



**Lived Experience Advisory
Committee Meeting
November 6, 2024**

Welcome!

Welcome!



***Welcome to our newest Lived Experience
Advisory Committee (LEAC) member, Jason!***

Welcome and Meeting Overview

Agenda

- 1. LEAC Chair and Continuum of Care (CoC) Board Member Nomination and Selection Update** – Felicia Boehringer, CoC Administrator, Office of Care Coordination
 - a. LEAC Chair nomination and selection process overview.
 - b. LEAC-appointed CoC Board member nomination and selection process overview.
 - c. Introduction and time of sharing for current nominees.
- 2. Collaborative Agenda Setting Discussion** – Felicia Boehringer, CoC Administrator, Office of Care Coordination and Nichole Gideon, Chair
 - a. Discuss process for committee members to communicate requests for LEAC agenda item consideration.
- 3. Coordinated Entry System (CES) Policies and Procedures** – Felicia Boehringer, CoC Administrator, Office of Care Coordination and Paul Kaiser, Vice Chair
 - a. Review CES Policies and Procedures recommendation from Paul Kaiser.
 - b. Discuss policy stating that CES participants will be made inactive in CES after 90 days of nonengagement and potential next steps for recommended a policy revision.
- 4. CoC Updates** – Felicia Boehringer, CoC Administrator, Office of Care Coordination

Public Comments

Lived Experience Advisory Committee Member Comments

**LEAC Chair and CoC Board Member
Nomination and Selection Update**
Felicia Boehringer, CoC Administrator,
Office of Care Coordination

Business Calendar – Item #1

LEAC Chair and CoC Board Member Nomination and Selection

- The 2023 CoC Nominating ad hoc’s proposed CoC Governance Charter (Charter) revisions, approved by the CoC Board, included a process for having the LEAC select their own representative for the CoC Board
- Previously, the representative selected by the CoC General membership to represent people with lived experience of homelessness was automatically appointed to Chair the LEAC
- Now, the Charter allows the LEAC to appoint its own representative to the Board, which means the LEAC can also appoint its own Chair
- The current revised [CoC Governance Charter](#) states the following:

CoC Board Composition Section (pg. 8)

- i. People who have experienced homelessness or housing instability. By January 2025, at least 30% of the CoC Board must be comprised of people with lived experience, though the CoC Board can prioritize including more in any given year. In January 2024, the Board must include at least 4 people with lived experience. This includes:
1. One (1) seat will be determined by the Lived Experience Advisory Committee (LEAC). This could be the LEAC chair or someone else.

CoC Board Selection Process Section (pg. 10)

- f. The CoC General Membership will vote by secret ballot on the slate of qualified candidates. The Nominating Ad Hoc will utilize a prioritization tool that identifies candidates with the highest votes and ensures desired representation of various identities, experiences, and backgrounds for the CoC Board membership. The selected candidates will be presented to the CoC Board for ratification.
- g. The Lived Experience Advisory Committee (LEAC) will select one person to represent them on the CoC Board. The CoC General Membership will not vote on this person’s participation on the CoC Board.

Business Calendar – Item #1

LEAC Chair Nomination and Selection

- On October 27, 2024, LEAC members were invited to submit nominations and individual interest for the Chair position
- Nominations and interest were collected via SurveyMonkey

LEAC Chair Responsibilities

- Facilitates and coordinates the monthly meetings of the LEAC, and special meetings as needed, in collaboration with the Office of Care Coordination
- Attend monthly planning meetings with the Office of Care Coordination staff to establish meeting agendas
- Attend other CoC committee and ad hoc meeting as able, to support the coordination of efforts across the CoC
- Provide reports and carry forward recommendations from the Advisory Committee to the CoC Board
- Appointed to the Policies, Procedures and Standards (PPS) Committee, as a representative for the LEAC, and attends monthly PPS Committee meetings

Time Commitment

- *Term of the Chair to be determined by LEAC*

Business Calendar – Item #1

LEAC Chair Nomination and Selection

- The following individuals were nominated and/or expressed interest in serving as LEAC Chair
 1. Nichole Gideon
 2. Robert “Santa Bob” Morse
 3. Larry Smith
- Each nominee will be asked to confirm their interest to proceed to voting

Next Steps

- Today: Discuss duration of the term (1 year? 2 years?)
- November 2024: LEAC members to vote for the desired Chair via SurveyMonkey
- December 2024: LEAC meeting to confirm selected Chair

Business Calendar – Item #1

LEAC-Appointed CoC Board Member Nomination and Selection

- On October 27, 2024, LEAC members were invited to submit nominations and individual interest for the LEAC-appointed CoC Board member position
- Nominations and interest were collected via SurveyMonkey

CoC Board Member Responsibilities and Expectations

- Serve a two-year term on the CoC Board.
- Consistently attend CoC Board meetings. All CoC Board members must attend at least seventy-five percent (75%) of meetings each year and not be absent for three (3) consecutive meetings in order to remain in good standing.
- Be CoC General Members who demonstrate a high level of ethical behavior; working knowledge of and compassion about addressing homelessness and furthering equity and inclusion within the CoC Board and across the CoC's work; and leadership and collaborative spirit in the best interest of the Orange County CoC.
- Conduct hands-on work of creating and facilitating the committees, ad hoc and working groups of the Orange County CoC, including the CoC Program Notice of Funding Opportunity (NOFO). Every member of the CoC Board must serve on a minimum of one committee and may be appointed to Chair a CoC Committee.

LEAC-Appointed CoC Board Member Nomination and Selection

CoC Board Member Responsibilities and Expectations (continued)

- Build community awareness of the needs of all homeless and at-risk populations identified in the CoC.
- Ensure, to the greatest extent possible, access to services for subpopulations of focus identified by the CoC.
- Ensure relevant organizations and projects serving various homeless and at-risk subpopulations are represented in the planning and decision-making for the overall coordination of homeless services for the CoC.
- Ensure regional coordination and collaborative work across the CoC through the use of the Homeless Management Information System and Coordinated Entry System.
- Coordinate the CoC Programs and set goals and priorities for ending homelessness in Orange County.
- Approve Orange County CoC policies, procedures and standards as recommended by CoC Committees.

Business Calendar – Item #1

LEAC-Appointed CoC Board Member Nomination and Selection

- The following individuals were nominated and/or expressed interest in serving as the LEAC-appointed CoC Board member
 1. Nichole Gideon
 2. Larry Smith
- Each nominee will be asked to confirm their interest to proceed to voting

Next Steps

- November 2024: LEAC members to vote for the desired CoC Board member via SurveyMonkey
- December 2024: LEAC meeting to confirm selected representative for the CoC Board; presented to the CoC Board at the December meeting
- January 2025: Beginning of Board term (ends December 2026)

Business Calendar – Item #1

LEAC Chair and CoC Board Member Nomination and Selection

- Introduction of current nominees
- Nominees to share about interest in serving, as desired



Collaborative Agenda Setting Discussion

Felicia Boehringer, CoC Administrator,
Office of Care Coordination and Nichole Gideon,
Chair

Business Calendar – Item #2

Collaborative Agenda Setting

- Previously when the LEAC members were establishing recommendations and priorities to focus on, a template for bringing recommended actions forward was developed
- The LEAC is being asked to discuss if it would be beneficial to develop a collaborative agenda-setting process
- LEAC members could use the template to draft agenda items for consideration, which would be shared with the LEAC leadership and Office of Care Coordination prior to each month's LEAC planning meeting

Lived Experience Advisory Committee Recommended Agenda Items for Consideration

Committee Member: *(insert name)*

Date: *(insert date)*

Subject: *(insert title of agenda item)*

Agenda Item Type *(check one):* Update/Presentation Discussion Recommended Action

Recommended Action: *(if applicable)*

- (Insert recommended action or proposed solution. This should ideally be one to three sentences. You can use bullet points or numbered list if needed.)*

Background and Analysis

(Use this section to introduce the background of the subject/priority of focus, any relevant research or data, proposed strategies or solutions, and reasoning for why it is being brought for recommended action.)

Personal Experience

(OPTIONAL. This section can be used for sharing a personal story or experience relating to the subject/priority of focus.)

Attachments

(OPTIONAL. You can include one to three relevant attachments to support your priority of focused. Put titles of attachments in bullet form here.)

Business Calendar – Item #1

Discussion



- What are your thoughts on using this form/process to collaboratively set the LEAC agendas?
- What are some considerations if we utilize this kind of process?
- Other questions?

**Coordinated Entry System (CES)
Policies and Procedures**

Felicia Boehringer, CoC Administrator,
Office of Care Coordination and
Paul Kaiser, Vice Chair

Business Calendar – Item #3

CES Policies and Procedures

- The CES Policies and Procedures have been reviewed by the LEAC and potential revisions continue to be discussed at LEAC meetings.
- Vice Chair Paul Kaiser brought forth the following recommendations for discussion:
 1. **Train CES Partners** to advise and inform participants of the **90-day inactivity policy** and the importance of maintaining contact within 90 days so that they may remain active in CES and can have the opportunity to be matched to a housing opportunity as quickly as possible.
 2. **Extend the 90-day inactivity policy for participants enrolled in CES**, to ensure participants continue to remain active in Orange County CES.
- Recommendation 1. for discussion is based upon the information in the [CES Policies and Procedures](#) on Page 15, Paragraph 2 which states the following:
 - “Participants remain enrolled in CES until the participant is permanently housed, opts out of participating in CES, or becomes inactive. Participants will be made inactive in CES when exited from access point services or after 90 days of non-engagement with access points or HMIS participating agencies as documented in HMIS or the comparable database for victim service providers.”

Business Calendar – Item #3

CES Policies and Procedures

- The current expectation is that CES Partners are making efforts to make weekly contact with participants, by a variety of efforts, including by phone, email, meeting them at the shelter they are enrolled in, finding them in the community if they are experiencing unsheltered homelessness.
- If after weekly attempts over the course of a 90-day period, the CES partner was not able to make contact with the participant they will then be excised from CES and made inactive.
- At any point should the participant contact any CES Partner or any CES Partner make contact with the participant they can be re-activated and enrolled in CES again.

Business Calendar – Item #3

CES Policies and Procedures: Next Steps and Discussion

- The CES Policies and Procedures is reviewed at least once a year.
- While the CES Policies and Procedures is not currently undergoing a complete review, recommendations for changes could be discussed in preparation.
- Is the LEAC interested in bringing these items back to the CES Steering Committee for continued discussion and potential recommended changes to the CES Policies and Procedures?



CoC Updates

**Felicia Boehringer, CoC Administrator,
Office of Care Coordination**

Business Calendar – Item #4

LEAC Nominating Ad Hoc Update

- Following the October 2, 2024, LEAC meeting, the Office of Care Coordination was unable to confirm a desire from two (2) of the three (3) selected candidates to proceed with participating in the LEAC
- The LEAC Nominating ad hoc will be reconvening to select the following representatives:
 - ❖ **Central SPA Representative:** Individual with current or past experience of homelessness within the Central SPA
 - ❖ **South SPA Representative:** Individual with current or past experience of homelessness within the South SPA

Business Calendar – Item #4

AmeriCorps California Opportunity Corps Pilot Funding Opportunity

- California Volunteers, Office of the Governor is the State Service Commission for California and is now accepting applications for a two-year pilot program to support the unhoused community through national service. The funding opportunity includes a planning grant and two years of implementation funding, including federal funds, state funds, and an allotment of full-time or part-time AmeriCorps member positions.
- Nonprofit organizations and state and local government agencies are eligible to apply. All applicants must have active registration with the System for Award Management (SAM) at <https://www.sam.gov/SAM/>
- Applications are due by 5:00 p.m. on Tuesday, November 7, 2024.
- For more information on the funding opportunity, visit the AmeriCorps California Opportunity Corps Pilot Funding Opportunity webpage at <https://www.californiavolunteers.ca.gov/ameri-corps-california-opportunity-corps-pilot-funding-opportunity/>

Business Calendar – Item #4

Upcoming Meetings

- **Policies, Procedures and Standards (PPS) Committee (IN PERSON):** Tuesday, November 12, 2024, from 3:30 p.m. – 5:00 p.m.
 - ❖ Location: CAS Multipurpose Rooms 103/105, 601 N Ross St, Santa Ana, CA 92701
- **Veterans Committee (IN PERSON):** Wednesday, November 13, 2024, from 9:00 a.m. – 10:30 a.m.
 - ❖ Location: Orange County United Way, 18012 Mitchell S, Irvine, CA 92614
- **Service Provider Forum (IN PERSON):** Thursday, November 21, 2024, from 9:00 a.m. – 11:00 a.m.
 - ❖ Location: To be determined.

Business Calendar – Item #4

The Office of Care Coordination is Hiring!

- The Office of Care Coordination is currently recruiting to fill **two (2) Staff Specialist – Extra Help positions** to support with CoC and CES projects and initiatives being led by the Office of Care Coordination.
- Please note, Extra Help or temporary/seasonal positions are estimated to last six months up to one year.
- The Staff Specialist – Extra Help positions' responsibilities and job duties include, but are not limited to the following:
 - Analyzing, organizing and presenting data through various reporting tools.
 - Knowledge and understanding of the CoC, its structure and policies and procedures.
 - Knowledge and experience using the Homeless Management Information System (HMIS).
 - Knowledge and understanding of the CES.
- If you have any questions pertaining to this recruitment or if you are interested in the employment opportunity, please contact or submit your resume to Aida Lomeli at aida.lomeli@ocgov.com.

Please assist us in sharing this employment opportunity with others!

Business Calendar – Item #4

CoC Board Nomination and Election: Now Accepting Nominations & Interest Forms!

- The Office of Care Coordination as the Collaborative Applicant of the Orange County CoC is facilitating the annual CoC Board Nomination and Election process.
- The CoC Board is charged with responsibilities and authorities on behalf of the General Members of the Orange CoC.
- The CoC is recruiting for seven (7) to eleven (11) members to serve a two-year term from January 2025 to December 2026 and is intentionally seeking people who hold the following identities and experiences, including but not limited to Black or African American, Indigenous/Native American, People of Color, LGBTQIA+ and people with lived experience of homelessness or housing instability.

Now Recruiting

2025-2026 TERM

Orange County CoC Board Members

WHAT IS THE CONTINUUM OF CARE (COC) BOARD?

The CoC Board oversees and governs the community's work to **end homelessness**, including:

- Deciding which types of organizations and programs get funded
- Determining strategic direction
- Analyzing and interpreting data
- Setting community standards for how people are prioritized for and matched with available housing and services

WHO SHOULD APPLY?

Anyone committed to ending homelessness in Orange County can apply!

We are seeking to broaden our CoC Board membership to more wholly reflect the diversity of identities and experiences within Orange County.

HOW TO APPLY

Apply yourself: scan the QR code below to access and submit an interest form.

Nominate someone else: Send them the form linked in the QR code below, or email CareCoordination@ocgov.com with their contact information.

SCAN ME



QUESTIONS? PLEASE REACH OUT!

 <https://tinyurl.com/CoCBoardOC>

 CARECOORDINATION@OCGOV.COM

Business Calendar – Item #4

CoC Board Nominations and Candidate Interest Forms

- To complete the **Candidate Interest Form** via SurveyMonkey please visit the following link:
<https://www.surveymonkey.com/r/cocboard24>.
- If you are **interested in nominating a candidate or encouraging some to apply**, please share the above link with them or email the Office of Care Coordination at CareCoordination@ocgov.com with the subject line "CoC Board Nomination". In your email, provide the following information for the candidate you are nominating, and the Office of Care Coordination can assist with providing the Candidate Interest Form and any additional information:
 1. Name
 2. Email
 3. Phone Number
 4. Have you alerted this person you are nominating them?
- Interested candidates for the CoC Board should also be CoC General Members. The Office of Care Coordination can assist with confirming this process and provide guidance as needed.

Business Calendar – Item #3

Apply for or Update Your Individual and Agency General Membership Now!

- The CoC Governance Charter identifies that each Individual Member and Agency that is a General Member of the CoC will be allowed one vote for the CoC Board election.
- The CoC Governance Charter states that a CoC Board member must be CoC General Member, either as an organization or individual. There is still time to become a CoC General Member if you are interested in applying for the CoC Board.
- You can view the [CoC General Membership](#) roster on the [CoC General Membership webpage](#)
- If you or your organization is not a General Member and wants to become one, please inform the Office of Care Coordination of your interest and fill out the [application](#) by **tomorrow, November 7, 2024**.
- If your agency needs to update your authorized representatives for your agency, please submit an updated [application](#) to the Office of Care Coordination by **tomorrow, November 7, 2024**.

Please contact the Office of Care Coordination with any questions at CareCoordination@ocgov.com or 714-834-5000

Business Calendar – Item #3

CoC Board Nominations and Election: Timeline

Date*	Timeline Activity
October 29, 2024	Nomination period opens
November 5, 2024	Nomination period closes
November 7, 2023	Candidate Interest Forms are due; New & updated CoC Board General Membership Forms due
November 12 - 14, 2024	Candidate interviews tentatively scheduled, to be facilitated by members of the CoC Nominating Ad Hoc
November 15, 2024	CoC Nominating Ad Hoc to recommend candidates for election by CoC General Membership
November 18, 2024	Candidate Meet and Greet; Voting Period Opens
November 27, 2024	Voting period closes at 5:00 p.m.
December 6, 2024	CoC Nominating Ad Hoc to finalize election results; Candidates notified of CoC Board Election results
December 18, 2024	CoC Board Meeting: Selected candidates are presented to the CoC Board for ratification
January 2024	CoC Board seating takes place. Outgoing CoC Board and Board staff will provide training and orientation for incoming CoC Board

*Dates are subject to change

Next Meeting:

Wednesday, December 4, 2024, 10:00 a.m. to 11:30 a.m.,
Location: Orange County Housing Authority (OCHA) Large
Conference Room, 1501 East Saint Andrew Place,
Santa Ana, CA 92705

Want to stay current on meeting dates and locations?

Sign up for the CoC email distribution list, or view posted
agendas on the CoC webpage.

