

Coordinated Entry System Committee (CESC) Meeting Minutes

Thursday, August 12th, 2021 || 2:30 PM – 4:00 PM



SACRAMENTO
STEPS FORWARD

Ending Homelessness. Starting Fresh.

[Recording of Zoom Meeting](#). 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	No
Derrick Bane	Turning Point Community Programs	No
Desirae Stermer	Hope Cooperative	Yes
Erica Plumb	Mercy Housing	No*
Gabriel Kendell	2-1-1	No*
Jenna Abbott (Co-Chair)	River District	Yes
John Foley (Co-Chair)	Sacramento Self Help Housing	Yes
Julie Field	Sac. County Dept. of Human Assistance	Yes
Kate Hutchinson	Lutheran Social Services	Yes
Kelsey Endo (Substitute: Cynthia Hunt)	Cottage Housing	Yes
Maggie Marshall	Kaiser Sacramento	No
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	No

*Notified SSF Staff they would be absent in advance.

SSF Staff	SSF Title
Andrew Geurkink	CoC Specialist
Michele Watts	Chief Planning Officer
Michelle Charlton	CoC Coordinator
Peter Bell	CES Program Manager
Scott Clark	Systems Performance Analyst
Tamu Green	Systems Performance Advisor
Tiffani Reimers	CES Operations Coordinator

Guests
Coley Genger, Ger Xiong, Jill Fox, Julie McFarland, Lee Sorrell, Meadow Robinson, and T. McWilliams.

Agenda Item	Presenter(s):	Time	Item Type
I. Welcome & Introductions	John Foley, & Jenna Abbott, CESC, Co-Chairs	2:30 PM (5 minutes)	Informal
John/Jenna called the meeting around 2:33 PM. Attendance of 22 participants.			
II. Approval of 7/8/2021 CESC Minutes	John Foley	2:35 PM (5 minutes)	Action
Quorum was not met. The 7/8/21 CESC minutes will be placed on the next CESC meeting agenda for approval.			

III. Racial Equity Action Plan Presentation: A. CES Short-Term Priorities: 1. REQC-CESC Relationship 2. Assessor Data	Angela Upshaw & Ardy Akhzari, REQC Co-Chairs, Dr. Tamu Green, SSF Systems Performance Advisor, Julie McFarland, Homebase, & Peter Bell, SSF CES Program Manager	2:40 PM (35 minutes)	Information
Peter provided context about the agenda item. Tamu shared a presentation and discussed the REQ Action Plan. Julie shared a document, discussing CE recommendation and action which included a demographic survey and a SSF Draft Demographic Survey . Please see the recording for more details.			
IV. Transfer Policy	Peter Bell	3:15 PM (5 minutes)	Information
Peter and Michele discussed the plan for receiving input and posting on the SSF Policies and Standard webpage for 30 days. At the Sept CESC meeting members will be able to provide input as well and the Oct CESC meeting to adopted. Please see the recording for more details.			
V. CES Data Reporting A. Current Operations Data B. Desired Data	Peter Bell & Michele Watts, SSF Chief Planning Officer	3:20 PM (10 minutes)	Information & Discussion
Please see the recording for details.			
VI. EHV Updates A. Progress Report B. Data Dashboard	Peter Bell & Michele Watts	3:30 PM (15 minutes)	Information

Peter shared a presentation on the number of referrals, the weekly process, EHV's prioritized pathways, breakdown of EHV referrals (household types, by race), the racial equity analysis, reducing the office hours to Tuesday's only, and the next steps. Please see the recording for more details.

VII. RAPS Updates

- A. Progress Report**
- B. 211 Data**
- C. HMIS Data**

Peter Bell

3:45 PM
(10 minutes)

Information

Peter discussed 211 data, sharing a presentation on the July 2021 data. He mentioned the RAPS expansion, Non Housing needs, Housing Referrals, Non-Housing Referrals, Demographic breakdown, and additional details. He noted the PPT will be shared within the meeting minutes for review. He also shared the CE Life Cycle. Please see the recording for more details.

**VIII. Dynamic Systems
Check In (HPS update)**

Peter Bell &
Homebase

3:55 PM
(5 minutes)

Information

Peter briefly shared the plan/next steps will be discussed at the Sept CESC meeting. Please see the recording for more details.

IX. Meeting Adjourned at 4:02 PM. Attendance of 16 participants.

Next Meeting: Thursday, Sept. 9th, 2021

Potential Topics to cover: Transfer Policy, Dynamic Systems, Racial Equity work plan.

CESC Meeting Chat

00:14:32 Dr. Tamu Green (she/her), SSF, Systems Performance Advisor: Census results: So many multiracial youth!

00:14:32 Scott Clark (he/him): Thanks for sharing that info, Tina!

00:14:36 Meadow Robinson: Interesting, thanks for sharing Tina!!

00:15:45 Desirae Stermer: What was that vacancy rate? I missed it the first time.

00:16:11 John Foley: 3.9%

00:16:44 Jill Fox: Jill Fox from Volunteers of America

00:16:57 Peter Bell (he/him): Sorry, Jill!

00:17:12 Jill Fox: no worries.

00:17:21 Rose Arteaga (she/her) Regional Transit Social Worker: Rose Arteaga from Regional Transit

00:18:36 Peter Bell (he/him): It's good to have a deep bench!

00:20:07 Michelle Charlton (She/Her/Hers) SSF, CoC Coordinator: REQ Action Plan (pg 41):
<https://sacramentostepsforward.org/wp-content/uploads/2021/08/8.12.21-CESC-Meeting-Materials-Packet.pdf>

00:27:17 Michele Watts, she/her/hers, SSF Chief Planning Officer: PRC- Project Review Committee

00:57:54 Meadow Robinson: Peter/Michele — since this wasn't listed as an Action Item just wanted to check in on the feasibility of moving the survey forward without an

official endorsement/vote?

00:58:56 Peter Bell (he/him): No need to vote today, we can send out the materials and request feedback from the committee before taking action, possibly next month.

01:01:02 Meadow Robinson: Re: SPC recruitment, yahoo! Great news, Scott + team.

01:02:02 Scott Clark (he/him): I think it is also showing that more people with lived experience are playing critical roles in our response system, organizations that what to be involved in the CoC.

01:06:44 Peter Bell (he/him):
<https://www.sacramentostepsforward.org/coc-program-comp/policies/>

01:09:28 Kate Hutchinson: Nice procedure.

01:12:13 Angela Upshaw, BFHP Roads Home: I have to step out for another commitment. Thank you for having us. We look forward to partnering with you all!

01:17:55 Monica Rocha-Wyatt (she/her), BHS: Any pattern to the denials?

01:20:31 Tiffani Reimers (She/ Her): It's kind of all over the place. Several 290's, a few found housing elsewhere, one or two had partners referred that they'll share a voucher with, and some Move On pathway folks decided to stay in PSH

01:28:13 Ardy Akhzari: I have to get ready for another meeting. I appreciate you all inviting us to join the meeting today, looking forward to our committees working together

to help our community. Please let me know if you have any questions related to the racial equity committee. Have a great day!

01:30:04 Joseph Smith: Why would housing referrals go to Loaves & Fishes when we do not provide housing?

01:33:38 Desirae Stermer: Thanks for everyone's time. I have to go. Have a good day!

01:34:18 Jenna Abbott: I have a 4 pm meeting. Thanks for the good info

01:34:24 Jill Fox: Thank you for all your hard work.

01:34:57 Meadow Robinson: SO important to highlight this capacity of the CE system — more referrals can happen, if housing resources can be added. Tiffani, huge props.

01:35:46 Tiffani Reimers (She/ Her): Appreciate it, Meadow! Peter built an incredible strategy to make it all happen.

01:36:12 chunt: great meeting with great information

CE Response to Racial Equity Action Plan

Proposed Areas for Immediate Action

Data with a Racial Equity Lens

- Collect, analyze, and report qualitative data when exploring issues related to equity.
- Develop and provide input to HUD on mandated race and ethnicity data process.
- Work with the REQC to identify racial equity key performance measures.

Assessment & Prioritization

- Involve the REQ Committee in any planned changes to the Coordinated Entry assessment process before implementation.
- Educate those who conduct needs assessments about racial disparities in housing and homelessness.
- To better support individuals experiencing homelessness:
 - Continue to improve the Coordinated Entry process, so that people do not wait for long periods of time after data is gathered from VI-SPDAT (example strategy: Housing Problem Solving)
- Collect race/ethnicity data (demographic survey) from people involved in coordinated entry to understand to what degree administrators represent people experiencing homelessness in the Sacramento area.

Language Access

- https://docs.google.com/presentation/d/1g24NaYcI3CQtxfdv_t66sBhBgFXTNEI/edit#slide=id.gdbf0f723d8_0_84, slide 23

CE Response to Racial Equity Action Plan *Proposed Areas for Immediate Action*

CE RECOMMENDATION + ACTION:

- Collect race/ethnicity data from people involved in coordinated entry to understand to what degree administrators represent people experiencing homelessness in the Sacramento area.
 - Demographic Survey Draft: <https://www.surveymonkey.com/r/GT2LT79>

Example language for sending out demographic survey

Hello -

We're reaching out because you're listed as a person involved with Coordinated Entry at or through *(agency)*.

In July 2021, the Racial Equity Committee released recommendations identifying improvements that would lead to increased access and improved experiences for people experiencing homelessness in the Sacramento area. Throughout the country, and including in our community, we have racial and ethnic disparities within the homeless system that must be addressed, and that requires inclusive and intentional strategy and action.

To that end, SSF is collecting demographic data from people involved in coordinated entry activities to understand to what degree administrators represent the people experiencing homelessness around Sacramento. This includes demographics within several categories, including age, gender, disability, race, ethnicity, sexual orientation, homelessness experience, and veteran status. We are asking you to complete a brief survey to assist us in ensuring the Coordinated Entry process is as diverse and reflective of the community as possible. This data will assist in identifying gaps as well as future planning, recruitment and training.

Survey link: *(see attachment in email)*

This will take less than 5 minutes. Please complete the survey by *(deadline)*. You're welcome to reach out to **X** with any questions about this survey and how we'll use the information.

Thank you.

Signature

All questions are voluntary. Please complete this survey to the extent you're comfortable so we can better understand whether staff mirror people experiencing homelessness across Sacramento. Only (name) will see names and organizations for tracking purposes. Names & organizations will be removed from the data summary shared with any and all partners.

1. What is your name? *(for completion tracking only; (name) will remove personally identifying information before sharing demographic data with all parties.)*

2. What agency or organization do you work for? *(for completion tracking only; (name) will remove personally identifying information before sharing demographic data with all parties.)*

3. Who do you typically complete intakes and/or assessments with (answer all that apply)?

- Families with children
- Single adults
- Youth and young adults

4. What is your role within the Coordinated Entry process (check all that apply)?

- Access Point Assessor
- Housing Navigator
- Doing phone intakes with people experiencing homelessness
- SSF Planning/Policy Team
- Other (please specify)

5. How do you identify racially and ethnically (not limited to specific labels/categories)?

6. How do you identify your gender (utilizing Sacramento LGBT Community Center categories)?

- | | |
|--|---|
| <input type="radio"/> Agender | <input type="radio"/> Nonbinary |
| <input type="radio"/> Cisgender Woman | <input type="radio"/> Transgender Woman |
| <input type="radio"/> Cisgender Man | <input type="radio"/> Transgender Man |
| <input type="radio"/> Genderfluid | <input type="radio"/> Two Spirit |
| <input type="radio"/> Genderqueer | <input type="radio"/> Unknown/Declined |
| <input type="radio"/> Intersex | |
| <input type="radio"/> Other (please specify) | |

7. Are you fluent in a language other than English?

- Yes
 No

8. What language(s), other than English, do you speak fluently?

9. What is your age?

10. Do you identify as lesbian, gay, bisexual, queer, questioning, asexual, pansexual, or two-spirit?

- Yes
 No

Other (please specify)

11. Have you served in the United States Military?

- Yes
 No

12. Do you have a disabling condition?

- Yes
 No
 Don't know

13. Have you ever experienced homelessness?

- Yes
- No

14. Do you have any other thoughts to share about diversity and/or inclusion as it relates to our work with people experiencing homelessness?

15. The following questions utilize HUD language and answer categories; the reason we are asking these questions is so we can compare responses to this survey with HMIS data to have an apples to apples comparison. The questions above give us more meaningful information about how people identify, not limited to HUD language.

What is your gender?

- Woman
- Man
- Trans Man (assigned female at birth)
- Trans Woman (assigned male at birth)
- Non-binary (i.e. not exclusively male or female)

Other (please specify)

16. What is your race?

- White/Caucasian
- Black or African American
- Asian
- Other (please specify)
- American Indian or Alaskan Native
- Native Hawaiian or Pacific Islander
- Don't know

17. What is your ethnicity?

- Latinx (Hispanic/Latino)
- Non-Latinx (Non-Hispanic/Non-Latino)

8.12.21 CESC Meeting: EHV Updates

Peter Bell, Coordinated Entry System Manager



High Level Numbers

- 1200 Assessments Completed
- 494 Referrals (out of 594 total)
- 50 different agencies
- 193 Completed Applications
- 12 Denials
- 5 vouchers issued



Referral Goals

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

Referral Goals - Revised (594 version)

Prioritized Subpopulations	Estimated Percentage of Total Referrals
Chronic Homeless w/ services	20%
Homeless	30%
Survivors	12%
RRH Bridge	10%
PSH Move On	25%
At-Risk Seniors	3%
Total	594 referrals

Weekly Referral Progress

Not including denials (12)

Week	Chronic	Homeless	Move On	RRH Bridge	At-risk	Survivor	Total
1	43	30	14	25	4	45	161
2	0	30	21	0	2	8	61
3	27	29	33	5	5	0	99
4	26	56	21	13	3	8	127
5							0
6							0
Total	96	145	89	43	14	61	449

Avg. Referrals per week: 112.25

Pathway	Chronic	Homeless	Move On	RRH Bridge	At-risk	Survivors	Total
Goals	119	180	150	59	15	71	594
Actual	97	151	115	48	14	69	494
Remaining	22	29	35	11	1	2	100

Progress by Prioritized Subpopulation

Prioritized SubPopulation	hh assessed	hh Eligible	hh not Eligible	hh referred	hh enrolled	hh denied	Avg. EHV_sco..
At risk Seniors 62+	15	14	1	14	0	0	3.53
Chronically Homeless	200	193	7	101	0	2	3.72
Literally Homeless	592	574	19	151	0	0	3.72
PSH Move On	170	165	5	95	0	6	3.19
Rapid Rehousing Bridge	102	94	8	43	0	1	3.71
Survivors	86	86	0	57	0	0	3.41

EHV Referrals - Household Types

Household Type	Percentage of Referrals (461)
W/ Minor Children	23%
W/O Minor Children	21%
Single Adult	54%
Single TAY	2%



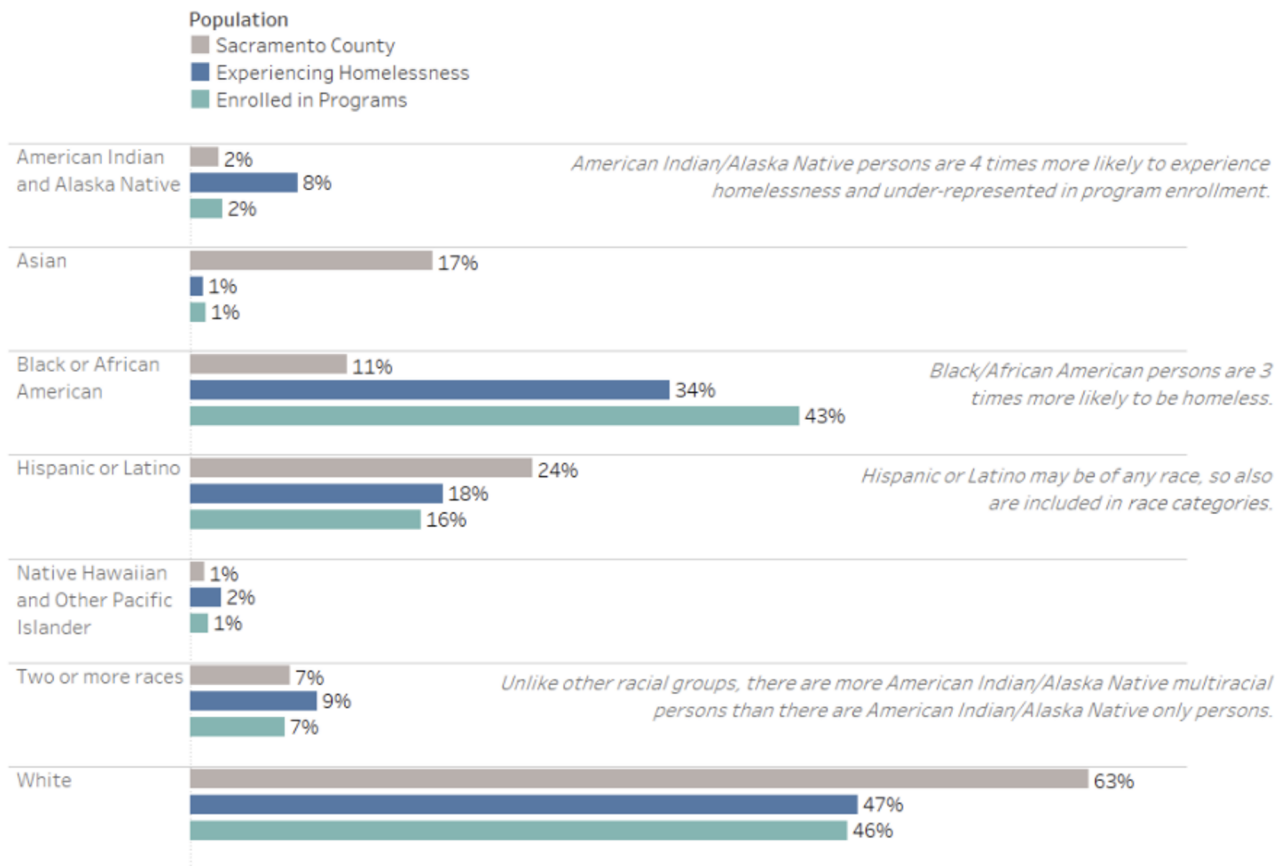
EHV Referrals - Households By Race

Race	Percentage of Referrals (461)
Black or African American	39%
White	41%
Multiple Races	3%
American Indian or Alaskan Native	3%
Native Hawaiian or Other Pacific Islander	2%
Asian	1%
Data Not Collected	12%



Racial Equity Analysis

Proportion of Race/Ethnicity by Population



Conclusion

1. Provide ongoing office hours for live Q&A sessions
2. Work closely with SHRA to monitor the application and lease-up progress
3. Continue to evaluate the assessment and referral process, adjusting referral goals as appropriate
4. Refine data dashboards to share progress and outcomes with the community



Referred to other housing resources

Rapid Access Problem Solving (RAPS) July 1 – 31, 2021 Report



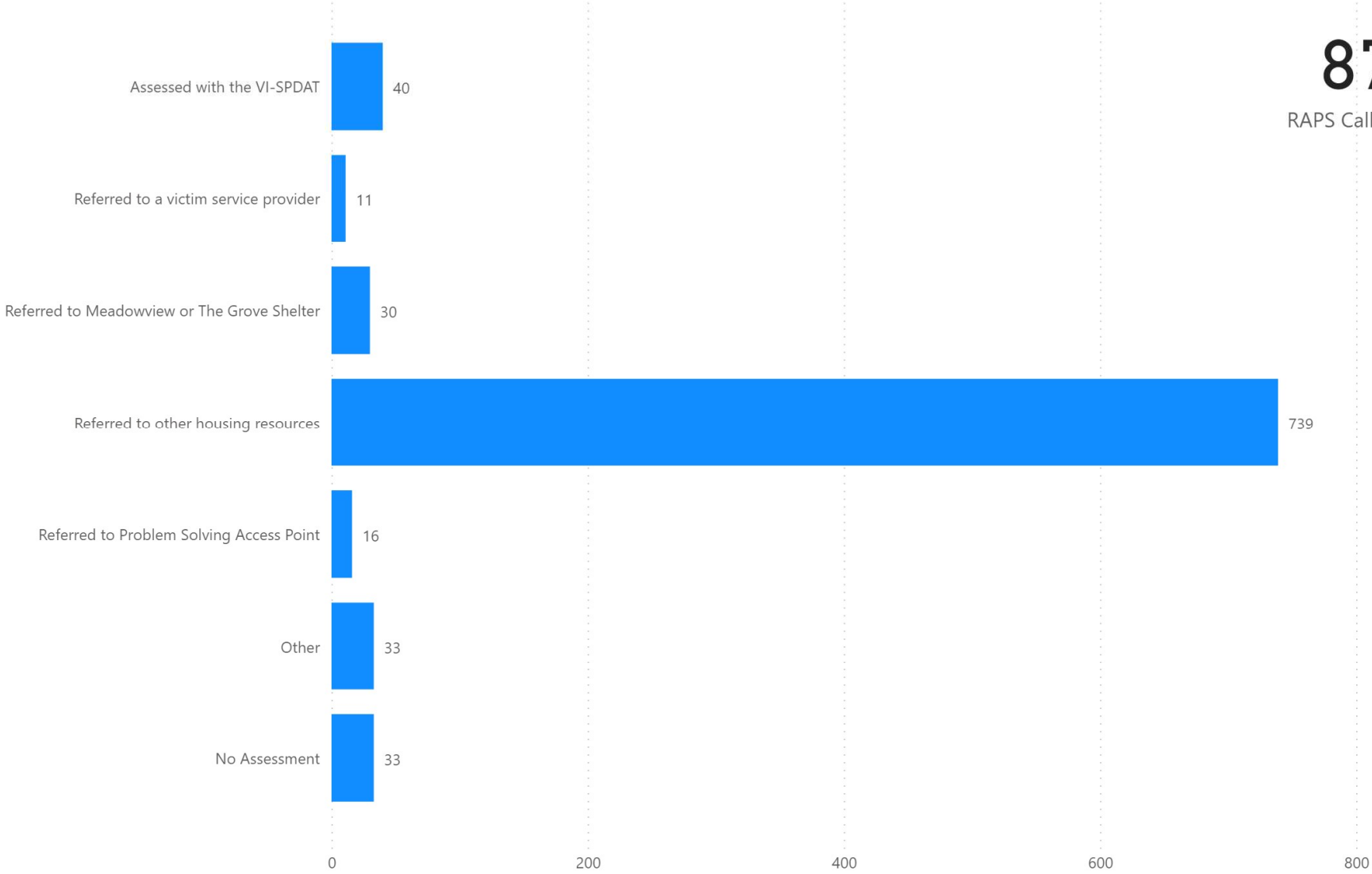
Sacramento

Assessed with the...	Other
40	33
No Assessment	Referred to Me...
33	30
Referred to Proble...	Referred to ...
16	11

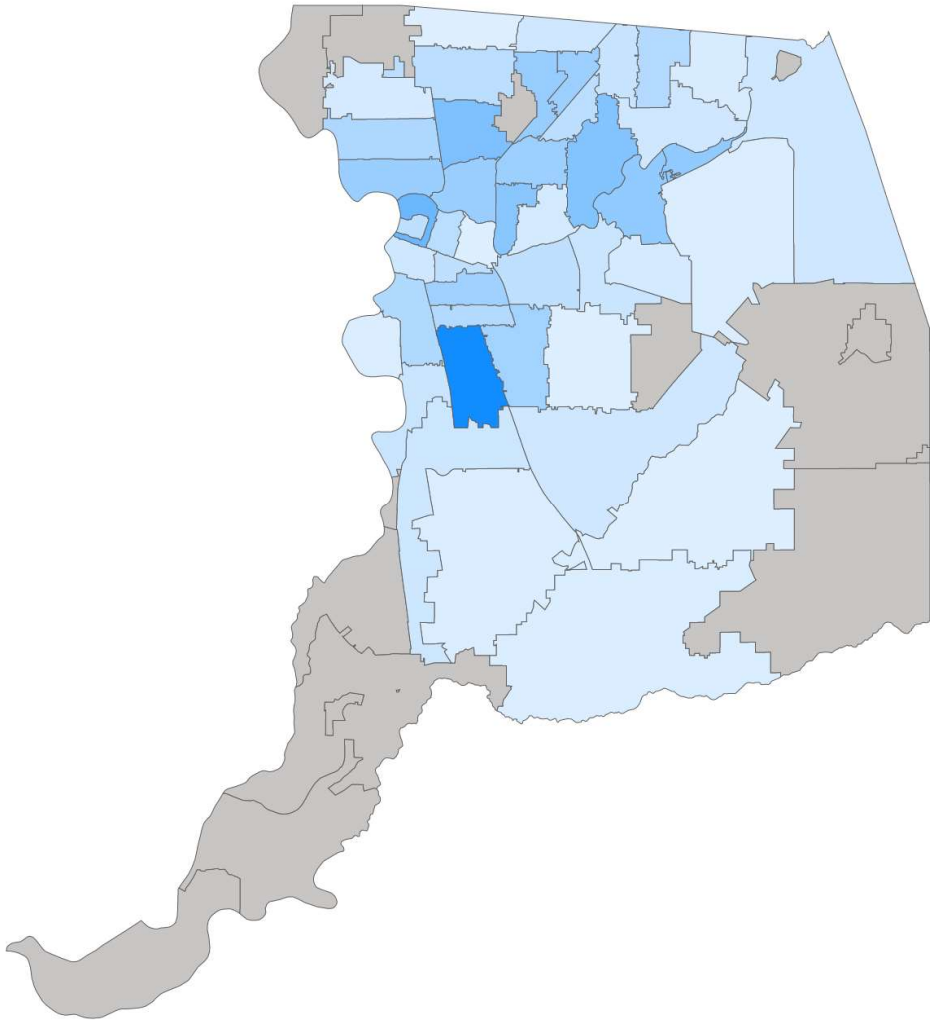
July 1 - 31, 2021 RAPS Calls by Outcome

874

RAPS Calls Handled



Call Volume by Postal Code



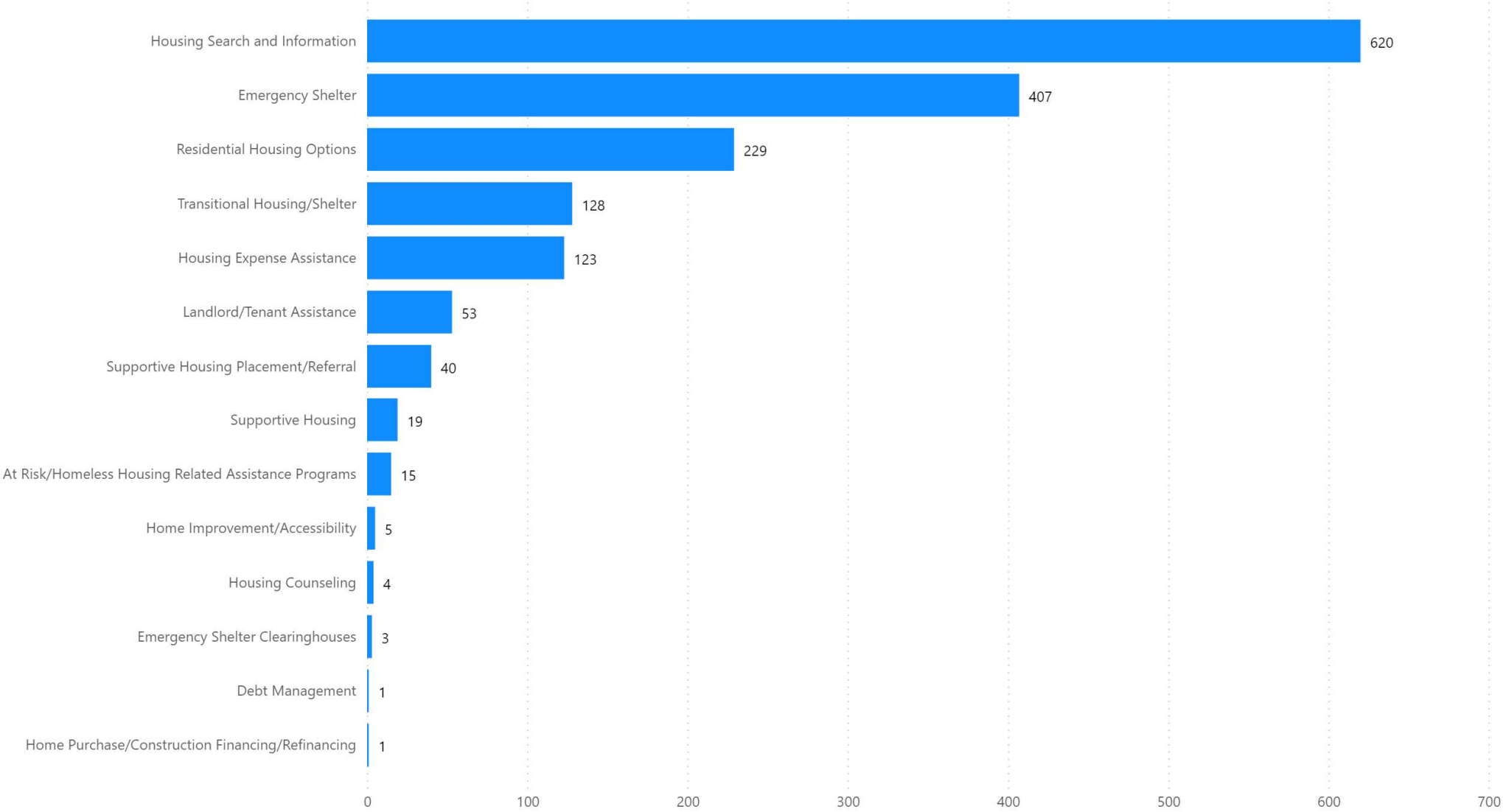
Postal Code Count

Postal Code	Count
95823	74
95811	42
95838	35
95608	33
95825	31
95670	28
95660	26
95815	25
95833	25
95821	24
95842	24
95820	23
95828	22
95834	18
95822	17
95610	16
95824	16
95816	14
95673	13
95841	13
95814	12
95817	12
95826	12

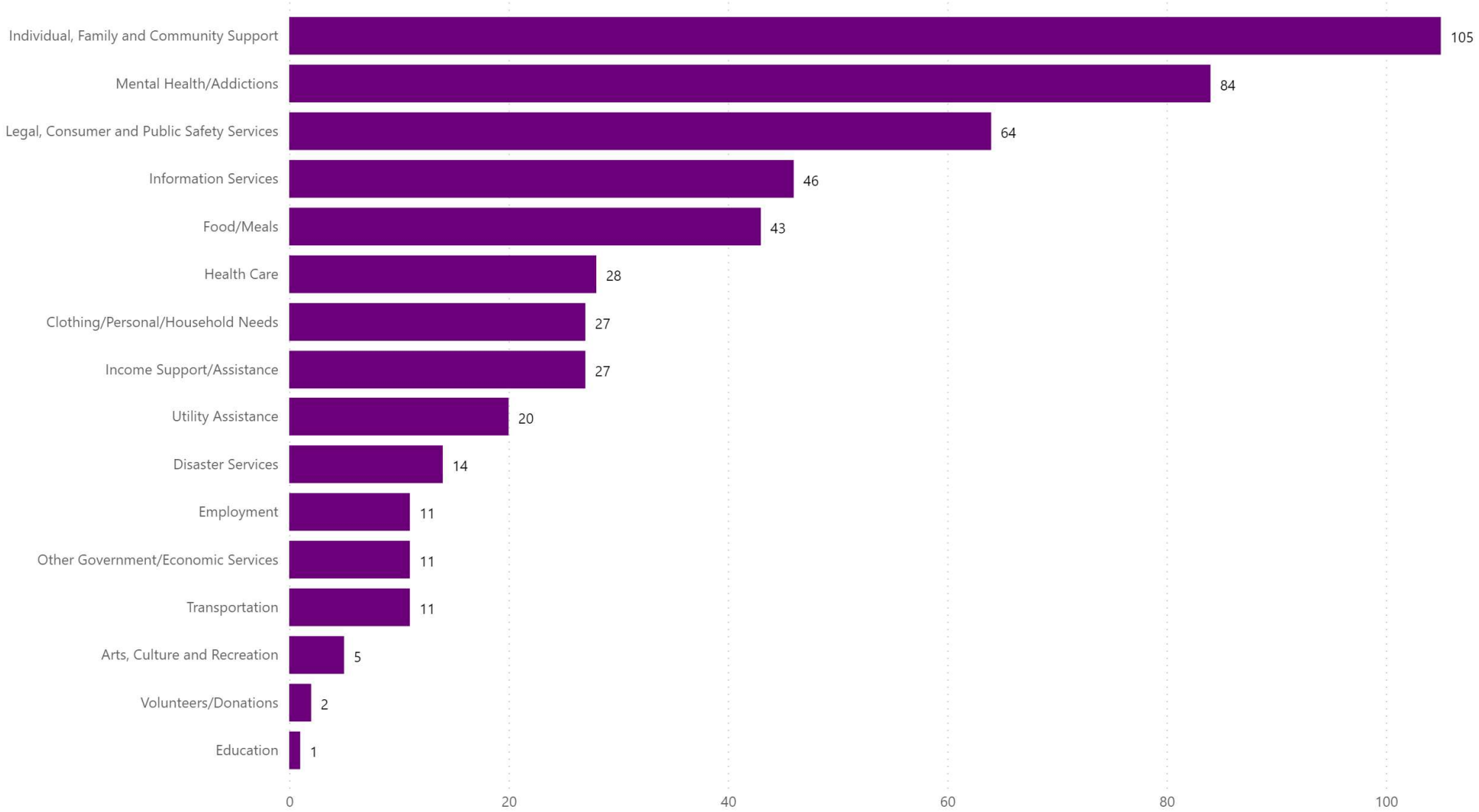
Postal Code Count

Postal Code	Count
95621	9
95827	8
95832	8
95758	7
95624	6
95628	6
95630	6
95818	6
95843	6
95864	5
95655	4
95835	4
95662	3
95812	3
95632	2
95742	2
95757	2
95831	2
95626	1
95693	1
95813	1
95819	1
95829	1

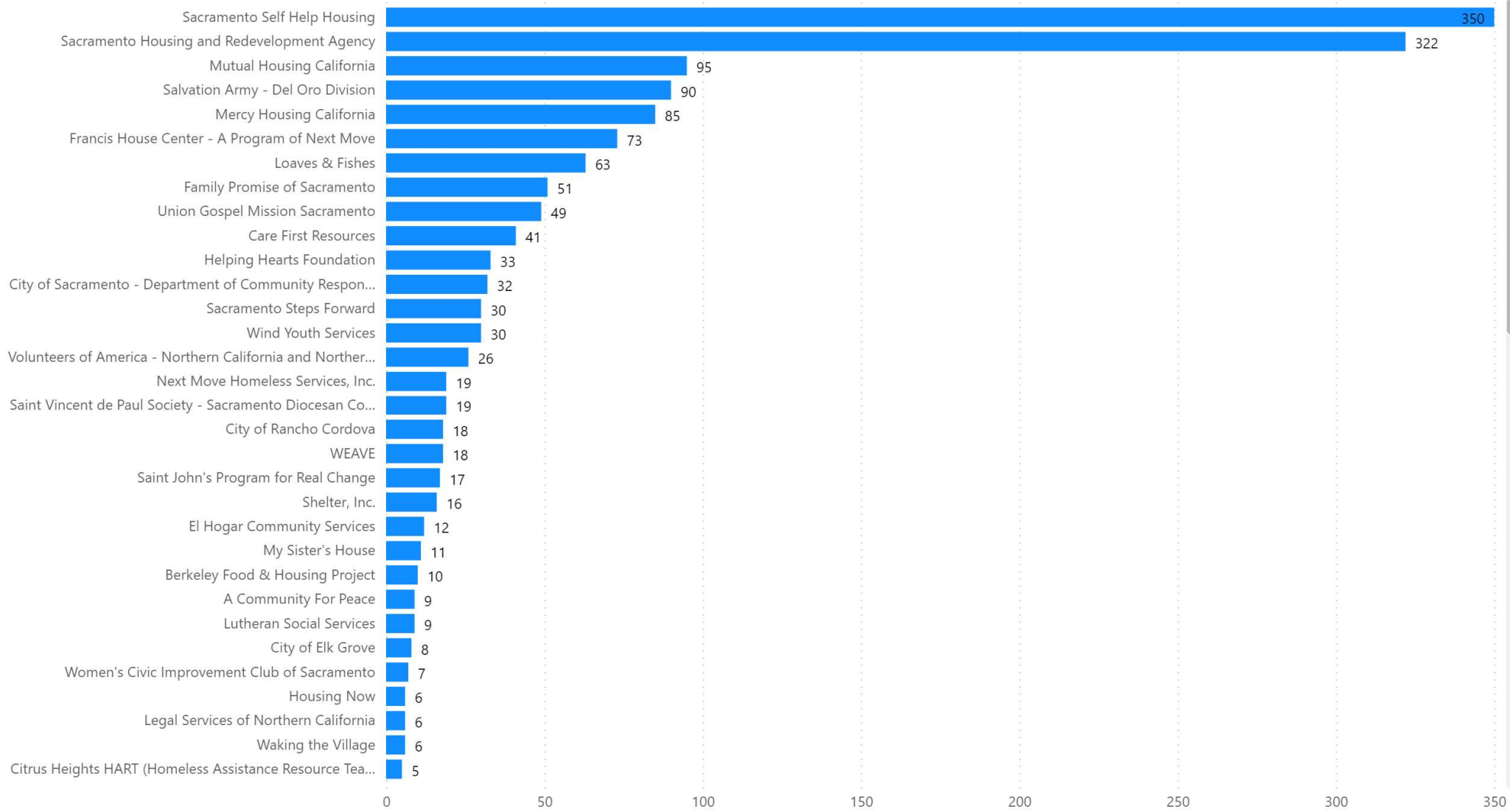
Housing Needs



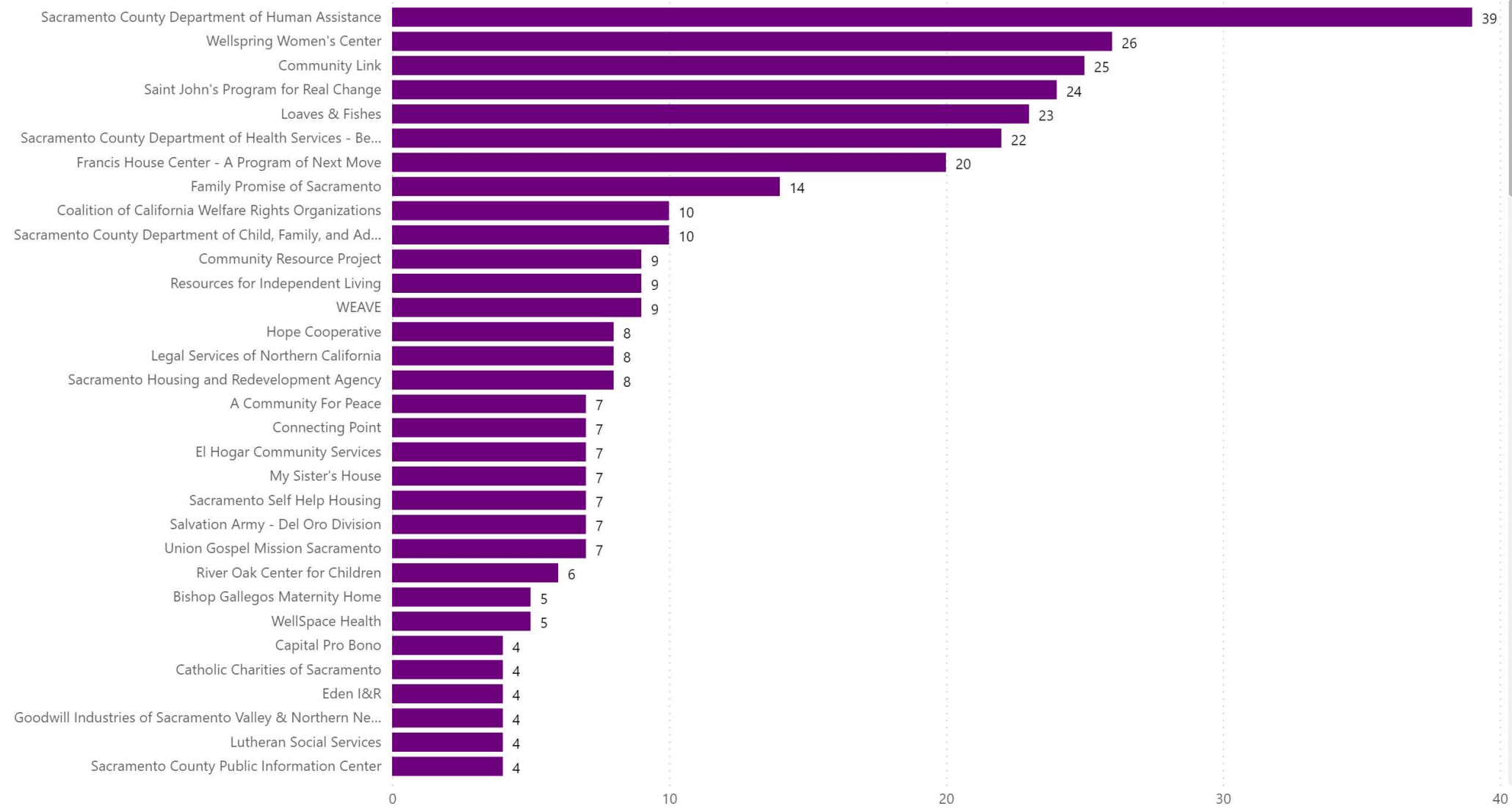
Non-Housing Needs



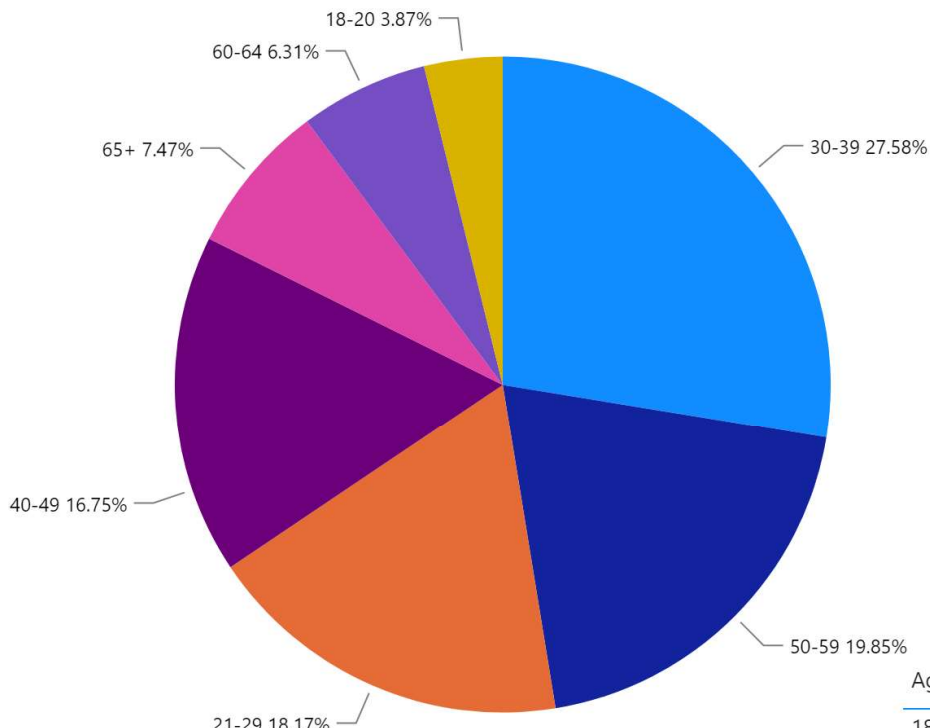
Housing Referrals



Non-Housing Referrals

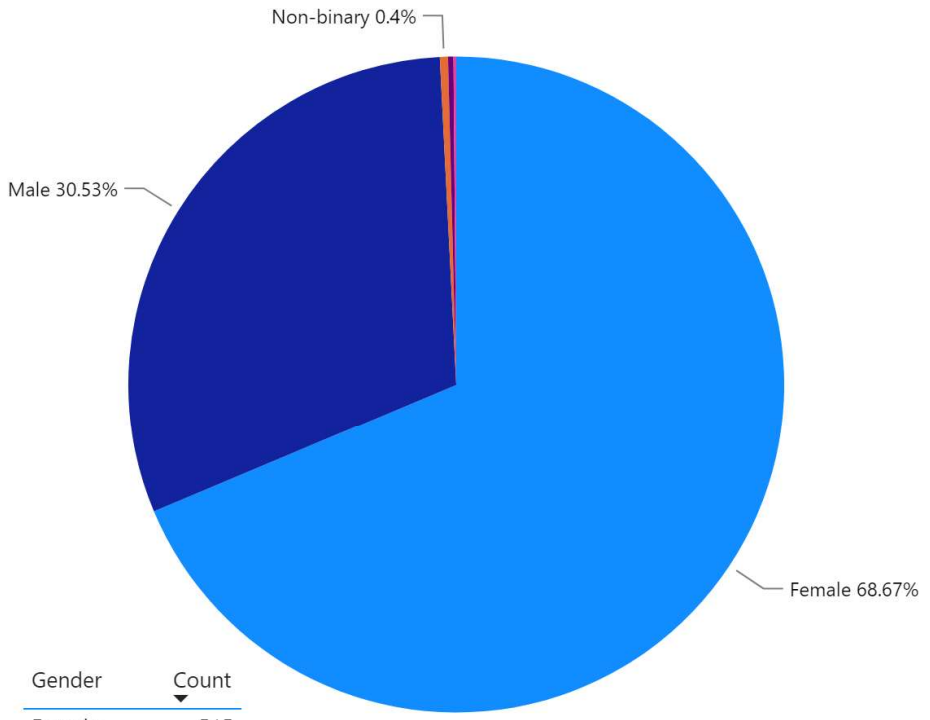


Age



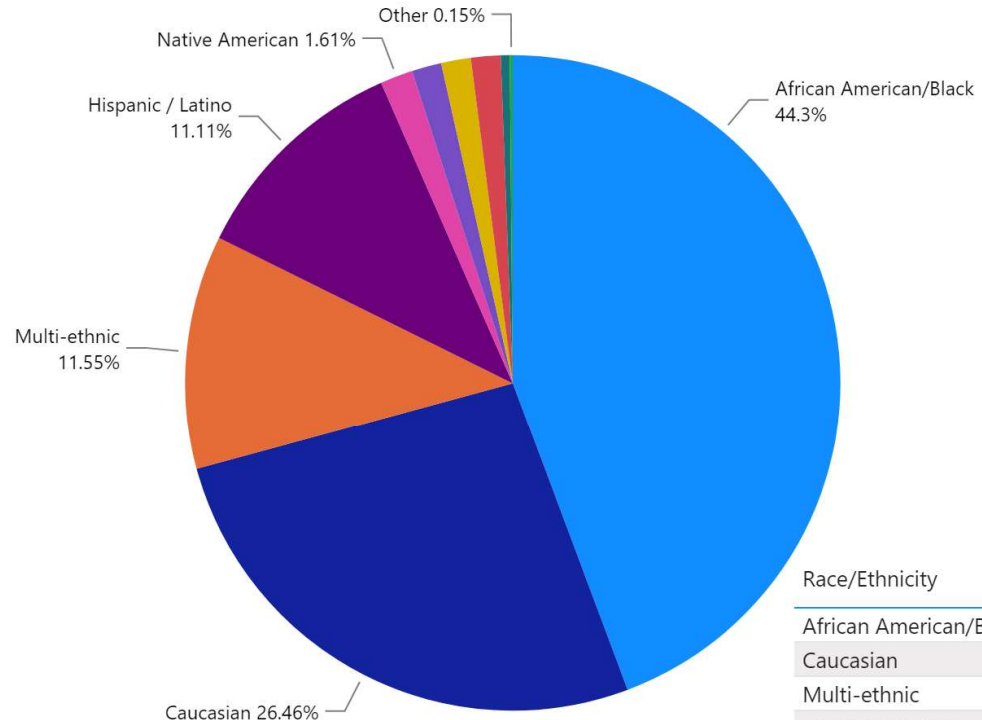
Age	Count
18-20	30
21-29	141
30-39	214
40-49	130
50-59	154
60-64	49
65+	58
Total	776

Gender



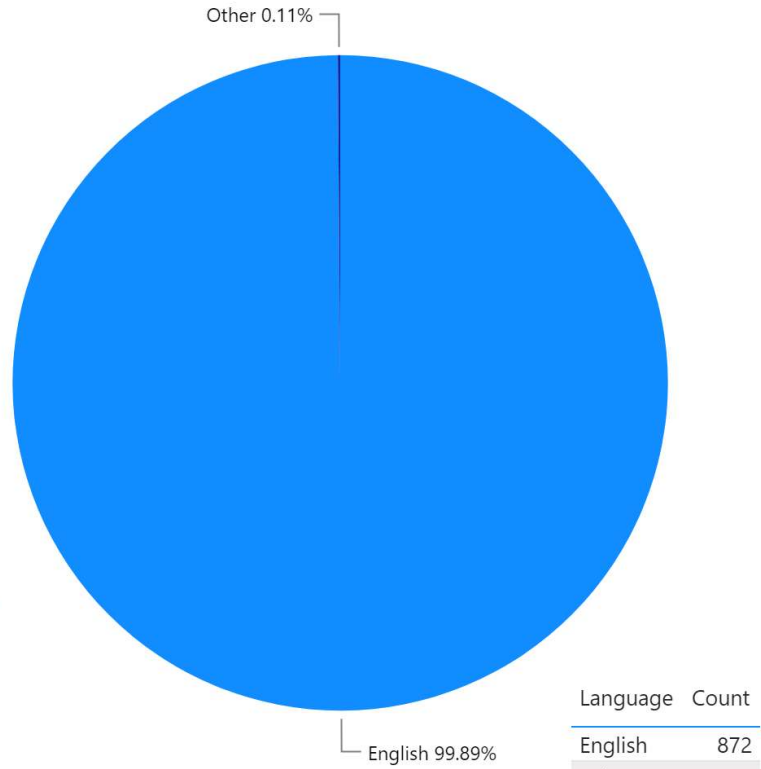
Gender	Count
Female	515
Male	229
Non-binary	3
Trans Female	2
Trans Male	1
Total	750

Race/Ethnicity



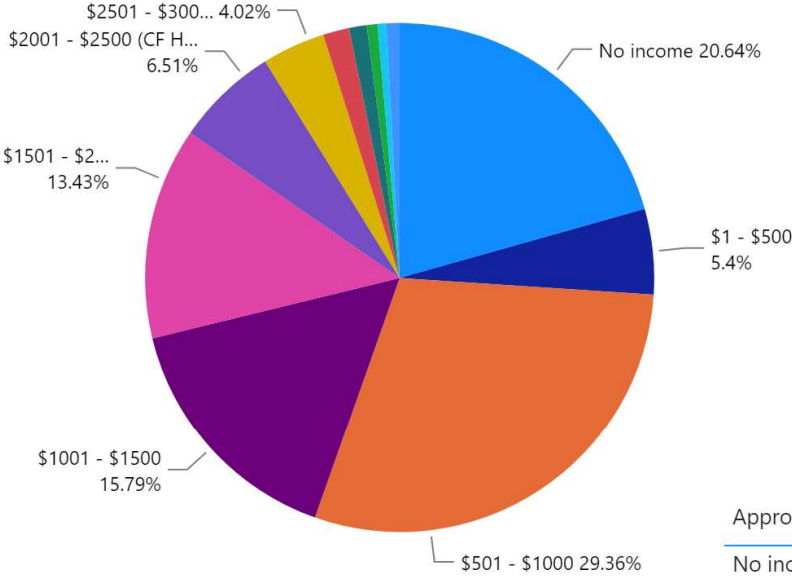
Race/Ethnicity	Count
African American/Black	303
Caucasian	181
Multi-ethnic	79
Hispanic / Latino	76
Native American	11
Asian	10
Middle Eastern	10
Pacific Islander / Native Hawaiian	10
Russian / Slavic	3
Other	1
Total	684

Language



Language	Count
English	872
Other	1
Total	873

Approximate Gross Monthly Income



Main Source of Income	Count
Job	168
No current source of income	137
SSI	135
Unemployment	94
SS	79
SSDI (SSD)	45
TANF (CalWORKs)	45
General Assistance	36
Pension	8
SDI	8
Other	5
Child Support	3
AB 12 Foster Care	2
Self-Employed	2
Workers Compensation	2
Family	1
Total	770

Approximate Gross Monthly Income	Count
No income	149
\$1 - \$500	39
\$501 - \$1000	212
\$1001 - \$1500	114
\$1501 - \$2000	97
\$2001 - \$2500 (CF HS1 < \$2128)	47
\$2501 - \$3000 (CF HS2 < \$2874)	29
\$3001 - \$3500 (CF HS3 < \$3620)	12
\$3501 - \$4000	8
\$4001 - \$4500 (CF HS4 < \$4368)	5
\$4501 - \$5000 (CF HS5 < \$5030)	4
More than \$5000	6
Total	722

Main Source of Income

