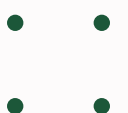


A Collaborative Framework to  
Addressing Homelessness:  
Solano County and its Seven Cities,  
United Through a  
Regional Homelessness Policy Board



# Agenda

01

Overview

02

2x2 and County

03

Collaboration

04

Official Policy Board

05

Achievements

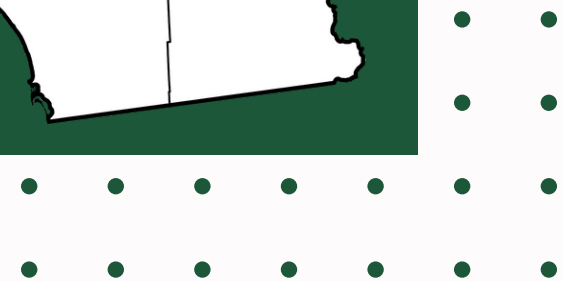
06

Future Goals

07

Contact

Solano County, California



## JPA Vision

CAP Solano JPA – providing a pathway to housing for everyone in Solano County.



## JP A Mis s i o n

To strengthen agencies working to end poverty and homelessness. The objective is to provide services and resources in coordination with existing service providers, including but not limited to non-profit organizations and faith-based providers, to promote and encourage self-sufficiency for the most vulnerable members of the community.

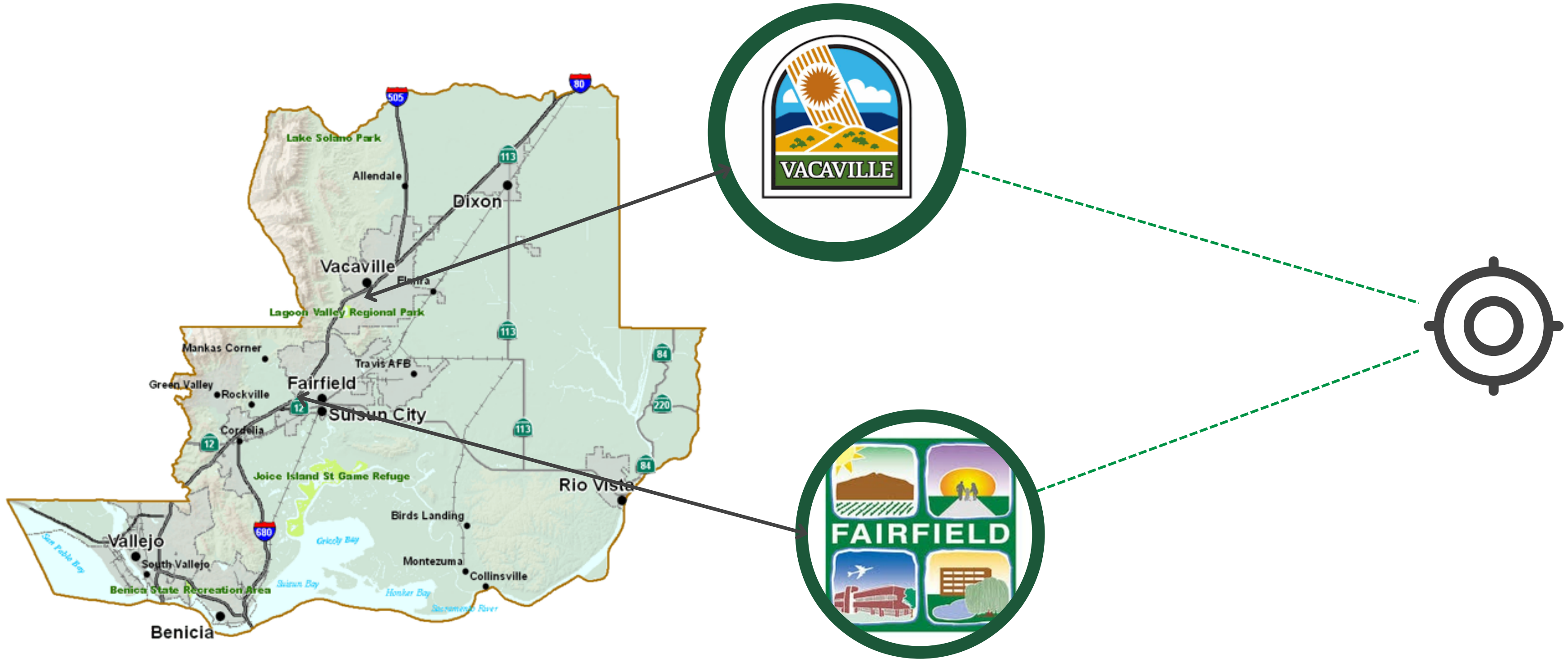


# Community Action Partnership Solano, Joint Powers Authority (JPA) Overview

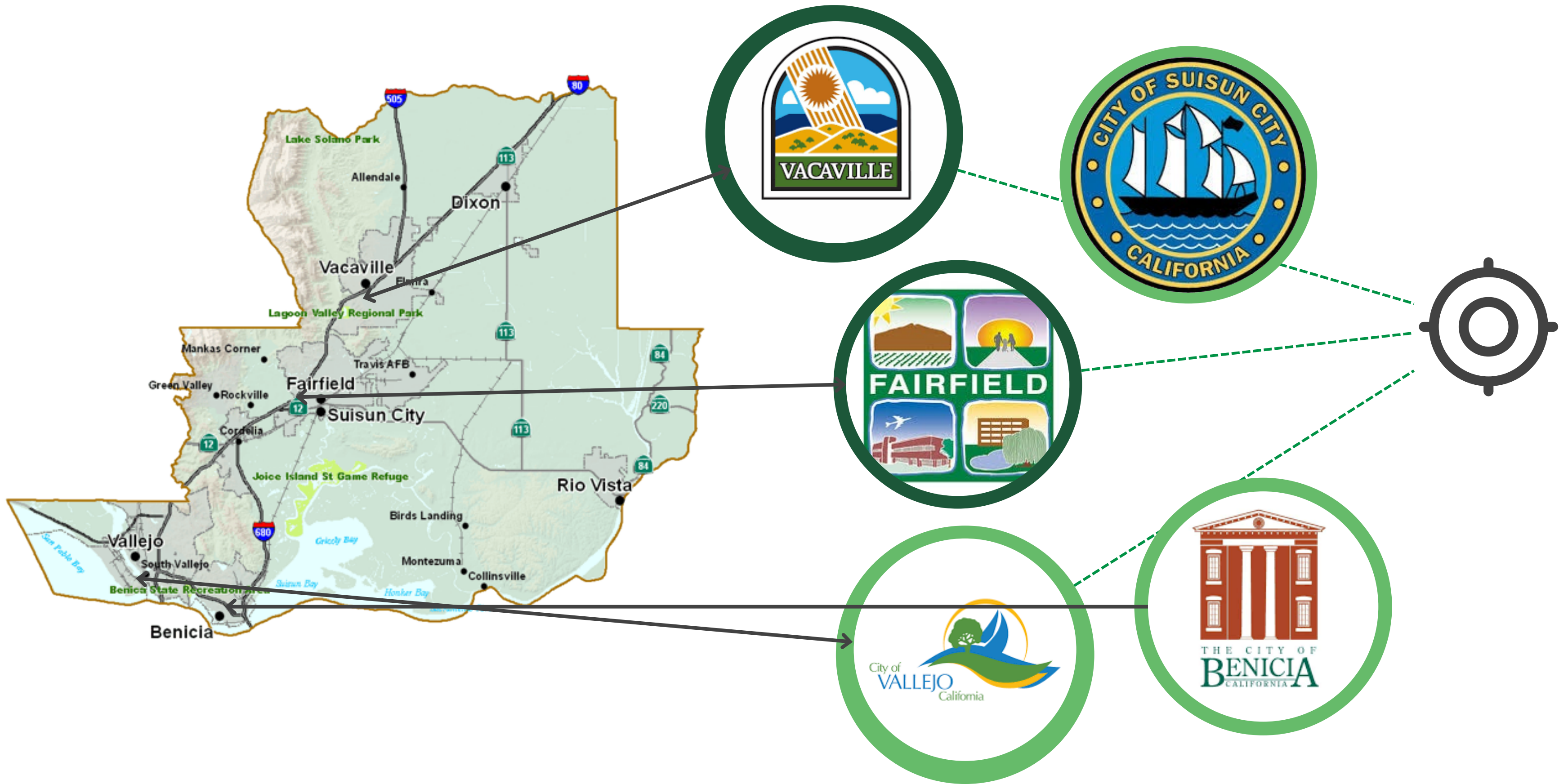
Elected Officials representative of each of the jurisdictions serve on the JPA Board and meet monthly to fulfill their duties as Solano County's Community Action Agency. The JPA is also the Collaborative Applicant for Solano County's Continuum of Care (CoC), the Administrative Entity for other state and federal funds that flow through the CoC, and the Homeless Management Information System (HMIS) Lead.



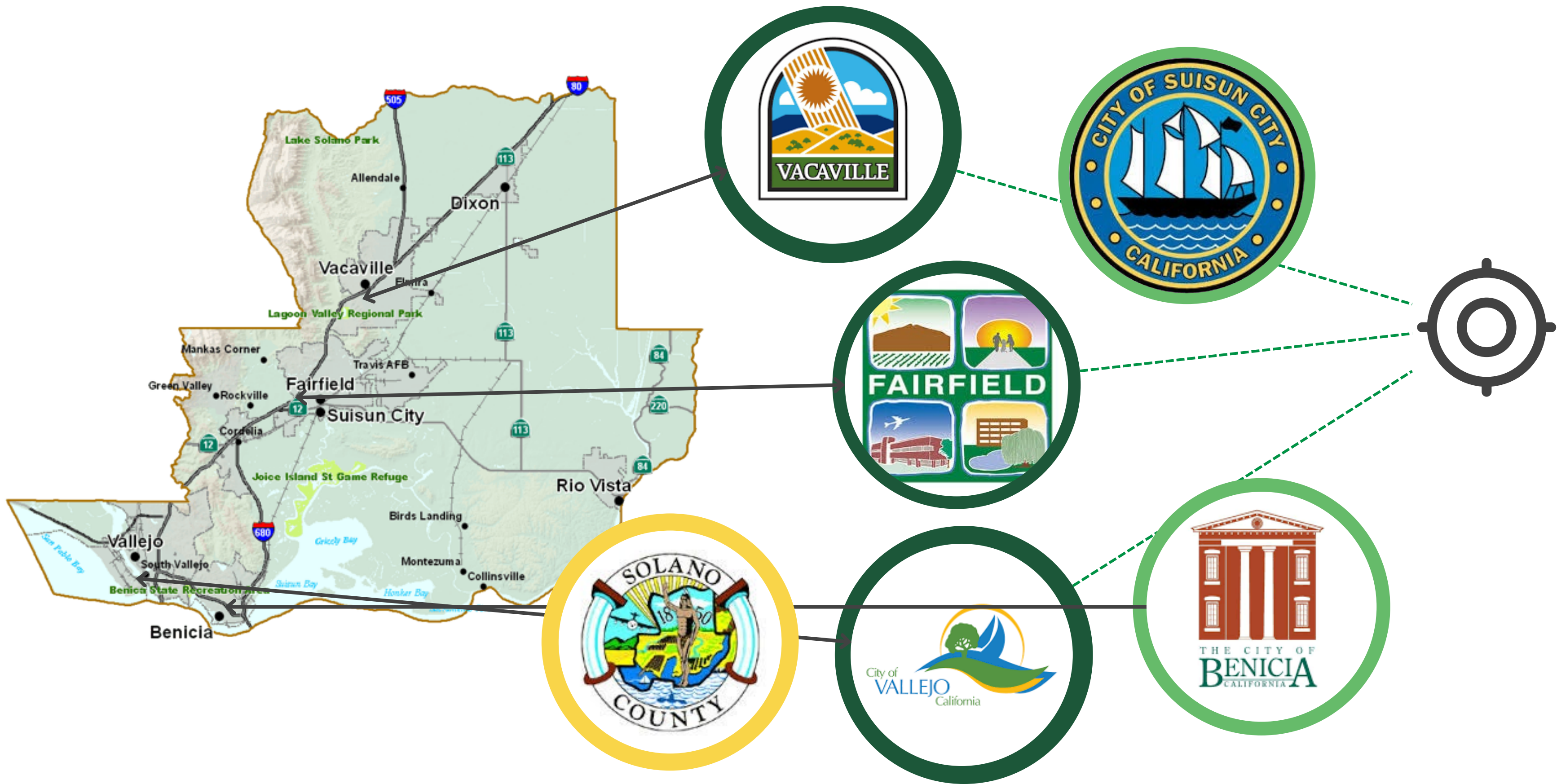
# It started with 2 Cities and a 2x2



# It grew to 5 Cities and a 2x

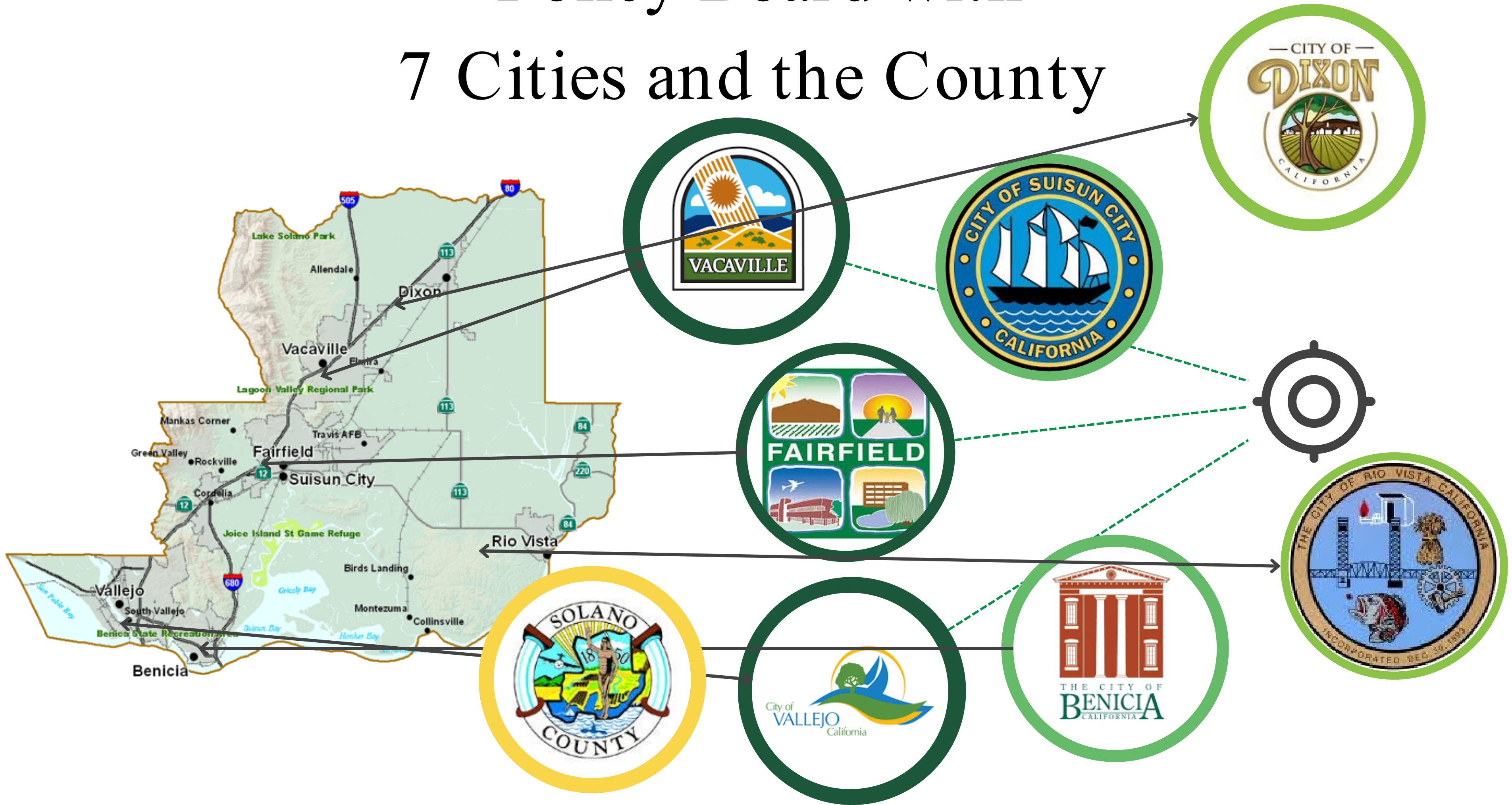


# 5 Cities a 2x2 and the County





# Policy Board with 7 Cities and the County



# Forming Documents

## Board Meeting Structure



### CAP<sup>2</sup> Solano Board Meeting

Thursday, September 22<sup>nd</sup>, 2022, 6:30 - 8:00 p.m.  
County Events Center, Conference Room A  
601 Texas Street, Fairfield

#### Board Members

**Benicia:**  
Councilmember Lionel Largaespada  
Councilmember Trevor Macenski

**Dixon:**  
Mayor Steve Bird  
Councilmember Don Hendershot

**Fairfield:**  
Vice Mayor Rick Vaccaro  
Councilmember Doriss Panduro

**Rio Vista:**  
Mayor Ron Kott  
Councilmember Edwin Okamura

**Suisun:**  
Mayor Pro Tem Alma Hernandez  
Councilmember Mike Hudson

**Vallejo:**  
Vice Mayor Rozzana Verder-Alliga  
Councilmember Mina Loera-Diaz

**Vacaville:**  
Councilmember Roy Stockton  
Councilmember Nolan Sullivan

**Solano County:**  
Supervisor Jim Spering  
Supervisor Mitch Mashburn

#### AGENDA

CALL TO ORDER/ SALUTE TO FLAG

ROLL CALL

APPROVAL OF THE AGENDA

PUBLIC COMMENTS

This is your opportunity to address the Board on a matter not listed on the Agenda; however, items must be within the subject matter jurisdiction of the Board. Please limit your comments to 3 minutes. The Board will hear public comments for up to 15 minutes. Any additional public comments will be heard at the conclusion of the meeting.

PUBLIC COMMENT ON CONSENT CALENDAR

Each speaker shall have 3 minutes to address any or all items on the Consent Calendar.

APPROVAL OF CONSENT CALENDAR

The Board considers all matters listed under the Consent Calendar to be non-controversial or routine and will adopt them in one motion. There will be no discussion on these items before the Board votes on the motion unless Board members request specific items be discussed and/or removed from the Consent Calendar.

## Bylaws



COMMUNITY ACTION PARTNERSHIP SOLANO  
JOINT POWERS AUTHORITY

### BYLAWS of BOARD OF DIRECTORS OF THE CAP SOLANO JPA (CAP<sup>2</sup> BOARD)

#### ARTICLE 1. DEFINITIONS

The definitions of terms used in these Bylaws shall be the same as are contained in the Amended and Restated Joint Powers Agreement establishing the Community Action Partnership of Solano hereinafter called CAP Solano or the JPA, unless otherwise expressly provided.

#### ARTICLE II. OFFICES

CAP Solano's principal office for the transaction of business is located at 1000 Webster Street, Fairfield, CA. The Board of Directors may change the location of the principal office from time to time.

The Board may establish one or more subordinate offices at any place or places where CAP Solano is qualified to do business.

#### ARTICLE III. MEETINGS OF THE BOARD OF DIRECTORS

##### 1. Regular Meetings

###### a. Time Held

The Board of Directors shall set a regular time and place of meeting adopted by the Board of Directors in accordance with the Ralph M Brown Act. These meetings should, if at all possible, be scheduled at least one calendar year in advance. Unless otherwise changed by a majority vote of the Voting Directors at a regular meeting, these meetings shall be held at 6:30 p.m. on the 3<sup>rd</sup> Thursday of each month or at any other time as set by the Chair of the Board, or by a majority of the members of the Board. Should any of these days fall upon a legal holiday, the meeting of the Board shall

## Resolution

RESOLUTION NO. 2022-\_\_\_\_\_

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAP SOLANO JPA  
APPROVING AND ADOPTING A COMPENSATION AND EXPENSE  
REIMBURSEMENT POLICY

WHEREAS, the member agencies of the Community Action Partnership of Solano JPA (CAP Solano) Joint Exercise Powers Agreement (JPA) have re-adopted an Amended and Restated JPA; and

WHEREAS, the Amended and Restated JPA changed the composition of the Board of Directors to be made up of a representative from the legislative body of each member agency; and

WHEREAS, the new Board of Directors desires to establish an official policy to govern compensation for Board members when acting on official JPA business; and to specify the types of occurrences that qualify a Director to receive reimbursement of actual and necessary expenses in accordance with Government Code section 532.10;

NOW, THEREFORE, BE IT RESOLVED, that the CAP Solano Board of Directors hereby adopts the CAP Solano Board of Directors compensation and Expense Reimbursement Policy as set forth in Exhibit A.

Passed and adopted by the CAP Solano Board of Directors at a regular meeting held on October 20, 2022 by the following vote:

# Forming Documents

## Code of Conduct and Conflict of Interest Policy



COMMUNITY ACTION PARTNERSHIP  
SOLANO  
JOINT POWERS AUTHORITY

### CODE OF CONDUCT AND CONFLICT OF INTEREST POLICY

#### A. WHAT IS THE PURPOSE OF THIS POLICY?

Conflicts of interest raise governance, tax, and regulatory issues for a Community Action Agency (CAA), which in Solano County is the Community Action Partnership (“CAP”) of Solano; Joint Powers Authority (JPA). ~~They~~ Conflicts of interest also raise concerns in the minds of the public and members of the media, potentially undermining the organization’s reputation and good standing.

Generally speaking, a conflict of interest is a situation in which a JPA Board Member or one of his or her family members has a personal or financial interest that compromises or could compromise the Board Member’s independence of judgment in exercising his or her responsibilities to the JPA.

Covered Parties, as defined in Section B(1) below, are expected to minimize conflicts of interest; disclose ethical, legal, financial, and other conflicts; and remove themselves from decision-making if they would otherwise be called on to act on a conflict involving themselves, their family members or entities with which they or their family members are closely associated.

## Chair and Vice Chair Rotation

Exhibit A

### CAP<sup>2</sup> Solano Proposed Rotation of Chair/Vice Chair

1<sup>st</sup> year 2023  
Solano County, Chair  
Benicia, Vice Chair  
Fairfield, Former Vice Chair

2<sup>nd</sup> year 2024  
Benicia, Chair  
Dixon, Vice Chair  
Solano County, Former Chair

3<sup>rd</sup> year 2025  
Dixon, Chair  
Fairfield, Vice Chair  
Benicia, Former Chair

4<sup>th</sup> year 2026  
Fairfield, Chair  
Rio Vista, Vice Chair  
Dixon, Former Chair

5<sup>th</sup> year 2027  
Rio Vista, Chair  
Suisun, Vice Chair  
Fairfield, Former Chair

6<sup>th</sup> year 2028  
Suisun, Chair  
Vacaville, Vice Chair  
Rio Vista, Former Chair

7<sup>th</sup> year 2029  
Vacaville, Chair  
Vallejo, Vice Chair  
Suisun, Former Chair

8<sup>th</sup> year 2030  
Vallejo, Chair  
Solano County, Vice Chair  
Vacaville, Former Chair

## Memorandum of Understanding

### MEMORANDUM OF UNDERSTANDING BETWEEN COMMUNITY ACTION PARTNERSHIP OF SOLANO, JOINT POWER AGENCY, THE CITY OF FAIRFIELD, AND THE COUNTY OF SOLANO

MEMORANDUM OF UNDERSTANDING (MOU) is made on December 6, 2022 in the City of Fairfield, a municipal corporation (“City”), the Community Action Partnership of Solano, a Joint Powers Agency (“CAP Solano JPA”), and the County of Solano (“County”), collectively known as the “parties.”

As, CAP Solano JPA receives funding from various federal, State, and local sources to provide programs and resources for those either homeless or in poverty throughout Solano County; and

As, CAP Solano JPA does not have its own staff to assist in performing administrative, and technical duties in conducting comprehensive analyses, including financial, budgetary analysis, and coordination of municipal policies, organizations, programs, and services; and

As, the City and County desire to coordinate on providing staffing to the CAP Solano JPA;

THEREFORE, the parties hereby agree as follows:

# Board Strategic Planning 2-Day Workshop



- 1 Causes of Homelessness
- 2 How Do We End Homelessness?
- 3 Funding: Who and How Much?
- 4 The Definition and Who's Eligible?
- 5 Elements of an Effective System Response

# Strategic Priorities

## 2023 CAP Solano JPA Strategic Priorities Next Steps

**Background:** The CAP Solano JPA board contracted with Homebase to lead a two-day workshop that included foundational trainings and facilitated discussion around homelessness in Solano County. The JPA board convened on April 22, 2023, and April 27, 2023, to discuss the current state of homelessness in Solano and the homeless system of care structure. As a result of these discussions, the following key takeaways and next steps were identified.

Strategic Goal	Status	Activity	Timeline
JPA Staffing	Consensus	Appropriate staffing is necessary to maintain JPA activities as administrative entities and pursue additional polity level activities.	
	Next Step	Consider two staffing models with details regarding cost and structure to be presented at the June JPA meeting.	Jun-23
	Future Planning	Select staffing model, locate funding to support ongoing staff support, determine hosting jurisdiction/entity. Utilize City Managers as needed for implementation.	Oct-23
Gaps Analysis	Consensus	The JPA board needs a clear assessment of the current resources and gaps in the homeless system of care to make informed decisions.	
	Next Step	Initiate gaps analysis.	Jun-23
	Future Planning	Assess and implement recommendations identified through the gaps analysis.	TBD
Technical Advisory Committee	Consensus	An advisory committee will be a great resource to the JPA staff and Board, but need to clarify composition and role.	
	Next Step	JPA Staff will contact each jurisdiction to clarify the membership of the TAC and bring back a current roster to the JPA Board.	Jun-23
	Future Planning	The JPA will revisit TAC roles and responsibilities after the JPA staffing discussion and begin convening the TAC.	EOY 23
Strategic Plan Implementation	Consensus	The JPA recognizes the importance of continuing implementation of the 5 year Regional Strategic Plan and using it as a guiding document.	
	Future Planning	Identify a committee of JPA members and other stakeholders as needed to lead this work forward.	EOY 23
Partnership with existing providers	Consensus	It would benefit the JPA to hear from other jurisdictions and collaborate across jurisdictions on projects.	
	Future Planning	Create a regular cadence of presentations from innovative providers and best practices. Have local providers or projects of interest from each jurisdiction present at JPA meetings.	Ongoing
Regular feedback between JPA, TAB and CoC Boards	Consensus	Increased feedback between the three Boards is highly desired.	
	Next Step	Schedule two times a year to host joint meetings. Establish CoC and TAB report outs at JPA Board meetings and vice versa.	Jun-23
	Future Planning	Have more members from the JPA on the CoC and vice versa. Discuss other ways to collaborate and leverage expertise amongst the 3 bodies.	EOY 23

Funding

Collaboration

Shared Resources

Staffing



# Regional Homelessness Prevention

2024

Mary Kate Johnson, Director of Regional Homelessness Prevention



## 1-2-4 Framework for Homelessness Solutions

To achieve 75% reduction in unsheltered homelessness

Simultaneously invest in three interventions

Increasing exits from homelessness



### +1X Interim Housing

Fund interim housing needed to bring unsheltered people indoors immediately. These can be short term, temporary solutions on the path to permanent exits.

Increasing exits from homelessness



### +2X Permanent Housing Solutions

Fund two permanent housing solutions for every interim housing unit added. These can be a housing subsidy or affordable housing that allows people to move from interim to permanent housing.

Decreasing entries



### +4X Homelessness Prevention

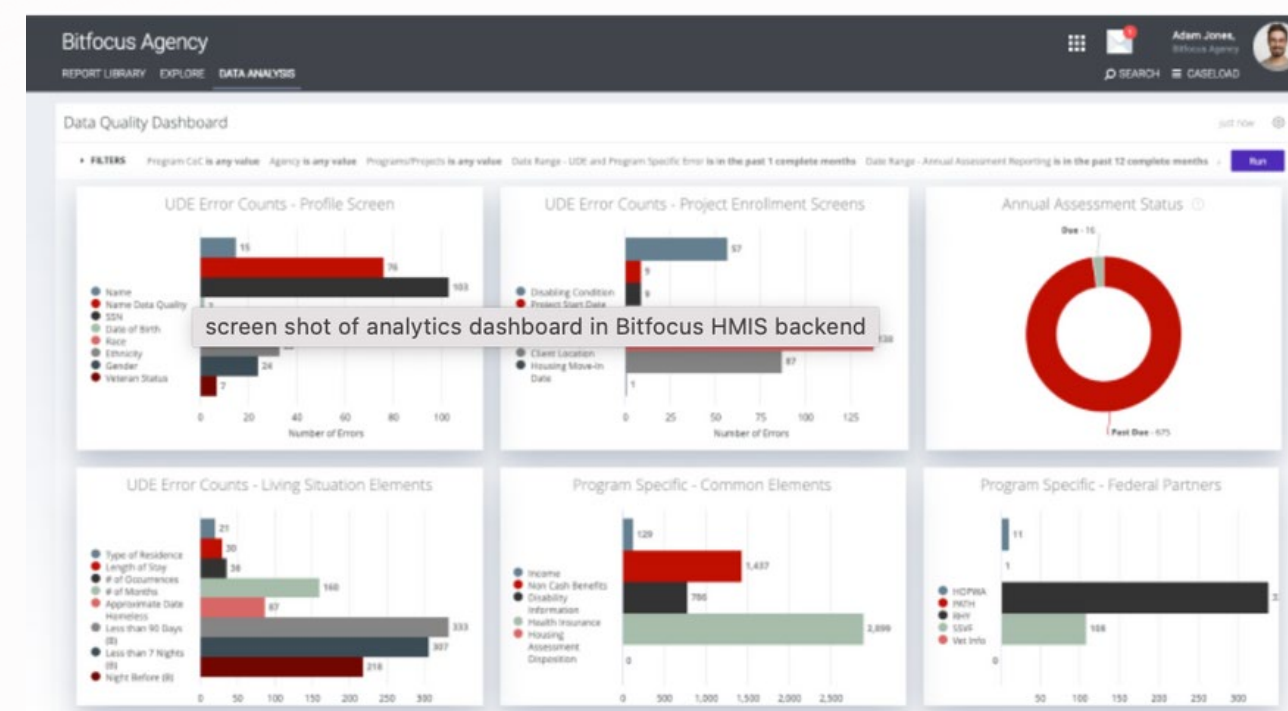
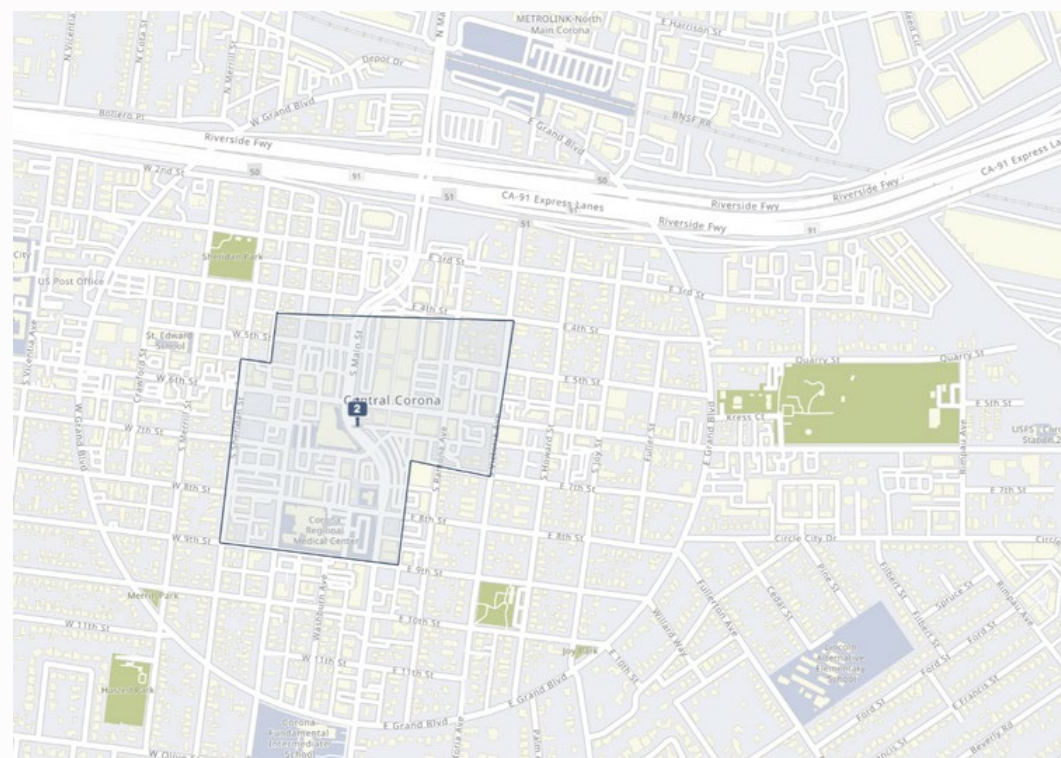
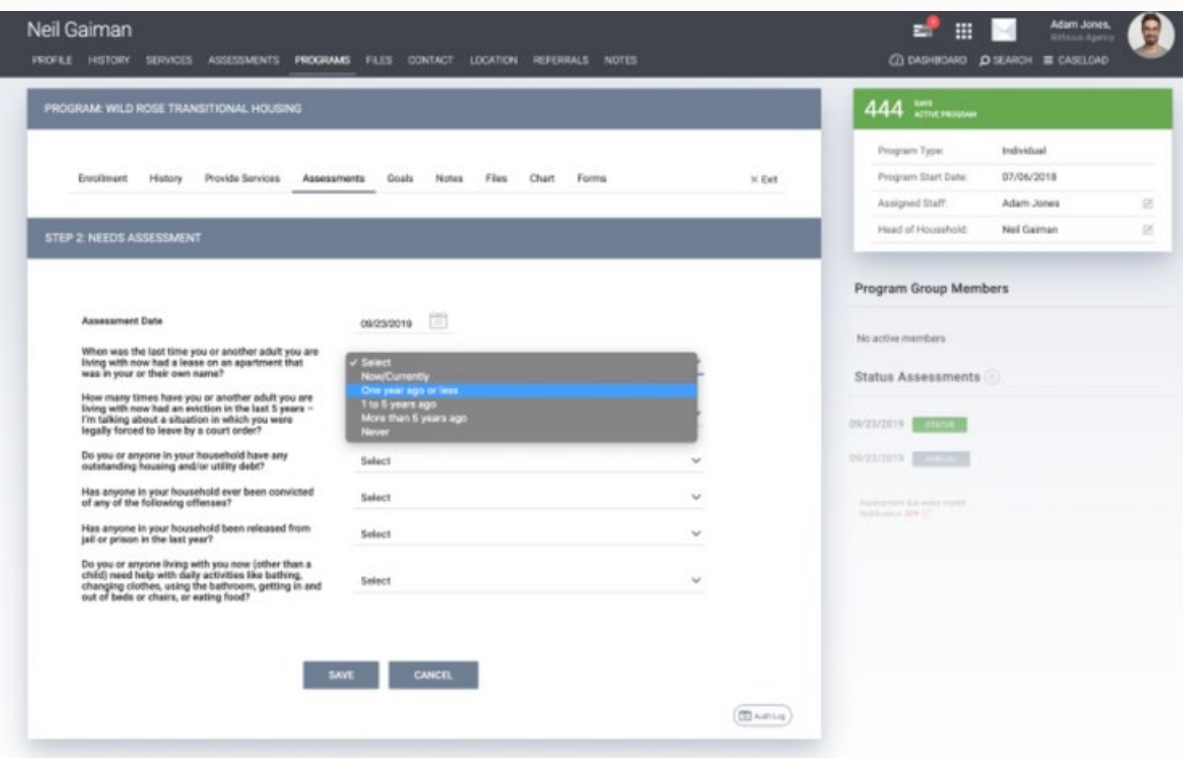
Simultaneously, each unit of interim housing should be matched by holistic prevention services for four households.

# Homeless Management Information System (HMIS) Clarity

## Case Management

## Outreach & Engagement

## Reporting & Analysis



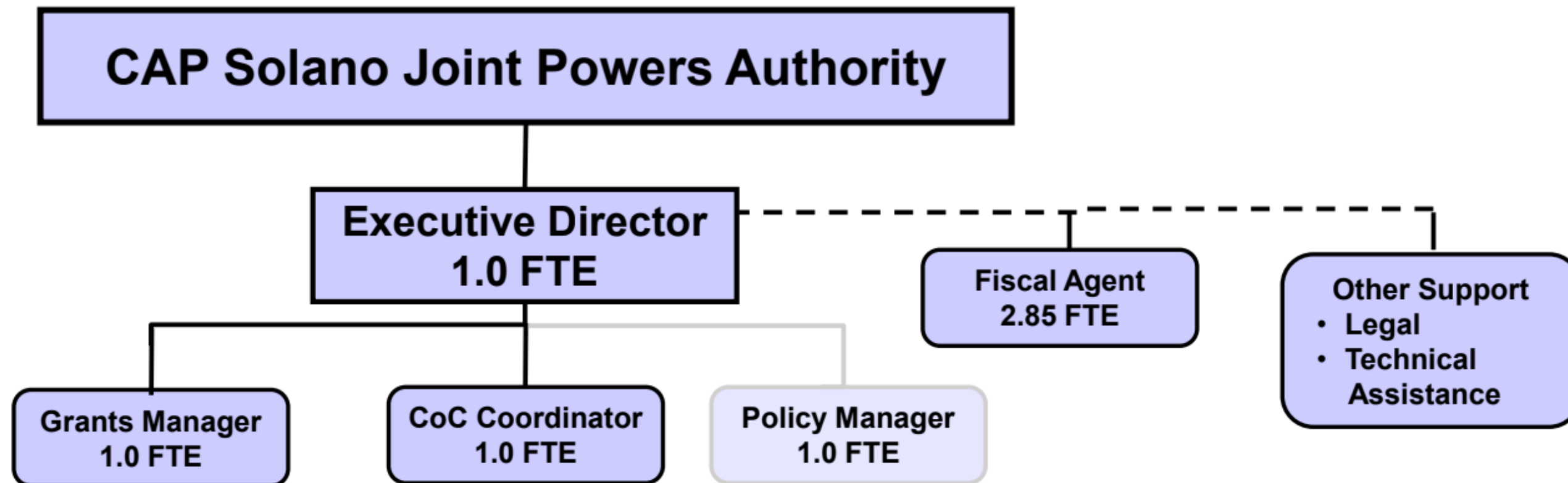




IN PROGRESS

# Proposed Staffing Model

Proposed Organizational Chart 1:  
Hire in one jurisdiction with separate fiscal agent



# Proposed Cost-Sharing Estimates

Example of Cost-Sharing Estimates:

	Percentage of Cost	2024	2025	2026	2027	4-Year Total
Benicia	6.15%	17,810.48	21,681.59	26,080.07	31,658.03	97,230.17
Dixon	4.47%	12,938.11	15,750.21	18,945.41	22,997.42	70,631.14
Fairfield	28.08%	81,314.55	98,988.32	119,069.75	144,536.22	443,908.83
Rio Vista	2.35%	6,794.92	8,271.80	9,949.87	12,077.94	37,094.54
Suisun City	6.69%	19,369.06	23,578.94	28,362.32	34,428.41	105,738.74
Vacaville	23.68%	68,579.17	83,484.90	100,421.21	121,899.15	374,384.44
Vallejo	28.58%	82,764.97	100,753.98	121,193.62	147,114.33	451,826.89
County	25.00%	96,523.75	117,503.25	141,340.75	171,570.50	526,938.25
<b>Total Cost Share</b>		<b>386,095.00</b>	<b>470,013.00</b>	<b>565,363.00</b>	<b>686,282.00</b>	<b>2,107,753.00</b>



# ACHIEVEMENTS TO DATE



# Community Action Partnership, Joint Powers Authority

## 2023 Annual Report

Community Action Agency for Solano County  
Collaborative Applicant for Continuum of Care Funding  
Homeless Management Information System Lead Agency



### Sheltered\* Point in Time

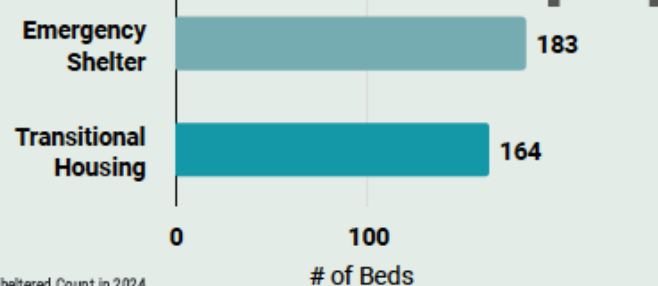


265 Households w/o Children



15 Households w/ Children

### Housing Inventory Count



\*Unsheltered Count in 2024



### Foundational Seeds Planted in 2023



Began the transition with Homeless Management Information System (HMIS) moving from WellSky to Clarity by Bitfocus



JPA Board held two day strategic planning retreat to decide priorities and goals



JPA created staffing/infrastructure plan for the future



Established two community-wide Racial Equity Improvement Goals through the California Racial Equity Action Lab (CA REAL) project that include equity in outreach and equity within the housing assessment

### Coordinated Entry Update



591 Individual & Household Intakes Completed



462 Households referred to both services and housing projects

124 Positive Exits

32% Rental w/o Ongoing Subsidies

Resource Connect Solano has developed an Access Site Training, that will enable different partners in the community to conduct client intakes into the Coordinated Entry System (CES)



### Funding Received 2023 Totals- \$5,994,702

California Homeless Housing, Assistance and Prevention (CA HHAP)

\$1,567,225

California Housing and Homelessness Incentive Program (CA HHIP)

\$1,475,294

Community Services Block Grant (CSBG)

\$421,535

Continuum of Care (CoC)

\$1,936,694

Emergency Solutions Grant (ESG)

\$106,798

Total Local Funding

\$487,156

# CAP Solano Joint Powers Agency

## Overview of Authority and Related Boards and Committees

Presented to the CAP Solano JPA  
November 17, 2022



## CAP Solano Joint Powers Agency Roles and Responsibilities

### Roles and Responsibilities for regional funding on behalf of Continuum of Care (CoC):

- Administrative Entity—The entity that enters into and maintains state funding
- Collaborative Applicant—The eligible applicant designated by the Continuum of Care to apply for funding from HUD

### Roles and Responsibilities as Designated Community Action Agency (CAA):

- Charged with fighting poverty for low-income households
- The entity that can apply for Community Services Block Grant (CSBG) funding (Note: If the CAA is a public agency, it is a requirement to have a Tripartite Advisory Board)



## CAP Solano Joint Powers Agency Roles and Responsibilities

### Other Functions:

- Serve as regional coordinating entity for countywide strategies
- Seeking other funding e.g. grants, ARPA
- Develop and implement comprehensive regional homeless and supportive housing planning
- Coordinate with member agencies to integrate local and regional plans
- Complement and provide venue for alignment of member agency services





Office of the City Manager · 555 Santa Clara Street · Vallejo · CA · 94590 · 707.648.4576

## City of Vallejo – County ARPA Request

### **Vallejo Navigation Center**

**Project:** 125 bed homeless Navigation Center. This will be a “one-stop shop” for services critical to helping address homelessness.



**Request:** \$7,600,000

- Construction: \$2,000,000
- Services: \$5,600,000

**Project Amount:** \$6.6M (construction)

**Existing Funding:** \$4.7M (construction))

- Construction:
  - City ARPA: \$2,000,000
  - City’s CDBG: \$913,210
  - State PLHA: \$1,796,238
- General Fund: \$112,937
- Services: \$6,100,000 from Healthcare Partners (Kaiser, North Bay and Sutter Health)

# THANK YOU

Supervisor Mitch Mashburn

[MHMashburn@solanocounty.com](mailto:MHMashburn@solanocounty.com)

Suisun City Mayor Alma Hernandez

[ahernandez@suisun.com](mailto:ahernandez@suisun.com)

Vallejo Councilmember

Rozzana Verder-Aliga

[rozzana.verder-aliga@cityofvallejo.net](mailto:rozzana.verder-aliga@cityofvallejo.net)

[www.capsolanojpa.org](http://www.capsolanojpa.org)

