

CoC Board Meeting Minutes | Wednesday, March 10, 2021

Recording of Zoom Meeting. The chat is available within the recording. Ending Homelessness. Starting Fresh. Materials discussed at the meeting (not provided before the meeting) are below the minutes.

Attendance:

Member	Area of Representation	Present
Alexis Bernard	Mental Health Service Organization	Yes
Amani Sawires Rapaski	Substance Abuse	Yes
Angela Upshaw	Veterans	Yes
April Wick	People with Disabilities	No
Bridget Dean	Law Enforcement	No
Christie M. Gonzales	Substance Abuse Service Organizations	No
Christie Lynn	Law Enforcement	Yes
Cindy Cavanaugh	County of Sacramento	Yes
Emily Halcon	City of Sacramento	Yes
Erin Johansen	Mental Health	Yes
Fatemah Martinez	Shelter Provider	Yes
Jameson Parker	Business Community & Street Outreach	Yes
Jenna Abbott	Business Community	Yes
Jim Hunt	County Health Services	Yes
John Foley	Homeless Services Provider	Yes
John Kraintz	Lived Experience	Yes
Joseph Smith	Coalition/Network	Yes
Julie Davis-Jaffe	Employment Development	Yes
Juile Hirota	Shelter and/or Housing Provider	Yes
MaryLiz Paulson	Housing Authority	Yes

Mike Jaske	Faith Community Advocate	Yes
Pixie Pearl	Homeless Youth	Yes
Sarah Bontrager	City of Elk Grove	Yes
Stefan Heisler	City of Rancho Cordova	Yes
Stephanie Cotter	City of Citrus Heights	Yes
Tara Turrentine	Education	Yes
Tiffany Gold	Youth with Lived Experience	Yes

SSF Staff	SSF Title
Andrew Geurkink	Continuum of Care Specialist
Hannah Beausang	Communications Manager
Keri Arnold	HMIS Customer Service Specialist
Lisa Bates	Chief Executive Officer
Michele Watts	Chief Planning Officer
Michelle Charlton	Continuum of Care Coordinator
Peter Bell	Coordinated Entry Manager
Sarah Schwartz	Field Administrator
Scott Clark	Systems Performance Analyst
Stacey Fong	Lead Data Analyst
Tamu Nolfo Green	Systems Performance Advisor
Ya-Yin Isle	Chief Strategic Initiatives Officer

I. Welcome & Introductions: Sarah Bontrager, Chair

Sarah Bontrager, Chair, called the meeting to order at 8:11 AM. Attendance: 59 participants.

II. CoC Board 2021 Executive Committee Slate - Action Item: April Wick, CoC Governance Committee Chair

Sarah noted April Wick's, CoC Governance Committee Chair, absence from the meeting. Sarah mentioned the recruitment of the Executive Committee, the proposed slate (Erin Johansen - Chair, Angela Upshaw - Vice Chair, and Pixie Pearl - Secretary) and the transition with the new Executive Committee members. Erin expressed her appreciation and excitement.

Motioned for approval: 1st - Cindy Cavanaugh, 2nd - Alexis Bernard. Motion approved.

III. Review and Approval of Minutes for January 13th, 2021 and February 10th, 2021: Pixie Pearl, Secretary

January 13th, 2021 Minutes:

Motioned for approval with the note of Noel Kammermann & Peter Beilenson were not present at the meeting: 1st - Sarah Bontrager, 2nd - Erin Johansen. Motion approved.

February 10th, 2021 Minutes:

Motioned for approval: 1st - Tara Turrentine, 2nd - Erin Johansen. Motion approved.

IV. Chair's Report: Erin Johansen

Erin welcomed new CoC Board members. Each new CoC Board member introduced themself. Erin mentioned the CoC Board Member Orientation and encouraged current and new CoC Board members to attend. The CoC Board Member Orientation poll was sent via Constant Constant on Tuesday, March 9th, 2021. Erin highlighted the strategic planning, Gaps Analysis, and Systems Mapping.

V. CEO's Report: Lisa Bates

Lisa welcomed the new CoC Board members and new Executive Committee members. She highlighted the strategic planning as Erin did and that there will be an update to come later this week of the public dashboard with HMIS data. She noted the data from the dashboard is coming from service providers and that this is not a complete data set - it is one piece of the whole picture and is different from the PIT count data.

VI. Consent Agenda - Action Items

- A. Project Review Committee CoC Chair Appointment
- B. HMIS & Data Committee Slate Appointment

Motioned for approval: 1st - Tara Turentine, 2nd - Sarah Bontrager Motion approved.

VII. New Business

A. 2021 CoC Planning	Presenters: Erin	8:25 AM
Approach: Education &	Johansen; Lisa	(15 minutes)
Community	Bates; & Michele	
Engagement	Watt, SSF Chief	
5 5	Planning Officer	

Lisa mentioned we will discuss today's agenda topics in a comprehensive approach (vs discussing each agenda item as listed). She shared that taking feedback from the Executive Committee and from the February 10th, 2021 CoC Board meeting CoC Board Annual Planning and Reflection Discussion, today we have a proposal on how we will bring together the 2020 and 2021 projects/elements for our next steps for the Annual Plan and Annual Meeting.

Information

& Discussion

Michele shared and discussed the Proposed 2021 CoC Planning Approach presentation. See the recording with the chat for more details.

Education	Presenters: Lisa Bates & Michele Watts	8:40 AM (10 minutes)	Information
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Michele shared and discussed the 2021 CoC Annual Work document. See the recording with the chat for more details.

C. 2021 CoC Planning: Education	Presenters: CoC Committees Co-Chairs & SSF	8:50 AM (40 minutes)	Information
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- CoC Committees	Staff	
Accomplishments &		
Goals		

Michele shared and discussed the 2020 CoC Committee Overview presentation. She and the CoC Committee Co-Chairs discussed the purposes, 2020 key projects and accomplishments, and 2021 goals.

- Erin Johansen discussed the Executive Committee and Governance Committee
- Angela Upshaw, Ardy Akhzari, Tamu Green (SSF Staff) discussed the Racial Equity Committee
- Jamerson Parker and Erica Plumb discussed the HMIS & Data Committee
- Angel Uhercik discussed the Project Review Committee
- John Foley and Jenna Abott discussed the Coordinated Entry System Committee
- Stefan Heisler discussed the Systems Performance Committee
- Michele Watts discussed the 2021 PIT Subcommittee (on behalf of April Wick)
- Pixie Pearl (CoC Board Secretary and Board member) discussed the Youth Action Board

Michele finished with the CoC Planning details focusing on 2021 tools and analyses and schedule. See the recording with the chat for more details.

D. 2021 CoC Planning:	Presenters: Michele	9:30 AM	Information
Community Engagement	Watts & Andrew	(10 minutes)	
February 10, 2021 CoC Input Session Themes	Geurkink, SSF CoC Specialist		

Michele shared and discussed the Proposed 2021 CoC Planning Approach presentation with an overview on the February 10th CoC Board Meeting Input and Key themes found in the February 10th, 2021 CoC Board meeting CoC Board Annual Planning and Reflection Discussion. See the recording with the chat for more details.

VIII. Announcements:

- Ya-yin Isle, SSF staff, shared information on the COVID Vaccine efforts and process working with Volunteer organizations. She mentioned the first meeting will be Thursday, March 18th, 2021 with Homeless Service Providers.
- Jeff Tardaguila, PIT Count Subcommittee co-chair, mentioned the Sacramento Region Transit provides rides to vaccines appointments.
- MaryLiz Paulson, CoC Board member, shared updates on SERA efforts.

See the recording with the chat for more details.

IX. Meeting Adjourned 9:50 AM. Closing Attendance: approximately 71 participants.

Next CoC Board Meeting: Wednesday, April 14th, 2021

Proposed 2021 CoC Planning Approach

CoC Board March 10, 2021



CoC 2021 Planning Agenda Topics: March 10 Meeting

- CoC 2021 Planning Approach
- February CoC Meeting Input
- 2021 CoC Work Summary
- CoC Committees Accomplishments and Goals
- CoC 2021 Planning Detail

This agenda re-orders the topics in the published agenda but retains the content areas. This slide deck will be distributed after today's meeting.

Agenda Topics Detail: Plan for Today (Slide 1 of 2)

- CoC 2021 Planning Approach: Share an approach to CoC planning to take place over the next several months
- **February CoC Meeting Input**: Preview/first look at a few key themes from the February 10 CoC Meeting input, focusing on those informing the proposed planning approach
- 2021 CoC Work: Present CoC Mandates & Enhancements Matrix

Agenda Topics Detail: Plan for Today (Slide 2 of 2)

- CoC Committees Accomplishment & Goals: Share CoC Committees 2020 accomplishments and preliminary 2021 goals
- CoC 2021 Planning Detail: Outline the tools and analyses that will be key inputs for the proposed planning approach and draft timeline for process



CoC 2021 Planning Approach: Rationale

- Heightened community and public attention on homelessness
- Feedback from February CoC and community input session
- Analytical work completed in 2020 to understand system



CoC 2021 Planning Approach: Purpose/Intent

- Hold first of two annual meetings required by CoC Charter
- Use CoC Board meetings and Annual Meeting session to engage members and broader community in CoC planning efforts built around 2020 analytical and committee work, community input, and other planning tools
- Proposed process is iterative and will build upon and revisit topics and inputs over the course of multiple meetings

February CoC Meeting Input: Overview

- Input collection efforts: survey and breakout groupsresponses received: approx. 60 surveys, 10 breakout rooms
- Questions focused why stakeholders and CoC members participate, what we are accountable for, how to be more effective and what resources are needed to do so, and what may need to be left behind because it is no longer serving us
- Input Summary will be distributed after today's meeting



February CoC Meeting Input: Key Themes

Community Engagement | Strategic Planning and System Improvement | Collaboration, Partnerships, and Leveraging Resources | Stewardship of Funding and Accountability | Access to Services and Housing | Advocacy

Additionally, SSF staff identified education on the role and work of the CoC as necessary for effective community planning.

2021 CoC Work

- To inform members and community of responsibilities of the CoC, a 2021 Work summary has been drafted.
- The 2021 CoC Work summary divides responsibilities between core services and change initiatives.
- Summary also notes whether the service or change initiative is a mandate or an enhancement and includes the frequency of the service or initiative.

Switch to the 2021 Work- this document will be distributed after today's meeting.

CoC Committees Accomplishments & Goals

- CoC Board convenes seven standing committees and two term-limited committees/subcommittees; most meet monthly, one-two meet quarterly.
- In December 2020, Executive Committee, Co-Chairs & staff developed these materials to present their 2020 accomplishments and 2021 goals.

Switch to Committees Accomplishments & Goals Presentation- this presentation will be distributed after today's meeting.



CoC 2021 Planning Detail: Tools & Analyses

- February CoC Meeting Member and Community Input
- Current Work of the CoC and SSF & CoC Committees
- CoC Gaps Analysis
- Coordinated Entry System Evaluation
- Built for Zero Strategy
- Racial Equity Committee Work Plan voice of lived experience
- HEAP Countywide Plan Review
- Other Inputs



CoC 2021 Planning Detail: Schedule

Meetings	Topics
February CoC Board Meeting	CoC Members & Community Input Session
March CoC Board Meeting	Committees Accomplishments and Goals
April CoC Board Meeting	CES Evaluation
	Current Work of the CoC and SSF
May CoC Board Meeting	Gaps Analysis and System Maps
May Annual Meeting	Build on prior CoC Meeting topics to discuss: (1) current work, (2) opportunities & challenges, (3) Aspirations/goals
June CoC Board Meeting	Built for Zero
July CoC Board Meeting	Racial Equity Committee Work Plan



Questions?



2021 CoC Annual Work

This matrix presents the work of the CoC in terms of annual/recurring *Services* and individual/project *Change Initiatives*.

- **On-going Services** are presented first, within the categories of CoC Operations Infrastructure, Assessment & Planning, HMIS & Data, and CES Operations Infrastructure.
- Change Initiatives are presented second, within the categories of Assessment & Planning, HMIS
 & Data, and CES System Improvements.

Columns state whether the service or change initiative is a mandate or an enhancement or both and provide the frequency or timeline/timeframe for each service/initiative.

CORE SERVICES			
SERVICES	Core Mandate or Enhancement	Frequency	
CoC OPERATIONS INFRASTRUCTURE			
Governance, membership, and monthly meetings of the board and committees	HUD Mandate	Monthly	
Annual membership and Governance Charter updates	HUD Mandate	Annually	
ASSESSMENT & PLANNING			
Gaps Analysis	HUD Mandate	Annually	
Consolidated Plan Data	HUD Mandate	Annually	
CoC Training/Capacity Development	HUD Mandate with Enhancement	Ongoing	

2021 CoC Annual Work

HMIS & DATA		
Annual HMIS Privacy & Security Plan and Data Quality Plan	HUD Mandate	Annually
Annual HMIS Plan Implementation and Monitoring	HUD Mandate	Year-round
HMIS Training and Technical Assistance	HUD Mandate	Ongoing
Annual Reports to HUD (PIT, HIC, Syss PM, LSA)	HUD Mandate	Annual
Biennial count and survey of people who are unsheltered	HUD Mandate	Biennially
CES- OPERATIONS INFRASTRUCTURE		
Operate a Coordinated Entry System for all HUD CoC- and ESG-funded Projects (minimum standard)	HUD Mandate	Ongoing
FUNDING		
CoC NOFA Project Review Tools & Policies	HUD Mandate	Annually
CoC NOFA Project Priority List	HUD Mandate	Annually
CoC NOFA Planning Grant Application	HUD Mandate	Annually
CoC NOFA Community Application	HUD Mandate	Annually
HUD ESG Coordination	HUD Mandate	TBI
State Allocations (CESH, HHAP) to CoC: Funding Prioritization	State Mandate	Varies
State Allocations (CESH, HHAP) to CoC: Funding Applications &	State Mandate	Varies
Quarterly Reporting		
CHANGE INITIATIVES		
ASSESSMENT & PLANNING		

2021 CoC Annual Work

Integrate standard Case Conferencing throughout System (piloting with TAY, Vets, COVID rehousing)	Enhancement	2021+
Rapid Access Problem Solving (RAPS) pilot	Enhancement	2021+
Racial Equity Plan	Enhancement	2021
Built for Zero Campaign	Enhancement	2021+
Performance Dashboards	Enhancement	2021+
Landlord Engagement Strategies	Enhancement	2021+
Outreach Standards Development	HUD Mandate with	2021
	Enhancement	
HMIS		
Data-Sharing Infrastructure	Enhancement	2021+
HMIS Coverage Survey Project	Enhancement	2021
2022 Unsheltered PIT: Determine feasibility	Enhancement	2021
CES SYSTEM IMPROVEMENTS		
CES Prioritization- Dynamic Prioritization	HUD Mandate with	2021
	Enhancement	
CES Evaluation- CES Communication Plan	HUD Mandate with	2021+
	Enhancement	
CES- Survivors System	HUD Mandate with	2021
	Enhancement	



Sacramento Continuum of Care (CoC) 2020 Committee Overview

Sacramento Steps Forward | March 10th, 2021



List of the Sacramento CoC Committees:

Executive Committee

Governance Committee

Racial Equity Committee

Homeless Management Information System (HMIS) & Data Committee

Project Review Committee

Coordinated Entry System Committee

System Performance Committee

2021 Point-In-Time (PIT) Count Subcommittee

Youth Action Board (YAB)



Sacramento Continuum of Care Executive Committee



Sacramento Continuum of Care Executive Committee

Our Purpose: comprised of the 3 Sacramento CoC Board officers (Chair, Vice Chair, Secretary) is responsible to carry out officer responsibilities & calls all meetings of the Sacramento CoC & Sacramento CoC Board.

Our 2020 Key Products:

- CoC Board Meetings & Workshops Agendas
- Committee Slates:
 - System Performance Committee
 - Coordinated Entry System Committee
 - Project Review Committee

Our 2020 Accomplishments:

- Leadership on CoC COVID-19 Encampment Response
- CoC Board Workshops:
 - Racial Equity
 - Outreach Strategies
 - System Performance Measures



Sacramento Continuum of Care Executive Committee

Our Purpose: comprised of the 3 Sacramento CoC Board officers (Chair, Vice Chair, Secretary) is responsible to carry out officer responsibilities & calls all meetings of the Sacramento CoC & Sacramento CoC Board.

Our 2021 Goals:

- HMIS & Data Committee Slate
- CoC Planning: Increased Education and Community Engagement



Sacramento Continuum of Care Governance Committee



Sacramento Continuum of Care Governance Committee

Our Purpose: is responsible for the ongoing evaluation of the CoC structure & operations, including a review of the governance charter, oversees the CoC Board strategies, activities, budget, and year-end reconciliation.

Our 2020 Key Products:

- Annual CoC Governance Charter
- Annual CoC Board Membership Slate
- Annual CoC Board Executive Committee Slate

Our 2020 Accomplishments:

- April Wick appointed new committee chair
- Due to capacity limitations of SSF staff and the CoC Board,
 the Governance Committee did not meet in 2020



Sacramento Continuum of Care Governance Committee

Our Purpose: is responsible for the ongoing evaluation of the CoC structure & operations, including a review of the governance charter, oversees the CoC Board strategies, activities, budget, and year-end reconciliation.

Our 2021 Goals:

- Revisit the September 2019 CoC Governance Charter and revise as needed
- Serve as Nominating Committee to develop the annual CoC Board membership &
 Executive Committee slates



Sacramento Continuum of Care Racial Equity Committee



Sacramento Continuum of Care Racial Equity Committee

Our Purpose: to uncover the scope, causes, and potential solutions of race serving as a predictor for homelessness in Sacramento.

Our 2020 Key Products:

- Materials and Professional Development Assignments for a Three-Part Training Series
- Report #1: Findings from BIPOC PLE Interviews & Listening Sessions
- Report #2: Findings from Research on Best & Promising Practices
- Recording and Materials from Two Stakeholder Forums
- Final Action Plan

Our 2020 Accomplishments:

- Diverse Committee Slate
- Final Committee Purpose Statement
- Final Workplan
- Approved Plan with Protocols & Questions for BIPOC PLE Interviews & Listening Sessions
- Training #1, Conducted Twice (Approximately 72 Attendees)
- Training #1 Follow Up: Courageous Conversation



Sacramento Continuum of Care Racial Equity Committee

Our Purpose: to uncover the scope, causes, and potential solutions of race serving as a predictor for homelessness in Sacramento.

Our 2021 Goals:

- Utilizing Community Based Participatory Research, Conduct 15-25 BIPOC PLE Interviews & Listening Sessions
- Host Two Stakeholder Forums
- Conduct Research on Best and Promising Practices
- Educate the CoC through a Three-Part Training Series with Professional Development Assignments
- All Activities to Culminate in a Final Action Plan to Present to the CoC Board



Sacramento Continuum of Care Homeless Management Information System (HMIS) and Data Committee



Sacramento Continuum of Care HMIS and Data Committee

Our Purpose: is responsible, with the assistance from the HMIS Lead Agency, HMIS is compliant with HUD, provides comprehensive data, & develops HMIS policies & procedures to inform the Sacramento CoC.

Our 2020 Key Products:

- Annual HMIS Privacy & Security Plan
- Annual HMIS Data Quality Plan

Our 2020 Accomplishments:

- 2020 HMIS Privacy & Security Plan approved by the CoC Board 11/18/20
- 2020 HMIS Data Quality Plan approved by the CoC Board 11/18/20
- Year 2, Annual HMIS Recertification Quiz
- Year 2, Annual HMIS Security Audit Process



Sacramento Continuum of Care HMIS and Data Committee

Our Purpose: is responsible, with the assistance from the HMIS Lead Agency, HMIS is compliant with HUD, provides comprehensive data, & develops HMIS policies & procedures to inform the Sacramento CoC.

Our 2021 Goals:

- Annual HMIS Privacy & Security Plan review and revision
- Annual HMIS Data Quality Plan review and revision
- Further operationalize policies within the HMIS Privacy & Security and Data Quality Plans



Sacramento Continuum of Care Project Review Committee



Sacramento Continuum of Care Project Review Committee

Our Purpose: is responsible for overseeing a collaborative process to select projects for the HUD CoC funding application & for evaluating project performance of HUD-funded activities.

Our 2020 Key Products:

- Annual HUD CoC Program NOFA competition- review and ranking of renewal and new projects
- On-site TA to CoC providers focused on NOFA competition performance
- Membership Policy
- Defunded Projects Policy
- 3 provider surveys re. scoring criteria input

Our 2020 Accomplishments:

- On-going dialogue and support for providers re. uncertainty of FY2020 NOFA
- Training & data review from SSF to build PRC understanding of key topics impacting NOFA scoring factors
- No FY2020 HUD CoC Program NOFA competition



Sacramento Continuum of Care Project Review Committee

Our Purpose: is responsible for overseeing a collaborative process to select projects for the HUD CoC funding application & for evaluating project performance of HUD-funded activities.

Our 2021 Goals:

- Quality of services scoring factor improvements
- Performance targets by project type and/or subpopulation
- Build PRC relationship with ESG providers (unmet Charter responsibility)
- Focus on racial equity & lived experience re. membership



Sacramento Continuum of Care Coordinated Entry System Committee



Sacramento Continuum of Care Coordinated Entry System Committee

Our Purpose: is responsible for the design & implementation of the local Coordinated Entry System (CES) & evaluates its functioning & impact on improving access & connection to services to resolve homelessness.

Our 2020 Key Product:

CES Evaluation

Our 2020 Accomplishments:

- Amended CES prioritization schema to incorporate COVID-19
 vulnerability
- Developed the Rapid Access Problem Solving (RAPS) proposal adopted by the CoC Board in November 2020
- Ratified as an official committee of the CoC Board
- Input to SPC on CES access & system map
- Focus on case conferencing



Sacramento Continuum of Care Coordinated Entry System Committee

Our Purpose: is responsible for overseeing a collaborative process to select projects for the HUD CoC funding application & for evaluating project performance of HUD-funded activities.

Our 2021 Goals:

- Evaluate Rapid Access Problem Solving (RAPS) pilot
- Goal 1: Make CES information and materials publicly available & easily accessible
- Goal 2: Develop a plan to expand CES resources including drop-in and outreach services
- Goal 3: Collaborate with Racial Equity committee to evaluate CES disparities



Sacramento Continuum of Care System Performance Committee



Sacramento Continuum of Care System Performance Committee

Our Purpose: is responsible for system wide planning to ensure the overall housing & service system meets the needs of individuals, including unaccompanied youth, & families experiencing homelessness.

Our 2020 Key Products:

- HIC review
- PIT development (delegated to PIT subcommittee)
- NOFA system performance elements
- System performance measures review
- Gaps analysis

- Our 2020 Accomplishments:
- System mapping and gaps analysis methodology
- System Maps for CE, DHA, SHRA, and Behavioral Health
- Client Movement Dashboard
- Project Access Matrix



Sacramento Continuum of Care System Performance Committee

Our Purpose: is responsible for system wide planning to ensure the overall housing & service system meets the needs of individuals, including unaccompanied youth, & families experiencing homelessness.

Our 2021 Goals:

- Gaps Analysis
- Workshop on System Maps and Gaps Analysis
- HIC review
- 2022 PIT planning
- NOFA process
- System Performance Improvement Plan



Sacramento Continuum of Care 2021 Point-in-Time (PIT) Count Subcommittee



Sacramento Continuum of Care 2021 Point-in-Time (PIT) Count Subcommittee

Our Purpose: is responsible with debriefing and analyzing the implementation of the 2021 Point-in-Time Count and to develop recommendations for forthcoming Point-in-Time Counts and PIT Committees.

Our 2020 Key Product:

PIT Timelines & Work Plan

Our 2020 Accomplishments:

- Subcommittee seated July 2020
- Adjusting local unsheltered PIT approach in light of COVID-19 pandemic and associated HUD guidance

Sacramento Continuum of Care 2021 Point-in-Time (PIT) Count Subcommittee

Our Purpose: is responsible with debriefing and analyzing the implementation of the 2021 Point-in-Time Count and to develop recommendations for forthcoming Point-in-Time Counts and PIT Committees.

Our 2021 Goal:

Oversee implementation of potential 2022 unsheltered PIT approach



Sacramento Continuum of Care Youth Action Board (YAB)



Sacramento Continuum of Care Youth Action Board

Our Purpose: is responsible to advise the Sacramento CoC Board on policies & activities that relate to preventing & ending youth homelessness.

Our 2020 Accomplishments:

- Appointment of representative to the YAB-dedicated seat on the CoC Board (Jan. 2020).
- Provided recommendations to CoC for Homeless Housing, Assistance
 & Prevention (HHAP) youth set-aside funds.

Our 2021 Goal:

Developing additional strategies for connecting the YAB and the CoC



Thank you!