



## EASTERN SIERRA CONTINUUM OF CARE (CoC) MEETING

April 8, 2024, 1:00-2:30 PM

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Inyo County Health and Human Services

Zoom: **Join on your computer** <https://us06web.zoom.us/j/83070482119>

Meeting ID: **830 7048 2119** Passcode: **547199** Call in: +1-669-444-9171

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### AGENDA

**Public Notice:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Inyo County HHS (760) 873-3305. Notification 24 hours prior to the meeting will enable Agency staff to make reasonable arrangements to ensure accessibility to this meeting.

#### **1.0 Call Meeting to Order and Introductions**

#### **2.0 Public Comment**

#### **3.0 Approval of Minutes**

#### **4.0 CoC Referral Protocol**

#### **5.0 HHAP 1 and 2 Budget Amendment**

#### **6.0 HHAP 3 Obligation**

#### **7.0 HHAP 5 Application**

#### **8.0 Roundtable**

#### **9.0 Future Agenda Items**

1. Governance Charter Workgroup
2. HMIS/CES Update
3. Quarterly fiscal report for HHAP, HHIP and CA Planning Grant expenditures
4. Update on ESCoC Board Vacancies – pending updated Governance Charter

#### **10.0 Next meeting – May 13, 2024 1:00-2:30**

#### **11.0 Adjournment**



## **EASTERN SIERRA CONTINUUM OF CARE (CoC) MEETING**

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**March 11, 2024, 1:00-2:30 PM**

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Inyo County Health and Human Services

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### **AGENDA**

**Public Notice:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Inyo County HHS (760) 873-3305. Notification 24 hours prior to the meeting will enable Agency staff to make reasonable arrangements to ensure accessibility to this meeting.

#### **1.0 Call Meeting to Order and Introductions**

Members: Anna Scott, Amanda Greenberg, Jennifer Kreitz, Kris Kuntz,

Patricia Robertson

Absent: Eryn Dobyns,

Other: Danielle Murray, Morningstar Willis-Wagoner, Marissa Black, Olya Egorov, Melissa Best-Baker, Rebecca Samaha, Tianna Arbulu, Stefani Jackson, Amy Wyatt, Ash Ortiz, Sara Alden, Francie Avitia, Isaura Ocampo, Kara, Erin CILS

#### **2.0 Public Comment:** This time is set aside to receive public comment on matters not calendared on the agenda.

Ms. Robertson- Read an article that said there are more than 650,000 unhoused individuals, number of first-time homelessness is up 25%.

Ms. Scott- the Proposition 1 impacts at local level mitigated because we are small counties, Proposition 1 has not passed yet, still waiting to see if it will pass. If it does pass there will be some reforms to MHSA and how funds could be used in each county. Part of purpose of changing MHSA is to bring more focus to supportive housing for individuals with mental illness. Funding that we receive for MSHA will be broken up slightly differently and a new category for 1/3<sup>rd</sup> of funding to be focused on housing. Another part of Proposition 1 is a \$6.3 billion bond measure that would allow counties to borrow funding to build new facilities to house individuals who are experiencing SMI. Probably will not be realistic for small counties to build local facilities. Continuing to watch and track. Would be effective July 2026.

#### **3.0 Approval of Minutes (Action Item):** Review and consider approval of draft minutes from February 12, 2024.

Ms. Greenberg made motion to approve and was seconded by Ms. Kreitz

Ayes: Ms. Scott, Ms. Greenberg, Ms. Kreitz, Mr. Kuntz, Ms. Robertson

Nayes: -0-

Absent: Ms. Dobyns

**4.0 HHAP 5 Application (Action Item):** Receive update on HHAP 5 application and suggested budget, and consider approval of recommendation to submit the HHAP 5 application as a collaborative application that rolls Inyo County, Mono County, and ESCoC allocation into one application/contract.

Ms. Wyatt- Preparing HHAP 5 application as a collaboration between CoC, Inyo, and Mono; Alpine did not get an allocation because they did not count anyone in the 2023 PIT Count. There was a meeting a few weeks ago about the financial side of HHAP. Approval of proposed budget. Amount available- \$247,950.12 between the three entities. Of that, 7% admin costs (\$17,356.50); Proposed split allocation 50/50 between Rapid Rehousing (\$115,296.81) and Prevention/Shelter Diversion (\$115,296.81). 10% must be dedicated to youth. Action today is to approve the budget and the collaborative applicant's submittal of the application.

Ms. Greenberg asks what services look like under both categories. Ms. Wyatt states it is flexible. Had client whose car broke down; amount was approved to repair car because it affects income, which could affect housing. Usually up to 24 months of rent, can cover move in costs, security deposit, first and last months rent. Moving truck and storage fees if needed. Also pays for case management services. Can also have landlord liaison type services. Rapid Rehousing= must be residing unsheltered, emergency shelter, or transitional housing. Prevention= imminent risk of homelessness. Must be able to provide a legal document that puts them at imminent risk of homelessness. Pay for them to move to another unit or house.

Ms. Scott- We have some projects moving forward that can be used under that permanent supportive housing category- funded under HHAP 4- for this round because counties have been receiving funding under social services programs that are going to be going away- Rapid Rehousing and Prevention will help offset loss of programs.

Ms. Greenberg- How will the CoC be getting Board of Supervisor approval in Inyo County and Mono County? Ms. Kreitz attended the meeting for the fiscal side so she provided some input. The lead entity is CoC, there will be an MOU in place for Mono and Inyo as a joint MOU. CalCH states it does not have to go to BOS- whoever is authorized to sign on behalf of county is the one who signs MOU. Must apply jointly but there is an option of having separate contracts. With such limited funding it was decided best to have one contract.

Both Inyo and Mono must go to board for MOU. Ms. Kreitz says Mono can

get it on next week's agenda. Ms. Scott states can get it on before the 27<sup>th</sup>.

Ms. Wyatt states the actual project will be ready in Summer 2024. Each county and CoC will have the same responsibilities, MOU puts in place the collaboration between CoC, Inyo County, and Mono County and making sure all parts of application are brought to fruition.

Ms. Kreitz made motion to approve and was seconded by Ms. Greenberg

Ayes: Ms. Scott, Ms. Greenberg, Ms. Kreitz, Mr. Kuntz, Ms. Robertson

Nayes: -0-

Absent: Ms. Dobyns

**5.0 CES Verification Form (Action Item):** Consider approval of ESCoC Coordinated Entry System Verification Form to be used as part of the mainstream referral packet for vouchers issued by Stanislaus Regional Housing Authority.

Ms. Egorov- We are seeking approval on the verification form so that we can start the mainstream voucher application, which needs to be attached as part of the application packet. Every time we send in a mainstream voucher application, need to make sure this form is uploaded to the person's CES application.

Ms. Best Baker asks who signs the form. Ms. Egorov states this is signed by the end user.

Ms. Egorov states their staff have not been formally trained yet. Ms. Black states Stanislaus Regional Housing Authority can go over the packet and discuss the purpose of the forms.

Clarification- Mainstream vouchers are available for folks where one member in the household meets definition of disabled. Ms. Egorov asks if a client is already provided SSDI benefits, do they need another signature from a doctor.

Ms. Black states that the original proof of disability is enough.

Ms. Greenberg states MCBH and ESCH are about to lease up two local housing projects that are focused on folks who may meet the requirements for Mainstream Vouchers. If we can get applications in, how fast do you think it would take to process? Quickly since it is through Coordinated Care.

Ms. Robertson asks if the Housing Choice waitlist is open. Ms. Black states it is open for in-place preference (clients where they are already renting units

and landlord will accept voucher)

Ms. Scott asks how information is made available for vouchers? Ms. Black states it has been a continuous opening since 2020 so there have been no new notices. They can go to website and follow link for open waitlist.

Ms. Black states if a client hasn't heard back about their application, it is because they haven't been contacted yet. Clients can always call and ask.

Ms. Robertson made motion to approve and was seconded by Ms.

Greenberg

Ayes: Ms. Scott, Ms. Greenberg, Ms. Kreitz, Mr. Kuntz, Ms. Robertson

Nayes: -0-

Absent: Ms. Dobyns

**6.0 Permanent Supportive Housing (Informational Item):** Receive information regarding the lease up of permanent supportive housing at the Sawyer in Mammoth Lakes.

Ms. Greenberg- Sawyer has 81 units of affordable housing in central Mammoth Lakes and there will be 13 units of permanent supportive housing on the complex. Currently determining some eligible households. Income verifications, background checks etc will be done by Buckingham staff next week. Hopes they will move in mid-April.

Ms. Avitia asks if there is a time frame for Innsbruck Lodge. Ms. Robertson states 5 units available in April, will be moving forward with those units, will have to wait for remaining units for when electrical comes in.

**7.0 HHAP 1,2,3 Budget Subcommittee (Informational Item):** Sub-committee meeting pending to review and recommend use of additional HHAP 1 and 2 funds that are not already encumbered and to review HHAP 3 budget as submitted, recommend budget amendments if applicable, and develop recommendations for encumbrance.

Ms. Scott states regarding HHAP 1 and 2, Inyo is transitioning remaining funds from IMACA to Inyo; contract amendment with state is signed by Inyo and IMACA. Amendments sent to CalICH; once complete, IMACA will be transferring funds over to Inyo County. We will have some funding go to Innsbruck. For HHAP 3- application was submitted in the middle of the transition between IMACA and Inyo and the budget was kind of thrown together. The sub- committee will meet to determine how to better utilize funds. Will have meeting by late March.

**8.0 Roundtable**

Ms. Robertson states next ESCH board meeting will be held April 6 8pm

Ms. Scott states that some staff at HHS Inyo had a meeting with provider St.

Vincent's that is contracted to provide ECM (Enhanced Care Management) and CS (Community Supports) through CalAIM. They originate out of LA county but have local care coordinators and housing navigators. They hired staff for Inyo and Mono County and have some ability through CalAIM for individuals who meet certain criteria to receive support through Housing Navigators. Want to link in their navigators into some of the COC meetings. Primarily right now focused on individuals who had been homeless and had been in an inpatient hospitalization setting and need help relocating.

## **9.0 Future Agenda Items**

1. Referral Protocol for Innsbruck Lodge
2. Governance Charter Workgroup
3. HMIS/CES Update
4. Update on ESCoC Board Vacancies – pending updated Governance Charter

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Eastern Sierra Continuum of Care

Housing Referral Protocol

February 2024



## INTRODUCTON

The Eastern Sierra Continuum of Care (ESCoC) is a coalition of service providers in Alpine, Inyo, and Mono Counties dedicated to ending the cycle of homelessness. ESCoC stakeholders provide transitional housing, homelessness prevention and housing navigation services, permanent housing, emergency interventions, and other types of assistance to individuals and families experiencing or at-risk of homelessness.

The Eastern Sierra Continuum of Care has provided funding towards a number of housing projects because supply and affordability are critical components to homelessness prevention in our rural, isolated region.

## REFERRAL ACCESS POINTS

Mammoth Lakes Housing, Inc. and its affiliates participate in the regional Coordinated Entry System as a trusted partner. Their main office, located at 587 Old Mammoth Road, Suite 4, in Mammoth Lakes is a referral access point for housing resources and placements for those households experiencing, or at-risk of- homelessness as defined in Section 578.3 of Title 24 of the Code of Federal Regulation (“Qualifying Population”). This includes but is not limited to those with an eviction notice and those living in places unsuitable for human habitation including cars, campers, etc. Mammoth Lakes Housing, Inc. accepts and utilizes referrals, as required by funding sources including local sources, TCAC, HOME, CDBG, Project Homekey, and others. When required to, referrals will come through the local Coordinated Entry System (CES) or a prioritization system based on greatest need and housing providers shall select the greatest need eligible households that demonstrate an ability to pay affordable rents sufficient to maintain the long-term financial feasibility of the development. The ESCoC supports the sustainability of all housing types and promotes the financial well-being of its partners and housing providers. In light of this, the ESCoC is committed to allocating ongoing funding from their small federal and state allocations, in the form of operating subsidies, rental assistance, or other programs that promote the longevity and sustainability of housing projects and affordability for residents.

Referral Access Points are the sole portal for program participants’ referrals to vacancies in housing within the CES. Potential program participants are not screened out for housing opportunities due to perceived low barriers but are matched and referred based on the participant’s Housing Referral Status. Each housing program will establish and make publicly available the specific eligibility criteria the project uses to make enrollment determinations. Determining program eligibility is a different process than establishing housing or shelter prioritization. Program eligibility limits admittance into a program based on the funding sources; housing prioritization ranks eligible persons— based on factors such as living situation and vulnerability—in order to ensure the individuals with the highest needs are rapidly referred to open program slots. When a household is prioritized for Permanent Supportive Housing (PSH) but no PSH resources are available, the household is offered another available resource that could provide a housing solution.

Referral Access Points include but are not limited to:

- Inyo County Department of Health & Human Services
- Mono County Department of Social Services
- Mono County Department of Behavioral Health
- Alpine County Department of Health and Human Services
- Inyo/Mono County Veterans Services Officer
- Mammoth Lakes Housing, Inc. / Eastern Sierra Community Housing

## RESPONSIBLE PARTIES FOR COMMUNICATING THE HOUSING REFERRAL

When a participant is matched to an available housing intervention, Access Point staff will contact, inform, and offer the intervention to the participant who will have the opportunity to accept or decline the referral. Access Point staff will maintain contact with the household until such time as a shelter and/or housing referral is made.

### Housing Referral Status

Households on the prioritized housing opportunity list are matched to available housing based on the needs of Qualifying Populations, provided the household meets the eligibility criteria for the housing program and expresses interest in being matched to such a program.

### Vacancy Postings for Housing Programs

Program Vacancy Postings will be managed through the Housing Navigators. Housing programs are encouraged to post expected vacancies in advance. Access Points are expected to match an eligible person to each housing vacancy as quickly as possible. Housing providers are expected to enroll referred households and conduct move in within 60 days of receipt of the referral.

### Household Right to Accept or Reject Referrals

In the event a household turns down a housing opportunity referral, Access Point staff are responsible for communicating with the household about its likelihood of receiving another referral or a specific type of referral. Households maintain the right to decline housing referrals.

Members of the Qualifying Population who decline one or two housing referrals retain their current Housing Referral Status and remain on the prioritized housing placement list, but are not guaranteed another referral immediately.

### Accepting/Rejecting Referrals by Providers

Providers are expected to be “Housing First” in their approach to accepting clients and will accept any referred adult and/or family who meet the program’s eligibility criteria. However, programs may reject a program participant referred by Coordinated Entry if they are ineligible to participate in the program. Members of the Qualifying Population must be offered a written appeal process if a program denies their admission. Whenever a program rejects a referral, the program will document the reason for the rejection within CES. If during the course of program enrollment, a Housing Provider determines that a referred adult or family is ineligible for its program, then the Access Points will continue to assist the household with the housing navigation process, as needed.



**EASTERN SIERRA  
CONTINUUM OF CARE**

### **Referral Form**

HMIS/CES Card ID # \_\_\_\_\_ VI-SPDAT Score: \_\_\_\_\_

Date of Coordinated Entry System (CES) Enrollment: \_\_\_\_\_

Expected Household Size: \_\_\_\_\_ Completed Release of Information: Yes / No

**This is to verify that** \_\_\_\_\_ **is being referred to:**  
Name or HMIS/CES Card ID # \_\_\_\_\_

\_\_\_\_\_  
Housing Program/Project

\_\_\_\_\_  
Agency or Contributing HMIS Organization

**This is to verify that this referral was sent on** \_\_\_\_\_ **and completed by:**  
Today's Date \_\_\_\_\_

\_\_\_\_\_  
Agency / Contributing HMIS Organization (CHO)

\_\_\_\_\_  
Representative of Agency or Contributing HMIS Organization (CHO)

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Signature

**TO BE COMPLETED BY HOUSING PROGRAM/PROJECT STAFF ONLY**

Staff Name & Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date Received: \_\_\_\_\_

Received By  Email  Fax  Phone  In-Person  Priority Mail  Other: \_\_\_\_\_

**Allocation of remaining HHAP 1 and 2 balance**

V3-5/8/23

APPROVED 5/8/23

|                     | HHAP 1       | HHAP 2       | Total               |
|---------------------|--------------|--------------|---------------------|
| Original Allocation | \$733,546.24 | \$356,764.00 | \$1,090,310         |
| Expended:           | \$593,518.47 | \$1,563.32   | \$595,082           |
| Remaining           | \$140,027.77 | \$355,200.68 | <b>\$495,228.45</b> |

| Activity   | Category                      | HHAP 1    | HHAP 2     | TOTAL         |
|--|-------------------------------|-----------|------------|---------------|
| Admin costs (7% of remaining balance):   | Administrative                | -9801.94  | -24864.05  | -\$34,665.99  |
| Youth set-aside (8% of original allocations)                                   | Interim Sheltering            | -58683.83 | -28540.63  | -\$87,224.46  |
| Replacement Reserve for Access Apartments                                      | Delivery of Permanent Housing | -15000.00 | 0.00       | -\$15,000.00  |
| Construction cost overruns on Silver Peaks and Innsbruck and Access Apartments | Delivery of Permanent Housing | -41542.00 | -301796.00 | -\$343,338.00 |
| Additional Operating Reserve for Valley Apartments                             | Operating Subsidies           | -15000.00 | 0.00       | -\$15,000.00  |
|  |                               |           |            |               |
|  |                               |           |            |               |

(\$0.00) \$0.00 \$0.00

**Proposed Allocation of remaining HHAP 1 and 2 balance**

V4-4/2/24

Exp Deadline  
6/30/25

Exp Deadline  
6/30/26

|                     | HHAP 1 (A02) | HHAP 2 (A02) | Total               |
|---------------------|--------------|--------------|---------------------|
| Original Allocation | \$733,546.24 | \$356,764.00 | \$1,090,310         |
| Expended:           | \$239,279.06 | \$32,670.97  | \$271,950           |
| Remaining           | \$494,267.18 | \$324,093.03 | <b>\$818,360.21</b> |

| Activity   | Category  | HHAP 1     | HHAP 2     | TOTAL         |
|--|---|------------|------------|---------------|
| Admin costs (7% of remaining balance):   | Administrative  | -34598.70  | -22686.51  | -\$57,285.21  |
| Youth set-aside (8% of original allocations)                                   | Rapid Rehousing, Services Coordination, Street outreach | -58683.70  | -28541.12  | -\$87,224.82  |
| Replacement Reserve for Access Apartments                                      | Delivery of Permanent Housing                           | -15000.00  | 0.00       | -\$15,000.00  |
| Construction cost overruns on Silver Peaks and Innsbruck and Access Apartments | Delivery of Permanent Housing                           | -370984.78 | -272865.40 | -\$643,850.18 |
| Additional Operating Reserve for Valley Apartments                             | Operating Subsidies                                     | -15000.00  | 0.00       | -\$15,000.00  |
|  |   |            |            |               |
|  |   |            |            |               |

(\$0.00) (\$0.00) \$0.00