



SONOMA COUNTY  
**HOMELESS  
COALITION**

**Sonoma County Homeless Coalition Board  
Agenda Report**

**Item No:** 1 (Consent Calendar)  
**Subject:** August 27, 2025, Sonoma County Homeless Coalition Board Meeting Agenda  
**Meeting Date:** August 27, 2025  
**Staff Contact:** Araceli Rivera, [Araceli.Rivera@sonomacounty.gov](mailto:Araceli.Rivera@sonomacounty.gov)

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**SUMMARY**

This staff report presents the August 27, 2025, Sonoma County Homeless Coalition Board Meeting proposed agenda. The agenda contains all proposed items that will be discussed by the Board. The proposed agenda is attached as Attachment A.

**RECOMMENDED ACTION(S)**

Approve August 27, 2025, agenda.



## Sonoma County Homeless Coalition

### Board Meeting Agenda

**DRAFT August 27, 2025**

**1:00pm-4:30pm Pacific Time**

**Public Zoom Link:**

<https://sonomacounty.zoom.us/j/92759747120?pwd=Cuw1daWSoPM5s8CIAWgPrJ8wYLeBgp.1>

**Phone: +16694449171 Webinar ID: 927 5974 7120 Passcode: 589476**

	<b>Agenda Item</b>	<b>Packet Item</b>	<b>Presenter</b>	<b>Time</b>
	Welcome, Roll Call and Introductions		Board Chair	1:00pm
	<b><i>Note: Items 1-4 below are proposed for adoption via one motion as the Consent Calendar.</i></b>	N/A		
1.	08/27/2025 Agenda (Consent Calendar)	Draft Agenda	Staff	1:05pm
2.	Minutes from 07/23/2025 (Consent Calendar)	Draft Minutes	Staff	
3.	Summary of Follow-ups from the Previous Meeting(s) (Consent Calendar) <ul style="list-style-type: none"> <li>CoC Program Evaluation Workgroup Update</li> <li>CoC program Transfer Update</li> </ul>	Summary of Follow-ups	Staff	
4.	Reports for Standing Committee Updates (Consent Calendar) <ul style="list-style-type: none"> <li>CEA Committee</li> <li>HMIS Committee</li> <li>Lived Experience Advisory &amp; Planning Board (LEAP)</li> </ul>	Staff Report for Standing Committees	Staff	

5.	Reports from Lead Agency Staff <ul style="list-style-type: none"> <li>Department of Health Services (DHS) Director updates</li> <li><i>Strategic Planning Update</i></li> </ul> Potential ACTION ITEM	Staff Report	Staff	1:15pm
6.	Lead Agency Evaluation Update  Potential ACTION ITEM	Staff Report	Board Chair and Vice Chair	1:30pm
7.	Shelter Utilization Dashboard  ACTION ITEM	Staff Report	Staff	1:40pm
8.	Service Provider Roundtable (SPR) Update  Potential ACTION ITEM		Margaret Sluyk	2:00pm
9.	Overview of Permanent Housing Standards and Operations  ACTION ITEM	Staff Report	Staff	2:10pm
10.	10-minute break			2:40pm
11.	Word from the LEAP Board  Potential ACTION ITEM		LEAP Board Chair	2:50pm
12.	Emergency Solutions Grant (ESG) Updates & Amendments  ACTION ITEM	Staff Report	Staff	3:00pm
13.	Review Agenda for September Coalition Board Meeting <ul style="list-style-type: none"> <li>Coordinated Entry Redesign Implementation</li> <li>Coordinated Entry Annual Performance Report</li> <li>PIT Count Full report</li> <li>October Quarterly Membership Meeting Agenda</li> </ul> ACTION ITEM	Staff Report for DRAFT Agenda	Board Chair	3:15pm
14.	Board Member Questions & Comments  Potential ACTION ITEM		Board Chair	3:30pm
15.	Public Comment on Items not on the Agenda		Board Chair	3:35pm

*PUBLIC COMMENT:*

*Public Comment may be made via email or during the live zoom meeting.*

*To submit an emailed public comment to the Homeless Coalition Board, submit your responses via the website at [Homeless Coalition Board Comment Form >>](#). Please label the written notice as public comment referencing the Homeless Coalition Board, provide your name, the agenda number(s) on which you wish to speak, and your comment.*

*Public comment during the meeting can be made live by joining the Zoom meeting using the above provided login information. Available time for comments is determined by the Board Chair based on agenda scheduling demands and total number of speakers. If you need technical assistance with submitting a public comment, please contact Jynessa Lazzaroni at [jynessa.lazzaroni@sonomacounty.gov](mailto:jynessa.lazzaroni@sonomacounty.gov)*



**Sonoma County Homeless Coalition  
Minutes Staff Report**

**Item No:** 2 (Consent Calendar)

**Subject:** Meeting

Minutes 7/23/25

**Meeting Date:** 8/27/25

**Staff Contact:** Kim Holden, Senior Office Assistant, [Kim.Holden@sonoma-county.org](mailto:Kim.Holden@sonoma-county.org)

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**SUMMARY**

This staff report briefly summarizes the July 23, 2025, Sonoma County Homelessness Coalition Meeting Minutes. The attached meeting minutes contain all items discussed by the Sonoma County Homeless Coalition Board at the July 23, 2025, Sonoma County Homelessness Coalition Meeting.

**RECOMMENDED ACTION(S)**

Approve Sonoma County Homeless Coalition Minutes from the 7/23/2025 Sonoma County Homeless Coalition Board Meeting.



## Sonoma County Homeless Coalition Board

### Homeless Coalition Board Meeting Minutes

Wednesday, July 23, 2025

1:00 – 4:30 PM, Pacific Time – Meeting held via Zoom

Zoom Recording:

[https://sonomacounty.zoom.us/rec/share/\\_S6G4s93QaXMExm-fehG\\_u2q7eySwxNMkK1HHqGjyp8rNVSTNUvwaDwk2gV3zXJK.v5ElAnenGGRXlhZ?startTime=1753300679000](https://sonomacounty.zoom.us/rec/share/_S6G4s93QaXMExm-fehG_u2q7eySwxNMkK1HHqGjyp8rNVSTNUvwaDwk2gV3zXJK.v5ElAnenGGRXlhZ?startTime=1753300679000)

Passcode: DQE\$8YDN

### **Welcome and Roll Call Introductions (00:02:47–00:04:57)**

Chair Jennielynn Holmes called the meeting to order at 1:00 PM and explained the Zoom rules regarding public comment and the Brown Act guidelines.

**Present:** Jennielynn Holmes, Catholic Charities | Caroline Bañuelos, City of Santa Rosa | Kevin McDonnell, City of Petaluma | Chris Coursey, Sonoma County Board of Supervisors | Martha Cheever, Community Development Commission | Stephen Zollman, City of Sebastopol | Jackie Elward, City of Rohnert Park | Dannielle Danforth, West County Community Services | Margaret Sluyk, Reach For Home | Chessy Etheridge, Adult Lived Experience Seat | Chris Cabral, Committee on the Shelterless (COTS) | Kristi Lozinto, Member At-Large | Angelica Smith, Tribal Seat | Rosie Traversi, Licensed Healthcare Organization Seat | Rebecca Sammet, LEAP Board | Maria Rico, BIPOC Led/Serving Organization Seat |

**Absent:** Ron Wellander, City of Sonoma

A quorum was present.

### **1 - 3. Approval of Consent Calendar (00:04:59 – 00:06:28)**

- Chair Holmes presented the following consent calendar items for approval:
  1. 7/23/25 meeting agenda
  2. 6/25/25 meeting minutes
  3. Summary of Follow-Ups from the Previous Meeting(s)
  4. Reports for Standing Committee Updates

- **Public Comment:** None.

**Motion:** Mayor Stephen Zollman moves to approve the Consent Calendar.

**Second:** Mayor Kevin McDonnell seconds the motion.

**Abstentions:** None.

**Objections:** None.

**Motion passes.** The consent calendar is approved.

## 5. Reports from Lead Agency Staff (00:06:30 – 00:24:15)

- **Department of Health Services (DHS) Director Updates:**

-Due to recent leadership changes within DHS, new DHS Director Nolan Sullivan is also currently filling the role of interim DHS Homelessness Services (HS) Division Director.

-Within the HS Division, Director Sullivan envisions that changes will be forthcoming to the structure of the Homeless Encampment Access & Resource Team (HEART) and (Solving Obstacles in Unhoused Lives) SOUL Team, as well as to the utilization practices for the shelters at Mickey Zane Place and Eliza's Village.

-California's Proposition 1 Behavioral Health Services Act provides new funding resources to facilitate housing interventions for those with behavioral health disorders. To maximize those benefits, Director Sullivan foresees the possible enhanced interweaving of the HS and Behavioral Health (BH) divisions over the next several months.

- Feedback sessions for the Homeless Coalition (HC) Board and other stakeholders will be established to afford the opportunity for all to provide input in a collaborative process as innovative plans for the HS Division develop. A consulting firm is also engaged in an analysis of the overall DHS system and components, with areas in need of improvement to be identified.

-The Sonoma County Board of Supervisors has approved several million dollars of Measure O funding for mobile crisis systems throughout the County.

-A Measure O Notice of Funding Availability (NOFA) will be released in the next few weeks in the amount of ten million (\$10,000,000) dollars for the 2025-2026 fiscal year to address gaps in existing programs related to behavioral health or homelessness services that have experienced funding cuts.

- **Transitional Age Youth (TAY) Lived Experienced Seat Recommendation**

Karissa White addressed the HC Board to recommend that the Lived Experience Advisory Planning (LEAP) Board be approved to make a recommendation to fill the vacant TAY Lived Experience seat, with final approval by the HC Board. If the seat cannot be filled

right away, the LEAP Board will be allowed to appoint an individual with lived experience to temporarily fill the vacancy.

Additionally, a recommendation is made to approve an adjustment to the language within the Homeless Coalition Governance Charter to allow the LEAP Board to recommend a candidate for approval in the event of a vacancy outside the annual elections.

**Motion:** Supervisor Coursey moves to approve the staff recommendations as outlined above.

**Second:** Mayor Stephen Zollman seconds the motion.

**Public Comment:** None.

**Abstentions or Objections:** None

**Motion passes.**

In anticipation of this motion being approved, the LEAP Board had previously selected Rebekah Sammet to temporarily fill the vacant TAY seat until such time as elections are held. The HC Board affirms that Rebekah Sammet shall be a voting member, and her term shall begin with today's HC Board meeting.

Additional information may be found on pages 15-16, Item #5, Reports from the Lead Agency, in the meeting materials packet.

## **6. Homeless Services Website Redesign Update (00:24:17 – 00:35:24)**

- Michael Gause thanked Adam Siegenthaler, Anna Edgerton, and Andrew Akufo for their tireless efforts in updating and redesigning the Continuum of Care (CoC) / DHS Homelessness Division website, the implementation of which had been identified as a priority within the Sonoma County Homeless Coalition Five-Year Strategic Plan.

Anna Edgerton, Web Support Specialist, Sonoma County Information Systems Department, presented slides detailing the steps involved in developing the new features of the updated website, and also provided a tour of the website staging. The new website is planned to launch this week.

**Public Comment:** None.

**Informational item only; no action taken.**



## **7. Continuum of Care Program Performance, Spenddown Reports, and 2025 Evaluation Workgroup. (00:35:27 – 01:09:13)**

- Martha Cheever, Jennielynn Holmes, Angelica Smith, Chris Cabral, and Dannielle Danforth were recused from this item due to conflicts of interest. A quorum remained.

Karissa White presented an in-depth analysis of the Housing and Urban Development (HUD) CoC Notice of Funding Opportunity (NOFO) process, with background on HUD's Two (2)-Year NOFO Plan, conditions under which HUD may issue a new or amended NOFO for FY 2025, and details for understanding the HUD CoC Competition process, along with an explanation of the local support provided by the \$4.5 million in NOFA funds. In anticipation of a NOFO, a light performance review was also presented, as a progress report to discern how projects are currently performing and to identify any possible issues with spenddown.

HUD has announced the intent to release a NOFO for 2025 with a new application, which may involve new application questions and could potentially require a significant increase to staff workload. A timeline for the release is as yet unknown.

In preparation for such an event, given an unknown timeframe and uncertainty about the evaluation and scoring needs for a new application, staff recommends HC Board approval to preemptively create a workgroup of non-conflicted members to approve scoring tools and conduct CoC evaluations for new and renewal projects in anticipation of a 2025 CoC NOFO release.

**Public Comment:** Matthew Verscheure

**Motion:** Mayor Zollman moves to approve the recommendation to form an evaluation workgroup to perform project evaluations and approve a scoring tool, should HUD release a 2025 CoC NOFO.

**Second:** Maria Rico seconds the motion.

**Abstentions / Objections:** None.

**Motion passes.**

Non-conflicted board members who volunteered to serve on the evaluation workgroup are Mayor Stephen Zollman and Rebekah Sammet. Community members with prior evaluation experience will also be sought to bring the workgroup to a total of five (5) or six (6).

Recused members were returned to the meeting.

An in-depth analysis is included within the meeting packet of materials, pages 18-24, Item #7, CoC Program Performance, Spenddown Reports and 2025 Evaluation Workgroup.

#### **8. Service Provider Roundtable (01:09:15 – 01:10:17)**

- The Service Provider Roundtable did not hold their meeting this month. In the absence of a report, Margaret Sluyk yielded the associated time on the agenda.

**Public Comment:** None.

*Please note: Item #9, 10-Minute Break, is deferred by Chair Holmes to a later spot on the agenda. (01:10:18 – 01:10:41)*

#### **10. Word from the LEAP Board (01:10:44 – 01:11:54)**

- Rebekah Sammet reported that the LEAP Board is staffing an event table at the cooling center within the Arline Francis Center every Tuesday.

**Public Comment:** None.

#### **11. Homelessness Housing Advocacy and Prevention (HHAP) 6 Overview and Feedback. (01:11:55 – 01:33:15)**

- Michael Gause presented an overview of the HHAP Round 6 application and funding process, as provided by the CA Department of Housing and Community Development. The application is due to the State in August 2025 for approximately \$5.8 million available in HHAP funding, with an allocation to the County of \$2,877,829, and an allocation to the CoC of \$3,073,571. The full application will be shared with the HC Board once it is ready for submittal, in approximately six (6) weeks. State approval of the application is not expected until late 2025 or early 2026.

Extensive HHAP 6 information was presented describing eligible activities, core regional action plan questions, system performance measures, encampments, and budgets, for the purpose of facilitating a feedback session. Michael Gause fielded questions and gathered feedback from the HC Board for incorporation into the HHAP 6 application and project design.

**Public Comment:** None.

**Informational item only; no action taken.**

Additional information may be found on pages 28-29, Item #6, HHAP Round 6 Application Feedback Session, in the meeting materials packet.

**9. 10-Minute Break: 2:31 – 2:40 PM (01:33:16 – 01:43:16)**

**12. Point in Time (PIT) Count (01:43:17 – 02:12:53)**

- Michael Gause shared a presentation depicting the 2025 Homeless Count preliminary numbers. This year's event was held on January 31, 2025, and includes a count of both unsheltered and sheltered people experiencing homelessness.

The results of the 2025 PIT Count revealed an overall decrease of twenty-three percent (23%) in homelessness (sheltered and unsheltered) in Sonoma County, similar to findings in other large Bay Area counties.

An in-depth analysis of the preliminary numbers, including the results by county jurisdiction over a three-year span, can be found in the meeting packet of materials for Item #13, pages 30-32, Point in Time Count Preliminary Results.

The full 2025 PIT Count report will be presented to the Sonoma County Board of Supervisors on September 9, 2025.

**Public Comment:** None.

**Informational item only; no action taken.**

Additional information is included in the packet of meeting materials, pages 30-32, Item # 13, Point in Time Preliminary Results.

**13. Review Agenda for August Coalition Board Meeting (02:12:55 – 02:21:41)**

- Michael Gause reviewed the draft agenda for the August 2025 HC Board meeting and described an additional item he will be placing on the agenda regarding Emergency Solutions Grant (ESG) funding.

Mayor Zollman requests an addition to the August 2025 meeting agenda to consider the inclusion of all presentation slide decks within the packet of meeting materials each month.

Araceli Rivera confirmed the ability, in general, to include presentation slide decks in the monthly meeting materials packet, which is typically disseminated one week prior to the meeting date.

Additionally, plans to publish the monthly meeting video recordings on the website are being explored.

- **Public Comment:** None.

**14. Board Member Questions and Comments (02:21:44 – 02:23:45)**

- Chair Holmes encourages all to register to attend the 1<sup>st</sup> Annual DHS THREADS 2025 Behavioral Health Bridge Housing Symposium, Nov. 17-19, 2025, Luther Burbank Center.
- Mayor McDonnell expresses appreciation for yesterday's in-person Town Hall event in Petaluma, which explained the transition from the Mental Health Services Act (MHSA) to the new Behavioral Health Systems Act (BHSA), as enacted by voters via Proposition 1.
- **Public Comment:** None.

**15. Public Comment on Items not on the Agenda (02:23:46– 02:24:05)**

- None.

**Adjournment: 3:28 PM (02:24:06 – 02:24:55)**

## Sonoma County Homeless Coalition Follow-ups Staff Report

**Item No:** 3 (Consent Calendar)  
**Subject:** Summary of Follow-ups from the Previous Meeting(s)  
**Meeting Date:** August 27, 2025  
**Staff Contact:** Michael Gause, [Michael.Gause@sonomacounty.gov](mailto:Michael.Gause@sonomacounty.gov)

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### Summary

At the previous meeting, Coalition Board members and others asked for the Lead Agency staff to follow up on specific items. Staff summarized responses to present at the August Sonoma County Homeless Coalition Board meeting.

### Recommended Action(s)

Receive and file.

### Discussion

At the previous meeting, Coalition Board members and others asked for the Lead Agency staff to follow up on the following questions or comments:

1. **Continuum of Care (CoC) Program Evaluation Workgroup Update:** At the July Homeless Coalition Board meeting, staff received approval to form a workgroup to help prepare for the upcoming Continuum of Care (CoC) Program project evaluations. This group includes volunteer Board members and community partners with past experience in CoC Program evaluations. While HUD has not yet announced the official release date for the 2025 Notice of Funding Opportunity (NOFO), there have been two recent communications from HUD indicating that it may be released soon. The following are the confirmed members of the CoC Competition Workgroup:
  - a. Stephen Zollman, Mayor of Sebastopol, Homeless Coalition Board representative
  - b. Jessica Wolfe, LEAP Board, previous evaluation member, HMIS Data Committee
  - c. Sarah Vetter, Nation's Finest, previous evaluation member, Coordinated Entry Advisory Committee
  - d. Rebekah Sammet, LEAP Board Chair, Interim TAY Lived Experience Homeless Coalition Board
  - e. Kelli Kuykendall, City of Santa Rosa, previous evaluation member

2. **CoC Program DV RRH project transfer update:** The Homeless Coalition Board previously approved the transfer of the YWCA's expiring grant for the Domestic Violence Rapid Rehousing project to Catholic Charities.

As part of the transfer process, Catholic Charities was asked to submit a detailed plan to the local HUD Field Office by July 21st. The plan needed to outline how the organization would ensure housing stability and prevent returns to homelessness for individuals housed through the project as the funding would not be granted a full 12 months. This request was issued after HUD's SNAPS Office clarified that grant extensions would not be allowed—contrary to earlier information provided by a previous HUD Field Office representative.

Catholic Charities submitted the requested plan to HUD by the deadline. However, the newly assigned HUD Field Office representative is currently on leave. In response, CoC staff contacted that representative's supervisor for an update. The supervisor informed staff that she does not have access to the files of the staff member on leave and would be reaching out to the HUD SNAPS Office to obtain further information.

It is important to note that from the beginning of this process, staff and partners understood there was always a chance the transfer might not be approved. However, efforts have been made to pursue every possible avenue to preserve the funding and avoid the loss of this expiring grant- meaning, it is not eligible for renewal any longer.

The transfer remains pending, and due to the transition of HUD Field Office staff, there have been additional challenges in advancing the process. This marks the third HUD Field Office representative involved in efforts to complete the transfer. If approved, the project transfer will proceed without a contract extension beyond the current end date of July 31, 2026. The transfer process itself is expected to take several months.

## Sonoma County Homeless Coalition Board Committees Staff Report

**Item No:** 4 (Consent Calendar)  
**Subject:** Reports from the Coalition's Standing Committees and the LEAP Board  
**Meeting Date:** August 27, 2025  
**Staff Contact:** Michael Gause, Michael.Gause@sonoma-county.org

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### Summary

This agenda item contains summaries of Standing Committees' work in the recent month, as well as information from the Lived Experience Advisory Planning Board (LEAP). Committee Chairs were asked to prepare brief summaries for their respective Committee.

### Recommended Action(s)

### Discussion

1. **Coordinated Entry Advisory (CEA) Committee:** The CEA meeting scheduled for August 6, 2025, was canceled due to a lack of quorum. This is the second month the committee has been unable to meet due to lack of quorum. The next meeting is scheduled for September 3, 2025. All CE items originally scheduled for this meeting have been removed from the agenda and will be presented at the next Homeless Coalition Board meeting in September.
2. **Homeless Management Information System (HMIS) Committee:** The Committee met on August 18, 2025. One new member joined the Committee. The Committee approved an update to the local Gender demographic field in HMIS software. The Committee also approved the collection of HMIS Technical Support Requests for period of ninety (90) days for review at a future meeting. A discussion on the addition of a Subregion data point to HMIS software was also held at this meeting. The next HMIS Committee meeting is scheduled for September 8, 2025.
3. **Lived Experience Advisory & Planning (LEAP) Board:**
  - Appointed two new members to the LEAP Board
  - Working to appoint a new TAY to fill the TAY seat and continue the current term on the Homeless Coalition Board
  - Held 2nd in-person LEAP Board meeting at DHS facility

- Invited new DHS director to in-person LEAP Board meeting to share introduction and participate in Q&A session
- Discussed speaker opportunities, LEAP Board participation and proposed new panel session ideas for the upcoming THREADS 2025 Behavioral Health Bridge Housing (BHBH) Collaborative Symposium
- Currently discussing and formulating plans to address the new Ending Crime and Disorder on America's Streets Executive Order
- Translated shelter standards surveys into Spanish
- Actively promoting and distributing shelter standards surveys to current and former shelter residents and staff members
- Currently printing t-shirts and acquiring other promo materials to publicize the LEAP Board. Actively scheduling public events to participate.
- Hosted an overview presentation by the City of Petaluma police lieutenant about how enforcement has changed in Petaluma since the grants pass decision
- Invited Ryan Dehart to share a presentation about DHS's public health preparedness
- Applications for membership is ongoing. Contact [Andrew.Akufo@Sonoma-county.org](mailto:Andrew.Akufo@Sonoma-county.org) for application
- Established a new public email: [sonomacountyleap@gmail.com](mailto:sonomacountyleap@gmail.com)





**Sonoma County Homeless Coalition Board  
Report From Lead Agency Staff**

**Item No:** 5  
**Subject:** Reports from the Lead Agency  
**Meeting Date:** August 27, 2025  
**Staff Contacts:** Michael Gause, [Michael.Gause@sonomacounty.gov](mailto:Michael.Gause@sonomacounty.gov)

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**1. Department of Health Services (DHS) Director Update:**

This item was established as a standing agenda item at the request of the Board. The Director of the Department of Health Services (DHS) will provide a verbal update on several critical initiatives. These updates are intended to keep the Homeless Coalition Board informed of key activities and emerging issues.

**2. Strategic Planning Update:** Strategic Plan Year 1 and Year 2 Priorities have been updated (see the attached overview, linked below) with many of the core priorities now implemented and in progress. Highlights include:

- Addition of over 400 permanent beds (both permanent supportive housing and permanent housing) as well as over 100 interim shelter beds.
- Implementation of subregional street outreach model
- Implementation of regional By Names Lists and a Countywide By Names List
- Communications Plan – including a redesigned website and bimonthly public forums as well as social media posts
- Redesign of local NOFAs and tailored NOFAs for system needs
- System Performance Metrics
- Long Term Investment Plan (still in progress)
- Coordinated Entry Assessment Redesign (in progress)

Staff will provide additional updates on a bimonthly basis or as requested by the Coalition Board.

[Item 5b: Strategic Planning First and Second Year Efforts August 2025](#)



**SONOMA COUNTY**  
**HOMELESS**  
**COALITION**

Sonoma County Continuum of Care Board  
Staff Report

Item No: 6

Subject: Lead Agency Evaluation Update

Meeting Date: August 27, 2025

Staff Contact: Michael Gause, [Michael.Gause@sonomacounty.gov](mailto:Michael.Gause@sonomacounty.gov)

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**SUMMARY:**

Informational Update: Lead Agency Evaluation Ad Hoc Committee

As recommended by the Governance Charter Ad Hoc Committee, the Homeless Coalition Board approved an evaluation tool in April 2025 to assess the performance of the Lead Agency/Collaborative Applicant for the Continuum of Care. Although the tool was adopted, no start date was initially set.

In December 2024, the Board tasked the Governance Charter Ad Hoc Committee with creating an evaluation plan. The process includes:

- Tool: A checklist based on a previously available HUD resource.
- Frequency: Every two years.
- Process: Led by a Board-appointed ad hoc committee.
- Accountability: Committee may develop an action plan if needed.
- Authority: Final decisions rest with the HC Board.

On June 25, 2025, the Board approved forming a new ad hoc committee (up to 7 members) to carry out the evaluation over a six-month period. The committee will report monthly to the Board and hold two public meetings.

This item includes a verbal update from the Homeless Coalition Board Chair and Vice Chair on the formation and progress of the ad hoc committee.

Informational only.

## Sonoma County Homeless Coalition Board Agenda Item

**Item No:** 7

**Subject:** Shelter Utilization Dashboard

**Meeting Date:** August 27, 2025

**Staff Contact:** Daniel Overbury-Howland, [Daniel.Overbury-Howland@sonomacounty.gov](mailto:Daniel.Overbury-Howland@sonomacounty.gov)

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### Summary

During a previous Homeless Coalition Board meeting, board members expressed interest of having a report available online to review shelter bed utilization by project and agency. Coalition staff informed the board that the system is unable to produce an accurate real time utilization as providers have up to five days to enter data into the Homeless Management Information System (HMIS), which includes exits and enrollments. A past report was available on the website that analyzed utilization trends by project, including average rates over a specific time period.

Coalition staff were previously advised to pause any updates to the Sonoma County Department of Health Services website while the County's Information Systems Department completed development of a new site. Now that the transition to the new microsite is complete, staff are seeking guidance from the board on what specific information should be included in the report. This will allow the HMIS Coordinator to develop the report and add it to the data reports section of the website.

The previous report allowed users to search by project and agency, with options to view utilization over 3-month, 6-month, and 12-month periods. It also included filters to view daily utilization rates within those timeframes. If this meets the board's request, staff will recreate the report and provide a presentation on its features and where to access it on the website once completed. Please note that the report can only include data from HMIS-participating shelters.

### Recommended Action

Direct staff to create a shelter utilization dashboard for the website.



**SONOMA COUNTY**  
**HOMELESS**  
**COALITION**

Sonoma County Homeless Coalition Board  
Staff Report

Item No: 9

Subject: Overview of Permanent Housing Standards and operations

Meeting Date: August 27, 2025

Staff Contact: Thai Hilton [thai.hilton@sonomacounty.gov](mailto:thai.hilton@sonomacounty.gov) Michael Gause  
[Michael.gause@sonomacounty.gov](mailto:Michael.gause@sonomacounty.gov)

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**SUMMARY:**

The proposed process aims to strengthen Permanent Supportive Housing (PSH) projects by developing consistent standards, clarifying roles for service providers and property managers, and improving community engagement. Staff proposes to solicit feedback on these topics from board members, service providers, property managers, and individuals with lived experience. Staff will use this feedback to create guidance materials to improve PSH in the community. These resources could include possible adoption of Good Neighbor Policies, property management practices for PSH properties and a community engagement plan to support both existing and new projects. This effort will help ensure PSH is implemented effectively, promotes housing stability, and builds stronger relationships with local communities.

**RECOMMENDED ACTION(S):**

Staff recommends that the Board endorse the proposed process to improve PSH projects by instructing staff to review best practices, incorporate local data, and develop standardized tools to guidance for PSH projects.

**DISCUSSION:**

Permanent Supportive Housing (PSH) is a proven intervention that combines long-term housing with supportive services to help people experiencing homelessness achieve stability. Research consistently demonstrates that PSH reduces reliance on emergency systems, including jail and emergency health services, producing significant public cost savings.

Locally, PSH has become an essential component of The Homeless Coalition. However, recent experiences have revealed a need for guidance in service delivery, property

management practices, and approaches to community engagement. In particular, staff has identified a need for:

- Clearer roles and responsibilities between service providers and property managers.
- Guidance for property management practices at PSH projects.
- Standardized practices for supportive services delivery.
- Community engagement strategies, including “Good Neighbor Policies” and clear communication for community leaders about what to expect when a PSH project opens.
- Myth-busting efforts that draw on data about current local PSH outcomes to address concerns and misconceptions.

#### Proposed Process

Staff recommends creating consistent approaches for existing and future PSH projects.

##### Gather Board Feedback

- Solicit from Board members, PSH service providers, property management agencies, community representatives, and individuals with lived experience on key priorities and focus areas.

##### Review and Research Best Practices

- Examine evidence-based models for PSH service delivery, property management, and community engagement.

##### Local Data and Myth-Busting

- Collect and analyze data from current PSH projects to measure outcomes, effectiveness, and neighborhood impacts.
- Use this data to dispel common myths about PSH and build community confidence.

##### Develop Guidance Materials

- Draft a PSH Manual that includes:
  - Roles and responsibilities of service providers and property managers in PSH projects.
  - Standard practices for supportive service delivery.

- Good Neighbor Policies and communication templates.
- Develop a guide that Coalition board members and Lead agency staff leadership can use when engaging with community leaders and neighbors to hear concerns, share outcomes data, and build understanding of PSH before projects are opened.



Sonoma County Continuum of Care Board  
Staff Report

Item No: 12

Subject: State Emergency Solutions Grant Funding

Meeting Date: August 27, 2025

Staff Contact: Michael Gause, [Michael.Gause@sonomacounty.gov](mailto:Michael.Gause@sonomacounty.gov)

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**SUMMARY:**

In this item, staff provide an overview and seek input on the State Emergency Solutions Grant (ESG) funds available to be offered in Emergency Shelter and Rapid Re-housing. Funds will be amended to project budgets in for organizations accepting funds.

**RECOMMENDED ACTION(S):**

Approve approach for staff to amend Emergency Shelter and Rapid Re-housing contract budgets with Emergency Solutions Grant dollars.

**DISCUSSION:**

The State of California Department of Housing and Community Development (HCD) administers a Federal-State passthrough fund entitled State Emergency Solutions Grant funding. This fund offers \$185,300 for homelessness services with 60% for Emergency Shelters and 40% for Rapid Re-housing projects. All recipients are required to follow Emergency Solution Grant guidance found at 24 CFR 576.1 to 576.501. These funds have a spending deadline of September 27, 2026. Eligible activities include:

- Emergency Shelter and Interim Housing
- Rapid Rehousing

The State prioritizes rapid rehousing, and emergency shelter for use of State ESG. All providers in our local system of care are expected to follow ESG guidance for operation of Emergency Shelter and Rapid Re-housing projects. ESG guidance defines the project model, eligible spending, and record keeping expectations at projects. Emergency Shelter providers will have a site inspection using the ESG Habitability guidelines, and Rapid Re-housing providers are expected to conduct the Habitability Inspection on each unit leased up in a Rapid Re-housing project.

The amount of State ESG funds available for each project is calculated proportionally based on the amount of the initial allocation for Fiscal Year 2025-2026, with a percentage determined to use all available funds in each category. The additional this offers equate to 7.889967% for Rapid Re-housing projects, and 5.109413% for Emergency Shelter projects.

#### ESG Regulations:

- Monitoring of Projects receiving State ESG funds
  - Reviews of client files ensuring required documentation is contained in client files
  - Eligible spending
  - Habitability Inspection of Shelter Sites by EHT staff
- Record Keeping Expectations
  - Timecards and Payroll records submitted with Reimbursement Requests
  - De-identified client files to be submitted with Reimbursement Requests or upon request.
- Organizational Administration
  - Policies and Procedures for projects at each funded project will be reviewed to observe documents meet ESG standards and staff will review and engage providers in an iterative process to more fully develop documents in deficient areas.

#### Budgets

Project budgets will be amended with the additional State ESG dollars.

Staff invite feedback on the application and will also share the full final application upon submission to the State of California. Typically, multiple rounds of review are required for the application due to the technical and complex nature of the application.





SONOMA COUNTY  
**HOMELESS  
COALITION**

**Sonoma County Homeless Coalition Board  
Agenda Report**

**Item No:** 13 (Consent Calendar)  
**Subject:** September 24, 2025, Sonoma County Homeless Coalition Board Meeting Agenda  
**Meeting Date:** August 27, 2025  
**Staff Contact:** Araceli Rivera, [Araceli.Rivera@Sonomacounty.gov](mailto:Araceli.Rivera@Sonomacounty.gov)

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**SUMMARY**

This staff report presents the September 24, 2025, Sonoma County Homeless Coalition Board Meeting proposed agenda. The agenda contains all proposed items that will be discussed by the Board. The proposed agenda is attached as Attachment A.

**RECOMMENDED ACTION(S)**

Approve September 24, 2025, agenda.



## Sonoma County Homeless Coalition

### Board Meeting Agenda

**DRAFT September 24, 2025**

**1:00pm-4:30pm Pacific Time**

**Public Zoom Link:**

<https://sonomacounty.zoom.us/j/92759747120?pwd=Cuw1daWSoPM5s8CIAWgPrJ8wYLeBgp.1>

**Phone: +16694449171 Webinar ID: 927 5974 7120 Passcode: 589476**

	<b>Agenda Item</b>	<b>Packet Item</b>	<b>Presenter</b>	<b>Time</b>
	Welcome, Roll Call and Introductions		Board Chair	1:00pm
	<b><i>Note: Items 1-4 below are proposed for adoption via one motion as the Consent Calendar.</i></b>	N/A		
1.	09/24/2025 Agenda (Consent Calendar)	Draft Agenda	Staff	1:05pm
2.	Minutes from 08/27/2025 (Consent Calendar)	Draft Minutes	Staff	
3.	Summary of Follow-ups from the Previous Meeting(s) (Consent Calendar)	Summary of Follow-ups	Staff	
4.	Reports for Standing Committee Updates (Consent Calendar) <ul style="list-style-type: none"> <li>CEA Committee</li> <li>HMIS Committee</li> <li>Lived Experience Advisory &amp; Planning Board (LEAP)</li> </ul>	Staff Report for Standing Committees	Staff	

5.	Reports from Lead Agency Staff Potential ACTION ITEM	Staff Report	Staff	1:30pm
6.	Coordinated Entry Redesign Implementation ACTION ITEM	Staff Report	Staff	
7.	Service Provider Roundtable (SPR) Update Potential ACTION ITEM		Margaret Sluyk	
8.	10-minute break			
9.	PIT Count Full report Potential ACTION ITEM	Staff Report	Staff	
10.	Word from the LEAP Board Potential ACTION ITEM		LEAP Board Chair	
11.	Coordinated Entry Annual Performance Report Potential ACTION ITEM	Staff Report	Staff	
12.	October Quarterly Membership Meeting Agenda ACTION ITEM	Staff Report	Staff	
13.	Review Agenda for October Coalition Board Meeting Potential ACTION ITEM	Staff Report for DRAFT Agenda	Board Chair	4:40pm
14.	Board Member Questions & Comments Potential ACTION ITEM		Board Chair	4:50pm
15.	Public Comment on Items not on the Agenda		Board Chair	5:00pm

**PUBLIC COMMENT:**

*Public Comment may be made via email or during the live zoom meeting.*

*To submit an emailed public comment to the Homeless Coalition Board, submit your responses via the website at [Homeless Coalition Board Comment Form >>](#). Please label the written notice as public comment referencing the Homeless Coalition Board, provide your name, the agenda number(s) on which you wish to speak, and your comment.*

*Public comment during the meeting can be made live by joining the Zoom meeting using the above provided login information. Available time for comments is determined by the Board Chair based on agenda scheduling demands and total number of speakers. If you need technical assistance with submitting a public comment, please contact Jynessa Lazzaroni at [jynessa.lazzaroni@sonomacounty.gov](mailto:jynessa.lazzaroni@sonomacounty.gov)*

## ACRONYMS & COMMON TERMS – Updated 11-2-2022

AAF	Annual Adjustment Factor	CTAC	Cities and Towns Advisory Committee
ACC	Annual Contributions Contract	DCSS	Department of Child Services
ADA	Americans with Disabilities Act	DDA	Disposition and Development Agreement
AFFH	Affirmatively Furthering Fair Housing	DHCS	Dept of Health Care Services (State dept)
AHA	Affordable Housing Agreement	DHS	Department of Health Services (County dept)
AHDA	Affordable Housing Development Assistance (Santa Rosa)	DSLCL	Disability Services and Legal Center
AHP	Affordable Housing Program (FHLB)	DST	Downtown Streets Team (Petaluma)
AMI	Area Median Income	EA	Environmental Assessment
APE	Area of Potential Effect	EIR	Environmental Impact Report (State)
ASHC	Affordable Housing and Sustainable	EIS	Environmental Impact Statement (Federal)
BHDC	Burbank Housing Development Corporation	ELI	Extremely Low Income
CalHFA	California Home Finance Agency	ENA	Exclusive Negotiating Agreement
Cal-ICH	CA Interagency Council on Homelessness	EOP	End of Participation
CAPIT	Child Abuse Prevention, Intervention and Treatment Fund	ERAP	Emergency Rental Assistance Program
CAPSC	Community Action Partnership Sonoma County	ESG	Emergency Solutions Grants (formerly Emergency Shelter Grants)
CASp	Certified Access Specialist	ESL	English as a Second Language
CBDO	Community-Based Development Organization	FEMA	Federal Emergency Management Agency
CCC	Center for Community Change	FESG	Federal Emergency Shelter Grants Program
CCOC	Cloverdale Community Outreach Committee	FHA	Federal Housing Administration
CCofSR	Catholic Charities of Santa Rosa	FHANC	Fair Housing Advocates of Northern California
CDBG	Community Development Block Grant	FHIP	Fair Housing Initiatives Program
CDBG-CV	CDBG for Coronavirus Response	FHLB	Federal Home Loan Bank
CDBG-DR	CDBG for Disaster Recovery	FHP	Fair Housing Plan
CDC	Community Development Commission	FMR	Fair Market Rent
CE	Coordinated Entry	FONSI	Finding of No Significant Impact
CEF	California Equity Fund	FSS	Family Self-Sufficiency Program
CEQA	California Environmental Quality Act	FY	Fiscal Year
CFH	County Fund for Housing	FYE	Fiscal Year End
CFR	Code of Federal Regulations	GAO	Government Accounting Office
CHAS	Comprehensive Housing Affordability Strategy	GR	Gross Rent
CHD	California Human Development Corporation	GSE	Government-Sponsored Enterprises
CHDC	California Housing Development Corporation	HAC	Housing Assistance Committee
CHDO	Community Housing Development Organization	HAP	Housing Assistance Plan
CHFA	California Home Finance Agency	HAS	Homeless Action Sonoma
CHRB	Community Housing Resource Board	HCD	Housing and Community Development (State of California)
CHRP-O	California Housing Rehabilitation Program for Owner-Occupied Housing	HCDA	Housing and Community Development Act
CHSC	Community Housing Sonoma County	HCV	Housing Choice Voucher
CIF	Community Investment Funds (FHLB)	HDS	Housing Discrimination Study
CLG	Centro Laboral de Graton (Graton Labor Center)	HEART	Homeless Encampment Access and Resource Team (County)
C of O	Certificate of Occupancy	HEAP	Homeless Emergency Assistance Program
CoC	Continuum of Care	HELP	Housing Enabled by Local Partnerships (funded by CalHFA)
COOP	Continuity of Operations	HERO	Helping Enrich Resource Opportunity
COTS	was "Committee on the Shelterless"	HEROS	HUD Environmental Review Online System
CPI	Child Parent Institute	HHAP	Homeless Housing, Assistance and Prevention
CRI	Community Resources for Independence	HHIP	Homeless Housing Incentive Program
CRLP	Commercial Rehabilitation Loan Program	HHSC	Health and Human Services Committee
CSF	Community Services Fund	HMDA	Home Mortgage Disclosure Act
CSHHP	California Self-Help Housing Program	HMIS	Homeless Management Information System
CSN	Community Support Network	HOME	Home Investment Partnerships Program
		HOPWA	Housing Opportunities for People with AIDS
		HOST	Homeless Outreach Service Team

## ACRONYMS & COMMON TERMS – Updated 11-2-2022

HPRP	Housing Prevention Rapid Re-Housing Program	NIMBY	“Not in My Back Yard”
HQS	Housing Quality Standards	NOFA	Notice of Funding Availability
		NOFO	Notice of Funding Opportunity
HSD	Human Services Department (County dept)	NOI-RROF	Notice of Intent to Request Release of Funds
HUD	US Department of Housing and Urban Development	NPLH	No Place Like Home
HUD/202/811	HUD New Construction for Elderly/Handicapped	NSCS	North Sonoma County Services
HUD/236	HUD Mortgage Insurance & Interest Reduction Payment for Multi-Family Rental Projects	NSP	Neighborhood Stabilization Program
HUD/8	HUD Section 8 New Construction Program	OMB	Office of Management and Budget
IG	Inspector General	PASS	Plan for Achieving Self-Support
IGR	Independent Group Residence	PBV	Project-Based Voucher
IIG	Infill and Infrastructure Grant	PCC	Program Coordination Committee
IMD	Institute of Mental Disease	PHA	Public Housing Authority
IMDT	Interdepartmental Multi-Disciplinary Team	PHADA	Public Housing Authorities Directors Association
InRESPONSE	Mental Health Response Team (Santa Rosa)	PHC	Partnership Health Plan California
IOLERO	Independent Office of Law Enforcement Review and Outreach (County agency)	PHM	Public Housing Manager
IPA	Independent Public Accountant	PHRA	Public Housing Reform Act of 1998
JPA	Joint Powers Authority	PIC	Public and Indian Housing Information Center
JRT	Joe Rodota Trail	PIH	Public and Indian Housing
LASC	Legal Aid of Sonoma County	PI	Public Infrastructure (County department)
LHA	Local Housing Authority	PII	Personal Identifiable Information
LI	Low Income	PJ	Participating Jurisdiction
LIA	Live-In Aide	PLHA	Permanent Local Housing Allocation
LIHF	Low Income Housing Fund (San Francisco-based Fund Source)	PMSA	Primary Metropolitan Statistical Area Established by the US Census
LISC	Local Initiatives Support Corporation	PPSC	Petaluma People’s Service Center
LMIHAF	Low and Moderate-Income Housing Asset Fund	PRA	Public Records Act
LSA	Longitudinal Systems Analysis (HMIS)	PRMD	Permit & Resource Management Department (Sonoma County)
MAI	Member of the Appraisal Institute	PS	Payment Standard
MAR	Monthly Activities Report	PSA	Purchase and Sale Agreement
Measure O	¼ Cent Sales tax for housing/homelessness	PSH	Permanent Supportive Housing
MHP	Multi-Family Housing Project (HCD)	PSIF	Preliminary Site Information Form (Part of the RECD Process)
MITCS	Multi-Family Tenant Characteristics System	PUD	Planned Unit Development
MRBP	Mortgage Revenue Bond Program	QC	Quality Control
MSA	Metropolitan Statistical Area	QFHO	Qualified Fair Housing Organization
MSS	Mobile Supportive Services	QHWRA	Quality Housing and Work Responsibility Act of 1998
MWBE	Minority and Women’s Business Enterprises	R&R	Reinvestment and Revitalization Fund
MYFS	Mendocino Youth & Family Services	RCAC	Rural Communities Assistance Corporation
NAHB	National Association of Home Builders	RCF	Residential Care Facility
NAHRO	National Association of Housing and Redevelopment Officials	RDIP	Rental Development Incentive Program
NAMI SC	National Alliance on Mental Illness Sonoma County	REAC	Real Estate Assessment Center (HUD)
NAREB	National Association of Real Estate Brokers	RECDS	Rural Economic Community Development Service
NBOP	North Bay Organizing Project	REFB	Redwood Empire Food Bank
NBVR	North Bay Veterans Resource Center	RFH	Reach for Home
NCCLF	Northern California Community Loan Fund	RFP	Request for Proposals
NDP	Neighborhood Development Program	RFQ	Request for Qualifications
NEPA	National Environmental Policy Act	RHCP	Rental Housing Construction Program (State of California)
NFHA	National Fair Housing Alliance	RRH	Rapid Re-Housing
		RRP	Rental Rehabilitation Program
		RTA	Request for Tenancy Approval

## ACRONYMS & COMMON TERMS – Updated 11-2-2022

SAHA	Satellite Affordable Housing Associates
SAMHSA	US Substance Abuse and Mental Health Services Administration
SAVS	Sonoma Applied Village Services
SAY	Social Advocates for Youth
SCPEO	Sonoma County People for Economic Opportunity
SCFBOP	Sonoma County Faith-Based Organizing Project
SCRIMS	Sonoma County Rental Information and Mediation Services
SEMAP	Section 8 Management Assessment Program
SHPO	State Historic Preservation Office
SLE	Sober Living Environment
SMI	Severe Mental Illness
SMSA	Standard Metropolitan Statistical Area
SOS	Sonoma Overnight Support
SPARC	Site Plan and Architectural Review Committee (Petaluma)
SPMs	System Performance Measurements (HMIS)
SRO	Single Room Occupancy
SSA	Social Security Administration
SSI	Supplemental Security Income
Stella M	HUD online tool to assist in homelessness response system effectiveness
Stella P	HUD program using LSAs to show system performance
SVDP	St. Vincent de Paul
TANF	Temporary Assistance for Needy Families
TAT	Threat Assessment Team
TBA	Tenant-Based Assistance
TBRA	Tenant-Based Rental Assistance
TCAC	Tax Credit Allocation Committee
TLC	TLC Child and Family Services
TLR	The Living Room
TOD	Transit-Oriented Development
TOT	Transit Occupancy Tax (Advertising Fund)
TR	Tenant Rent
TTP	Total Tenant Payment
UA	Utility Allowance
UDAG	Urban Development Action Grant
URP	Utility Reimbursement Payment
USDA-RD	United States Department of Agriculture – Rural Development
VAMA	Voluntary Affirmative Marketing Agreements
VASH	Veterans Affairs Supportive Housing (voucher)
VAWA	Violence Against Women Reauthorization Act of 2005
VCA	Voluntary Compliance Agreement
VLI	Very Low Income
VVC	Vietnam Veterans of California
WCCS	West County Community Services
WPC	Whole Person Care
WRS	Women's Recovery Service
YIMBY	Yes in My Backyard