

# Coordinated Entry System Committee (CESC) Meeting Minutes

Thursday, July 8th, 2021 || 2:30 PM – 4:00 PM



SACRAMENTO  
STEPS FORWARD

Ending Homelessness. Starting Fresh.

**The meeting recording was not captured.** The chat and material(s) discussed at the meeting (not provided before the meeting) are below the minutes.

## Attendance:

Member	Area of Representation / Organization	Present
Cheyenne Carraway	SHRA	Yes
Derrick Bane	Turning Point Community Programs	No
Desirae Stermer	Hope Cooperative	Yes
Erica Plumb	Mercy Housing	Yes
Gabriel Kendell	2-1-1	Yes
Jenna Abbott (Co-Chair)	River District	Yes
John Foley (Co-Chair)	Sacramento Self Help Housing	Yes
Julie Field	Sac. County Dept. of Human Assistance	No
Kate Hutchinson	Lutheran Social Services	Yes
Kelsey Endo	Cottage Housing	Yes
Maggie Marshall	Kaiser Sacramento	Yes
Monica Rocha-Wyatt	Sac. County Dept. of Behavioral Health	Yes
Paula Kelley	Sacramento Self Help Housing	No
Phillip Scott Reed	US Department of Veterans Affairs	No
Rose Aghaowa	Wellness & Recovery North	No
Tina Glover	SACOG	Yes
Stephanie Cotter	City of Citrus, Heights	Yes

SSF Staff	SSF Title
Michele Watts	Chief Planning Officer

Peter Bell	CES Program Manager
Scott Clark	Systems Performance Analyst
Stacey Fong	CE Analyst
Tiffani Reimers	CES Operations Coordinator

Agenda Item	Presenter(s):	Time	Item Type
<b>I. Welcome &amp; Introductions</b>	John Foley, & Jenna Abbott, CESC, Co-Chairs	2:30 PM (5 minutes)	Informal
The co-chairs called the meeting to order at 2:30 PM.			
<b>II. Approval of 6/24/2021 CESC Minutes</b>	John Foley	2:35 PM (5 minutes)	Action
Motion/Second Kate Hutchinson/Jenna Abbott. Approved as written.			
<b>III. Rapid Access and Problem-Solving (RAPS) Update and Discussion</b>	Michele Watts, SSF Chief Planning Officer & Peter Bell, SSF CES Manager	2:40 PM (30 minutes)	Presentation / Discussion
Gabriel from 211 shared data on the calls received during the first month of the RAPS pilot. Peter presented the number of financial assistance requests and services logged through the problem-solving access points. There was a discussion about additional metrics that could be captured, and showing the progress towards those metrics.			
<b>IV. Emergency Housing Vouchers (EHVs) Updates</b>	Michele Watts & Peter Bell	3:10 PM (30 minutes)	Presentation

The Sacramento CoC has access to 494 Emergency Housing Vouchers (EHVs) from HUD; these are ten year rental subsidy vouchers that will be prioritized through Coordinated Entry System (CES) and administered by SHRA. The prioritization for EHVs approved by the CoC CESC on June 24th was approved by the full CoC Board on June 29th. SSF CES will begin accepting referrals the week of July 5th. 100+ referrals will be sent to SHRA for processing each week. SSF has created an EHVs webpage where all resources, including FAQs, training videos, etc., can be accessed: <https://sacramentostepsforward.org/2021-sacramento-ehvs/>.

<p><b>V. Governance Charter Revisions - CESC</b></p>	<p>Michele Watts &amp; Andrew Geurkink SSF CoC Specialist</p>	<p>3:40 PM (15 minutes)</p>	<p>Informational / Discussion</p>
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This agenda item was tabled due to lack of time. In order to solicit input on Governance Charter revisions from the CESC, an electronic survey will be provided instead.

**VI. Meeting Adjourned at 4:00 PM.**  
**Next Meeting: Thursday, Aug. 12th, 2021 (2:30 PM - 4:00 PM)**  
**Potential Topics to cover: Dynamic Systems and Policies**

### CESC Meeting Chat

14:38:06 From Christie Gonzales to Everyone:

sorry all, mic problems. Christie Gonzales with WellSpace Health.

14:38:26 From William Norwood II to Everyone:

may be those that spoke can put a thumbs up or something?

14:42:46 From Peter Bell (he/him) to Everyone:

Approve the June 24th meeting minutes

14:42:49 From Jenna Abbott to Everyone:

aye

14:42:55 From Cheyenne Caraway to Everyone:

aye

14:42:55 From Kate Hutchinson to Everyone:

yea

14:42:58 From Monica Rocha-Wyatt (she/her), BHS to Everyone:

aye

14:42:58 From Kelsey Endo to Everyone:

aye

14:42:59 From Stephanie Cotter to Everyone:

yes

14:43:10 From John Foley to Everyone:

yes

14:43:29 From Gabriel Kendall to Everyone:

yes

14:47:59 From Tina Glover (she/her) to Everyone:

yes

15:13:20 From Peter Bell (he/him) to Everyone:

I can speak a bit to the HMIS side of things and will do so shortly.

15:16:09 From Scott Clark (he/him) to Everyone:

Service area needs and organizations referred to broken down by race/ethnicity stand out as a possible areas for deeper dives based upon the discussions in our Racial Equity Committee.

15:25:37 From Julie McFarland (she/her) to Everyone:

In the future, I'm happy to share our experience and outcomes in Seattle / King County.

15:26:34 From Stephanie Cotter to Everyone:

It would be helpful to have demographic and geographic information for those served so we can compare to the chart of those who called into 211

15:28:55 From Meadow Robinson to Everyone:

Peter – what kind of training has happened for the RAPS sites?

15:29:45 From Meadow Robinson to Everyone:

I see that is one of the metrics which is great!

15:32:03 From Peter Bell (he/him) to Everyone:

Thanks, Meadow. We've provided some basic training on making requests, but we've also talked about COVID-19 Rental Relief funds, and conducting "warm handoffs." I definitely want to do some formal training on "problem-solving" so that is definitely something I'd like to focus on in the near future.

15:34:49 From Meadow Robinson to Everyone:

Thanks @Peter – formal training of front line staff is certainly something we see shaping the success of implementing housing problem solving in other communities.

15:35:46 From Stephanie Cotter to Everyone:

it would be helpful if we could get the updates in the format of progress toward metrics - just the main ones. So we can see how much progress we're making each time.

15:37:21 From Stephanie Cotter to Everyone:

thank you!!

15:38:42 From Gabriel Kendall to Everyone:

We'd love to track that if we can get some defined benchmarks for the diversion we should be capturing.

15:40:15 From Julie McFarland (she/her) to Everyone:

I'd love to suggest a diversion learning session for this group to review what's happening in other communities.

15:46:57 From Peter Bell (he/him) to Everyone:

<https://sacramentostepsforward.org/2021-sacramento-ehvs/>

15:51:04 From Monica Rocha-Wyatt (she/her), BHS to Everyone:

Sorry, have to cut a few minutes early...

15:52:26 From Jenna Abbott to Everyone:

Did anyone else feel that earthquake?

15:53:01 From Christine Wetzel to Everyone:

Did you feel the earthquake?

15:53:38 From Tasha Lee - Saint John's Integrated Health Services to Everyone:

Yes! I feel better other people felt it, too!

15:57:00 From Kate Hutchinson to Everyone:

Yes, 4.8 near Stockton..

15:59:32 From Jenna Abbott to Everyone:

And a 5.9 in Smith Valley NV

16:00:48 From Kate Hutchinson to Everyone:

I need to jump off. Thanks everyone.

16:01:12 From Desirae Stermer to Everyone:

I have to leave as well. have a good day!

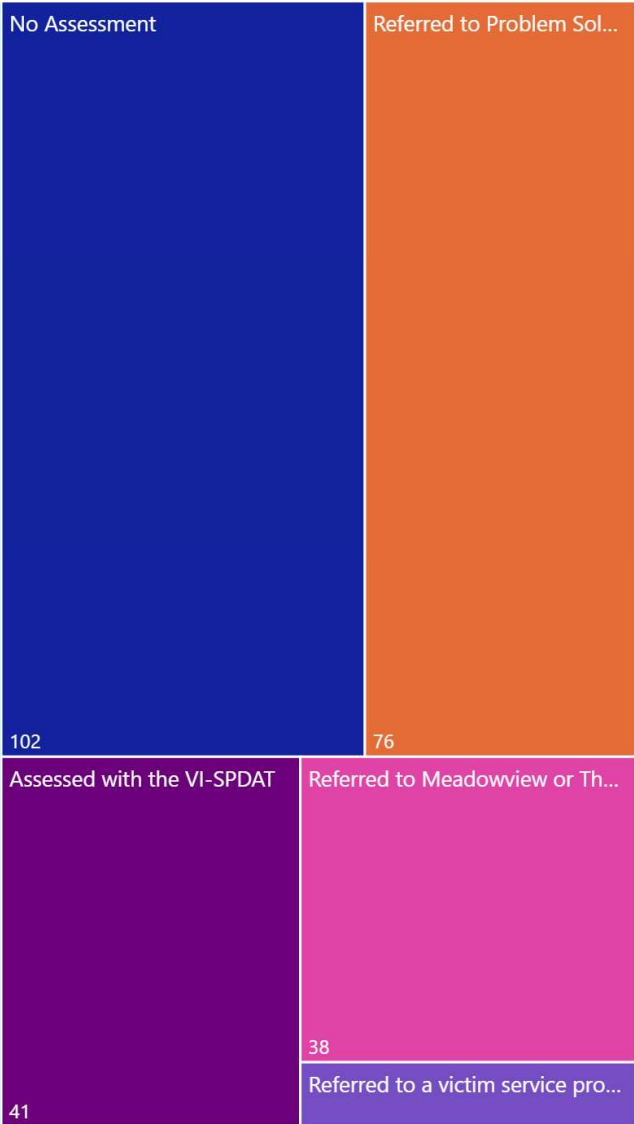
Referred to other housing resources



Sacramento

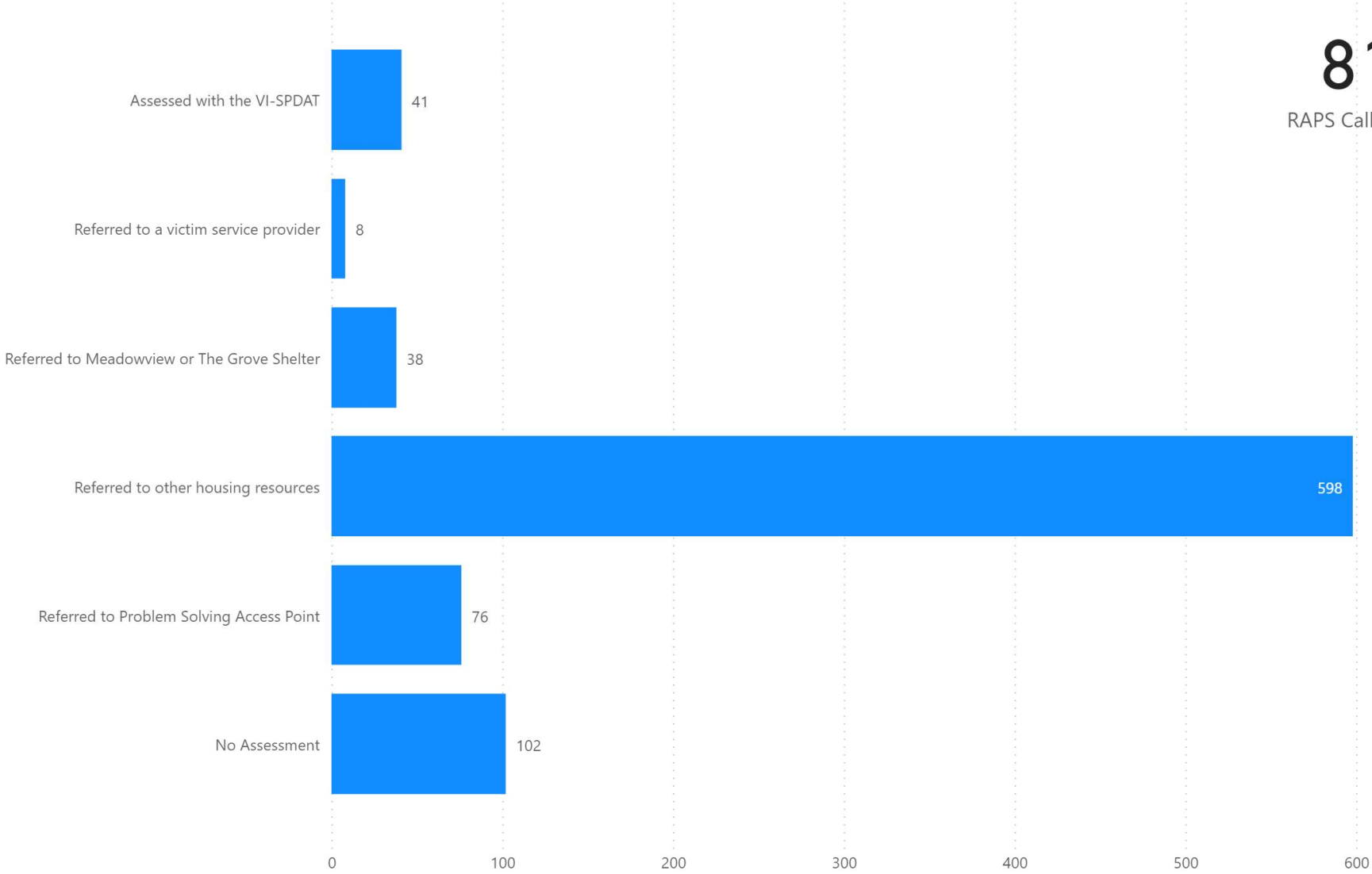
# Rapid Access Problem Solving (RAPS) June 2021 Report

**811**  
RAPS Calls Handled



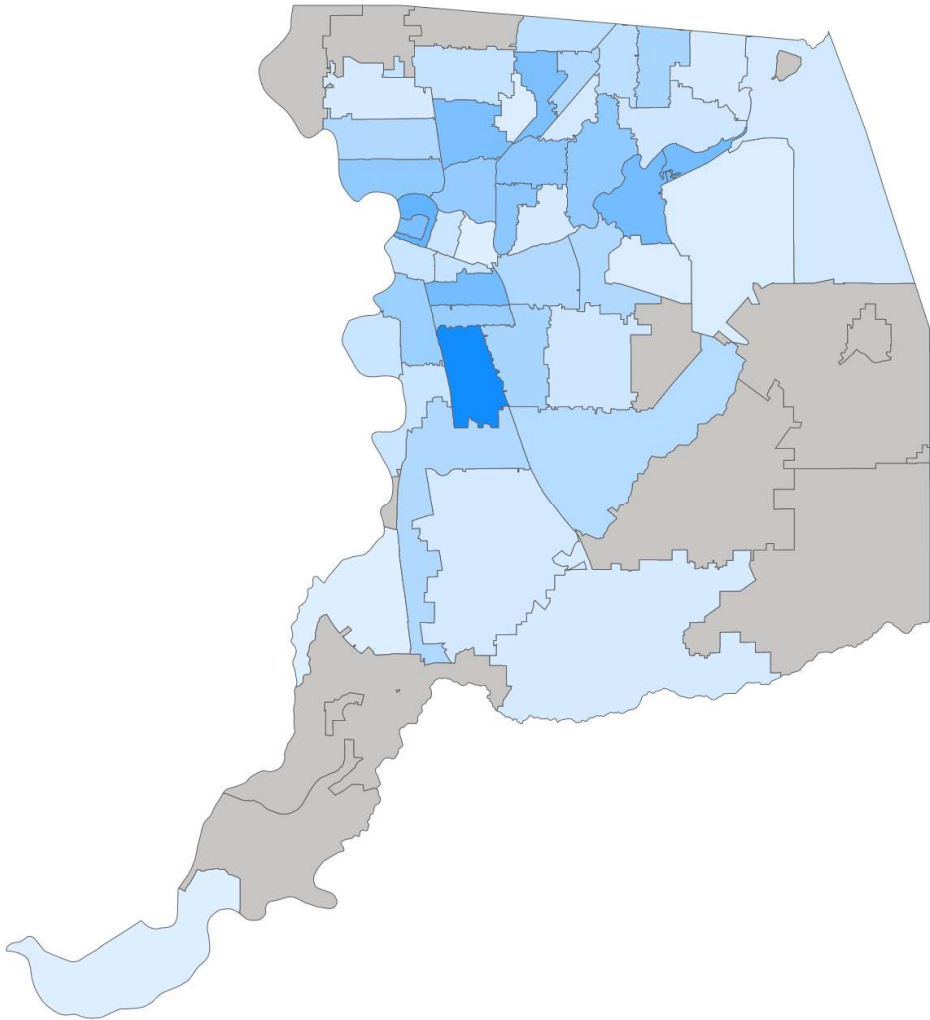
June 1 - 30, 2021 RAPS Calls by Outcome

811  
RAPS Calls Handled





Call Volume by Postal Code



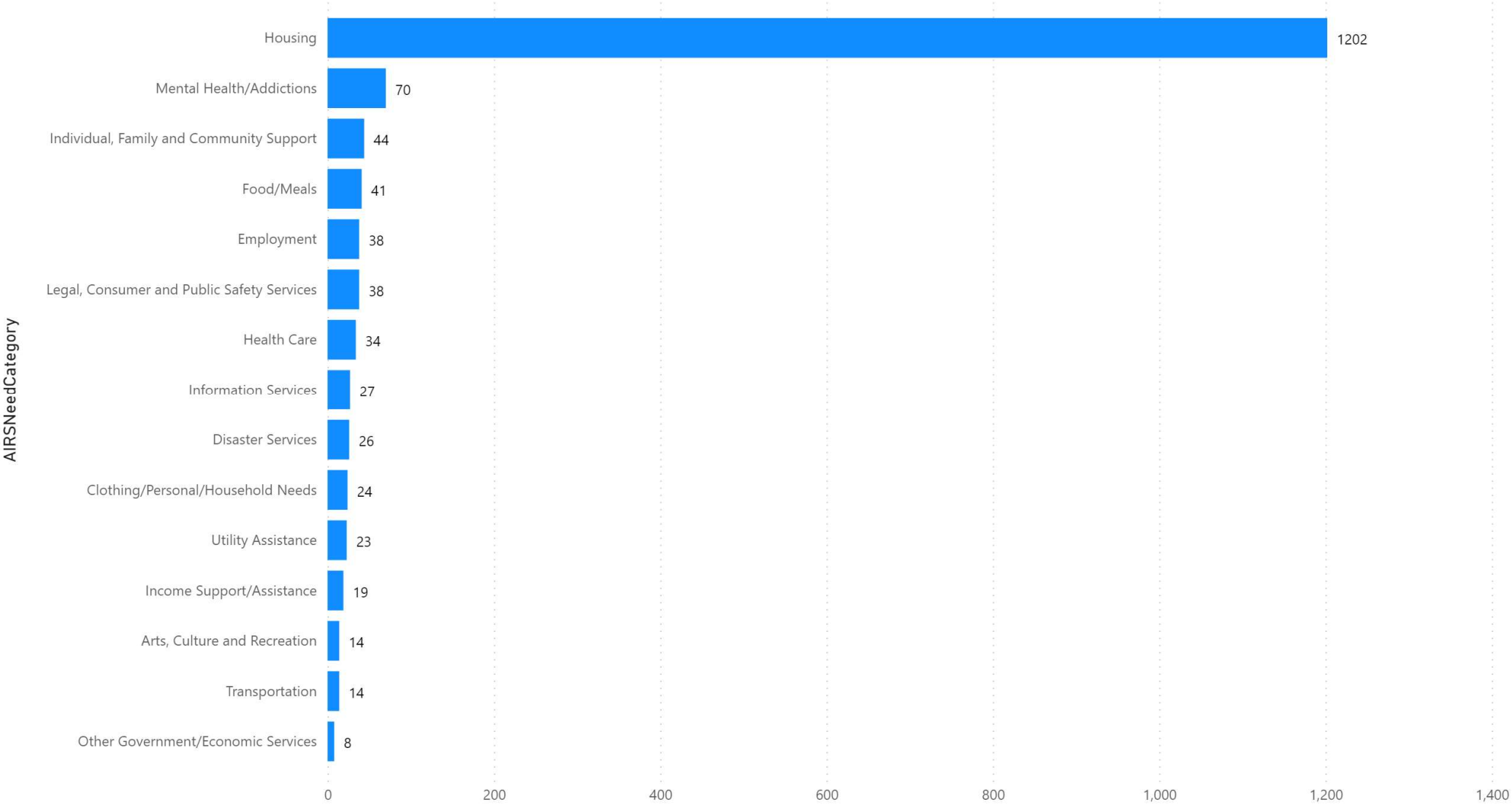
Postal Code Count

Postal Code	Count
95823	51
95811	31
95670	27
95820	27
95660	25
95814	25
95838	25
95821	21
95825	21
95608	20
95833	20
95815	19
95824	18
95822	17
95610	14
95828	14
95758	12
95826	12
95827	12
95834	12
95842	12
95624	11

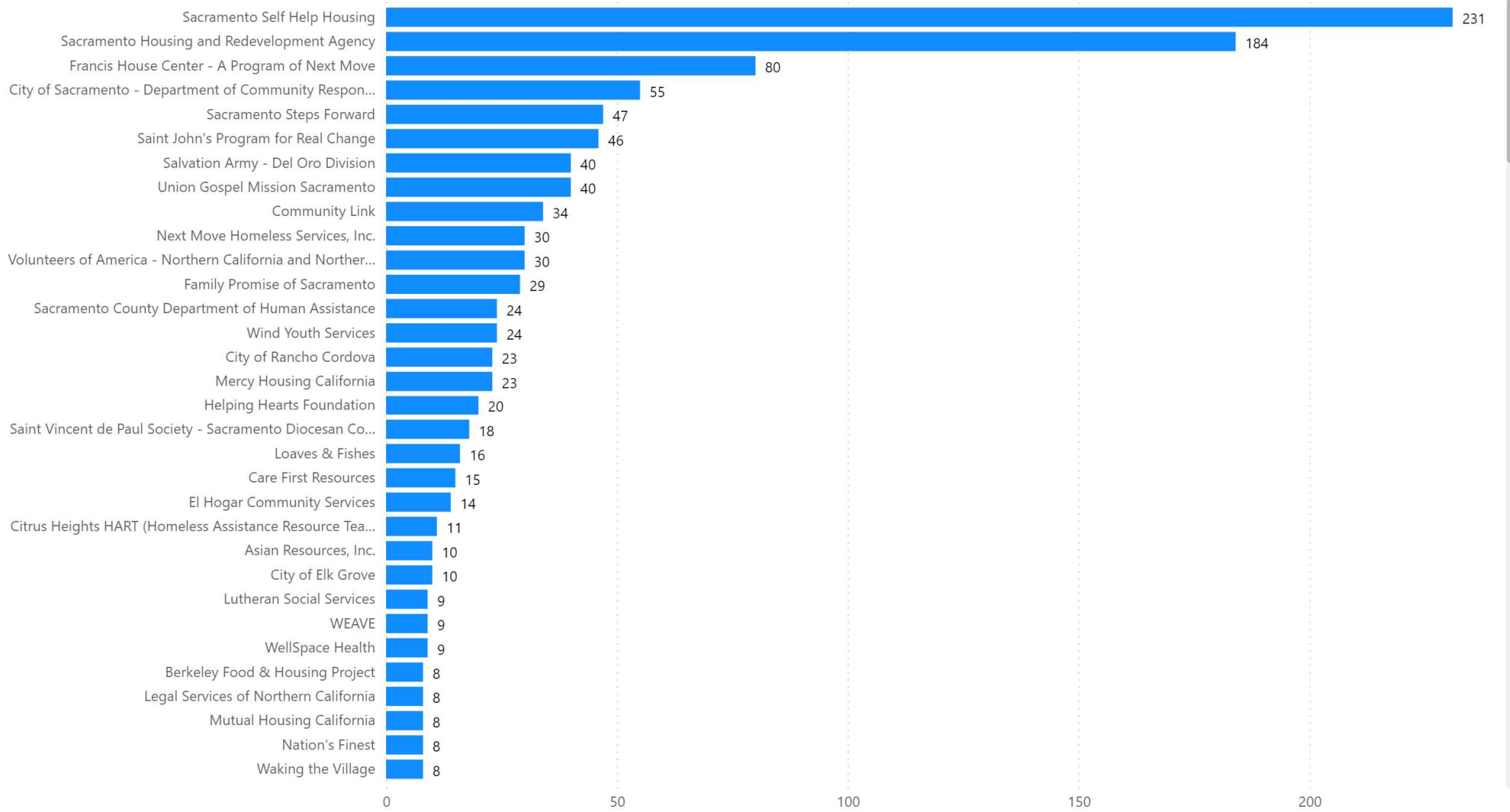
Postal Code Count

Postal Code	Count
95621	9
95843	9
95673	7
95817	7
95816	6
95818	6
95831	6
95832	6
95628	5
95829	5
95630	4
95757	4
95841	4
95632	3
95662	3
95835	3
95864	3
95652	2
95655	2
95742	2
94571	1
95615	1
95741	1
95819	1

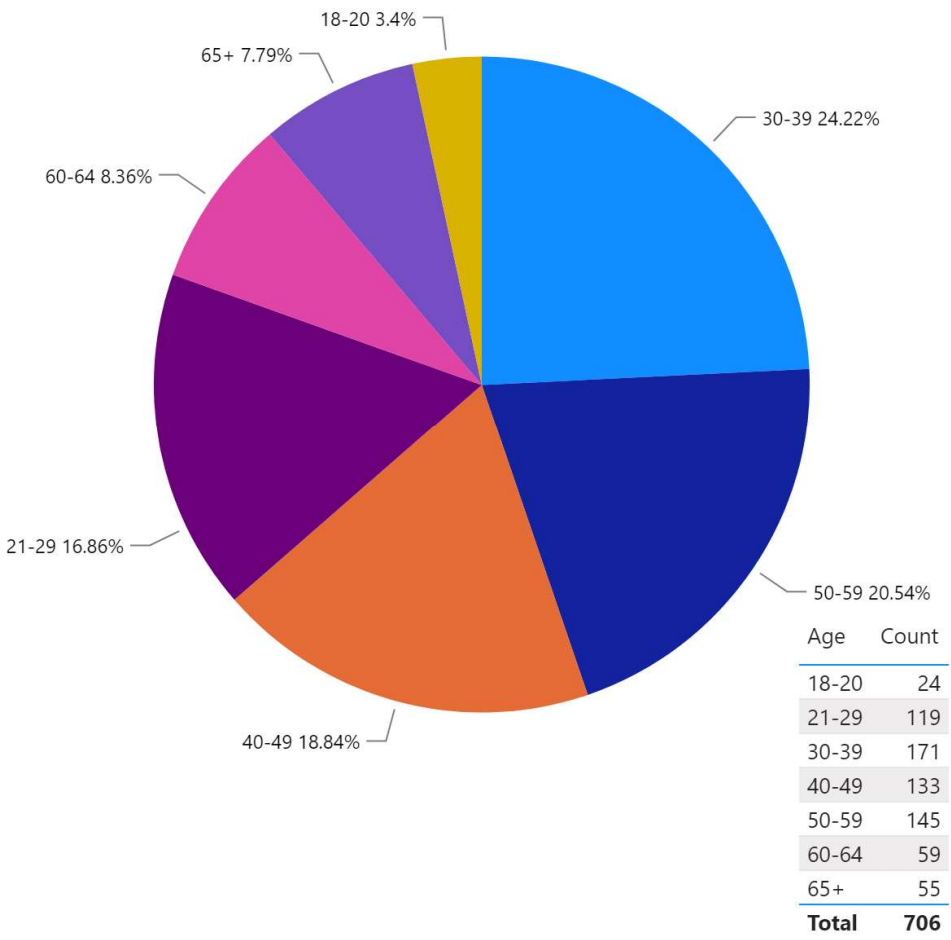
AIRSNeedCategory



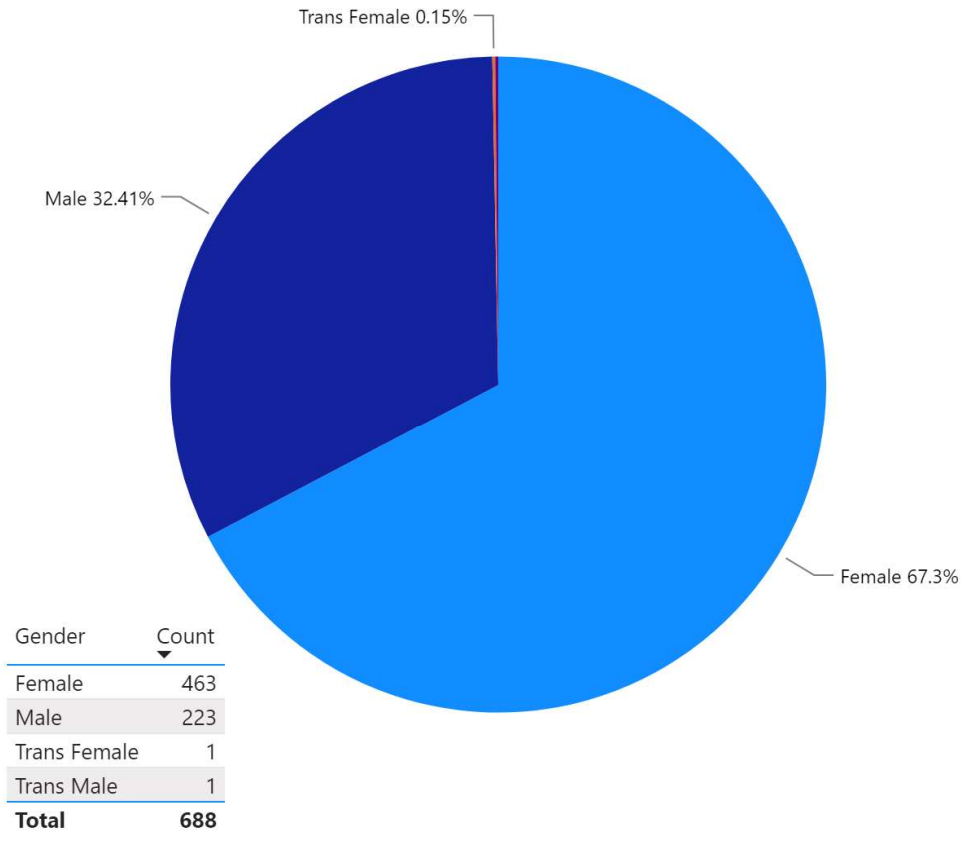
Referrals



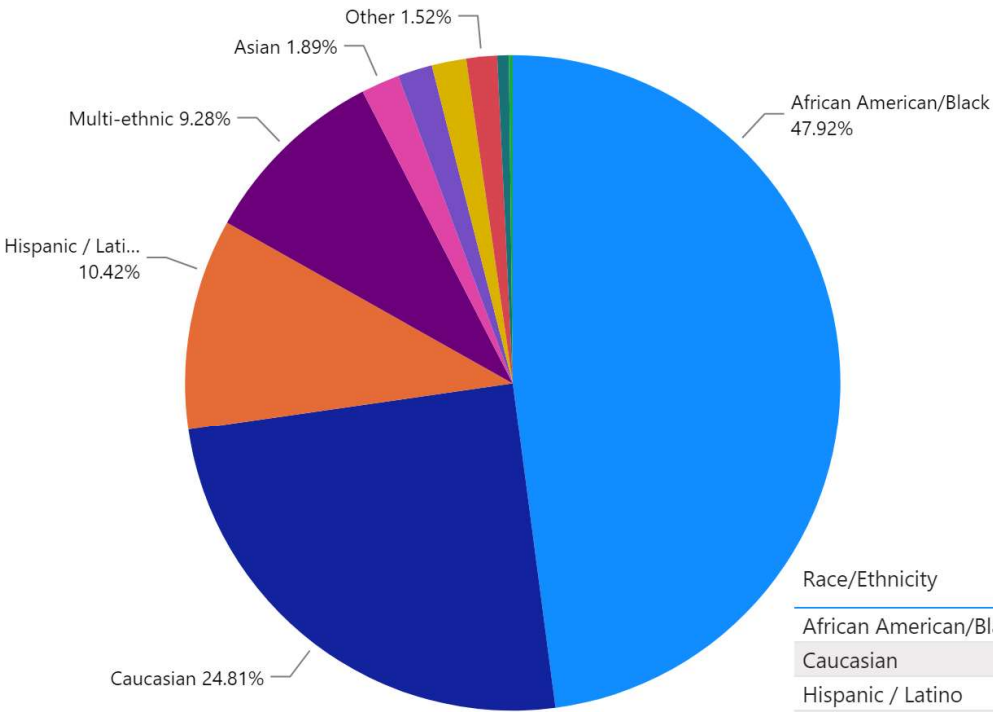
### Age



### Gender

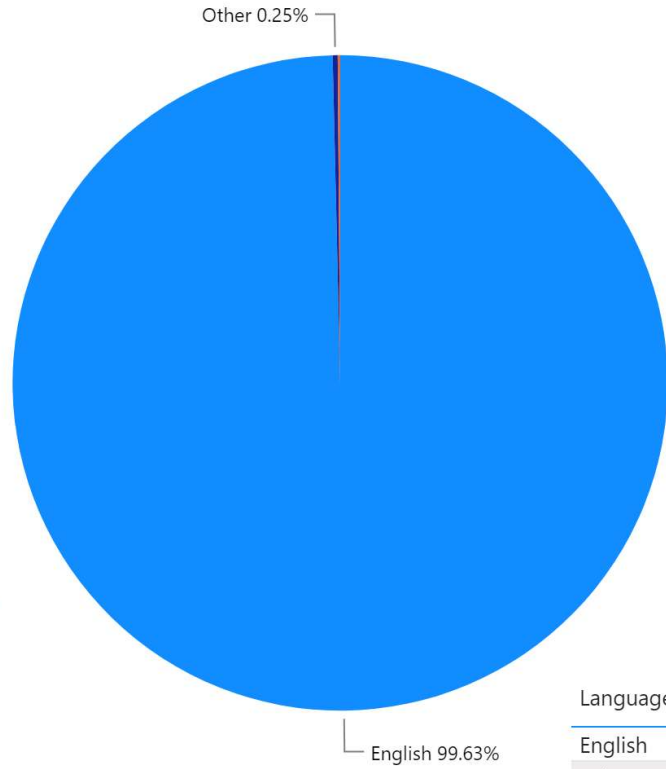


Race/Ethnicity



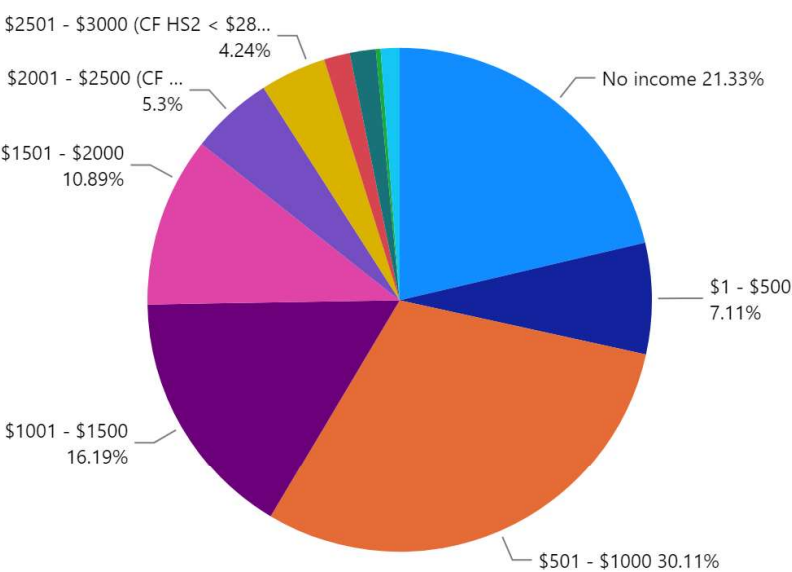
Race/Ethnicity	Count
African American/Black	253
Caucasian	131
Hispanic / Latino	55
Multi-ethnic	49
Asian	10
Native American	9
Pacific Islander / Native Hawaiian	9
Other	8
Middle Eastern	3
Russian / Slavic	1
<b>Total</b>	<b>528</b>

Language



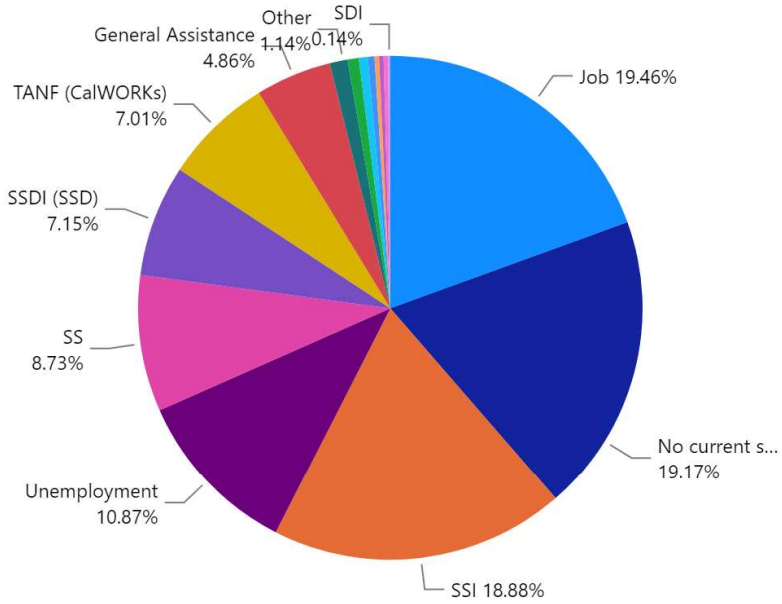
Language	Count
English	808
Other	2
Spanish	1
<b>Total</b>	<b>811</b>

### Approximate Gross Monthly Income



Approximate Gross Monthly Income	Count
No income	141
\$1 - \$500	47
\$501 - \$1000	199
\$1001 - \$1500	107
\$1501 - \$2000	72
\$2001 - \$2500 (CF HS1 < \$2128)	35
\$2501 - \$3000 (CF HS2 < \$2874)	28
\$3001 - \$3500 (CF HS3 < \$3620)	11
\$3501 - \$4000	11
\$4001 - \$4500 (CF HS4 < \$4368)	2
More than \$5000	8
<b>Total</b>	<b>661</b>

### Main Source of Income



Main Source of Income	Count
Job	136
No current source of income	134
SSI	132
Unemployment	76
SS	61
SSDI (SSD)	50
TANF (CalWORKs)	49
General Assistance	34
Other	8
Pension	5
Workers Compensation	4
Self-Employed	3
AB 12 Foster Care	2
Child Support	2
Family	2
SDI	1
<b>Total</b>	<b>699</b>



# Emergency Housing Vouchers

June 9, 2021

# What are Emergency Housing Vouchers

- The American Rescue Plan (ARP) of 2021 appropriated \$5 billion for the Emergency Housing Vouchers
- 70,000 were awarded to apprx. 700 Housing Authorities
- Sacramento received 484 vouchers. **Potential to receive more**
- Separate from Housing Choice Voucher (HCV) program



# Emergency Housing Vouchers

EHV eligibility is limited to households **(individuals and families)** who are:

- Homeless;
- At-risk of homelessness;
- Fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking; and
- Recently homeless, and for whom providing rental assistance will prevent homelessness or risk of housing instability.

# EHV Partnerships

- All referrals must come through the Continuum of Care's (CoC's) Coordinated Entry (CE) System or from a Victim Service Provider
- Focus on advancing equity and inclusion
- Work in partnership with domestic violence victim providers
- CoC's are responsible for determining whether the family qualifies under one of the four eligibility categories

# Housing Search Assistance

- Housing Authorities **must** ensure housing search assistance is made available to EHV families during their initial housing search.
- Examples may include, but are not limited to:
  - Assistance completing paperwork
  - Provide transportation to search for a housing unit
  - Advocate for the household to the landlord
  - Address discrimination issues based on race, ethnicity, disability etc.
  - Market the incentive program
  - Find appropriate housing units

# Enhanced Assistance

Housing Authority will develop a Landlord/Applicant Incentive Program

Examples may include, but are not limited to:

- Owner Incentive fees
- Application fees
- Holding fees
- Security deposit assistance
- Utility deposit assistance
- Tenant readiness
- Moving expenses
- Renters insurance

# Key Elements of Program

- HUD wants households **leased up** within **4 to 6 months**
- Incentive ~ Sacramento receives **additional homeless vouchers**

## Caution:

- Within “reasonable time period” HUD could **redistribute unleased vouchers** and provide to other housing authorities
- Within 12 months all unissued vouchers will be **revoked and reallocated**

# Initial Lease Up

**GOAL: to lease 484 homeless households in 6 months!**

- Must find homeless households quickly
- Have robust pipeline of referrals from CE/domestic violence victim providers
- Link homeless household to staff immediately to assist with intake/landlord paperwork
- Help household find a suitable unit
- Link household to ongoing services for stability (preferable)

Thank you!

# Emergency Housing Vouchers

Sacramento Continuum of Care





# Overview

- Targeted subpopulations
- Prioritization factors
- Referral benchmarks



# Targeted Subpopulations

Eligible Category	Prioritized Subpopulations
1 - Experiencing Homelessness	<b>Chronically homeless, Literally homeless</b>
2 - At-risk of Experiencing Homelessness	<b>Seniors (62+)</b>
3 - Fleeing or attempting to flee, domestic violence, dating violence, sexual assault, stalking or human trafficking	<b>Survivor System</b>
4 - Recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability	<b>Move-on eligible residents in current PSH programs (not limited to CoC-only); Recently homeless eligible residents in RRH programs</b>



# Eligibility Requirements

In addition to meeting specific eligibility requirements applicable to each category, a household is considered ***ineligible***, if:

- Any member of the household is subject to a lifetime registration requirement on a state sex offender registration program
- Any member of the household has ever been convicted of manufacturing methamphetamines on the premises of federally assisted housing
- There are no members of the household who are U.S. citizens or noncitizens with eligible immigration status



# EHV Assessment

Each factor is worth one point. A household would be prioritized based on the highest score:

- No or a very low source of income
- Previously experienced homelessness (HMIS)
- Long-term disability as defined by the HEARTH Act that impedes their ability to work
- History of eviction
- Other housing barriers, such as a criminal background (excluding lifetime 290s)
- Is able to meet most basic needs independently and does not require long-term supportive services OR is receiving sufficient CBO services to meet their needs

Other factors to consider:

- Recently homeless: rent burden if household were to remain in their unit when assistance ends



# Subpopulation: Chronically Homeless

- Reasoning: Targets existing CoC and CES programs, who serve the most vulnerable
- Prioritization factors: Connected to ongoing supportive services, COVID-19 prioritization factors
- Referral sources: Behavioral Health Programs, Health Homes, FSRP, and other programs serving this population
- Estimated number of **weekly** referrals: 25+ (depends on eligible supportive services)



# Subpopulation: Literally Homeless

- Reasoning: Targets existing CoC and CES programs
- Prioritization factors: *EHV assessment questions*
- Referral sources: Varies
- Estimated number of **weekly** referrals: 30



# Subpopulation: At-Risk Seniors (62+ years old)

- Reasoning: (1) Seniors are prioritized within the CES temporary COVID-19 prioritization schema. (2) There is a lack of sufficient dedicated housing services for seniors and seniors are ineligible for mainstream vouchers.
- Prioritization factors- *EHV assessment questions*
- Referral sources- *Varies*
- Estimated number of **weekly** referrals: 5



# Subpopulation: Survivors

- Reasoning: (1) Victim service providers have not been well-connected to the homeless response system, despite the intersectionality between intimate partner violence and homelessness. (2) EHV notice requires pathway(s) for all survivors.
- Prioritization factors: Severity of needs questions, *EHV assessment questions*
- Referral sources: My Sister's House, Opening Doors, WEAVE, CASH, IRC, St. John's Women's Shelter, and possibly others.
- Estimated number of **weekly** referrals: 25





# Subpopulation: PSH Move-on Ready

- Reasoning: Creates more flow through coordinated entry PSH units for most vulnerable populations
- Prioritization factors: Do you still need supportive services?
  - Trauma Informed / Motivational Interviewing questions – Are you ready?
- Referral sources: All permanent supportive housing programs
- Estimated number of **weekly** referrals: 15



# Subpopulation: RRH Bridge to EHV

- Reasoning: Prevents returns to homelessness
- Prioritization factors: *EHV assessment questions*
- Referral sources: All RRH programs (?)
- Estimated number of **weekly** referrals: ???



# EHV Assessment

Each factor is worth one point. A household would be prioritized based on the highest score:

- No or a very low source of income
- Previously experienced homelessness (HMIS)
- Long-term disability as defined by the HEARTH Act that impedes their ability to work
- History of eviction
- Other housing barriers, such as a criminal background (excluding lifetime 290s)
- Is able to meet most basic needs independently and does not require long-term supportive services OR is receiving sufficient CBO services to meet their needs

Other factors to consider:

- Recently homeless: rent burden if household were to remain in their unit when assistance ends



# Prioritization and Referral

- Within each of the six subpopulations, clients will be prioritized based on the highest assessment score (as needed)
- Clients with the same score will be ranked by length of time homeless, and then first come first served (as needed)
- Referrals will take place through HMIS (anonymous profiles will be used for Survivor System referrals)



# Weekly Benchmarks – 100 Referrals / week

**A minimum of 100 households MUST be referred to SHRA on a weekly basis.**

*We must balance weekly referral requirements with our target subpopulation goals to achieve equitable access. If there are not enough eligible clients within a subpopulation to complete the target number of referrals per week, eligible households within the other subpopulations will be referred. The CES team will closely monitor the number of referrals coming from each subpopulation and open an additional 25 referral slots for a specific subpopulation as necessary to meet minimum subpopulation goals and 100 referrals per week.*



# Subpopulation Benchmark Goals – Total Referrals

Subpopulation	Number of Total Referrals
Chronically Homeless (w/ services)	10% minimum (no cap)
PSH Move On	10% minimum (no cap)
Literally Homeless	10% minimum
Survivors	10% minimum
At-Risk Seniors	5% minimum
RRH Bridge	5% minimum
<b>Total</b>	<b>494 vouchers</b>

