



Policies, Procedures and Standards Committee Meeting February 11, 2025

Welcome and Introductions

Nishtha Mohendra, Chair

Public Comments

Consent Calendar

Consent Calendar

Recommended Action

1. Approve the PPS Committee Meeting Minutes from January 14, 2025.

Business Calendar

**Policies, Procedures and Standards (PPS)
Committee Membership**

Felicia Boehringer, CoC Administrator,
Office of Care Coordination

Business Calendar – Item #1

PPS Committee Membership

- The CoC Board approved a revised [PPS Committee Governance Charter](#) (Charter) on December 18, 2024, which provided opportunity for CoC Committee Chairs to appoint an alternative representative to the PPS Committee if needed.
- The Charter states that, “should a CoC Committee Chair be unable to participate as a member, a representative from their CoC Committee may be appointed as a PPS Committee member.”
- Any appointed CoC Committee representatives must be CoC General members.
- Terms of any appointed CoC Committee representatives to the PPS Committee will align with the Chair's tenure in their position.

Business Calendar – Item #1

CoC Committee Representative Appointment Process

- At the December 10, 2024, PPS Committee meeting, the committee discussed and approved a process for appointing CoC Committee representatives to the PPS Committee.
- CoC Committee representatives will be selected by the respective CoC Committee Chair and/or in partnership with the CoC Committee membership.
- The PPS Committee also discussed CoC Board members serving on the committee be approached first as alternates before opening the opportunity to other committee members.

Business Calendar – Item #1

PPS Committee Membership

- PPS Committee members currently chairing a CoC Committee are being asked to confirm today:
 1. Whether they will continue to serve on the PPS Committee for the duration of their Board term, or
 2. Plan to appoint a representative from their respective committee.
- The Office of Care Coordination will support with the appointment process of any CoC Committee representatives, if applicable.

CoC Strategic Plan

Nishtha Mohendra, Chair and
Sarah Jones, CoC Manager, Office of
Care Coordination

Strategic Plan Process: Dec 2024 – June 2028

- **December Board Meeting:** Reviewed & voted to affirm the current Strategic Plan framework.
- **January-June 2025:** The March to Specificity. Convene Board members and committees to flesh out details of how to carry this work out, including determining:
 - Concrete SMARTIE Goals
 - Responsible entities / roles
 - Timeline for carrying out activities
 - Metrics and methods for monitoring and reporting out on success and progress
 - Methods for decision-making: when to push on vs. strategically abandon something
 - **Note:** This framework is not intended to be set in stone, but the Ad Hoc wants the Board to be intentional and strategic about what it chooses to pursue, put off, and leave behind.

Strategic Plan Structure: Feedback & Implementation Timeline



5 Strategic Aims

Reference Item 2. Attachment A for the CoC Strategic Plan.

Strategic Aim 1: Improve and expand the homelessness response system to permanently house people experiencing homelessness equitably, efficiently, and with dignity.

Strategic Aim 2: Collaborate with leaders, providers, and community members across service systems to align practices, coordinate resources, and better support people experiencing homelessness.

Strategic Aim 3: Engage in ongoing data collection, analysis, and evaluation to promote transparency and hold the CoC accountable for its role in ending homelessness.

Strategic Aim 4: Pursue and allocate funding to strategically address racial and social inequities and fill system gaps.

Strategic Aim 5: Manage and ensure effectiveness of the CoC's operations and structure.

Strategic Plan Framework Structure

Vision: The end-state we're working toward.

Goals: Big-picture SMARTIE goal(s) to be achieved during the implementation of this plan, which support moving closer to the **Vision**.

- ℒ **Strategic Aim:** A story and vision of the future that's aspirational and bold. "Aim" means something we're going for even if it's far off. We're intentionally shooting high. **Strategic Aims** help achieve **Goals**.
- ℒ **Objectives:** Areas of work to focus on to achieve each **Strategic Aim**.
- ℒ **Strategies:** Buckets of work to address to achieve **Objectives**.
- ℒ **Actions:** Concrete action steps to complete by set people/groups and within set timeframes, to add up to achieving **Strategies, Objectives, Strategic Aims, and Goals**.

Business Calendar – Item #2

CoC Strategic Plan

- The Office of Care Coordination and CoC Board Officers are continuing to collaborate with Aubrey Sitler, consultant with ACStrategies, as the CoC moves towards implementation of the Strategic Plan.

Discussion

- How are CoC Committee Chairs facilitating discussion at upcoming meetings to confirm the goals are adequately captured, and establish strategies and actions within the Strategic Plan?
- The CoC Strategic Plan will be a recurring agenda item for the CoC Board meetings. How can CoC Committee updates and discussion be facilitated to move us closer towards implementation of the Strategic Plan?
- Are there methods for receiving feedback from key collaborators within the CoC that could be considered?

CoC Updates

Felicia Boehringer, CoC Administrator,
Office of Care Coordination

Business Calendar – Item #3

Resources: Financial Management for Agencies Receiving Federal Funding

- In light of the recent executive orders and Office of Management and Budget (OMB) memos issued related to federal funding, Homebase delivered a webinar on February 5, 2025, designed for CoC-funded organizations on best practices for financial management.
- The session provided key strategies to navigate fiscal challenges, ensure compliance with funding requirements, and maintain financial stability while addressing urgent community needs.
- For the webinar recording and presentation slides, click [here](#).



 **Responsible Financial Management for Continuums of Care**

5 Steps to Take Now

- 1 Get up to date with your eLOCCS draws
- 2 Review the status of your grants and determine if you need to make changes
- 3 Assess your reimbursement process including eLOCCS access
- 4 See if your policies & infrastructure will support compliance with advance payment requirements
- 5 Explore opportunities to diversify funding sources

Source: [Homebase](#)

Business Calendar – Item #3

Upcoming Meetings

- **Domestic Violence Committee:** Tuesday, February 18, 2025, from 9:00 a.m. – 10:30 a.m.
 - ❖ Location: The Village at 17th Street Large Community Room, 1505 17th St, Santa Ana, CA 92705
- **Commission to End Homelessness:** Wednesday, February 19, 2025, from 1:00 p.m. – 3:00 p.m.
 - ❖ Location: County Administration South (CAS) County Conference Center Rooms 104/106, 601 N Ross St, Santa Ana, CA 92701
- **CoC Board:** Wednesday, February 26, 2025, from 2:00 p.m. – 5:00 p.m.
 - ❖ Location: CAS County Conference Center Rooms 104/106, 601 N Ross St, Santa Ana, CA 92701
- **Lived Experience Advisory Committee Meeting:** Wednesday, March 5, 2025, from 10:00 a.m. – 11:30 a.m.
 - ❖ Location: County Administration North (CAN) Multipurpose Room 101, 400 W. Civic Center Drive, Santa Ana, CA 92701

Next Meeting:

*Regular meeting on March 11, 2025,
from 3:30 p.m. to 5:00 p.m. at
CAS Multipurpose Rooms 103/105,
601 N. Ross St., Santa Ana, CA 92701*

