

**HOPE Interagency Council (IAC) Meeting Minutes  
August 10, 2022**

**Present:** Supervisor Horsley, Supervisor Slocum, Mary Bier, Ken Cole, Kate Comfort Harr, Eloiza Murillo-Garcia, Brian Greenberg, Raymond Hodges, Aubrey Merriman, Peggy Jensen, Mark Nagales, Melissa Platte, Diana Reddy

**Guests:** Emilyn Callado, Ron Babiera, Marci Dragun, Selina Toy Lee, Jessica Silverberg, Tammie Sweetser, Matthew Hayes, Rozeena Jhinnu, Marianne Tessier, Alicia Garcia, Jenny Valencia, Lilian Henriquez, Brooke Lewellyn, Liz Lange, Anita Rees, Sofia Recalde, Carrie Dallman, Nikki Gilman, Chris Ratana, Julissa Acosta

Topic	Discussion
<b>Zoom overview and meeting logistics</b>	A brief overview of using Zoom videoconferencing was given.
<b>Welcome</b>	Supervisor Slocum called the meeting to order at 10:04 a.m.
<b>Resolution Authorizing Virtual HOPE IAC Meeting</b> Jessica Silverberg (Human Services Agency)	<p>Adopt a resolution finding that, as a result of the continuing COVID-19 pandemic state of emergency, meeting in person for HOPE IAC would present imminent risks to the health or safety of attendees. (See Attachment 1a and Attachment 1b)</p> <p>Motion made by Mark Nagales to approve resolution; motion seconded made by Ken Cole.</p> <p><b>Vote:</b>            Paul Bains – not present            Laura Bent – not present            Mary Bier – yes            Matthew Chidester – not present            Teri Chin – not present            Ken Cole – yes            Kate Comfort Harr – yes            Eloiza Murillo-Garcia – yes            Brian Greenberg – yes            Judith Guerrero – not present            Raymond Hodges – yes            Don Horsley – not present at time of vote            Aubrey Merriman – yes            Peggy Jensen – yes            Mark Nagales – yes            Melissa Platte – yes            Diana Reddy – yes            Mariana Rocha – not present            Warren Slocum – yes            Juslyn Manalo – not present</p>

	Motion passed.
<b>Public Comment</b>	No public comments.
<b>Action to Set Agenda and Approve Minutes</b>	<p>Motion made by Mary Bier to set the agenda, and to approve May 11, 2022 minutes; motion seconded made by Peggy Jensen.</p> <p><b>Member vote:</b>  Paul Bains – not present  Laura Bent – not present  Mary Bier – yes  Matthew Chidester – not present  Teri Chin – not present  Ken Cole – yes  Kate Comfort Harr – yes  Eloiza Murillo-Garcia – yes  Brian Greenberg – yes  Judith Guerrero – not present  Raymond Hodges – yes  Don Horsley – not present at time of vote  Aubrey Merriman – yes  Peggy Jensen – yes  Mark Nagales – yes  Melissa Platte – yes  Diana Reddy – yes  Mariana Rocha – not present  Warren Slocum – yes  Juslyn Manalo – not present</p> <p>Motion passed.</p>
<b>Affordable Housing Pipeline</b> Ray Hodges and Barbara Deffenderfer (Department of Housing)	<ul style="list-style-type: none"> <li>• Affordable Housing Fund <ul style="list-style-type: none"> <li>○ <b>Purpose:</b> to provide financial assistance for the development and rehabilitation of deed-restricted affordable housing, including rental and homeownership units and preservation projections</li> <li>○ <b>Sources:</b> Measure K, Moving to Work, State Sources Awarded to County, Other</li> <li>○ <b>Eligible Activities:</b> predevelopment costs (design, entitlements, etc.), construction, and capitalized operating reserves</li> <li>○ <b>Form of Assistance:</b> 55-year, residual receipts loan</li> </ul> </li> <li>• Affordable Housing Pipeline</li> </ul>

	<ul style="list-style-type: none"> <li>○ Definition of pipeline: seeing proposed projects through to completion.</li> <li>○ <b>1,174 units under construction</b> in Belmont, Daly City, East Palo Alto, Menlo Park, Millbrae, Redwood City, San Mateo, and South San Francisco</li> <li>○ <b>780 units approved</b> by the local jurisdiction in Belmont, Daly City, East Palo Alto, Redwood City, South San Francisco, and unincorporated County</li> <li>○ <b>1,136 units in pre-development</b> in Belmont, Daly City, Moss Beach, Redwood City, San Carlos, and South San Francisco</li> <li>○ <b>2,522 total</b> units in AHF pipeline as of 8/8/2022</li> <li>● Homeless / County Client / Extremely Low-Income Pipeline <ul style="list-style-type: none"> <li>○ <b>743</b> units in predevelopment or under construction for households with incomes from <b>0% to 30% of Area Median Income</b>, including <b>326 units for County Clients and/or Homeless Households</b> in the County. <ul style="list-style-type: none"> <li>▪ NOFO requires at least 5% units reserved for this AMI group.</li> </ul> </li> <li>○ <b>825</b> units in predevelopment or under construction for households with incomes from <b>31% to 50% of Area Median Income</b> in County.</li> </ul> </li> <li>● AHF 10.0 <ul style="list-style-type: none"> <li>○ <b>\$22.7 million in Measure K</b> and <b>\$5 million in Mental Health Services Act</b> funding available in AHF 10.0</li> <li>○ Up to <b>716 units new</b> to the pipeline, including <b>over 200 units for County Clients/ Homeless Households</b></li> <li>○ Likely over <b>\$80 Million in requests</b> <ul style="list-style-type: none"> <li>▪ There's a huge demand for affordable housing, so there will need to be a process to decide which projects to fund this time around, but we encourage projects to reapply.</li> </ul> </li> <li>○ <b>Board Approval</b> scheduled for <b>October 18, 2022</b></li> </ul> </li> </ul>
<p><b>Emergency Housing Vouchers</b>  Ray Hodges, Ron Babiera and Emily Callado (Department of Housing)</p>	<ul style="list-style-type: none"> <li>● EHV presents a significant increase in housing resources and an opportunity to house people experiencing homelessness in our community</li> <li>● EHV program <ul style="list-style-type: none"> <li>○ One-time allocation, funded through the American Rescue Plan Act of 2021</li> <li>○ HACSM has been awarded 222 vouchers <ul style="list-style-type: none"> <li>▪ Based on PHA capacity, eligible populations, and geographic diversity and density</li> <li>▪ HACSM has already notified HUD that we are above 95% utilization and that we are ready for more vouchers if they have them available!</li> </ul> </li> <li>○ Provide permanent affordable housing to EHV-eligible individuals or families <ul style="list-style-type: none"> <li>▪ Potential for expansion</li> </ul> </li> </ul> </li> <li>● EHV eligibility criteria <ul style="list-style-type: none"> <li>○ Meet HACSM Voucher Program requirements such as income, assets, citizenship/immigration, criminal background <ul style="list-style-type: none"> <li>▪ Certain waivers are available to streamline the process and to remove potential barriers</li> <li>▪ HACSM may offer to run criminal background report if that is the only pending item and</li> </ul> </li> </ul> </li> </ul>

the family has no/limited income

- Declaration of No Income – List of Expenses, then notify family of minimum income. For EHV, it is \$50. Households are not required to have income while on this program, but we reassess every 120 days to find out if their income status has changed and we also try to keep their information as up-to-date and accurate as possible.
- AND
- Meet one of the following four categories:
  - Homeless
  - At risk of homelessness
  - Fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking or human trafficking
  - Recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability
  - **\*\*Note: As there is a limited number of vouchers in the EHV program, the CoC and Housing Authority (with feedback from stakeholders) determined how to prioritize EHV- and determined to prioritize people experiencing homelessness and a set number of EHV's for people who are experiencing homelessness and fleeing Domestic Violence**
- EHV specifics
  - Referrals continue to come from the Continuum of Care/Coordinated Entry System (CES)
  - PHA may not re-issue turnover vouchers (when an EHV family leaves the program) after September 30, 2023. This provision does not impact existing families and their continued assistance
  - EHV's are exclusively tenant-based assistance, and are portable
- Timeline
  - July 2021: HACSM and CES/HSA started prioritizing and matching individuals and households to EHV.
    - We started with 30-40 matches every week and then tapered off to about 5-10 in the final weeks.
  - Dec 2021: Enough vouchers were issued to fill the 222 allocated spaces.
    - Of 393 requested matches, 266 households were found eligible and were issued vouchers
    - 10 spaces were designated specifically for CORA
- Current utilization
  - 213 confirmed move-ins (~96% utilization)
  - 9 are in-process and in the final stages of moving in
    - Expected to be at 100% utilization by the end of this month
  - Average lease-up rate: 92 days (out of 120 days initially awarded)
- Client demographics of the newly housed
  - Head of Household: 48% female, 52% male

	<ul style="list-style-type: none"> <li>○ 48% Disabled and/or Elderly (62+)</li> <li>○ Household average annual income: \$15,929</li> <li>○ Race/Ethnicity: <ul style="list-style-type: none"> <li>▪ 56% White (28% of this group identified as “Hispanic”)</li> <li>▪ 25% Black/African American</li> <li>▪ 6% Asian</li> <li>▪ 6% Native Hawaiian or Pacific Islander</li> <li>▪ 5% American Indian or Alaska Native</li> </ul> </li> <li>● Challenges <ul style="list-style-type: none"> <li>○ Citizenship Requirement</li> <li>○ Criminal Background <ul style="list-style-type: none"> <li>▪ There is a process for clients to submit mitigating information.</li> </ul> </li> <li>○ Turnover within referring agencies <ul style="list-style-type: none"> <li>▪ It can create challenges when there is new staff turnover or vacancies within the programs that are assisting a client who is going through the voucher eligibility and housing search process</li> </ul> </li> <li>○ Inability to connect with or locate client</li> <li>○ Trying to set realistic expectations when securing housing. <ul style="list-style-type: none"> <li>▪ Even with housing locator services, the rental market is competitive and tough to navigate around, so some households still needed to request extensions.</li> </ul> </li> </ul> </li> <li>● Best practices and lessons learned <ul style="list-style-type: none"> <li>○ “Front-loading” as soon as the funds were available- doing large numbers of matches early on</li> <li>○ Constant monitoring and discussions <ul style="list-style-type: none"> <li>▪ Including close collaborations with Abode Services’ housing locator program</li> </ul> </li> <li>○ Partnership with HSA/CoC, Homeless Outreach and Multi-Disciplinary Teams</li> <li>○ Providing intensive support to individuals with obtaining documents needed for voucher eligibility/application processes <ul style="list-style-type: none"> <li>▪</li> </ul> </li> </ul> </li> </ul>
<p><b>Updates</b>  Peggy Jensen (County Manager’s Office),  Rozeena Jhinnu (HSA),  Matthew Hayes (HSA),  Jessica Silverberg (HSA)</p>	<ul style="list-style-type: none"> <li>● Working Together to End Homelessness <ul style="list-style-type: none"> <li>○ Thank you to everyone who participated in the 3 virtual meetings</li> <li>○ Culminating with an in-person meeting 10/28. If you haven’t registered yet, you can do so here: <a href="#">Our Year of Working Together to End Homelessness Summit Registration, Fri, Oct 28, 2022 at 8:00 AM   Eventbrite</a></li> </ul> </li> <li>● Emergency Rental Assistance Program <ul style="list-style-type: none"> <li>○ The State is currently reviewing all applications submitted before or on March 31<sup>st</sup>. They are working to process all submitted applications and trying to provide a decision to all applicants.</li> <li>○ Local partners are currently assisting applicants with tasks completion and appeal submissions.</li> <li>○ The Core Service Agencies have local funding to provide rent relief assistance to eligible applicants.</li> </ul> </li> </ul>

- Encourage applicants to call or visit a Core Service Agency to apply for rent relief assistance, if they:
      - Need assistance with current rent
      - Are waiting for a decision from the State
      - Have been denied due to ineligibility for the State Rent Relief Program
  - Based on the latest State data received on August 6<sup>th</sup>. Our County's Rental Assistance Pipeline shows:
    - Total Utilities Requested: \$5,891,126
    - Total Rent Requested: \$158,828,764
    - Total Rent Obligated: \$102,412,311
    - Total Rent Paid: \$102,558,068
    - Total Households Assisted: 7,198 Households
- Engagement with People with Lived Experience of Homelessness
  - HSA's Center on Homelessness (COH) is starting a Lived Experience Advisory Group – a committee comprised of people who have lived experience of homelessness. COH looks forward to working with partners to learn how they integrate the voices of lived experience into their operations and how this new group can provide input to COH and homeless services. The committee is expected to grow and change over time; this is an initial launching of the committee.
  - COH is hiring a Lived Experience Analyst. Job posting is open on the County website. This position will support the Lived Experience Advisory Group and also work with the committee on developing the future plans for the committee and additional ways that people with lived experience can provide input to COH and homeless services.
- Non-congregate Shelter Updates
  - Open and operational: Coast House & Pacific Shelter
    - Units available: 118
    - Total number of people served: 383
    - Number of people who have exited: 274
    - Number of people who have exited to permanent housing: 132 (some of whom used EHV's mentioned earlier in this meeting)
  - Still in planning/preparing to open: Navigation Center & Stone Villa
    - Navigation Center:
      - 240 units of non-congregate shelter in Redwood City
      - Construction expected to be completed in Dec 2022
      - LifeMoves scheduled to begin serving clients once site is ready
    - Stone Villa:
      - 43 units of non-congregate shelter in San Mateo
      - Rehabilitation work expected to be completed in fall 2022
      - Samaritan House to begin providing services to clients in fall 2022 and achieve full occupancy in Nov 2022

<b>Roundtable Announcements</b>	No announcements.
<b>Closure</b>	Meeting Adjourned at 11:27 a.m.
<b>Next Meeting</b>	November 9, 2022