



SACRAMENTO
STEPS FORWARD

Ending Homelessness. Starting Fresh.

System Performance Committee (SPC) 2021 PIT Count Subcommittee Meeting Minutes

Thursday, March 18, 2021 || 9:00 AM – 10:30 AM

[Recording of Zoom Meeting](#): Chat and materials discussed at the meeting (not provided before the meeting) are below the minutes.

Attendance:

Member	Area of Representation/Organization	Present
Aaron Cadore	Health/Behavioral Health County Adult Protective Services	N/A*
Anamaria Trujilo	Shelter/Housing Domestic Violence Opening Doors	N/A*
April Wick (Co-Chair)	People with Disabilities	Yes
Bridget Alexander	Shelter/Housing Youth Waking the Village	N/A*
Crystal Sanchez	Advocate Sacramento Homeless Union	N/A*
Cynthia Hunt (Co-Chair)	Shelter/Housing Cottage Housing	Yes
Jeff Tardaguila (Co-Chair)	Advocate	Yes
Jesse Archer	Housing/Shelter Youth, LGBTQ LGBT Community Center	Yes
Joe Smith	Advocacy, Loaves & Fishes	Yes
Julie Pederson	Law Enforcement Sheriff's Department	N/A*
Loren Pimm	Shelter/Housing Next Move	N/A*
Michelle Schumann	Behavioral Health County Behavioral Health Services	N/A*
Peter Muse	Shelter/Housing Veterans Sacramento Veterans Resource Center	N/A*
Stefan Heisler (SPC Chair)	Reinvestment Analyst, City of Rancho Cordova	Yes
Tara Turrentine	Education - Youth Sacramento County Office of Education	N/A*

*Member attendance not available (N/A) / recorded.

SSF Staff	SSF Title
Hamid Bashiri	Lead Data Analyst
Michele Watts	Chief Planning Officer
Michelle Charlton	Continuum of Care Coordinator
Scott Clark	Systems Performance Analyst
Tiffani Reimers	CE System Operations Coordinator
Tina Wilton	HMIS Manager
Guests:	
Arturo Baiocchi, Institute for Social Research (ISR)	
Maggie Marshall, LCSW, Kaiser Sacramento	

Agenda Item	Presenter(s):	Time	Item Type
I. Welcome and Introductions	April Wick, Co-Chair	9:00 AM (5 minutes)	Information
<p>Meeting started at 9:01 AM. Attendance: 20-25 participants.</p> <p>April welcomed everyone and noted the planned discussions for the meeting.</p>			
II. Approval of 2/18/21 Minutes	April Wick	9:05 AM (5 minutes)	Action
<p>Amendment: Stefan was present at the 2/18/21 meeting.</p> <p>Motioned for approval: 1st - Joe Smith, 2nd - Stefan Heisler.</p> <p>Motion approved.</p>			

III. Review of Current Efforts: A. 2021 “PIT” B. 2022 PIT Assessment C. 2021 CoC Community Engagement & Strategic Planning	Michele Watts, SSF Chief Planning Officer	9:10 AM (40 minutes)	Information & Discussion
<p>Michele shared a presentation and discussed the: (1) 2021 “PIT Count”, (2) 2022 PIT Assessment, and (3) 2021 CoC Community Engagement & Strategic Planning.</p> <p>Questions were asked during the meeting, please see the recording link above.</p>			
IV. ISR Updates	Michele Watts & Hamid Bashiri, SSF Data and Analytics Manager	9:50 AM (10 minutes)	Information
<p>Arturlo, from ISR, discussed the efforts: sampling at encampments sites for data collection (randomization process was held), sample size, focused on the demographics questions to cross reference with HMIS data system, the process of matching of the ISR sampling and the HMIS data, data review is being conducted this week, more information/details of the efforts will be shared within the next months. Michele mentioned the mapping tool that was created and noted the importance to capture not too soon because the maps would be outdated.</p> <p>Questions were asked during the meeting, please see the recording link above.</p>			
IV. Meeting Adjourned at 9:51 AM. Attendance: 23 participants Next PIT Count Subcommittee Meeting: Thursday, April 15th, 2021			



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Chat from 2021 PIT Count Subcommittee Meeting

Thursday, March 18, 2021

- 09:03:52 From April Wick : Approval Minutes
- 09:05:08 From Joseph Smith : yes
- 09:05:09 From Stefan's iPhone : Yes
- 09:05:09 From Jesse (He/Him) : yes
- 09:05:13 From April Wick : yes
- 09:05:21 From Maggie Marshall, LCSW, Kaiser Sacramento : yes
- 09:05:21 From Cynthia H : Yes
- 09:10:32 From April Wick : I am going to take questions at the end. I see your hand Jeff.
- 09:12:46 From April Wick : THIS MEETING IS BEING RECORDED
- 09:15:04 From April Wick : Please mute we are hearing a phone ringing
- 09:36:35 From Jeffery Tardaguila : please send to John
- 09:42:33 From April Wick : What does send to John mean
- 09:50:34 From Jeffery Tardaguila : john rep homeless has not been to zoom meeting this last year .I suggest talking to him so he can participate
- 09:50:59 From Cynthia H : Thank you
- 09:51:09 From Stefan's iPhone : Thank you!

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 groups- responses 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?



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!



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