Leadership Council

Meeting Minutes

Wednesday, February 25, 2026, 3:30 – 5:00 p.m.

Via Zoom

Leadership Council Co-Chairs: Luis Alejo (County of Monterey Board of Supervisors) and Kollin Kosmicki (San Benito County Board of Supervisors)

Members Present & Affiliations: Anna Velazquez (Mayor of City of Soledad), Casey Powers (Coalition of Homeless Services Providers), Dana Cleary (CHISPA), Dennis Donohue (Mayor of City of Salinas), Donna Smith (Monterey County Office of Education), Enrique Arreola & Anthony Fedon (County of San Benito), Ian Oglesby (Mayor of City of Seaside), Jill Allen (Coalition of Homeless Services Providers), Mike LeBarre (Mayor of King City), Phyllis Katz (CRLA), Tim Heavin and Wes White (LEAD), Roxanne Wilson & Sarah Federico (County of Monterey – CAO)

Guests: Jasmine Mejia Cortez and Javier Gomez (County of Monterey BOS Office), Greg Baker (Community Homeless Solutions), David Kilburn (ASN), Cindy Joerger & Dania Valdez (County of Monterey – CAO), Anjanette Love (Gathering for Women), Linda Gonzalez, Jacob Schafer (MOWMP), Robin McCrae & Evangelina Ochoa (Community Human Services), Delene Rankin (MidPen), Georgina Alvarez (CCCIL), Frank G. III (Victory Mission), Anastacia Wyatt (City of Monterey), Kayshla Lopez & Vincent Montgomery (City of Salinas), Beatriz Trujillo & Megan Hunter (City of Soledad)

CHSP Staff: Katrina McKenzie (Executive Director), Ganaden (CoC Program Manager), Oliver Elbert (HMIS System Admin.), Andrew Sandavol (Management Analyst)

1. **Welcome, Introductions, and Announcements:** Meeting began at 10:03 a.m.

2. **Additions/Modifications to the Agenda:** None

3. **Public Comment:**
   Wilson announced several grand openings: Soledad interim hsg. project 3/9, Fairview Salinas 3/5, and Hope Village details to come soon.

   White reports on the Governor's executive order and for the LC to enforce the position paper on sweeps noting when shelter in place was in action how effective it was.

4. **Funding**

   a. **HUD CoC NOFO Update**

   McKenzie reported that the FY2025 Continuum of Care (CoC) Notice of Funding Opportunity (NOFO) remains closed and pending resolution of ongoing federal litigation. CHSP submitted $8.4 million in renewal applications on February 6, 2026, to preserve existing housing and supportive service programs. This action aligns with Congressional intent to maintain CoC funding.

   HUD has filed an emergency motion to dissolve the current injunction pausing the FY2025 competition. A court decision is anticipated; however, the timeline and outcome remain uncertain. The litigation pertains to federal process and authority, not the continuation of CoC programs, which remain supported through Congressional appropriations.

   McKenzie outlined key risks being monitored:

   - Potential delays between grant expiration and award execution
   - Provider cash-flow impacts if awards are delayed
   - Possible need for technical resubmissions or grant amendments
   - Increased administrative burden if HUD reissues or modifies the NOFO

   At this time, CHSP is not recommending any programmatic changes. Staff continue to prepare for potential administrative adjustments and are closely monitoring federal timelines to mitigate service disruption. CHSP is also participating in national efforts to document the local impacts of funding delays.

   Renewal projects were submitted under the FY2024–FY2025 framework in accordance with the court order and are currently under HUD review. The submission included the following YHDP reallocations:

   - Bay Area Community Services (BACS) RRH and SSO projects reallocated to the City of Soledad
   - CHSP Transitional Housing project reallocated to Community Human Services

   No anticipated award date has been provided. CHSP will continue to monitor HUD guidance and litigation developments and will provide updates to the Leadership Council as new information becomes available.

   The current approach emphasizes vigilance and preparation to ensure system stability and continuity of services.

b. HHAP (Rounds 2 & 3)

Staff reported that HHAP Rounds 2 and 3 are approaching the 100% expenditure deadline of June 30, 2026. At this time, six funded agencies are behind on spending (two under HHAP Round 2 and four under HHAP Round 3). CHSP is actively meeting with these organizations to assess progress and provide support.

Staff requested Leadership Council approval to allow flexibility for reallocation of funds if identified agencies are unable to meet expenditure requirements. Early reallocation, if needed, would allow sufficient time for alternative organizations to fully expend funds prior to the deadline.
CHSP will continue engaging with all funded agencies and will proceed with reallocation only if necessary to ensure full expenditure.

Discussion:

- Request for email updates to the Leadership Council detailing which organizations may be impacted and the rationale for any reallocations
- Discussion of the Soledad TAY Project
- Recommendation to consider a separate approach for San Benito County (COSB) funding
- Consideration of allocating funding to Emergency Shelter, including the SHARE Center

Motion to authorize CHSP to reallocate funds if agencies cannot meet deadlines while continuing engagement before the next Leadership Council meeting in April 2026.

Motioned by Roxanne Wilson. Seconded by Casey Powers. Motion carried unanimously.

c. HHAP 5 Youth-Set Aside

McKenzie reported that $181,825 in HHAP 5 Youth Set-Aside (YSA) funding remains unallocated following the local competition, during which no youth provider was selected.

CHSP subsequently notified the provider network of the available YSA funds. Hollister Youth Alliance was the only agency to express interest. CHSP initiated an email vote with the Leadership Council in December; however, quorum was not met. Concerns were also raised regarding the potential for all YSA funds to be allocated to San Benito County.

HHAP 5 operates under a multi-year implementation period ending June 30, 2028. The State requires a midpoint accountability check by June 30, 2026, at which jurisdictions must demonstrate significant progress and expenditure of initial allocations to remain in good standing.

Staff requested guidance from the Leadership Council on how to proceed with the remaining YSA funds.

A proposal was brought forward to allocate the funds to the City of Soledad's Transitional Age Youth (TAY) transitional housing project to serve youth across the CoC.

Motion: To allocate $181,825 in HHAP 5 YSA funding to the City of Soledad's TAY project.

Motioned by Anna Velazquez. Seconded by Ian N.Oglesby. Motion carried unanimously.

d. <u>Bezos Family First Award</u>

CHSP reported that it has been awarded $2.5 million to support unhoused families. Funding categories include rental assistance, outreach and shelter services, and direct services and administration.

CHSP is currently conducting outreach to potential subcontracting partners and anticipates releasing a Request for Proposals (RFP) in March, with program implementation to follow.

Staff provided an overview of the proposed use of "Flex Pool" funding as part of the broader funding strategy. Flex Pool is a flexible set-aside designed to address immediate housing barriers that are not typically allowable under traditional funding sources. It is intended to support real-time problem solving to quickly move households into housing.

Examples of eligible uses include:

- Security deposits
- Rental or utility arrears
- Application and screening fees
- Short-term motel stays
- Moving costs and basic furnishings
- Landlord incentives or risk mitigation
- Document replacement (e.g., ID, birth certificate)
- Transportation costs related to securing housing

Staff emphasized that Flex Pool funding is limited to short-term, housing-focused interventions and is not intended for ongoing rental subsidies, long-term services, administrative costs, or general operations.

Next Steps: CHSP will initiate a Letter of Interest (LOI) process to distribute funds to partnering agencies.

5. **Planning**
    a. **HIC/PIT Update**

    McKenzie reported that the Unsheltered PIT Count was conducted on January 29, 2026. While the volunteer goal of 200 was not fully met, all routes across Monterey and San Benito Counties were successfully staffed.

    Sheltered data submissions were due February 3, 2026, and are still being compiled, with some agencies pending submission. Outreach surveys for both unsheltered and sheltered populations are ongoing.

    CHSP anticipates releasing the full PIT report in May 2026, pending completion of data collection and analysis.

    McKenzie expressed appreciation to all volunteers and partners who supported the effort.

6. **System Coordination**
    a. **Youth CARS Policy Assessment & Policy Revisions and Inactive Clients Policy:**

    McKenzie reported that CHSP has completed revisions to the CARS and Youth CARS Policies and Procedures to ensure alignment with recently issued Executive Orders and current regulatory requirements. Updates include removal of outdated language, clarification of key provisions, and strengthened policy guidance.

    Additionally, CHSP developed an Inactive Clients Policy to establish a standardized process for identifying and exiting inactive clients from the Coordinated Entry System (CARS). The policy is intended to improve data integrity, support equitable prioritization, and ensure compliance by focusing on actively engaged clients.

    Approximately 3,600 inactive clients have been identified. Under the proposed policy, clients will be removed from the active CARS list after one year of no contact; however, records will remain in HMIS for data retention and reporting purposes.

CHSP has engaged part-time temporary staff to support outreach efforts to re-engage inactive clients prior to exit.

The Oversight Committee is requesting Leadership Council approval of the revised CARS and Youth CARS Policies, as well as the Inactive Clients Policy.

Motion to approve CARS revisions and Inactive Client Policy.

Motioned by Roxanne Wilson. Seconded by Casey Powers. Motion carried unanimously.

b. **SAVE: Systematic Alien Verification for Entitlements Overview**

McKenzie briefly reviewed SAVE due to time constraints.

- Used only for eligibility, not for housing referrals or prioritization
- Documentation information only applied at program enrollment
- Highlighted emphasis on client privacy and dignity to avoid harm while maintaining compliance
- Bottom line: Aligned with California values and law which emphasizes access to essential services, privacy protections, and separation of service delivery from immigration enforcement. CHSP is committed to:
    1. Fair and equal access
    2. Compliance without harm
    3. Clear communication
    4. Protecting client dignity and privacy
    5. Protecting the service provider network

Resources:

- USCIS SAVE Program: https://www.uscis.gov/save
- HUD Coordinated Entry Guidance (CPD-15-008)
- 24 CFR §5.506 & §5.508
- U.S Office of the Law Revision Counsel
- Cornell Law School LII
- FederalRegister.gov

7. **Governance**

a. **Monitoring & Evaluations: Compliance Letter Request**

Staff reported that the CoC Monitoring & Evaluation Committee is proposing the development and issuance of Compliance Letters directly from the Committee to subrecipients.

This approach is intended to maintain clear role delineation, reinforce the Committee's oversight responsibilities, and preserve appropriate separation

between CHSP's role as the Collaborative Applicant/CoC entity and its role as staff to the CHSP Board and service provider network.

Staff requested Leadership Council approval to authorize the M&E Committee to implement the issuance of Compliance Letters on behalf of the CoC.

Motion to approve the M&E Committee issuing Compliance Letters to subrecipients on behalf of the CoC.

Motioned by Jill Allen. Seconded by Anna Velazquez. Motion carried unanimously.

b. **Performance Outcomes**

Wilson reported that the County's Homelessness Strategies and Initiatives (HSI) Division engaged Ede Coligny Consulting to support development of a comprehensive Monitoring and Evaluation (M&E) framework. This effort was conducted in coordination with the CoC M&E Committee to ensure consistency across local homeless service funders.

The scope of work included establishing standardized monitoring protocols, a uniform monitoring report template, monitoring tools, self-assessment instruments, and system-wide performance benchmarks.

As part of this process, the M&E Committee and consultant reviewed comparable contracts from the City of Salinas, Monterey County departments, and CHSP, as well as HMIS data and benchmarks outlined in the Lead Me Home Plan. This review identified inconsistencies in monitoring expectations and performance measurement practices across programs and agencies.

Based on these findings, staff presented a proposal to standardize performance benchmarks across program types, including:

- Outreach
- Transitional Housing
- Rapid Rehousing
- Permanent Supportive Housing

The proposed standardization is intended to align system performance, establish consistent expectations, and ensure benchmarks are achievable across programs.

Staff requested approval to implement standardized benchmarks into all relevant CoC-funded contracts.

Motioned by Anna Velazquez. Seconded by Jill Allen. Motion carried unanimously.

8. **HMIS**
    a. **Data Reporting Updates**
        - Longitudinal Systems Analysis (LSA) report submitted & under HUD review
        - 2026 HIC/PIT SHELTERED: FEB 3 - DEADLINE TO SUBMIT TO CHSP and past due.
        - 2025 System Performance Measures (SPM)Opened for Submission 2/3/2026

        HMIS System Admin is actively working with providers to resolve missing or incomplete data submissions.

The meeting adjourned at 4:58 p.m.

Minutes taken and prepared by Danielle Francisco