



Tuolumne County Commission on Homelessness

Thursday, November 4, 2021
9:00 a.m. to 11:05 a.m.

Board of Supervisors Chambers
County Administration Center
4th floor
2 S. Green St.
Sonora, CA 95370

AGENDA

I. CALL TO ORDER

[5 min/Tina Welch]

- a) Should we revisit the decision to meet in-person or virtually for December meeting?
- b) If a virtual meeting is decided upon, confirm findings of compliance with Executive Order AB361 for December meeting.

II. ROLL CALL

[5 min/Kelsey Stone]

III. APPROVAL OF OCTOBER 14, 2021 MEETING MINUTES

[5 min/Kelsey Stone]

IV. PUBLIC COMMENT

[15 min. max]

V. REPORTS

OFFICERS

- a) Chair [5 min/Tina Welch/*Attachment*]:
 - Proposed process to vet applicants for vacant Commission positions for recommendation to the Board of Supervisors.
 - Reminders: agenda items need to be to Chair 10 days before meeting; less than 60 min/meeting has discretion for topics.

STANDING COMMITTEES

- b) Housing Committee [5 min/Rick Breeze-Martin/*Attachment*]

AD-HOC COMMITTEES

- c) Outdoor Shelter Committee [5 min/Dana Baker]
- d) Navigation Center Committee [5 min/Kathleen Haff]
- e) Resources Database Development Committee [5 min/Rick Breeze-Martin/*Attachment*]



Tuolumne County Commission on Homelessness

VI. SPEAKERS

- a) Tuolumne County Homeless Services Program Coordinator Update [5 min/Rebecca Espino]

VII. UNFINISHED BUSINESS

- a) Outdoor Shelter Ad Hoc Committee Proposal to approve written letter to the Board of Supervisors seeking direction [15 min/Dana Baker/*Attachment*]
- b) Review and consideration of proposals to establish these Standing Committees: -Support Services; -Liaisons & Relations; -Communications; -Data and Information Systems. (1-2 discussions and/or motions this day as time allows). [15 min/Rick Breeze-Martin]

VIII. NEW BUSINESS

- a) Request approval for a letter to the Board of Supervisors asking that they support pursuing a Project Room Key Proposal submission, with an RFP for property acquisition and an RFP for an entity to run it. [15 min/Jaron Brandon/*Attachment*]
- b) Discussion on Commission goals for 2022 [10 min/Tina Welch/*Attachment*]

IX. ANNOUNCEMENTS

[10 min/Commission members]

X. ADJOURNMENT

PARTICIPATION PROCEDURES

In-person attendance: In order to protect public health and the safety of our Tuolumne County citizens, the Commission on Homelessness meeting is open to the public *with modifications*. Capacity is limited to 50 people, including committee members and staff. Face coverings and physical distancing of 6 feet will be required. During the meeting, citizens physically present who wish to provide public comment will be invited to do so by the Chair.

Email: Email your comments to Attn: Rebecca Espino at respino@co.tuolumne.ca.us.

Mail: Mail your comments to 2 S. Green St. Sonora, CA 95370 c/o Rebecca Espino. Written comments must be received no later than 8:00 a.m. on the morning of the noticed meeting.

Special Assistance Needs: Under Order N-29-20, Accessibility Requirements, if you need swift special assistance during this meeting, please call (209) 533-5533. In addition, in compliance with the Americans with Disabilities Act, if you need special assistance to participate



Tuolumne County Commission on Homelessness

in this meeting, please contact the Community Resources Agency at 209-533-5633. Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting (28CFR Part 35 ADA Title II).

PUBLIC FORUM

The public may speak on any item not on the printed agenda. No action may be taken by the Committee. The amount of time allocated for the public forum is limited to 15 minutes.

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The Board of Supervisors Commission on Homelessness serves as an advisory group to the Board of Supervisors for matters related to homelessness.



Tuolumne County Commission on Homelessness

Christina M. Welch
Chair

Dana M. Baker
Vice Chair

2 South Green St
Sonora, CA 95370
Phone: (209) 533-5711
Fax: (209) 533-5714

Minutes Thursday, October 14, 2021 9:00 a.m. to 11:10 a.m.

<u>2021 TCCOH</u> <u>Membership</u>	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Christina Welch (Chair)	✓	✓	✓	✓								
Dana Baker (Vice Chair, Dist 4)	✓	✓	✓	✓								
Kelsey Stone (Secretary)	✓	✓	✓	✓								
Jaron Brandon (BOS, Dist 5)	✓	✓	✓	✓								
Kathleen Haff (BOS, Dist 4)	✓	✓	✓	✓								
Rick Breeze-Martin (Dist 1)	✓	✓	✓	✓								
Wittney Hawkins (Dist 2)	✓	✓	✓	A								
Tom Crosby (Dist 3)	E	✓	✓	✓								
Jeannette Lambert (Dist 5)	✓	✓	A	✓								
Cathie Peacock	✓	✓	A	✓								
Leeann Hatton	✓	✓	✓	✓								
Colette Such	✓	✓	✓	✓								
Mary Rose Rutikanga	✓	✓	✓	✓								
Nathan Levering	✓	✓	✓	✓								
Nancy Scott	✓	E	A	A								
Shelley Muniz or Mark Dyken	✓	✓	A	✓								
Lori Severson	✓	✓	A	✓								
Joe Bors	✓	✓	✓	A								
Hazel or Dick Mitchell	✓	E	✓	A								

Present = ✓ Absent = A Excused = E

19 TCHAC Members

Minutes for 10/14/2021

- I. Call to Order at 9:00AM
- II. Roll Call :Christina Welch, Dana Baker, Kelsey Stone, Supervisor Jaron Brandon, Supervisor Kathleen Haff, Rick Breeze-Martin, Jeannette Lambert ,Cathie Peacock, Tom Crosby, Leeann Hatton, Colette Such, Mary Rose Rutikanga, Nathan Levering, Shelly Muniz, Lori Severson, : Fifteen present Quorum is eleven.
- III. • Consideration of Adopting a Resolution Making Findings in Support of Allowing Remote Meetings Pursuant to AB361- Once Adopting the Resolution, the BOS and county will no longer support meetings to be Via zoom and In person, the meetings must be one or the other. If the meeting is voted to be in person, the committee must vote every 30 days to hold in person or remotely. Motion made to choose option two per recommendation by the county : Supervisor Jaron Brandon Second by: Cathie peacock Roll call vote : All members were in Favor with one abstain by Mary Rose Rutikanga
- IV. Motion made to meet in person made by Rick Breeze Martin Seconded By: Lori Severson Roll call vote : Eight members in favor seven were not in favor and one Abstain, the motion to meet in person passed.The members will need to vote every thirty days to decide if we will hold the in person or virtually.
- V. Approval of September 9th, 2021 Minutes- With the corrections purposed by Rick Breeze- Martin: Supervisor Jaron Brandon Motioned Rick Breeze-Martin 2ond, Unanimous Vote passed on Oct,14th,2021
- VI. Public comment –
 - Paul Cleihen’s member of the public transportation council shared an article from the new York times showing how to bring more housing to our county and he wanted to make sure our commission was aware of the article.
 - Leonia Suprusell league of women voter and they will be launching a study of the homeless issue in our county many of them will attend a variety of meetings.
 - Greg Popovich share two more property is available to use for homeless shelter owned by him. He wanted to share a perspective on an issues of “us” vs them referring to the homeless and the community.
 - Matthew Paella with ST Patrick Church they have 15 to 16 bags each week extra available to be delivered to the homeless
 - Sherry Bradley from Behavioral Health wanted to share that BH will start participating to better serve the homeless population

REPORTS

Chair: *Tina Welch*

- I. Tina’s upcoming areas of focus (agency jurisdictions: Tina wants to figure out who does what, so we know what is out there, and how does it work. 2. Public engagement how can we get the public involved and to become a part of our committee)
- II. Discuss November meeting date (11.11.21 is Veteran’s Day) Move to November,4th,2021 Motioned By: Supervisor Kathleen Haff Seconded By: Supervisor Jaron Brandon unanimous vote passed

STANDING COMMITTEES:

- I. Housing Committee- Rick Breeze-Martin Gave an update on the formation of the housing committee the first meeting using the format will be held 10/20/21 from 2-4 pm via zoom. The Housing Committee is formed by the TCCOH to address how to best support, coordinate and expand availability of affordable healthy and safe housing for the short, medium and long term needs of all of our communities’ homeless or near homeless. Types of housing opportunities for the Committee to address include, as appropriate and not limited to, safe, healthy and affordable shelter choices: in campsites, transitional housing, rental housing (e.g., campsites, rooms, apts., houses, etc.) and home ownership. Homeless populations come with many

unique and diverse needs for housing and a variety of resources to help themselves; Housing Committee solutions will seek to develop housing opportunities that recognize and build on resources and capacity of the individual participating homeless.

- i. The Housing Committee will establish and sustain a working relationship of support and coordination with the many different housing providers in Tuolumne County. Local housing providers include, but is not limited, to organizations that are: non-profit, government, private business, faith based, or informal community organizations.
- ii. The Housing Committee will analyze and assess the County's homeless population's range of housing needs, housing availability and affordability, gaps in healthy, safe, affordable, and available housing needing to be filled – either in additions or expansions. The Committee will, as is reasonable and feasible, help local housing providers improve the effectiveness of homeless access to housing, help providers improve capacity and develop new and innovative housing projects, identify and help providers acquire project funding for housing and/or housing assistance support. And, to help develop continuous quality improvement as a characteristic of Tuolumne County in providing safe, healthy, affordable, available and appropriate housing.

AD-HOC COMMITTEES:

- II. Navigation Center Committee, Supervisor Kathleen Haff – watched video for the Navigation center models from Merced and San Francisco, at this time they need to complete a needs assessment showing what exactly the needs are of the homeless. Their next meeting is Oct, 15th at the city council chambers at 8 am.
- III. Orientation Manual Committee: Supervisor Jaron Brandon states that the binder has been completed and is available digital on google drive for easy access to provide services to assist our homeless population. He is requesting to closing out the committee at this time. Committee is absolved.
- IV. Outdoor shelter committee: Dana would like to dissolve the committee and create a different one later.
- V. Resource and Funding Committee: Rick Breeze Martin shared that the committee met on Oct 6th at ATTCA the minutes are being created and will be emailed shortly. The committee is looking at where funding comes from and how it is used or can be used.

SPEAKERS

- I. Tuolumne County Homeless Services Program Coordinator Update & Request for Interview Panel
Volunteers : Kelsey Stone ,Leann Hatton, Jeannette Lambert, Cathie Peacock, Joe Bors.
- III. ~~5 min/ Tim Walsh for Rebecca Espino~~ Review of Standing and Ad Hoc Committee definitions, Brown Act implications and direction regarding current or future subcommittees, followed by discussion by Commission members.
[Sarah Carrillo, County Counsel] Please refer to the brown act listed on our website.

UNFINISHED BUSINESS

- I. Review and consideration of proposals to establish these Standing Committees: -Support Services; -Liaisons & Relations; -Communications; -Data and Information Systems (1-2 discussions and/or motions this day, as time allows)[Moved to November]
- II. Consideration of authorizing the Outdoor Shelter Ad Hoc Committee to deliver a properties plan proposal to the Board of Supervisors for further direction.[Dana Baker/See **September Brief**] [Moved to November] Motion Failed.

NEW BUSINESS-

a) Consideration of creation of a Project Home Key Ad Hoc Committee [Moved to November]

Supervisor Jaron Brandon shares a brief information on Project Room Key, which is available to place homeless into hotel rooms. The program is run by our local DSS dept.

ANNOUNCEMENTS

Cathie Peacock will be presenting to BOS on November, 2, 2021 at 1:30

Mary Rose share potential shelter space fitting 12-15 beds for emergency shelter during winter months.

ADJOURNMENT-

Tina Welch adjourned meeting at 11:10 am

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TUOLUMNE COUNTY COMMISSION ON HOMELESSNESS

To: TCCOH Commission Members

From: Tina Welch (Chair)

Subject: Item V. a.) Proposed Process to Vet Applicants for Vacant Positions

Date: (for) November 4, 2021 Commission Meeting

Summary of Agenda Item:

Review and begin to use a process to “vet” and decide on recommendations to the Tuolumne County Board of Supervisors for citizens to fill vacant Commission positions.

Background:

- Direction for filling vacant Commission positions is given in the Bylaws: ARTICLE III – Membership, which says that the members of the TCCOH shall be appointed or assigned by the BOS.
- As a new Commission, no precedence has been established for the role of the Commission in filling vacant positions
- Two recently added positions (Lived Experience (F/M)) have been advertised.

Proposed Process:

- Ask applicant(s) to appear in the “Speakers” portion of the following month’s agenda
- Applicant introduces themselves and confirms compliance with By-laws Article III- Membership, responds to comments & answers questions of Board Members.
- If more than one applicant is being considered, the Board discusses attributes and documents that for Board of Supervisors’ use.

Submitted by:

-Tina Welch

TCCOH Chair

TC Commission on Homelessness - Housing Committee

October 22, 2021

To: TC Commission on Homelessness (CoH)
cc Tina Welch, Chair; Dana Baker, Vice-Chair; Kelsey Stone, Secretary

From: Rick Breeze-Martin

Subj.: November Housing Committee status report to the Commission

The TC CoH Housing Committee held its first meeting Wednesday, October 20th. The meeting was held at the ATCAA Sonora Offices meeting room from 2 pm to 4 pm. The meeting minutes are being prepared and will be included in the next report to the Commission. The next Housing Committee meeting is Thursday, November 18, 2021 from 1pm to 3 pm.

Some Committee October meeting results include:

- An initial list of potential Committee speakers / research resources was developed, discussion on this item will continue at the November Committee meeting.
- Officers were selected: Rick Breeze-Martin as Chair and Tom Crosby as Vice-Chair.
- The Committee's regular meeting time was set as the 3rd Thursday of the month 1pm to 3pm.
- Committee's meeting location is the ATCAA Sonora offices meeting room and Chicken Ranch Tribal Administration will provide backup meeting space as needed.
- The Committee had a wide ranging and animated discussion about its work scope and priorities, to be continued at the November meeting.
- The chair and vice-chair are to prepare an initial draft Committee work plan development process and draft work plan that is to be informed by the County's 2019 Plan to Combat Homelessness.
- The Committee is inviting Denise Cloward as speaker to its next meeting to provide a briefing on the Central Sierra Continuum of Care - its background, current status and Q&A with the Committee.

TC CoH Ad Hoc Resources Database Development Committee

October 22, 2021

To: TC Commission on Homelessness (CoH)
cc. Tina Welch, Dana Baker, Kelsey Stone,

From: Rick Breeze-Martin

Subject: Ad Hoc Resources Database Development Committee Report for November CoH meeting

At the Commission's October 20th meeting, consistent with County Counsel's guidance, the name of the Ad Hoc Resources and Funding Committee was changed to the Ad Hoc Resources Database Development Committee. This change was to be more in conformance with Ad Hoc committee naming and functioning expectations to reflect its specific task focus within a time limit.

The Ad Hoc Committee held its first meeting Wednesday, October 6th (rescheduled from September 30th). The meeting was held at the ATCAA Sonora Offices meeting room from 1 pm to 3 pm. Attached is a copy of the agenda. The meeting minutes are being prepared and will be included in the next report to the Commission.

Some Ad Committee October meeting results include:

- An initial list of potential speakers / research sources developed
- The Ad Hoc Committee will conduct much of its work via email; when needed the Committee will meet at the ATCAA Sonora Offices meeting room.
- The database design features was discussed, and Rick is to develop a draft template for database resources records and information collection for members input to start development design

TC CoH Ad Hoc Resources Database Development Committee

The Vision of the TC COH is that Tuolumne County has adequate safe, healthy, and affordable shelter and housing options for all of the people that live in Tuolumne County.

Ad Hoc Committee Meeting
Wednesday October 6, 2021
1:00 p.m. to 3:00 p.m.

A-TCAA Sonora Office
427 N. Highway 49
Sonora, CA. 95370

AGENDA

I. CALL TO ORDER

2 min./ Rick (*Commission Liaison / Facilitator*)

II. ROLL CALL

2 min./ Rick

III. APPROVAL OF PREVIOUS MEETING MINUTES

Not Applicable (1st Ad Hoc Committee meeting)

IV. SPEAKERS

a) Discussion and possible action on creating a list of potential future speakers

10 min./ Rick (*Liaison / Facilitator*)

V. UNFINISHED BUSINESS

None (1st meeting)

VI. NEW BUSINESS

a) Committee organization:

- o Discussion on establishing the Ad Hoc Committee's meeting dates and times.

10 min./ Facilitated by Rick

b) Committee support procedures: Discussion for action regarding Committee procedures

- Agendas & agenda packets: to be done by the Ad Hoc Committee Liaison / Facilitator.
- Meeting Minutes: to be done by the Ad Hoc Committee Liaison / Facilitator.
- Other related and appropriate support procedures

10 min./ Facilitated by Rick

c) Discuss the Ad Hoc Committee's approach (strategy) to research and identify resources and funding opportunities for inclusion in a Commission database: (*see approved By-laws Art. I Name and Objectives I.5 & I.6; Art. II Responsibilities and Functions II.1 & II.2*)

TC CoH Ad Hoc Resources Database Development Committee

- Inventory and assessment of local, regional and national resource organizations to identify services provided, gaps and needs, such as but not limited to:
 - Health
 - Housing
 - Employment
 - Transportation
 - Compliance
 - Community maintenance
 - Any and all matters related to homelessness, at risk of homelessness, and transients
- Inventory assessment of local, regional, and national funding sources related to financing homeless related activities, projects and or programs for inclusion in a Commission database, such as, but not limited to:
 - Health
 - Housing
 - Employment
 - Transportation
 - Compliance
 - Community maintenance
 - Any and all matters related to homelessness, at risk of homelessness, and transients
- Other resource or finance opportunities to be considered as appropriate

35 min./ Facilitated by Rick

d) Discuss the Ad Hoc Committee's approach to developing and recommending to the TC CoH concepts to pursue for available funding opportunities

25 min./ Facilitated by Rick

e) Discuss how to structure and what to include in the Committee's final report on its work including findings and recommendations. (Final report is due for the Commission's March 2022 meeting.)

20 min./ Facilitated by Rick

VII. ANNOUNCEMENTS

6 min./ Ad Hoc Committee Members

VIII. ADJOURNMENT



To the Board of Supervisors, CAO Riggs, and Director Espino,

The Board of Supervisors set addressing “Emergency Needs in Homeless Communities and Collaborate with Public and Private Partnerships to Combat Homelessness” as a 2021 goal.

The Tuolumne County Commission on Homelessness (TCCOH) was established by action of the Board of Supervisors to create a permanent, public, diverse, and capable team to address the many facets of homelessness and create a channel for public participation.

Today, we are reaching out as the leadership of TCCOH to seek direction for our Outdoor Shelter Ad Hoc Committee’s goal of establishing a cost-effective, independently managed, and sanctioned outdoor shelter site to address the urgent needs of approximately 60 unsheltered people in Tuolumne County. This committee is comprised of representatives from Districts 3 and 4, Give Someone A Chance, Resiliency Village, Amador Tuolumne Community Action Agency, the City of Sonora, Supervisor Brandon, and previously the Homeless Prevention Coordinator. Attached is a conceptual outline for the proposal.

TCCOH requests that the Board of Supervisors endorse the concept of utilizing a campground-style site as a minimum level of shelter for people experiencing homelessness, and;

TCCOH further requests the participation of county department stakeholders including Law Enforcement, Health & Human Services, Fire Officials, Community Development, and the County Administrator's Office to ensure all perspectives are incorporated moving forward, and;

TCCOH finally requests the Board of Supervisors direct TCCOH to identify potential sites and site management in collaboration with staff, and to return a project proposal for further consideration.

Respectfully,

Christina Welch
TCCOH Chair

Date

Dana Baker
TCCOH Vice Chair

Date

Conceptual Outline

Primary Goal

Establish a cost-effective, independently managed, and sanctioned outdoor shelter site to address the urgent needs of approximately 60 unsheltered people in Tuolumne County.

Benefits

- Reduce community issues related to unauthorized encampments
- Utilize community partnerships and volunteer service assistance to manage the site
- Balance traditional security with self-policing to provide safety without deterring homeless residents from choosing the site
- Provide for the sanitation and fire safety of the site
- Centralize a location to provide county and community services
- Establish project in time for inclement weather
- Ensure aesthetics are pleasing to agencies
- Design space to encourage socializing, positive behavior, and accountability

What This Does Not Do

- Reduce the urgent need for affordable housing and shelter expansion in Tuolumne County
- Replace the need for Office of Emergency Services emergency shelters
- Supplant provisions or services provided under the Extreme Temperature Mitigation Plan
- Provide a long-term solution for people experiencing homelessness

Eligible Site Criteria

Affordable or Acquirable - Either publicly owned and available property or private property that is available to be purchased or leased.

Zone Clearance - Parcel zoning is cleared for outdoor shelter use.

Set Up Time - Minimal compared to other options.

Security & Safety - No hazardous or visibly dangerous features. Supervised site by community partner with focus on self-policing. Property is cleared to defensible space standards for fire.

Near Services - Access to basic services within proximity of the site or through transportation.

Utilities - Electricity, sewage, and water are at least able to be installed as temporary, self-contained services.

Road & Transit Access - Road access is readily available and transversable. Ideally near transit or pedestrian walkways. Areas available for parking.

Adjacency - Limited adjacency to communities, residential areas, and tourism areas.

Visibility - No visibility from highway and major collectors, potentially including fencing.

Site Needs

Area	Solution
<i>Solutions may be one or more listed options.</i>	
Garbage	<i>Option 1:</i> Centralized 20 yard dumpster on site <i>Option 2:</i> Individual lined trash can at individual sites
Sewage	<i>Option 1:</i> Porta Potties (in one or more designated areas)
Water	<i>Option 1:</i> 5 gallons per person twice per week delivered/filled <i>Option 2:</i> Centralized water tank
Electricity	<i>Option 1:</i> Distributed small personal photovoltaics <i>Option 2:</i> Outdoor secured ground-mounted solar/battery system
Lighting	<i>Option 1:</i> Solar power standing street lights (bright) <i>Option 2:</i> Distributed small lights (dim)
Security	<i>Option 1:</i> Fencing around the site <i>Option 2:</i> Encaged remote cameras
Equipment	<i>Option 1:</i> All-weather tents <i>Option 2:</i> Bed cots. All-weather blankets
Community	<i>Option 1:</i> Centralized gathering area with outdoor tables, shade covers <i>Option 2:</i> Congregate tent or temporary structure
Personal Services	Mobile laundry, mobile showers
Connectivity	<i>Option 1:</i> Mobile wifi station
Area Prep	<i>Option 1:</i> Site grading. Parking area (dirt, gravel, or existing asphalt)

Project Home Key Grant Proposal Consideration Summary –

Title	Homekey
Purpose	Opportunity for state, regional, and local public entities to develop a broad range of housing types, including but not limited to hotels, motels, hostels, single-family homes and multifamily apartments, adult residential facilities, and manufactured housing, and to convert commercial properties and other existing buildings to Permanent or Interim Housing for the Target Population.
Letter of Intent Deadline	None
Proposal/Application Deadline	Final day to submit an application within geographic set-asides and within period for timely submission of application bonus award January 31, 2022. Application period for statewide pool opens February 1, 2022 Final application due date May 2, 2022, or until funds are exhausted, whichever occurs first.
Eligible Applicants	Cities, counties, cities and counties, and all other state, regional, and Local Public Entities, including councils of government, metropolitan planning organizations, and regional transportation planning agencies designated in Section 29532.1 of the Government Code; or Tribal Entities
Funding Period	Capital funds must be expended within eight months of the date of award. For Projects that involve acquisition and are receiving capital awards, Grantees must expend the funds by the expenditure deadline and the project escrow must be closed by the expenditure deadline. Grantees shall complete all applicable construction and/or Rehabilitation within 12 months of the date of award. All Projects shall achieve a full occupancy (fully occupied with consideration for an average of 10% vacancy rate at any given time) within 90 days of construction and/or Rehabilitation completion. All operating funds must be fully expended by the Grantee by no later than June 30, 2026.
Maximum Award	Capital Award Per Door - \$150,000 - \$200,000. Higher level of support for Homeless Youth or Youth At Risk of Homelessness, Chronically Homeless, and Family Units. Award level must be justified by appraisal and other documentation. Operating Award per Unit - \$1,000 - \$1,400 per Assisted Unit per month. Higher level of support for Homeless Youth or Youth At Risk of Homelessness and Chronically Homeless. Award level must be justified by appraisal and other documentation.

	The Department will award an additional \$10,000 per Assisted Unit as a bonus award for each Project with a timely submission of a complete application to the Department by January 31, 2022. The Department will award \$10,000 per Assisted Unit as a conditional bonus amount for Projects meeting the following expedited occupancy timeframe: a) Project's Assisted Units achieve full occupancy (with consideration for an average of 10 percent vacancy) within eight (8) months of the date of award.
Match Requirement	Capital Match - 1:1 up to an additional \$100,000 per door. Operating Match - Two (2) years if Applicant commits three (3) years of operating funding; Three (3) years if Applicant commits four (4) years of operating funding.
Eligible Uses and Projects	Awarded funds must be used to provide housing for the Target Population of individuals and families experiencing Homelessness or who are At Risk of Homelessness and who are inherently impacted by or at increased risk for medical diseases or conditions due to the COVID-19 pandemic or other communicable diseases. With respect to the list of eligible uses below, an Eligible Applicant may choose to target Project Roomkey properties, or other, non-Project Roomkey properties. The list of eligible uses is as follows: a) Acquisition or Rehabilitation, or acquisition and Rehabilitation, of motels, hotels, hostels, or other sites and assets, including apartments or homes, adult residential facilities, residential care facilities for the elderly, manufactured housing, commercial properties, and other buildings with existing uses that could be converted to permanent or interim housing. b) Master leasing of properties for non-congregate housing. c) Conversion of units from nonresidential to residential. d) New construction of dwelling units. e) The purchase of affordability covenants and restrictions for units. f) Relocation costs for individuals who are being displaced as a result of the Homekey Project. g) Capitalized operating subsidies for units purchased, converted, constructed, or altered with funds provided pursuant to HSC section 50675.1.3. The Department welcomes and will consider a variety of innovative housing solutions as eligible projects. The following list of eligible projects is not exhaustive. a) Conversion of nonresidential structures to residential dwelling units. b) Conversion of commercially zoned structures, such as office or retail spaces, to residential dwelling units.

	c) Adult residential facilities, residential care facilities for the elderly, manufactured housing, and other buildings with existing residential uses. d) Multifamily rental housing projects. e) Excess state-owned properties. f) Shared housing or scattered site housing is permitted as long as the resulting housing has common ownership, financing, and property management, and each household signs a lease. g) The Department may, in its sole and absolute discretion, provide express written approval of structures lacking a permanent foundation, such as manufactured homes, recreational vehicles, and floating homes, for temporary use only. The Department encourages applicants to explore financing alternatives to Homekey for such structures. Applicants that wish to access Homekey funds for these special uses shall submit, in their application, a detailed explanation of how the use will meet all Homekey Program requirements, including the requirements for use and affordability restrictions set forth at Section 208 of this NOFA. Applicants seeking the Department's approval of structures lacking a permanent foundation are encouraged to discuss their options at the required pre-application consultation.
<i>Prohibited Costs</i>	Existing Homekey Assisted Units, previously awarded under the first round of Homekey funding, are ineligible for funding under this NOFA.
<i>Grantor Audit/Reporting Requirements</i>	Grantees shall submit an annual Homekey Program and Expenditure Report to the Department for five years following Standard Agreement execution. The report will be due no later than January 31 for the prior calendar year of January 1 to December 31. At minimum, the report shall include the following data: a) The amount of funds expended for the project. b) The location of any properties for which the funds are used. c) The number and size of habitable housing units produced, or planned to be produced, using the funds. d) The number and demographics of individuals housed, or likely to be housed, using the funds. e) The racial and ethnic composition of the tenants assisted. f) The number of units, and the location of those units, for which operating subsidies have been, or are planned to be, capitalized using the funds. Detail of supportive services offered to tenants. g) Any lessons learned from the use of the funds. h) The proposed development vision that identifies the financial and regulatory mechanisms to be used to maintain the long-term affordability of the project. The progress and status in securing any required entitlements, permits, environmental clearances. The proposed timeline for the completion of the project.

	Grantees shall also report their operating expenditures in the annual report. Grantee shall submit to the Department such periodic reports, updates, and information as deem necessary by the Department to monitor compliance and/or perform program evaluation. Any requested data or information shall be submitted in electronic format on a form provided by the Department. The Grantee shall ensure that the expenditure of Homekey funds is consistent with the requirements of the Program. The Department shall monitor the expenditures to ensure that those expenditures comply with this NOFA. The Department may request the repayment of funds or pursue any other remedies available, at law or in equity, for failure to comply with Program requirements.
<i>Proposal Docs Required</i>	Applications must include an initial plan for providing supportive services based on the anticipated needs of the Target Population and any proposed sub-populations to be served by the Project. The supportive services plan shall provide a description of the services that will be available at the housing site including but not limited to case management, behavioral health services, physical health services, assistance obtaining benefits and essential documentation, and education and employment services. The plan shall include a description of the on-site staffing plan proposed to deliver these services. Also, the plan shall describe the approach to securing and/or connecting residents to off-site services including primary care and other needed physical health and behavioral health services as well as other tenancy supports. a) Applications must include an overview of the plan and timeline for any required entitlements, permits, and environmental clearances. b) Applications must include a completed Racial Demographic Data Worksheet, which reports CoC outcomes by race and ethnicity. c) The Grantee shall have site control of the property at the time of application, and such control shall not be contingent on the approval of any other party. Site control may be evidenced by one of the following: 1. Fee title; 2. A leasehold interest on the property with provisions that enable the lessee to make improvements on and encumber the property provided that the terms and conditions of any proposed lease shall permit compliance with all program requirements; 3. A leasehold estate held by a Tribal Entity in federal tribal trust lands property, or a valid sublease thereof that has been or will be approved by the Bureau of Indian Affairs;

	4. An executed disposition and development agreement, or irrevocable offer of dedication to a public agency; 5. A sales contract, or other enforceable agreement for the acquisition of the property; 6. A letter of intent, executed by a sufficiently authorized signatory of the Eligible Applicant, that expressly represents to the Department, without condition or reservation, that, upon successful application, the Eligible Applicant shall purchase or otherwise acquire a sufficient legal interest in the property to accomplish the purpose of the award. The letter of intent must also be acknowledged by the party selling or otherwise conveying an interest in the subject property to the Eligible Applicant. 7. Other forms of site control that give the Department assurance (equivalent to items a. through f. above) that the Applicant will be able to complete the Project in a timely manner and in accordance with all the Program's objectives and requirements. 8. For Applicants proposing sites that will require a use change for permanent housing, there should be a commitment and plan to facilitate or expedite those processes, so as to not delay expenditure and occupancy requirements. A development plan that supports acquisition of a site and fund expenditure before all program deadlines and demonstrates evidence of strong organizational and financial capacity to develop the project. Relocation Assistance Narrative. Applicant shall submit a concise, sufficiently detailed narrative to demonstrate its consideration of, and early engagement with, applicable relocation assistance laws and requirements. (This Relocation Assistance Narrative does not take the place of the relocation plan, or the Certification Regarding Non-Application of Relocation Benefits and Indemnification Agreement, that the Grantee shall submit as a condition of funding.) Applicant's Relocation Assistance Narrative shall include or identify the following: a) A diagrammatic sketch of the Project site. b) Clear, high-resolution photographs of the Project site and all improvements thereon (e.g., buildings, parking lots, billboards). c) The projected dates of any Homekey-funded acquisition, construction, Rehabilitation, demolition, or similar development activities at the Project site. d) A description of any persons, businesses, or farm operations that will or may be displaced from the Project site by the foregoing development activities. Applicant shall specify whether any such displacement will be permanent or temporary. 1. If no such displacement will occur, Applicant shall conclude the narrative by expressly confirming that Applicant's eligible use(s)
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	of the funds will not result in the displacement of any persons, businesses, or farm operations from the Project site. 2. If such displacement will occur, Applicant shall further develop the narrative by including the additional elements set forth at (e) – (i) below. e) A description and evidence of attempts made to maintain the tenure of existing residents that may qualify under the criteria for the Target Population. f) A description of the aggregate relocation needs of the persons, businesses, or farm operations that will or may be displaced by the Homekey-funded activities. g) A brief description of how those relocation needs will be met, as well as the Applicant’s projected timeline for fully meeting those needs, including the dates of planned notices to displaced persons, businesses, or farm operations. h) An identification of the Applicant’s relocation consultant and/or relocation services provider in connection with the project site. Applicant shall also submit legible copies of its services contract or letter of intent with or to the relocation consultant and/or relocation services provider. i) Applicant’s cost estimate (and associated funding strategy) for providing relocation assistance and benefits to the persons, businesses, or farm operations that will or may be displaced by the Homekey-funded activities. Homekey Round 2 application materials must be submitted electronically to the Department’s website https://homekey.hcd.ca.gov/ Requirements for uploading the Homekey Round 2 Application and required supporting documentation, including naming conventions, are described in the Homekey Round 2 Application instructions/checklist tab. Applicants must upload all complete application materials to the Department’s website no later than 11:59 p.m. Pacific Daylight Time on Wednesday, May 2, 2022, to the extent that funds remain available at that time. Homekey Round 2 Application Resolution Templates State, Regional, or Local Public Entity as Sole Applicant State, Regional, or Local Public Entity as Joint Applicant Corporation as Joint Applicant Standard Agreement Exhibits Currently under development. Exhibits will be available mid-Fall, 2021. Payee Data Record Payee Data Record - STD 204 - For non-governmental entities Government Agency Taxpayer ID Form
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	TIN Form - Public entities only (PDF) Other Application Forms Community Engagement Scoring Criteria Racial Equity Scoring Criteria Operating Subsidy Template Coordinated Entry System Participation Template Systems Outcomes Workbook

TUOLUMNE COUNTY COMMISSION ON HOMELESSNESS

To: TCCOH Commission Members

From: Tina Welch (Chair)

Subject: Item VIII. b.) •Commission Goals for 2022

Date: (for) November 4, 2021 Commission Meeting

Summary of Agenda Item:

Discuss timely goals for the Commission to achieve in CY 2022. Decision on a final list will be made in the December meeting. Note that the Commission may also start and/or accomplish additional work, too, but this short list will give County staff and others advance notice so they can plan to be available to support these efforts.

Part I: Review of Commission actions to date (past):

The Commission expanded on the recommendations proposed in 2019 Draft Plan to Combat Homelessness in the July, August, and September meetings, and weighed in on which items were the most important to tackle first. Most of these initial, foundational actions have been accomplished in the early months: creation of committees to assess housing, shelter locations, resources and funding streams available; creation of by-laws and compiling an orientation manual.

“Homelessness” issues seem to have three separate solutions: 1.) Sites for sheltering (tents, vehicles); 2.) Constructed shelters for short-term residency; 3.) Affordable housing.

Support for the people trying to find and utilize these sites also is critical to provide.

Part II: Identify Short List of Goals for 2022 (today):

Based on Commission discussions and actions to date, the following seem to be among the foremost & urgent items to pursue in 2022:

- Establishment of a Navigation Center (ad hoc committee doing pre-work; if this item is set as a goal, it alerts other agencies of potential needed support if/when funding becomes available)
- Identification of sites that replace Camp Hope for sheltering (tents, vehicles) (being worked on by a current ad hoc committee).
- Apply for Project Homekey grants; work with County staff to develop and submit Requests for Proposals for both property acquisitions as well as for property management.
- Create a 5-year plan of action for the Commission by up-dating the 2019 County of Tuolumne Plan to Combat Homelessness and incorporating the work of sub-committees such as the Housing Committee into it.

Part III: Agree on short list of goals (December meeting):

- To be determined (dot vote?).

Submitted by:

-Tina Welch

TCCOH Chair