly Council meeting

No Public Comments

IV. Review and adopt the California Tax Credit Allocation Committee assessment and the extent to which the Low-Income Housing Tax Credit Program employs a Housing First approach

At the April 10, 2018, Council meeting, members adopted the Housing First Checklist to be used by state agencies to assess their compliance with [statute](#).

The California Tax Credit Allocation Committee (TCAC) used the Housing First checklist to perform a self-assessment on the extent to which their [Low-Income Housing Tax Credit Program \(LIHTC\)](#) employs a [Housing First approach](#).

TCAC's Executive Director and Councilmember Mark Stivers, presented their assessment.

Councilmember Jennifer Loving discussed concerns that homeless individuals can sometimes be screened out during tenant screening processes. Councilmember Stivers said concerns about tenants being screened out due to poor credit or criminal records are being mitigated through adoption of the Housing First approach. He also stated that Housing First provisions will apply to those with special needs projects that have set aside dedicated units to people experiencing homelessness and that these projects are using a self-certification as a compliance mechanism.

The Council adopted the following recommendations:

- Accepted TCAC's determination that the recommendations provided in the assessment meet the Council's objectives and adhere to the statutory requirements for Housing First.

No Public Comments

V. Review and adopt the California Finance Housing Agency assessment and the extent to which the housing-based programs employs a housing first approach

The [California Housing Finance Agency \(CalHFA\)](#) used the Housing First checklist to perform a self-assessment on the extent to which their housing-based programs employ a [Housing First approach](#). CalHFA staff members Tom Armstrong and Carr Kunze presented their assessment.

Council adopted the following recommendation:

- Accepted CalHFA's determination that the recommendations provided in the assessment meet the Council's objectives and adhere to the statutory requirements for Housing First.

No Public Comments

VI. Presentation from Santa Clara County – “Using data to make our case in Santa Clara County”

Presentation by Councilmember and Executive Director of Destination Home, Jennifer Loving, and Director of the Santa Clara Office of Supportive Housing, Ky Lee on how Santa Clara uses the [integrated Homeless Management Information System \(HMIS\)](#) and county-level data from other county administrative databases for measuring progress and developing strategies and goals to resolve homelessness in Santa Clara County. The County has integrated their administrative data with existing homeless Point-in-Time (PIT) counts and HMIS data.

Councilmembers inquired about how the data has helped the County for both advocacy and decision-making purposes, the challenges and barriers with criminal justice referrals, and lessons learned on data sharing agreements, aspects of data management systems, and overall data integration.

Mr. Lee said that the data has helped them define and set goals for advocacy work, understand how the referral process is driven by how services are funded, and think about how the state can help develop a data sharing culture through data related laws.

No Public Comments

VII. Report on California's Homeless Data Integration Project

The Council is tasked¹ with the creation of a statewide data system that collects local data through HMIS, with the goal of matching data on homelessness to programs. ICF's Senior Technical Specialist and U.S Department of Housing and Urban Development (HUD) technical assistance provider, Chris Pitcher presented his [analysis](#) on data

¹ [Welfare and Institution Code 8257 \(b\)\(13\)](#)

integration options for California. In 2017, HUD authorized technical assistance to HCD for the purposes of supporting progress towards integrating HMIS data platforms into one statewide data system.

Mr. Pitcher presented recommendations for the Council to consider when creating the statewide homelessness data system:

- Develop the project scope and communication strategy first
- Acquire an HMIS off-the-shelf-solution – a system that complies with HUD’s standards on privacy and data quality
- Leverage the HUD HMIS Comma Separated Values (CSV) Schema structure – the most cost-effective solution
- Provide adequate financial resources and staffing support
- Develop Continuum of Care (CoC) -level participation incentives

Councilmembers acknowledged the resources and strategies required to implement a statewide data integration system, so that it can add value in understanding and addressing homelessness for the state, and asked questions about the budget and timeline for planning and implementation. Mr. Pitcher stated an estimated time of one year was needed for planning and six to nine months for implementation with an estimated cost of \$6 million dollars. Council Chair Podesta stated that Council staff will review the options and recommendations and share this information with Councilmembers and appropriate agencies throughout the planning process.

No Public Comments

VIII. An Initial Report on the assessment of the need for supportive housing, rapid re-housing, diversion, and prevention interventions based on local data

To understand and quantify the need for supportive housing, rapid re-housing, diversion, and prevention interventions around state, the Council tasked the interagency staff working group to explore the concept of a [needs assessment](#).

Associate Director, Sharon Rapport from the Corporation for Supportive Housing (CSH) presented goals and options for a needs assessment to analyze existing data to identify gaps in homeless programs and services, resources and system changes needed to address the gaps. CSH recommended a needs assessment of three to four Continuums of Care with the largest homeless populations and a cross-section of two to six additional Continuums of Cares representing geographic diversity.

Councilmembers asked questions regarding the type of data that would be utilized at a local level vs. state level, the data quality, and data accuracy. Councilmembers also asked about costs, timeline, and next steps for the needs assessment: CSH reported that the cost could range from \$30,000 -\$60,000 and work could be completed in six months to a year, depending on where the relevant data will be gathered from.

Councilmembers also discussed the goals and value of the proposed needs assessment and expressed concerns about duplicating efforts with the state HMIS data system previously discussed and acknowledged that a needs assessment could assist the Council in fulfilling its statutory obligation to develop a statewide homelessness plan.

IX. A Report from the interagency staff working group on the revised catalog of housing or housing-based programs

[Statute](#) requires the Council to perform various tasks and actions, such as identifying mainstream resources to address homelessness, maximizing federal funding while leveraging local funds, and ensuring programs touching Californians experiencing homelessness are as effective as possible.

At the January 10, 2018, Council meeting, Councilmembers tasked the interagency staff working group with providing an initial catalogue of the homelessness programs administered by those state departments or agencies appointed to the Council.

Catherine Kungu, a staff member (HCD) from the interagency staff working group presented a revised catalogue of homelessness programs. This catalogue will be regularly updated as a resource on the Council's [webpage](#) and is intended to be a living document. The revised catalogue includes new homelessness funding, eligible uses for short-term and long-term interventions, eligible applicants, and estimated dates of availability of funds. HCD also posted technical assistance procurement to bring on consultants that will help grantees build capacity and effectively use the funds. HCD is developing informational materials to provide details on various funding opportunities.

Ms. Kungu also acknowledged and recognized the efforts of the interagency staff working group. These members include:

- Zachary Olmstead, Monique Pierre, Catherine Kungu, and Sohab Mehmood – *California Department of Housing and Community Development*
- Nicole Kriger – *California Office of Emergency Services*
- Sean Johnson and Sergio Mondragon-Lopez – *California Department of Veterans Affairs*
- Tom Armstrong and Carr Kunze – *California Housing Finance Agency*
- Mark Stivers – *California Tax Credit Allocation Committee*
- Diana Stantz – *Department of Social Services*
- Brian Hansen – *Department of Health Care Services*

X. Other matters not on the agenda for consideration at future meetings

Vice Chair Atterberry asked if the CSH needs assessment and the statewide Data Integration Project should be considered as an action item for the next Council meeting. Council Chair Podesta suggested that the new Council staff evaluate the current proposed approach or propose an alternative approach and recommendations for the

next Council meeting. Staff should also provide the Council with an opportunity to vote once the Council is given all the information needed to make a recommendation.

No Public Comments

XI. Public comments on agenda items and matters not listed on the agenda

No Public Comments

Councilmember Anderson shared that she is looking forward to seeing the Council in Los Angeles for the next Council meeting

Councilmember Metcalf shared that due to the new funding opportunities through Senate Bill 2 and No Place Like Home, in coordination with the staff from the Council, HCD, will be conducting multiple workshops in August and September around the state. He invited all Council members to participate.

Councilmember Buccieri-Harrington stated that the Governor's Office of Emergency Services has received funding for domestic violence and homeless youth programs and will be looking forward to sharing where those funds will be allocated at the next Council meeting.

Council Chair Podesta said she would like to present a status report on the grant applications and award distributions for the HEAP program at the next Council meeting.

XII. Adjournment

Meeting adjourned at 4:03 PM