



SONOMA COUNTY
**HOMELESS
COALITION**

**Sonoma County Homeless Coalition Board
Agenda Report**

Item No: 1 (Consent Calendar)
Subject: February 26, 2025, Sonoma County Homeless Coalition Board Meeting
Agenda
Meeting Date: February 26, 2025
Staff Contact: Araceli Rivera, Araceli.Rivera@Sonoma-County.org

SUMMARY

This staff report presents the February 26, 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 February 26, 2025, agenda.



Sonoma County Homeless Coalition

Board Meeting Agenda **DRAFT** February 26, 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

	Agenda Item	Packet Item	Presenter	Time
	Welcome, Roll Call and Introductions		Board Chair	1:00pm
	<i>Note: Items 1-4 below are proposed for adoption via one motion as the Consent Calendar.</i>	N/A		
1.	1/22/2025 Agenda (Consent Calendar)	Draft Agenda	Staff	1:05pm
2.	Minutes from 12/18/2024 (Consent Calendar)	Draft Minutes	Staff	
3.	Summary of Follow-ups from the Previous Meeting(s) (Consent Calendar) <ul style="list-style-type: none"> Racial Equity Workgroup- Governance Charter Ad Hoc Committee Update 	Summary of Follow-ups	Staff	
4.	Reports for Standing Committee Updates (Consent Calendar) <ul style="list-style-type: none"> CEA Committee HMIS Committee Lived Experience Advisory & Planning Board (LEAP) Potential ACTION ITEM	Staff Report for Standing Committees	Staff	
5.	Reports from Lead Agency Staff <ul style="list-style-type: none"> Pit Count 	Staff Report	Staff	1:30pm

	<ul style="list-style-type: none"> Homeless Coalition Board Seat Vacancies Update <p>Potential ACTION ITEM</p>			
6.	Strategic Planning priority updates for Year 3	Staff Report	Staff	2:15pm
	Potential ACTION ITEM			
7.	Service Provider Roundtable (SPR) Update		Margaret Sluyk	2:30pm
	Potential ACTION ITEM			
8.	MOU Between SoCo Homeless Coalition and Lead Agency	Staff Report	Staff	2:40pm
	Potential ACTION ITEM			
9.	10-minute break			3:05pm
10.	Department of Health Services (DHS) Public Health Preparedness Update		Ryan Dehart	3:15pm
	Potential ACTION ITEM			
11.	Word from the LEAP Board		LEAP Board Chair	3:30pm
	Potential ACTION ITEM			
12.	Selection Membership Ad Hoc Committee	Staff Report	Staff	3:40pm
	Potential ACTION ITEM			
13.	Review Agenda for March Coalition Board Meeting <ul style="list-style-type: none"> Communication update website launch - Homeless Coalition Contracts & Compliance HMIS- Committee Update NOFA-Tentative CARE Court Presentation 	Staff Report for DRAFT Agenda	Staff	4:00pm
	Potential ACTION ITEM			
14.	Board Member Questions & Comments		Board Chair	4:10pm
	Potential ACTION ITEM			
15.	Public Comment on Items not on the Agenda		Board Chair	4:20pm

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@sonoma-county.org



**Sonoma County Homeless Coalition
Minutes Staff Report**

Item No: 2 (Consent Calendar)
Subject: Meeting Minutes 1/22/2025

Meeting Date: 2/26/25

Staff Contact: Kim Holden, Senior Office Assistant, Kim.Holden@sonoma-county.org

SUMMARY

This staff report briefly summarizes the January 22, 2025, Sonoma County Homelessness Coalition Meeting Minutes. The attached meeting minutes contain all items discussed by the Sonoma County Homeless Coalition Board at the January 22, 2025, Sonoma County Homelessness Coalition Meeting.

RECOMMENDED ACTION(S)

Approve Sonoma County Homeless Coalition Minutes from the 1/22/2025 Sonoma County Homeless Coalition Board Meeting.



Sonoma County Homeless Coalition Board

Homeless Coalition Board Meeting Minutes

Wednesday, January 22, 2024

1:00 – 5:00 PM, Pacific Time – Meeting held via Zoom

Zoom Recording:

https://sonomacounty.zoom.us/rec/share/C6la7wz548wJ1tQy_ch43B294_CY2FhopQUwApBhwYtEQ_uOaPlwllzjo7Zb_2Xs_nC3aUIVbipCEVtT6

Passcode: 7e&M=7ap

Welcome and Roll Call Introductions (00:07:00–00:17:43)

Jennielynn Holmes called the meeting to order at 1:01 pm, and thanked outgoing Homeless Coalition (HC) Board members (Ben Leroi, Una Glass, Salvina Norris, Dennis Pocekay, and Cheyenne McConnell). Two previous members were welcomed back as they rejoin the HC Board to begin new terms in 2025: Kevin McDonnell, and Rebekah Sammet.

Jennielynn Holmes also explained the Zoom rules regarding public comment and Brown Act guidelines.

Introductions were facilitated for each HC Board member during roll call.

Present: Jennielynn Holmes, Catholic Charities | Kevin McDonnell, City of Petaluma | Chris Coursey, Sonoma County Board of Supervisors | Martha Cheever, Community Development Commission | Jackie Elward, City of Rohnert Park | Dannielle Danforth, West County Community Services | Margaret Sluyk, Reach For Home | Chessy Etheridge, Lived Experience Advisory Board (LEAP) | Rebekah Sammet, LEAP Board | Chris Cabral, Committee on the Shelterless (COTS) | Kristi Lozinto, Member At-Large | Angelica Smith, Tribal Seat | Aaron Mello, LEAP Board

Absent: Stephen Zollman, City of Sebastopol | Ron Wellander, City of Sonoma |

A quorum was present.

As the Lead Agency, staff of the Sonoma County Department of Health Services (DHS) were also introduced for this initial meeting of the new year: Karissa White, James Alexander, Jennifer Solito, Michael Gause, Jynessa Lazzaroni, Thai Hilton, Andrew Akufo, Kim Holden

1 - 4. Approval of Consent Calendar (00:17:45 – 00:19:33)

- Jennielynn Holmes, CoC Board Chair, presented the consent calendar items:
 1. 1/22/25 meeting agenda
 2. 12/18/24 meeting minutes
 3. Summary of Follow-ups from Previous Meeting(s)
 4. Reports for Standing Committee Updates
- **Public Comment:** None
- **Motion:** Jackie Elward moves to approve the Consent Calendar.
Second: Martha Cheever seconds the motion.
Abstentions: One.
Objections: None.
Motion passes. The consent calendar is approved.

5. Reports from Lead Agency Staff (00:19:34 – 00:29:13)

- Introduction of New Staff Member: James Alexander and Karissa White introduced Jynessa Lazzaroni, new staff member with the DHS Homelessness Services Division. Jynessa will be working with Karissa in support of the Continuum of Care program and the Homeless Coalition. Each HC Board members will be receiving an email from Jynessa requesting they complete a Conflict-of-Interest form, due February 28, 2025.
- Appointed Licensed Health Care Organization Seat: Karissa White explained that the resignation of Ben Leroi from the Licensed Health Care Organization Seat leaves that position vacant, with one year remaining on the term. In accordance with the Charter, in the event of a vacancy the HC Board will appoint a successor to fill the position for the remainder of the term.

As an alternative to a direct appointment by this Board, discussion explored the option of adding this vacancy for open election in conjunction with anticipated upcoming elections to fill other vacant seats.

Public Comment: Gregory Fearon

Motion: Supervisor Coursey moves to notify the HC Board's Federally Qualified Health Centers (FQHCs) partner agencies of the vacancy for the Licensed Health Care Organization seat to elicit their recommendations, followed by an appointment to the seat by the HC Board at the February, 2025 meeting.

Second: Jackie Elward seconds the motion.

Abstentions or Objections: None.

Motion passes unanimously.

6. Racial Equity (RE) Workgroup Update (00:29:16 – 01:47:18)

- Karissa White described the RE Workgroup's efforts to develop a reporting process and protocol to address complaints of discriminatory acts. Their work revealed a primary need to identify an effective enforcement mechanism to hold agencies accountable and to enact consequences for discriminatory incidents that occur under an agency's purview, while also offering a means for amending the transgression or policy in alignment with a restorative justice approach.

The RE Workgroup recommends implementation of third-party oversight, with a neutral organization selected to investigate complaints to ensure impartiality and fairness to both those who have experienced injustices as well as to providers who may have made mistakes.

Questions arose concerning the nature of the Homeless Coalition Board's engagement or authority, how an investigative component might be organized, legal considerations, and the vehicle by which funding might be obtained and integrated into this process.

Public Comment: Gregory Fearon, Kim Clement

As a first step, there is some agreement among Board members that accountability might be established through the addition of explicit language to upcoming contracts, beginning July 1st, 2025. Clear expectations would be specified in prohibiting agencies from engaging in discriminatory practices or otherwise harmful actions that result in negative impacts to clients. A corrective action plan could be implemented and monitored when violations occur, with noncompliance penalized by a loss of funding. Any potential changes to contracts would be vetted by County Counsel and reviewed by DHS Contracts and Board Items Development (CBID). All clients and contractors would be made aware that a reporting process exists. Conversation about this proposal will continue at future HC Board meetings.

No motion at this time.

7. Service Provide Roundtable (SPR) Update (01:47:24 – 01:53:38)

- **Measure O NOFA** – The SPR would like an update about when Measure O funding decisions can be expected. In response, Supervisor Coursey indicates that recommendations are expected to come to the Board of Supervisors in February or March.
- **Strategic Plan** – The SPR would like an update on the Strategic Plan at the February HC Board meeting. In response, staff indicates that the Strategic Plan Priority Updates for Year 3 will be placed on the February 2025 HC Board agenda.
- **Public Comment:** None.

- **Coordination of SPR Updates** – There is agreement at today’s HC Board meeting that future SPR Updates to the HC Board will be coordinated by the SPR. A change in the frequency of SPR Updates is suggested, or perhaps incorporating them into the HC Quarterly Membership Meetings. The SPR will discuss this proposal at their next meeting.

Please note: Item # 9, Ten-Minute Break, was taken out of order and occurred prior to Item #8, MOU.

9. Ten- Minute Break 2:48 PM – 3:00 PM (01:53 40 – 02:06:01)

8. MOU Between SoCo Homeless Coalition and Lead Agency (02:06:20 – 02:19:16)

- James Alexander and Michael Gause commented that the Lead Agency is working to provide additional information regarding the MOU as requested by the HC Board, and that revisions are pending County Counsel review. The process was delayed somewhat by holidays but an update will be forthcoming at an upcoming HC Board meeting once the internal processes are complete.
- **Public Comment:** None.

10. Word from the LEAP Board (02:09:18 – 02:14:13)

- Aaron Mello offered encouragement to providers in working with clients and provided perspective on how to help clients retain their Section 8 housing. Rebekah Sammet reported that “Need a Hand of Hope” has been running two warming stations over the past few weeks, with support from Sonoma Applied Village Services (SAVS).
- **Public Comment:** None.

11. Board Chair and Vice Chair Election (2:14:45 – 02:24:40)

- Araceli Rivera referenced the charter to explain the election procedure and facilitated nominations for 2025 HC Board Chair.

Motion: Martha Cheever nominates Jennielynn Holmes. Kevin McDonnell seconds the nomination. Jennielynn Holmes accepts the nomination.

Public Comment: None.

Roll-Call Vote: Motion passes with two abstentions.

- Araceli Rivera opened nominations for HC Board Vice-Chair.

Motion: Supervisor Coursey nominates Kevin McDonnell for Vice-Chair. Jennielynn Holmes seconds the nomination. Kevin McDonnell accepts the nomination.

Public Comment: None.

Roll Call Vote: Motion passes with one abstention.

12. Review Agenda for February Coalition Board Meeting (02:24:43 – 02:28:03)

- James Alexander reviewed the agenda for the February 26, 2025 HC Board meeting and asked the Board if any changes or additions were needed. A request was made to include a placeholder for a Notice of Funding Availability (NOFA) update, as well as for an upcoming Homeless Housing, Assistance and Prevention (HHAP) application update.
- **Public Comment:** None.

13. Board Member Questions and Comments (02:28:04 – 02:34:58)

- Michael Gause –
 - Measure O funding recommendations (intended awards, not final) are now posted on the County website and potential awardees have been notified.
 - The Point in Time (PIT) Homeless Count will take place on Friday, January 31st. Those interested in volunteering should contact Karissa White.
- Jennielynn Holmes –
 - Catholic Charities' immigration team is available to speak to service provider teams to provide educations about individual rights for clients and workers, and best practices when working in the field. A video series is also in development, with completion expected in February 2025. Interested agencies should contact Jennielynn.
- **Public Comment:** None.

14. Public Comment on Items not on the Agenda (02:35:00 – 02:37:21)

- Gregory Fearon

Adjournment: 3:30 PM (02:37:23 – 02:38:18)

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: February 26, 2025
Staff Contact: Michael Gause, Michael.Gause@sonoma-county.org

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 February 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. Racial Equity Workgroup Update:** During the Homeless Coalition (HC) Board meeting on July 24, 2024, the board discussed Systemic and Institutional Discrimination in the homeless system of care. One of the key topics discussed was the need for a reporting process for discrimination to the HC Board. The HC Board directed staff to consult with the Racial Equity (RE) Workgroup about developing a reporting process for discriminatory acts, similar to a grievance process.

The RE Workgroup drafted a complaint process, including provisions for anonymous reporting, third-party oversight, and anti-retaliation protections to ensure the safety of individuals speaking out. A copy of this drafted policy and presentation was provided to the HC Board at the 1/22/2025 Board Meeting.

During board discussion the importance of ensuring accountability for complaints through the contractual obligations of providers funded by the Sonoma County Department of Health Services (DHS) under its oversight as Lead Agency of the Homeless Coalition was emphasized. The agencies that receive funding and execute the program contracts are usually responsible for handling individual complaints and investigations. Given this information, the HC Board recommended reviewing the DHS boilerplate anti-discrimination policy in contracts and exploring the possibility of involving the RE Workgroup to set clear expectations in contracts.

They also recommended that a reporting process should be established for violations of the anti-discrimination policy, with clear expectations communicated upfront during the contracting process to ensure accountability, including the potential for a corrective action plan or restorative process.

Next Steps:

The RE Workgroup met on 2/20/2025 and discussed HC Board recommendations. RE workgroup will be meeting informally in March and in person in April while staff is actively working with the Sonoma County Department of Health Services Contracts & Board Item Development (CBID) Division to review the current contract language and exploring the scope of possible actions.

- 2. Sonoma County Governance Charter Ad Hoc Committee:** The Sonoma County Governance Charter Ad Hoc Committee convened on February 4, 2025, to initiate discussions on developing a Lead Agency/Collaborative Applicant evaluation, as directed by the Homeless Coalition Board. As a result of this meeting, staff were tasked with conducting further research and reaching out to other CoCs to gather potential examples for consideration. To date, staff have received example materials from only one other CoC and are continuing outreach efforts. The next meeting date is yet to be determined.

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: February 26, 2025

Staff Contact: Michael Gause, Michael.Gause@sonoma-county.org

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)

Approve policy change described under the Coordinated Entry Advisory Committee update.

Discussion

1. Coordinated Entry Advisory Committee (CEA):

A) Each month Coordinated Entry will present the number of accepted referrals. Below is the referral information for the month of January 2025

Accepted Coordinated Entry Permanent Housing Referrals During January 2025		
Agency	Program	# of Accepted Housing Referrals
Abode Services	South Park Commons	4
Catholic Charities	Palms PSH	1
COTS	SAM PSH	1
IFSN	IFSN RRH	2
SCHA	Cherry Creek	2
SVDP	SVDP Commons	1
West County Community Services	WCCS - RRH	1
Total Accepted Housing Referrals in January 2025		12

- B) Updated to Coordinated Entry policies and procedures: Coordinated Entry (CE) will regularly update policies and procedures. These changes relate to the appeal process for CE. The current policy is vague and when it was used, there was confusion with the procedure. Staff updated the policy and presented it to the Coordinated Entry Advisory (CEA) Committee and the policy was approved. The language below is the text of the new policy. Staff recommends approving the procedure.

Procedure:

- 1) The Housing Provider shall record all attempts to contact participant when following up on a referral. Records of attempted contacts, contacts made, and their disposition shall be recorded in the "Case Notes" of each participant's HMIS dashboard and electronic file.
- 2) Housing providers shall request to reject referrals by noon the day before CES Case Conference, to allow the request to be added to the agenda.
 - a) For referrals that providers wish to reject for the standard reason of "Unknown/Disappeared", there shall be a one week waiting period between request to reject the referral and presenting the referral rejection to CES Case Conference (step 3 below) to allow the CES Operator time to deploy CE Outreach and coordinate among providers known to be in contact with the referred participant. This one week waiting period may be waived at the discretion of the CES Operator.
- 3) All referral rejections must be brought to CES Case Conference and the reasons for rejection and attempts to accept the referral presented. They may request additional support or community expertise in moving forward with the referral. The rejection request will be voted on by all parties present at CES case conference.
 - a. After voting approval, the Housing Provider will reject the referral in HMIS and include a note of the reason why.
- 4) In the case where a referral rejection is not approved by CES Case Conference, the Housing Provider shall move forward with enrolling the participant.
- 5) If a provider or the referred participant wishes to appeal a rejection decision made at CES Case Conference, they may request an appeal with the Coordinated Entry Advisory Committee Appeals Subcommittee. During this time, the participant will be eligible for additional referrals but may choose to wait for the outcome of the appeal. The Lead Agency shall convene non-conflicted members of the Committee to quickly form the

Subcommittee. The Lead Agency shall invite advocates for the participant and the Housing Provider to attend. The Lead Agency shall provide a summary of the case, followed by an appeals presentation by the Housing Provider, and advocates for the participant shall be invited to provide a rebuttal to the appeal. The referred participant will be offered an opportunity to submit an appeal letter to the appeals committee. The non-conflicted members of the Coordinated Entry Advisory Committee who are present shall vote to:

- a. accept the appeal, overturn the decision of the CES Case Conference, and allow the Housing Provider to reject the referral;
 - b. or reaffirm the decision of the CES Case Conference.
- 6) In the case where the participant still wants the opportunity to enroll into services with the Housing Provider, and if the Housing Provider does not request an appeal and fails to enroll the participant at step “4)” above, or fails to enroll the participant after the Coordinated Entry Appeals Subcommittee reaffirms the decision of the CES Case Conference (step “b.” above), the Lead Agency shall pursue appropriate monitoring activities.

Monitoring activities for Coalition-funded providers include the Lead Agency issuing a monitoring letter with a finding for noncompliance with the Coordinated Entry MOU and local standards. The finding may contain required corrective action by the provider. These findings shall be included in a staff report for any funding the provider applies for and could result in the loss of all Coordinated Entry scoring for the project in the next funding cycle. All instances of noncompliance shall be referred to the Lead Agency’s compliance department where additional action may be taken. For any projects funded through the Continuum of Care program, all instances of noncompliance shall be referred to the local HUD field office.

For non-Coalition funded project, the Lead Agency shall issue a letter to leadership at the agency and, when appropriate, their funders informing them of their noncompliance with the Coordinated Entry MOU.

2.HMIS Committee:

The HMIS Committee met on February 11th and reviewed a proposal to adjust HMIS fee collection with an aim to pass on some costs to providers as user counts and software costs rise. The committee directed staff to come back with some additional calculations and options in March. We expect this item to be in front of the board for approval in the coming months. The committee also reviewed guidance and policy suggestions around how to approach collecting and recording data involving gender and immigration status.

3. Lived Experience Advisory & Planning Board (LEAP):

- Closed the current cycle for LEAP Board applications on January 31st. Received 24 new applications
- Screened new LEAP Board applications during Feb. 7th LEAP Board meeting
- Selected 4 new lived experience members to join the LEAP Board during the Feb. 21st LEAP Board meeting
- Appointed a transitional aged youth to fill the TAY seat on the Homeless Coalition Board
- Finished drafting shelter residents and shelter staff surveys to help improve local shelter standards. Planning to attend a service provider roundtable meeting to share ideas and help disseminate the surveys
- Established a quarterly in-person meeting schedule for LEAP Board meetings.
- Invited Stephen Sotomayor from the City of Healdsburg's Housing department to share a presentation about homelessness and available services in North County.



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

Item No: 5
Subject: Reports from the Lead Agency
Meeting Date: February 26, 2025
Staff Contacts: Michael Gause, Michael.Gause@sonoma-county.org

1. **Point in Time (PIT) Count:** The 2025 Point In Time Count took place on January 31, 2025 from 5am-10am, with the youth count taking place from 2:30-6:00pm later that day. Close to 150 volunteers, staff, and guides supported the Count, and all regions were covered. Weather may have had an impact, as rainy conditions proved to be a challenge. Full results of the Count will be available later this summer.
2. **Soco Homeless Coalition Open Board Seats:** At the direction of the Board, elections for three of the remaining open seats on the Homeless Coalition Board were extended to encourage more participation and potential nominees. The election process for the following seats were reopened to the public from January 29, 2025, through February 19, 2025:
 - Transitional Aged Youth (TAY) Lived Experience Seat
 - Licensed Healthcare Organization Seat
 - BIPOC Led/Serving Organization Seat

Since extending the election period Five (5) nomination have been received.

- Two (2) nominations for the TAY Lived Experience seat
- Four (4) nominations for the BIPOC Led/Serving Organization seat
- Two (2) nominations for the Licensed Healthcare Organization seat.

A special election meeting will be held on February 24, 2025, during which each nominee will be allotted two minutes to present their candidacy and explain why they wish to serve on the Board.

Voting organizations will have until February 28, 2025, to submit their ballots, either digitally or in person. Once the votes are counted, the nominated individuals will be

notified of the election results. The Board will receive an update during the March 26, 2025 Board meeting.

Any questions regarding the Open Board Seat can be directed to Jynessa Lazzaroni, Community Development Program Specialist, Jynessa.Lazzaroni@sonoma-county.org

3. **Homeless Housing, Assistance and Prevention Grant Program (HHAP) 6 NOFA:** The HHAP Round 6 NOFA was released on February 18, 2025, and will be due in mid-August 2025. Staff will lead development of the Continuum of Care application and will also support efforts with the County application. Due to the late release of this NOFA, funds will not be utilized in fiscal year 2025-2026.



**Sonoma County Homeless Coalition Board
Staff Report**

Item No: 6
Subject: Update on Strategic Planning
Meeting Date: February 26, 2025
Staff Contacts: Michael Gause, Michael.Gause@sonoma-county.org

SUMMARY

In this item, staff provides an overview of Strategic Planning Year 1 and Year 2 efforts.

RECOMMENDED ACTION

None, information only

DISCUSSION

As requested by the Coalition Board, staff has updated both the Year 1 and Year 2 Strategic Planning Efforts. Attachment 6A provides an update on both Year 1 and Year 2 efforts. Notable accomplishments include:

- Implementation of regional By Names List efforts and subregional street outreach
- Communications rollout and a new website in early 2025
- Continuing to refine performance metrics.
- Redesign of Coordinated Entry assessment tool (in progress)

ATTACHMENTS:

Strategic Planning Year 1 and Year 2 Efforts: <https://share.sonoma-county.org/link/kSEbau6h6qs/>



**Sonoma County Homeless Coalition Board
Staff Report**

Item No: 8
Subject: MOU Between Homeless Coalition and Lead Agency
Meeting Date: February 26, 2025
Staff Contacts: Michael Gause, Michael.Gause@sonoma-county.org

SUMMARY

In this item, staff provide an update on the MOUs between the Homeless Coalition and Lead Agency/Collaborative Applicant including several revisions requested by the Homeless Coalition and the Lead Agency.

RECOMMENDED ACTION

Review MOU redlines and approve MOUs for final review and approval by the Sonoma County Board of Supervisors.

DISCUSSION

After the December Homeless Coalition Board meeting, Lead Agency staff (including administrative staff) and County Counsel reviewed requested edits to the Lead Agency and Collaborative Applicant MOUs. Below are highlights of suggested edits to finalize the MOUs.

Lead Agency MOU

- Role of Lead Agency, #19: Changed language to remove references to “meet and confer” and clarify language for resolving conflicts.
- Role of Continuum of Care, #4: Changed language to remove reference to “secure and approve funding” and replace with “review funding.”
- Changed date to 12/31/25 for end of MOU and automatic renewal on January 1st.
- Termination Clause changed to “a mutually agreed upon timeline no less than 1 year with written notice to the other party” per guidance from Counsel.

Collaborative Applicant MOU

- Role of Collaborative Applicant, #1: Clarified to conduct CoC grant process “in a way which is compliant with County formal solicitation practices.”
- Role of Collaborative Applicant, #5: Updated to reflect a pre-award risk process that is standard with DHS.

- Role of Collaborative Applicant #10: Same language change for conflict resolution as in Lead Agency MOU.
- Same effective date of 12/31/25 as the Lead Agency MOU.
- Same termination clause as Lead Agency MOU.

ATTACHMENTS: Draft MOUs with Homeless Coalition and Lead Agency/Collaborative Applicant. Draft Mous with track changes can be viewed here: <https://share.sonoma-county.org/link/fUj2idUNZX8/>

Attachment 2 –Collaborative Applicant - DRAFT

MEMORANDUM OF UNDERSTANDING

BETWEEN

**THE SONOMA COUNTY HOMELESS COALITION ACTING AS THE SONOMA COUNTY
CONTINUUM OF CARE (CA-504)**

AND

THE COUNTY OF SONOMA DEPARTMENT OF HEALTH SERVICES

WHEREAS, the Sonoma County Homeless Coalition acting as the local Sonoma County Continuum of Care (hereinafter, “CoC”) shall serve the geographic area of the SONOMA COUNTY CONTINUUM OF CARE (CA-504), which encompasses all of Sonoma County, to:

- Create a unified, coordinated, equitable, and integrated system with a clear vision across the community to reduce homelessness;
- Develop a system of care that ensures that all persons experiencing homelessness have a safe, supportive and permanent place to call home;
- Build a future in which there are sufficient resources, political leadership, and community involvement to end homelessness as a permanent fixture in our social landscape;
- Ensure quick access to permanent housing, stable and increased income for participants, strength-based consumer relationships (those relationships which focus on an individuals’ strengths and not deficits), effective and financially responsible services and programing, coordination and collaboration with mainstream partners, policy and resource advocacy, and comprehensive community education;
- Collaborate with the Lead Agency and other local partners and agencies in order to ensure there are sufficient programming and services in all regions of Sonoma County;
- Supports policies that address disparities in Sonoma County which may be contributing factors to homelessness;
- Commit to principles of equity and inclusion and strive to engage all community members, regardless of background, throughout Sonoma County, especially those whose voices have been traditionally marginalized.
- Pursue upstream investments before problems occur, to reduce overall societal costs, including: diverting those at imminent risk of homelessness, engaging and empowering people who are experiencing homelessness to regain housing stability and their own financial independence, avoiding high criminal justice and hospital costs and negative health outcomes with appropriate housing, income, and access to health services, and aligning public and private efforts to address the problems we share; and

WHEREAS, the CoC adopted a governance charter on December 29, 2021, which included policies and procedures conforming to the U.S. Department of Housing and Urban Development

requirements detailed in 24 CFR part 578 to designate an eligible organization to serve as the “Collaborative Applicant” to provide services outlined in this Memorandum of Understanding; and

WHEREAS, the CoC is represented by its governing body, the Homeless Coalition Board, and the Board is authorized to sign and execute this MOU on its behalf; and

WHEREAS, the Board finds that the County of Sonoma’s Department of Health Services (“County”) has extensive experience and is capable of serving as the Collaborative Applicant

NOW, THEREFORE, the parties agree to the following:

ROLES AND RESPONSIBILITIES OF THE DEPARTMENT OF HEALTH SERVICES, IN ITS ROLE AS COLLABORATIVE APPLICANT:

1. Conducts the HUD CoC Program grant process, in a way which is compliant with County formal solicitation practices, which will include but is not limited to:
 - a. Designing, operating and following a collaborative, fair, and transparent process for developing applications and approving submission of applications in response to a CoC Program Notice of Funding Opportunity (NOFO).
 - b. Staffing a performance, scoring, and ranking committee that:
 - i. Establishes CoC priorities that align with HUD's priorities, as stated in the NOFO or related materials;
 - ii. Scores projects using an objective set of criteria based on CoC priorities, performance, and such other objective criteria deemed appropriate; and
 - iii. Ranks projects according to the NOFO's instructions.
 - c. Analyzing the NOFO Score from HUD and identifying ways to improve such score to maximize funding.
 - d. Determining if one or more applications will be submitted, and if more than one, designate the Collaborative Applicant.
 - e. Developing an application timeline and project proposal process consistent with the requirements of the HUD CoC NOFO.
 - f. Preparing and approving the CoC Program Consolidated Application on behalf of the CoC.
 - g. Submitting the consolidated application to HUD.
2. Applies for HUD planning dollars and is able to provide the match required for the planning grant.
3. Develops, in cooperation with CoC committees, performance targets appropriate for each population and program type based on HUD performance standards identified in HUD guidance, NOFOs and notices.
4. Conducts performance monitoring, evaluation and reporting of all CoC program and Emergency Solutions Grant (ESG) program recipients and subrecipients.

5. Develops a quality improvement plan (QIP), and completes a DHS Pre-Award Risk Assessment (PARA) process, and provides technical assistance for underperforming projects including all mitigation efforts required by PARA.
6. Provides required reports to HUD.
7. In collaboration with CoC committees and the CoC Board, establishes written standards for funding recipients and subrecipients.
8. Serves as the liaison between CoC-funded projects and the local HUD Field Office located in San Francisco, CA.
9. Upholds and implements the CoC's equity goals and strategies while maintaining compliance with County policies, practices, and procedures within the activities outlined above.
10. In the event there are conflicts or performance issues between the Lead Agency and the CoC, the following steps will be taken:
 - A. Every effort should be expended by both parties, in good faith, to resolve conflicts and performance issues at the start; else those issues should be escalated to the next level:
 Either party should communicate such elevated conflicts or performance issues on either side to both the Director of the Department of Health Services and the Chair of the Homeless Coalition for resolution. C. At the request of a majority of the CoC Board, the County (including the County Executive and Department of Health Services Director) will meet and discuss with the CoC Board or its designated representatives to discuss and seek resolution of performance issues related to this MOU, which could include specific issues with staff.

ROLES AND RESPONSIBILITIES OF THE CONTINUUM OF CARE WITH REGARD TO THE COLLABORATIVE APPLICANT:

1. Approve policies and procedures for performance monitoring, evaluation, corrective plans and reporting for all CoC Program and ESG recipients and sub-recipients, in alignment with the Department of Health Services policies, practices and procedures.
2. Ensure that any potential or perceived conflicts of interest are addressed in compliance with the CoC's conflict of interest policy in alignment with the Department of Health Services policies, practices and procedures..
3. Works collaboratively with the Department of Health Services to secure, align, and leverage local public and private funds, state funds, and federal funds to prevent and end homelessness.
4. Review the annual CoC Program Consolidated Application submission and response to HUD's annual CoC Program NOFO for homelessness assistance resources.
5. Approve CoC performance targets appropriate for each population and program type.
6. Approve written standards for HUD-funded and state-funded homeless projects.
7. Conduct an annual performance review of the Collaborative Applicant.
8. Ensure staff from the Collaborative Applicant are not eligible to vote with the CoC Board.
9. Coordinate with the Authorized Representative(s) from the Collaborative Applicant prior to requesting support or assistance with activities or projects not outlined in this MOU.

DURATION AND RENEWAL

Except as provided in the TERMINATION section, upon mutual execution, this MOU shall be effective through December 31, 2025 and will renew automatically on January 1st of each year thereafter unless either party gives notification pursuant to the TERMINATION section.

GRANTS & FINANCIAL SUPPORT

1. **HUD CoC Program Grant.** This MOU designates the Department of Health Services as the Collaborative Applicant, which means that the Department of Health Services will be eligible for a grant of CoC planning funds.
2. **CoC Planning Program Grant.** The Department of Health Services, as the Collaborative Applicant, is the only entity that may apply to HUD for CoC planning costs.
3. **County General Fund.** Historically, the County has used General Fund monies to subsidize the cost of the Collaborative Applicant function. Following the first year of this agreement, the Department of Health Services Fiscal Unit will provide the CoC Board with a financial overview of the cost to operate the Collaborative Applicant function, which may include the associated costs to operate any other CoC functions such as the Lead Agency, the HMIS Lead, and/or the Coordinated Entry Lead. This overview will include a breakdown of funding sources. The Department of Health Services and the CoC will then use this analysis to determine the best strategy for funding the Collaborative Applicant function, as well as any other related CoC functions. Every effort should be made by all parties to prioritize and ensure administrative costs are fully covered for all support work associated with this MOU and the Lead Agency MOU.

COMPLIANCE

Both Parties agree to adhere to and comply with HUD's rules and regulations overseeing the Continuum of Care. The Parties agree to update, within the HUD-specified timeframe for such change, this MOU and other operational documents, as well as practices and procedures, in order to comply with any updates to HUD regulations, notices, standards, and other applicable laws that HUD dictates in notices or other HUD guidelines.

AMENDMENTS AND NOTICES

The MOU may only be amended in writing, and any amendment must be mutually agreed upon and signed by both parties to take effect. Notices shall be mailed, emailed or delivered to:

1. Chair of the Sonoma County CoC Board of Directors
2. Director of the Department of Health Services as the head of the Lead Agency

TERMINATION

Either party, the CoC and/or the County of Sonoma, may terminate this MOU on a mutually agreed timeline no less than 1 year with written notice to the other party. The termination shall be effective on the date specified in the notice of termination.

SIGNATURES:

Attachment 1 –Lead Agency - DRAFT

MEMORANDUM OF UNDERSTANDING

BETWEEN

**THE SONOMA COUNTY HOMELESS COALITION ACTING AS THE SONOMA COUNTY
CONTINUUM OF CARE (CA-504)**

AND

THE COUNTY OF SONOMA DEPARTMENT OF HEALTH SERVICES

WHEREAS, the Sonoma County Homeless Coalition acting as the local Sonoma County Continuum of Care (hereinafter, “CoC”) shall serve the geographic area of the SONOMA COUNTY CONTINUUM OF CARE (CA-504), which encompasses all of Sonoma County, to:

- Create a unified, coordinated, equitable, and integrated system with a clear vision across the community to reduce homelessness;
- Develop a system of care that ensures that all persons experiencing homelessness have a safe, supportive and permanent place to call home;
- Build a future in which there are sufficient resources, political leadership, and community involvement to end homelessness as a permanent fixture in our social landscape;
- Ensure quick access to permanent housing, stable and increased income for participants, strength-based consumer relationships (those relationships which focus on an individuals’ strengths and not deficits), effective and financially responsible services and programing, coordination and collaboration with community partners, policy and resource advocacy, and comprehensive community education;
- Collaborate with the Lead Agency and other local partners and agencies in order to ensure there are sufficient programming and services in all regions of Sonoma County;
- Support policies that address disparities in Sonoma County which may be contributing factors to homelessness;
- Commit to principles of equity and inclusion and strive to engage all community members, regardless of background, throughout Sonoma County, especially those whose voices have been traditionally marginalized;
- Pursue upstream investments before problems occur, to reduce overall societal costs, including: diverting those at imminent risk of homelessness, engaging and empowering people who are experiencing homelessness to regain housing stability and their own financial independence, avoiding high criminal justice and hospital costs and negative health outcomes with appropriate housing, income, and access to health services, and aligning public and private efforts to address the problems we share; and

WHEREAS, the CoC adopted a governance charter on December 29, 2021, which included policies and procedures conforming to the U.S. Department of Housing and Urban Development

requirements detailed in 24 CFR part 578 to designate an eligible organization to serve as the Lead Agency to provide services outlined in this Memorandum of Understanding; and

WHEREAS, the CoC is represented by its governing body, the Homeless Coalition Board (“The Board”), and the Board is authorized to sign and execute this MOU on its behalf; and

WHEREAS, the Board finds that the County of Sonoma’s Department of Health Services (“County”) has extensive experience and is capable of serving as the “Lead Agency” to

NOW, THEREFORE, the parties agree to the following:

ROLES AND RESPONSIBILITIES OF THE DEPARTMENT OF HEALTH SERVICES, IN ITS ROLE AS THE LEAD AGENCY:

1. To the best of its ability the Lead Agency will provide staffing support for CoC mandated activities as long as such staff are available and funded, and that there are no conflicts with Lead Agency internal policies, practices or processes including but not limited to:
 - a. Membership meetings - scheduling, noticing, logistics, agendas, minutes
 - b. CoC Board meetings - scheduling, noticing, logistics, agendas, minutes
 - c. Committee meetings - scheduling, noticing, logistics, agendas, minutes
2. Provides Board and member support, as long as such staff are available and funded, with a particular focus on upholding the CoC’s equity goals and strategies, including:
 - a. Maintaining membership lists
 - b. Engaging and inviting potential new members
 - c. Facilitating and supporting Board election processes
 - d. Providing Board and member development and onboarding
3. Maintains all CoC-related documents and recordkeeping functions
4. Engages within and to the community regarding CoC activities
5. Reviews and supports the alignment of local public and private funds, state funds, and federal funds to prevent and end homelessness
6. Partners with the Homeless Management Information System (HMIS) Lead to establish appropriate performance targets by population and program in consultation with the CoC and Emergency Solutions Grant (ESG) Program Grantee and sub-recipients
7. Updates and maintains any CoC-related social media (Facebook, etc.)
8. Updates and maintains the CoC website
9. Completes and submits State of California mandated reporting in alignment with standard Lead Agency practices
10. Collect and submit the annual HUD CoC Registration
11. Supports CoC planning efforts, including the development and implementation of a strategic plan
12. Supports the CoC in establishing a vision and pursuing strategic goals for how to carry out the coordination of homeless services across the CoC’s geographic area
13. Supports the CoC in setting priorities, allocating resources, and aligning short-term operations and program management with long-term goals and objectives
14. Coordinates and facilitates collaboration among agencies to ensure successful planning and partnership within the CoC geographic area
15. Researches and produces planning materials, including analysis of best practices
16. Provides and/or arranges for training and technical assistance on topics of relevance to the CoC and for agencies not meeting HUD-mandated CoC performance standards

17. Coordinate with the CoC to produce a Point-in-Time Count Census at least once every two years, as well as a Housing Inventory Count
18. Upholds and implements the CoC's equity goals and strategies while maintaining compliance with County policies, practices, and procedures, within the activities outlined above
19. In the event there are conflicts or performance issues between the Lead Agency and the CoC, the following steps will be taken:
 - a. Every effort should be expended by both parties, in good faith, to resolve conflicts and performance issues at the start; else those issues should be escalated to the next level:
 - b. Either party should communicate such elevated conflicts or performance issues on either side to both the Director of the Department of Health Services and the Chair of the Homeless Coalition for resolution.
 - c. At the request of a majority of the CoC Board, the County (including the County Executive and Department of Health Services Director) will meet and discuss with the CoC Board or its designated representatives to discuss and seek resolution of performance issues related to this MOU, which could include specific issues with staff.

ROLES AND RESPONSIBILITIES OF THE CONTINUUM OF CARE WITH REGARD TO THE LEAD AGENCY:

1. Approve policies and procedures for performance monitoring, evaluation, corrective plans and reporting for all CoC Program and ESG Program recipients and subrecipients, in alignment with the Lead Agency policies, practices and procedures
2. Ensure that any potential or perceived conflicts of interest are addressed in an effective, open, and timely manner and that those conflicts are communicated and resolved in collaboration with the Director of the Lead Agency or designee(s).
3. Collaborate to secure and align local public and private funds, state funds, and federal funds to prevent and end homelessness.
- 4.
5. Review and approve project applications for state and federal funding, in alignment with the Lead Agency policies, practices and procedures
- 6.
7. Approve CoC performance targets appropriate for each population and program type.
8. Conduct an annual performance review of the CoC Lead Agency.
9. Review the annual HUD CoC Program Consolidated Application as approved by the Collaborative Applicant, the Point-in-Time Count, and the Housing Inventory Count.
10. Complete an annual review of the CoC Governance Charter.
11. Ensure staff from the Lead Agency are not eligible to vote with the CoC Board.
12. Coordinate with the Director of the Lead Agency or designee(s) prior to requesting support or assistance with activities or projects not outlined in this MOU.

DURATION AND RENEWAL

Except as provided in the TERMINATION section, upon mutual execution, this MOU shall be effective through December 31, 2025 and will renew automatically on January 1st of each year thereafter unless either party gives notification pursuant to the TERMINATION section.

GRANTS & FINANCIAL SUPPORT

1. **HUD CoC Program Grant.** A separate MOU may designate the Department of Health Services as the Collaborative Applicant. If approved, this means that the Department of Health Services will be eligible for a grant of CoC planning funds.
2. **CoC Program Planning Grant.** The Department of Health Services, if named the CoC's Collaborative Applicant, is the only entity that may apply to HUD for CoC planning costs.
3. **County General Fund.** Historically, the County has used General Fund monies to subsidize the cost of some of the Lead Agency functions and roles. Following the first year of this agreement, the Department of Health Services Fiscal Unit will provide the CoC Board with a financial overview of the cost to operate the Lead Agency function, which may include the associated costs to operate any other CoC functions such as the Collaborative Applicant, the HMIS Lead, and/or the Coordinated Entry Lead. This overview will include a breakdown of funding sources. The County and the CoC will then use this analysis to determine the best strategy for funding the Lead Agency function, as well as any other related CoC functions. Every effort should be made by all parties to prioritize and ensure administrative costs are fully covered for all support work associated with this MOU and its related Collaborative Applicant MOU.

COMPLIANCE

Both Parties agree to adhere to and comply with HUD's rules and regulations overseeing the Continuum of Care. The Parties agree to update, within the HUD-specified timeframe for such change, this MOU and other operational documents, as well as practices and procedures, in order to comply with any updates to HUD regulations, notices, standards, and other applicable laws that HUD dictates in notices or other HUD guidelines.

AMENDMENTS AND NOTICES

The MOU may only be amended in writing, and any amendment must be mutually agreed upon and signed by both parties to take effect. Notices shall be mailed, emailed or delivered to:

1. Chair of the Sonoma County CoC Board of Directors
2. Director of the Department of Health Services as head of the Lead Agency

TERMINATION

Either party, the CoC and/or the County of Sonoma, may terminate this MOU on a mutually agreed upon timeline no less than 1 year with written notice to the other party. The termination shall be effective on the date specified in the notice of termination.

SIGNATURES:



**Sonoma County Homeless Coalition Board
Staff Report**

Item No: 12
Subject: Selection Membership Ad Hoc Committee
Meeting Date: February 26th, 2025
Staff Contact: Karissa White, CoC Coordinator, Karissa.White@sonoma-county.org

SUMMARY

In this item, staff will describe the current process for the Selection Membership Ad Hoc Committee as outlined in the Governance Charter

RECOMMENDED ACTION(S)

Approve members of a Selection Membership Ad Hoc Committee to review annual committee applications.

DISCUSSION

Coalition staff are asking for nominations or volunteers to participate in a Selection Membership Ad Hoc Committee to review annual committee applications and select new members for board approval.

Per the Homeless Coalition Governance Charter:

“Committee membership. Coalition staff will solicit applications for newly established committees through an open application process. A Selection Membership Ad Hoc Committee, formed by the Coalition Board, will review and select applications for recommendations to present to the Board for final approval.”

This process is new based on revisions made to the Charter in 2024. Prior to these changes, the Homeless Coalition Chair and Vice Chair were responsible for making these determinations. This new process was developed to ensure a more equitable process for members selected to serve on standing committees of the Coalition.

The annual Committee application period will open in March. The commitment for this ad hoc committee is for one meeting, date to be determined. The Ad Hoc will review submitted applications and make recommendations for members to the board for final approval.

As a reminder, the Homeless Coalition Governance Charter can be located on our website using the following link. The document located online has the most recent revisions approved by the board: <https://sonomacounty.ca.gov/health-and-human-services/health-services/divisions/homelessness-services/sonoma-county-homeless-coalition/coc-governance-and-compliance>

Any questions regarding the Selection Membership Ad Hoc Committee can be directed to Karissa White, CoC Coordinator, at Karissa.White@sonoma-county.org



Sonoma County Homeless Coalition

Board Meeting Agenda

DRAFT March 26, 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

	Agenda Item	Packet Item	Presenter	Time
	Welcome, Roll Call and Introductions		Board Chair	1:00pm
	<i>Note: Items 1-4 below are proposed for adoption via one motion as the Consent Calendar.</i>	N/A		
1.	1/22/2025 Agenda (Consent Calendar)	Draft Agenda	Staff	1:05pm
2.	Minutes from 12/18/2024 (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"> CEA Committee HMIS Committee Lived Experience Advisory & Planning Board (LEAP) 	Staff Report for Standing Committees	Staff	
5.	Reports from Lead Agency Staff <ul style="list-style-type: none"> 	Staff Report	Staff	1:30pm

	Potential ACTION ITEM			
6.	CARE Court		David Evans	2:00pm
7.	Homeless Coalition Contracts & Compliance	Staff Report	Staff	2:20pm
8.	Service Provider Roundtable (SPR) Update		Margaret Sluyk	2:50pm
	Potential ACTION ITEM			
9.	10-minute break			3:00pm
10.	Word from the LEAP Board		LEAP Board Chair	3:10pm
	Potential ACTION ITEM			
11.	NOFA- <i>Tentative Item</i>	Staff Report	Staff	3:20pm
	Potential ACTION ITEM			
12.	Communication update website launch	Staff Report	Staff	4:00pm
	Potential ACTION ITEM			
13.	HMIS- Committee Update	Staff Report	Staff	4:20pm
	Potential ACTION ITEM			
14.	Review Agenda for April Coalition Board Meeting	Staff Report for DRAFT Agenda	Board Chair	4:35pm
	Potential ACTION ITEM			
15.	Board Member Questions & Comments		Board Chair	4:45pm
	Potential ACTION ITEM			
16.	Public Comment on Items not on the Agenda		Board Chair	4:55pm

PUBLIC COMMENT:

Public Comment may be made via email or during the live zoom meeting. To submit an emailed public comment to the Board email Araceli.Rivera@sonoma-county.org . Please provide your name, the agenda number(s) on which you wish to speak, and your comment. These comments will be emailed to all Board members. Public comment during the meeting can be made live by joining the Zoom meeting using the above provided information. Available time for comments is determined by the Board Chair based on agenda scheduling demands and total number of speakers.

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