



COUNTY OF SAN MATEO HUMAN SERVICES AGENCY



Coastside Homeless Shelter Community Advisory Committee

Background

In December 2020, the County of San Mateo acquired the Coastside Inn hotel in Half Moon Bay in order to create a new shelter program to assist people experiencing homelessness. There were no homeless shelters on the San Mateo County coastside, and after many years of exploration and attempts from various stakeholders to address this service gap, a unique opportunity was presented where the County received time-limited federal funding and was able to identify a building for sale that was appropriate to develop a non-congregate homeless shelter. These circumstances aligned efforts to bring site-based services to the coast that would also make progress towards the County's goal of reaching a functional zero level of homelessness. The city of Half Moon Bay is supportive of these efforts and desires to work collaboratively with the County on addressing homelessness on the coast.

This new program will serve San Mateo County community members who are experiencing homelessness, with a preference first for those who are from Half Moon Bay and surrounding coastside areas. This shelter approach not only addresses the vulnerabilities due to COVID-19, but also eliminates many of the barriers reported by chronic unsheltered homeless individuals who have declined shelter in the past. By providing personal privacy in individual rooms, the option for partners to be sheltered together, and maintaining a connection with their home community on the coast, this emergency shelter will provide a safe resting place while program participants work on long term housing plans. A pilot program was initiated in December 2020 to test the location and operations, with the knowledge that the longer-term program would benefit from community input.

In order to ensure the success of the program and in response to public input, a Community Advisory Committee will be established to provide guidance and feedback to ensure that the City of Half Moon Bay, the County of San Mateo, and the program operator have community liaisons who would share valuable feedback and insight on the perception of the shelter and its relationship to the surrounding community, which may otherwise not be made known.

Committee Purpose

The purpose of the Coastside Homeless Shelter Community Advisory Committee (CAC) is to improve and promote communication between residents, businesses, and community agencies to increase community awareness, and facilitate support for operations of the Coastside Shelter in addressing homelessness in the San Mateo County coastside.

Proposed activities for this advisory committee include:

- Providing feedback into the selection of the shelter program operator
- Serving as the liaison in the community to bring concerns to the attention to the City of Half Moon Bay, the County of San Mateo, and the program operator
- Serving as communication liaisons with community stakeholders, to ensure timely, accurate communications on the program, activities, and relevant operating protocols are shared to avoid any misunderstandings from members of the public.
- Developing performance measures and other metrics to ensure the success of the program

- Identifying opportunities for community involvement
- Participate in collaborative problem solving on community-related issues and impacts

Please note that client confidentiality protections remain at the forefront, and the advisory committee is not a venue to discuss any specific client cases or circumstances.

Meeting Frequency

- The tentative timeframe for the committee to be established is in the Spring of 2021
- Monthly meetings will be held beginning from the implementation date until June 2021
- Quarterly meetings, to occur in August, November, February, May
- Meetings will be 90 minutes in length

Committee Membership

- Representatives from community organizations serving those experiencing homelessness on the coastside
 - a) Homeless Outreach Services
 - b) Employment Services
 - c) Health Services
 - d) Core Service Agencies
- Representatives from the San Mateo Coastside Community (up to 6 to 8 members)
 - a) Participants should represent varying backgrounds, ages, ethnicities, professions, with a preference for people who have lived experience of homelessness
 - b) Participants should have differing opinions on the proposed program, but should all be committed to working together and the success of the program
- Staff Members to the Community Advisory Committee
 - a) Staff of the City of Half Moon Bay
 - b) Staff of the County of San Mateo
 - c) Staff of the organization selected to operate the Coastside Shelter

Committee Structure and Roles

The City of Half Moon Bay will serve as staff for the Coastside Shelter Community Advisory Committee and Meeting management, agendas, meeting minutes, maintains Committee By Laws and Membership Roster. The City will work with the County of San Mateo to develop meeting agendas prior to each meeting.

The San Mateo County Human Services Agency will provide County-level updates, and representatives from the Center on Homelessness will provide programmatic updates together with the selected program operator.

Application Process

The City of Half Moon Bay will accept applications for the Coastside Shelter Community Advisory Committee through the City website at: www.hmbcity.com/CoastsideHomelessShelter. Paper applications will also be available on-site at City Hall, 501 Main Street, Half Moon Bay, CA 94019. Applications will be due on Tuesday, March 23, 2021.

As part of the application review and consideration process, staff may follow-up with each applicant to set-up a brief virtual interview. Staff will then make final determinations on which candidates are selected to participate in the Community Advisory Committee.