

**San Mateo County – Continuum of Care Steering Committee**  
**Special NOFA Meeting Including Project Priority List Approval for the 2018 NOFA**  
**September 7, 2018**  
Minutes

**Present:** Laura Bent (Samaritan House), Cindy Chan (Department of Housing), Halley Crumb (Retraining the Village), Peter Ehrhorn (StarVista), Katherine Finnigan (LifeMoves), Tanisha Hughes (CORA), Jennifer Liu (Mid-Pen Housing), Mariana Rocha (SMC Health System), Lenelle Suliguin (City of Daly City), Scott Prowse (City of San Mateo), Nicole Hayes (Sheriff's Office)

**Guests:** Alicia Garcia, Becky Luong, Princess Futrell, Lynn Schuette, Anna Kelleher, Phadedrea Flogler, Anitra Roberson, Maria Magallaro, Shane Young

**Staff/Committee Support:** Jessica Silverberg, Tammie Sweetser, Lody Saba, Kate Bristol

Topic	Discussion
<b>Welcome and Introductions</b> Laura Bent	Laura Bent (Acting Chair on behalf of Melissa Platte) called meeting to order at 10:33AM
<b>CoC NOFA and Project Priority List approval</b> Kate Bristol, Jessica Silverberg	<p>Jessica provided updates on the NOFA process and timeline and thanked the applicants and other stakeholders who have been a part of the NOFA process. The project review panel met and ranked the projects, following the Project Review and Ranking Process that was approved by the Steering Committee on July 13, 2018. Project applicants have already been notified of the ranking.</p> <p>Scott Prowse provided an overview of the review panel's process to review the 22 project applications and place the applications (including the two new project applications received this year- an expanded PSH program from the Housing Authority and a new RRH project from CORA) in a ranked order to form the Project Priority List. The Project Priority List includes 16 renewal projects in Tier 1, 1 renewal project spanning Tier 1 and Tier 2, and 5 projects (3 renewal and 2 new) in Tier 2. The complete list is on the attached Project Priority List. There were no re-allocations this year, however it was noted that there have been reallocations each year in the past 3 NOFAs and it's expected that lower performing projects will continue to be reallocated in future NOFA competitions.</p> <p><b><u>Vote:</u></b> A motion to approve the 2018 CoC Project Priority List was made by Peter Ehrhorn and seconded by Halley Crumb.</p> <ul style="list-style-type: none"> <li>• Members whose agencies receive or are applying for CoC funds did not participate in the vote due to potential conflicts of interest.</li> <li>• All non-conflicted members present voted to approve the motion (Peter Ehrhorn, Halley Crumb, Scott Prowse, Mariana Rocha, Jennifer Liu, Lenelle Suliguin, Laura Bent, Nicole Hayes).</li> <li>• Zero votes opposed.</li> <li>• Motion passed.</li> </ul> <p>HSA is finalizing the last few steps of the NOFA and will post the CoC application and the Project Priority List online. The NOFA is due by September 18, 2018.</p> <p>Handout:            SMC 2018 CoC Project Priority List- 2018 CoC NOFA 9/1/18</p>

Topic	Discussion
<p><b>CoC Governance Charter</b> Kate Bristol, Jessica Silverberg</p>	<p>The Committee reviewed the proposed revisions to the CoC and HMIS Governance Charter. Kate Bristol provided an overview of the revisions to the CoC policies relating to emergency shelter, transitional housing, rapid re-housing, permanent supportive housing and services for survivors of domestic violence.</p> <p><b><u>Vote:</u></b> A motion to approve the CoC and HMIS Governance Charter revisions as proposed (with the minor edits noted during the meeting) was made by Katherine Finnigan and seconded by Tanisha Hughes.</p> <ul style="list-style-type: none"> <li>• All members present voted to approve the motion (Laura Bent, Cindy Chan, Halley Crumb, Peter Ehrhorn, Katherine Finnigan, Tanisha Hughes, Jennifer Liu, Mariana Rocha, Lenelle Suliguin, Scott Prowse, Nicole Hayes).</li> <li>• Zero votes opposed.</li> <li>• Motion passed.</li> </ul> <p>Handout: SMC CoC – CoC and HMIS Governance Charter- Proposed Revisions</p>
<p><b>Continuum of Care Roundtable</b> All</p>	<p>Tanisha Hughes - CORA's new Executive Director will start September 10<sup>th</sup>.</p> <p>Anna Kelleher - LifeMoves is looking for a case worker for First Step for Families.</p> <p>Halley Crumb- Retraining the Village was awarded CoC Funds in the Fresno CoC NOFA process for a program in Fresno County</p> <p>Peter Ehrhorn- StarVista's new website and branding have launched.</p> <p>Prinsess Futrell- Home and Hope is looking for new Board Members; if you know of potential candidates, email Prinsess.</p> <p>Jessica Silverberg- There is new one-time state funding related to homeless services that HSA is reviewing and planning for. HSA plans to discuss this more at the October CoC Steering Committee meeting.</p>
<p><b>Adjournment</b> Laura Bent</p>	<p>Laura adjourned the meeting at 11:45 AM.</p>

Next meetings:

- Next regularly scheduled CoC Steering Committee meeting: **Friday October 12, 10:30-12**, HSA office, 1 Davis Drive, Belmont in the Montara Room

**San Mateo County CoC Final Project Priority List – 2018 CoC NOFA**

Approved by the CoC Steering Committee on September 7, 2018

Tier	Rank	Project Name	Provider Name	Type	Grant Request	Running Total
1	1	S+C Tenant Based (SP10)	Housing Authority	PSH	\$2,991,028	\$2,991,028
	2	S+C Belmont Apartments (SP8)	Housing Authority	PSH	\$262,879	\$3,253,907
	3	SAYAT Program	MHA	PSH	\$74,666	\$3,328,573
	4	SHP Scattered Sites	Housing Authority	PSH	\$1,130,311	\$4,458,884
	5	S+C Tenant Based (SP14)	Housing Authority	PSH	\$84,441	\$4,543,325
	6	SP16 Expansion	Housing Authority	PSH	\$1,950,574	\$6,493,899
	7	Vendome 2018	LifeMoves	PSH	\$237,712	\$6,731,611
	8	Casa de Sor Juana Ines	CORA	TH	\$229,668	\$6,961,279
	9	S+C Sponsor Based (SP2)	Housing Authority	PSH	\$1,494,558	\$8,455,837
	10	S+C Tenant Based (SP13)	Housing Authority	PSH	\$91,367	\$8,547,204
	11	PSH (SP17)	Housing Authority	PSH	\$738,236	\$9,285,440
	12	RRH 2018	LifeMoves	RRH	\$492,900	\$9,778,340
	13	Redwood Family House	LifeMoves	TH	\$133,750	\$9,912,090
	14	PSH (SP18)	Housing Authority	PSH	\$508,327	\$10,420,417
	15	SP 15 (Waverly Place)	Housing Authority	PSH	\$286,777	\$10,707,194
	16	HMIS	HSA	HMIS	\$80,110	\$10,787,304
	17	Family Crossroads (Tier 1)	LifeMoves	TH	\$85,612	\$10,872,916
2	18	Family Crossroads (Tier 2)	LifeMoves	TH	\$48,138	\$10,921,054
	19	SP16 Expansion 2	Housing Authority	PSH	\$694,016	\$11,615,070
	20	SAFE	LifeMoves	RRH	\$176,151	\$11,791,221
	21	Spring Street Transitional	MHA	TH	\$40,283	\$11,831,504
	22	First Step for Families	LifeMoves	TH	\$429,444	\$12,260,948
	23	DV Housing First	CORA	RRH	\$264,125	\$12,525,073

\*Tier 1 threshold = \$10,872,916

\*\*New projects selected to be included in application are highlighted in green

<b>Renewal projects that were reallocated or partially reallocated</b>	None
<b>New project applications received but will not be included in application</b>	None

<b>CoC planning grant (not ranked)</b>	CoC Planning/System Coordination	HSA	\$347,008
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