



Meeting Minutes
Continuum of Care (CoC) Board
Wednesday, September 10, 2025, 2:00 – 3:30pm
Ventura County Office of Education
Administrative Services Center – Simi Room
5189 Verdugo Way, Camarillo

Call to Order: Dawn Dyer, Board Chair, called the meeting to order at 2:01pm.

Board Members: Pauline Preciado, Mara Malch, Stefany Gonzalez, Jeff Lambert, Jack Edelstein, Carrie Sabatini, Michael Skinner, Dr. Sevet Johnson, Paul Drevenstedt, Angel Garcia (proxy representative for Manuel Minjares)

Absent: Manuel Minjares, Ingrid Hardy, Juliana Gallardo

CoC Staff: Jennifer Harkey, Alicia Morales, Felipe Flores, Morgan Saveliff

Board Comments: Dawn Dyer shared that the Dyer Sheen Group released the July 2025 Ventura County Rent Survey. Dawn shared that based on the data in this report, there was found to be a significant increase in overall vacancy countywide to 4.21% from 3%. The full report is available on the Dyer Sheehan Group website.

CoC Staff Comments: Jennifer Harkey shared that the CoC Builds NOFO was re-issued with new criteria listed to re-apply for the funding. Some of the criteria includes promoting recovery which requires the applicant to not have injection sites or operate under harm reduction, and also criteria requiring compliance with Federal Law Enforcement and protecting public safety. Due to these new criteria requirements, People’s Self Help has decided not to re-apply for the CoC Builds NOFO. Jenn further shared that CoC staff will be holding Street Outreach trainings for providers in the upcoming weeks to improve outcomes. Lastly, Jenn congratulated Dawn Dyer on her receipt of the Champion of Home Impact Award from California Association of Realtors.

Public Comments: none.

Continuum of Care Governance Board Business

5. Approval of Board Minutes from August 13, 2025.

Jeff Lambert moved to approve; Jack Edelstein was second; Pauline Preciado abstained; the Balance of the Board was in favor.

6. Authorization for the Ventura County Continuum of Care’s Administrative Entity to contract with Simtech Solutions for the 2026 Homeless Point In Time Count

Alicia Morales requested Board approval to contract with Simtech Solutions for the 2026 PIT Count. Alicia explained that CoC staff is proposing to allocate \$14,247 of HUD CoC Planning grant funding to contract with Simtech with \$4,897 being allocated for retaining the Simtech Solutions mobile app and \$9,350 allocated for professional services. Alicia reviewed the contract in detail with the Board and highlighted changes in the contract from the previous year including the addition of two training sessions and the removal of the Point in Time Summary Report as CoC staff will be working with

County GSA to complete the final report.

Angel Garcia moved to approve; Jeff Lambert was second; all in favor.

7. Approval to contract with an independent consultant for a full Coordinated Entry System (CES) evaluation with \$33,000 in Homeless Housing, Assistance and Prevention (HHAP) Program Grant Administration Funding for a six-month term.

Jenn Harkey reviewed the three proposals received with the Board. Jenn explained that proposals were evaluated based on prior experience in Coordinated Entry System evaluations, the proposed methodology and approach to the evaluation, the consultant's understanding of the local CoC's needs and goals, the proposed timeline and budget for the evaluation, and overall quality of the proposal. Jenn provided detail on the evaluation of all three proposals and explained that VC CoC Staff are recommending the Partners for Community Impact for the CES evaluation due to their experience with CES evaluations and scope of work proposals and their experience in California communities with behavioral health integration and familiarity with recent State requirements.

Michael Skinner moved to approve to contract with Partners for Community Impact for the CES evaluation; Jeff Lambert was second; all in favor.

8. Review and Approve Amendments to the Ventura County Continuum of Care (VC CoC) Alliance Governance Charter.

Alicia Morales reviewed the Alliance Governance Charter with the Board. Alicia highlighted several updates including the addition of the proxy representative criteria to the Governance Board Criteria, the addition to advisory committees to include the Veterans One Team as a formal subcommittee and the revision of the Youth Collaborative to a Youth Case Conferencing subcommittee. Alicia explained that the Youth Case Conferencing subcommittee will adopt the Veteran One Team model and meet in person regularly to prioritize and refer youth to CoC housing, transitional housing, emergency shelter, Permanent Supportive housing, and services. The full Governance Charter can be found on the CoC Website.

Board members inquired which partners will be participating in the Youth Case Conferencing subcommittee. Alicia explained that HMIS youth service providers will be requested to participate as well as youth providers that are not in the HMIS system so long as they have MOUs and confidentiality agreements in place. Jenn further shared that CoC staff would also like to invite the Youth McKinney-Vento liaisons from VCOE to participate. Board members thanked CoC staff for creating the subcommittee and highlighted the importance of supporting youth in our community.

Angel Garcia moved to approve; Jeff Lambert was second; all in favor.

9. Approval of State Homeless Housing Assistance and Prevention (HHAP) Program Round 3 Budget Modification for the County Human Services Agency.

Felipe Flores requested Board approval to modify the HHAP 3 budget for the Human Services Agency (HSA). HSA has requested that a budget modification to reallocate \$611,060.58 of the \$1,166,218.18 remaining balance from their PSH Silver Linings project to their Bridge Housing Project (RAIN BHP). Felipe explained that HSA created 18 permanent supportive housing units and have reached capacity for the project. The expenses for the project have been less than expected and HSA is requesting the modification in order to fully expend all funds and remain in compliance. The remaining funds would support the RAIN emergency shelter project which would be used to serve 18 additional families with HSA providing intensive case management to assist the families in securing permanent housing.

Jeff Lambert moved to approve; Pauline Preciado was second; all in favor.

10. Approval of the Recommendation to Extend the Contract with the Partnership for Safe Families to Engage People with Lived Experience of Homelessness in Program Year 2025-26.

Jenn Harkey shared that the Partnership has been actively engaging people with lived experience, has held several workgroups over the past year, and has provided valuable feedback and input for VC CoC strategic planning. The Partnership also leads the Youth Action Board called Youth Voices to ensure that our youth programs meet the needs of homeless youth. The contract extension for 2025-26 would allow the Partnership to expand workgroups and provide trauma informed training to homeless service providers with an emphasis on how to better engage people experiencing homelessness for connections to resources.

Jack Edelstein moved to approve; Michael Skinner was second; all in favor.

11. Receive and File the Updated List of VC CoC Board Proxy Representatives

CoC staff shared with the Board the membership roster with proxy representatives listed. Jenn shared that Board members can request a change in proxy representation by submitting notice in writing to both the VC CoC Board Chair and VC CoC Staff.

Additional items not on the agenda: none

Next meeting set for October 8th, 2025

Meeting adjourned at 2:54pm