



**SACRAMENTO
STEPS FORWARD**

Ending Homelessness. Starting Fresh.

CoC Advisory Board Agenda

Wednesday, February 13, 2019 || 8:10 AM - 9:40 AM

SETA, 925 Del Paso Boulevard, Sacramento, CA 95815 - Sequoia Room

I. Welcome & Introductions: Jonathan Porteus, Chair		
II. Review and Approval of Minutes: Emily Bender, Secretary		
III. Chair's Report: Jonathan Porteus		
IV. SSF Board Chair Introduction of Lisa Bates, CEO: Matt Keasling		
V. New Business		
A. Item: 2019 Membership <ul style="list-style-type: none">Slate of New and Renewing Members- ACTIONExecutive Committee Slate- Discussion	- Presenter(s): Emily Bender, Secretary & Kate Casarino, SSF CoC Coordinator	8:20 AM (20 minutes)
B. Item: 2019 PIT Report Back	- Presenter(s): Nick Lee, SSF Chief Operating Officer	8:40 AM (10 minutes)
C. Item: HEAP & CESH Updates	- Presenter(s): Ben Avey, SSF External Affairs Officer	8:50 AM (10 minutes)
D. Item: 2019 Performance Review Committee Work	- Presenter(s): Emily Halcon, PRC Co-Chair & Michele Watts, SSF Chief Programs Officer	9:00 AM (10 minutes)
E. Item: Plan for Advisory Board Discussion of Local Priorities	Presenter(s): Michele Watts	9:10 AM (10 minutes)

F. Item: 100-Day Challenge	Presenter(s): Kate Hutchinson, 100-Day Challenge Co-Sponsor & Tristina Stewart, SSF CES Program Manager	9:20 AM (10 minutes)
VI. Announcements		
VII. Meeting Adjourned		

Next Meeting: March 13, 2019

Please note that today's meeting is being recorded and the digital file will be available at sacramentostepsforward.org under Continuum of Care, Agendas and Minutes.



Sacramento Continuum of Care Advisory Board

Wednesday, January 9, 2019

925 Del Paso Boulevard, Suite 200, Sacramento, CA 95815 – Sequoia Room

MEMBERS PRESENT: Stefan Heisler, Mike Jaske, Erin Johanson, Emily Halcon, Cindy Cavanaugh, Michele Watts, Anne Moore, Sarah Bontraeger, Emily Bender, Alexis Bernard, Sarah O’Daniel, John Kraintz, John Foley, Amani Sawires Rapaski, Capt. Dan Monk, Todd Henry

GUEST(S): Rachel Trujillo, Christie Gonzales, Ange Doney, John Del Castillo, Erica Plumb, Bill Templin, Randy Smith, Nic Mori, Roland Brady, Angela Upshaw, Kate Hutchinson, Monica Rocha-Wyatt, Cheyenne Caraway, Susan Veazey, Sheri Green, Cynthia Pimentel, Jeffery Tardaguila, Angela Marin, Bridget Alexander, Angel Uhercik, Ane Watts, Brian Tacott, Mike Jaske,

MEMBERS NOT IN ATTENDANCE: Jonathan Porteus, Alyson Collier, Dion Dwyer, Lashanda McCauley, Cathy Creswell, Katie Freeny, Noel Kammermann, Dr. Oliva Kasirye

SSF STAFF: Michele Watts, Nick Lee, Anne Moore, Mayra Renteria, Tristina Stewart

Call to Order: Emily Bender, Secretary, 8:19 AM

I Welcome and Introductions: Emily Bender, Secretary

II Review and Approval of Minutes: Emily Bender

- Mike Jaske- Correction under Announcements. Should read: “RT has announced new bus proposal. We will be down to 46 bus routes. This would eliminate many routes and stops, including Loaves and Fishes.”
- **Motion to approve December Minutes with word correction: 1st – Emily Halcon; 2nd – Alexis Bernard, MSC.**
- **Request:** A request to include the “Follow-Up Item” printout and to have the availability to discuss at Advisory Board.

III Chair’s Report:

- Jonathan not present. No chair report given

IV SSF Interim CEO Report: Anne Moore

- SSF Board has hired a Chief Exec Officer; Lisa Bates, begins Feb 6th.
- SSF is committed to provide “Action Minutes.” We will continue to post recordings of meetings on our website.
- SSF has a commitment that Follow-Up Log will be included in minutes moving forward.
- Question raised about AB Chair is a member of SSF Board.
 - Anne will communicate with SSF Board that AB was under the understanding
 - Motion: Advisory Board requests that chair of Advisory Board sit on SSF Board. (Erin J, 1st, John 2nd)** It was also recommended that a member of the SSF Board attend the Advisory Board.

V Item A: 2019 PIT Committee

- Membership Slate and Appointment (Action Item)
 - PIT Committee Slate
 - David Heitstuman – Sacramento LGBT Center
 - Jesse Archer – Sacramento LGBT Center
 - Bridget Alexander – Waking the Village
 - Benjamin Uhlenhop – Next Move
 - Jeff Tardaguila – Community Member
 - Noel Kammerman – Loaves & Fishes
 - Daniel Monk – Sacramento Sheriff's Department
 - Todd Henry – Sacramento City Police Department
- **Motion to approve slate as presented: Alexis Bernard, 1st; John Foley, 2nd. MSC.**

VI Item B: Governance Committee

- Developing slates for 2019 Advisory Board membership and Executive Committee membership:
- Jan 16 is deadline for nominating Advisory Board Members.
- January 31 is deadline for nominating Executive Committee Members.
- Governance Committee along with volunteer participant member Alexis Bernard will serve as the 2019 Nominating Committee.
- Nominating Committee will develop Advisory Board slate for approval at the February Board meeting.
- Nominating Committee will present Executive Committee slate for discussion at the February Board meeting and approval at the March Board meeting.

VII Item C: HEAP & CESH Update

- RFQ for Systems Work: SSF has worked with City and County of Sacramento to come to agreement on Scope of Work. SSF is developing a selection process which will include CoC and Coordinated Entry representation. Waiting on award to be announced before RFQ is put out.
- SSF and the Sacramento CoC did receive \$12.7M award letter for HEAP funding.
- **SSF to report back to the Advisory Board on its role with HEAP and CESH. A calendar of decision points will be developed.**

VIII Item D: Performance Review Committee

- HUD NOFA & Year-Round Performance Review Consultant Selection
 - RFP was announced. HomeBase was approved for a three-year contract and will begin this month
- Plan for Data
 - SSF has a commitment to bring data to the Performance Review Committee and Advisory Board on a more frequent basis.

IX Item E: 100-Day Challenge Update

- Update provided by Kate Hutchinson, LSS; Bridget Alexander, Waking the Village; Tristina Stewart, SSF

X Item F: HMIS & Data Committee: Upcoming Vacancy Chair Announcement

- HMIS & Data Committee will have a Chair vacancy as of March 2019. Members interested in filling this role should talk to Michele Watts.

XI Announcements:

- No announcements

XII Adjourn

- Meeting adjourned 9:45 AM, Sarah Bontrager, Vice Chair



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To: Sacramento CoC Advisory Board
From: Nominating Committee
Date: February 13th, 2019
Subject: 2019 CoC Advisory Board Member Slate

The Sacramento CoC Advisory Board held its annual Public Call for Nominations for new members, accepting Declarations of Interest from December 5, 2018 through January 16, 2019. Through this process, the Nominating Committee, comprised of CoC Advisory Board members Jonathan Porteus, Sarah Bontrager, Emily Bender, Cindy Cavanaugh, Emily Halcon, Erin Johansen, and Mike Jaske, received seventeen (17) Declarations of Interest. On February 1, 2019, the Nominating Committee met to review all applications and discuss how each candidate would address the various needs of the Advisory Board.

With the term ending at the end of February 2019, the CoC Advisory Board will have ten (10) vacancies. Five (5) memberships will be expiring, one (1) member declined membership renewal, and one (1) will be resigning mid-term. Nine (9) members remain on the board, continuing their current term. These members are described below:

Expired Advisory Board Memberships

Those whose memberships are expiring with no eligibility for another term.

Member	Organization	Area of Representation
Jonathan Porteus	WellSpace Health	Social Services Provider
Cathy Creswell	Sacramento Housing Alliance	Homeless Advocate
Dion Dwyer	Sacramento Downtown Partnership	Business Community
Olivia Kasirye, MD	County of Sacramento Public Health	Public Health
Sarah O'Daniel	Sacramento Housing and Redevelopment Agency	Housing Authority

Non-Renewing Members:

Members whose term is ending and does not wish to return.

Member	Organization	Area of Representation
Katie Freeny	El Hogar	Mental Health



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Resigned Advisory Board Members:

Members who will be resigning mid-term, at the end of February 2018.

Member	Organization	Area of Representation
Lt. Todd Henry	Sacramento County Sherriff's Department	Jail/Law Enforcement

After much discussion, the Nominating Committee would like to present the following slate:

Renewing Members:

	Member	Organization	Area of Representation	New Term & Exp.
1	Sarah Bontrager	City of Elk Grove	City of Elk Grove	Term 2 Exp. 2/28/21
2	Emily Bender	The Social Changery	Youth & LGBT	Term 2 Exp. 2/28/21
3	Amani Sawires-Rapaski	Volunteers of America	Substance Abuse	Term 2 Exp. 2/28/21
4	Emily Halcon	City of Sacramento	City of Sacramento	Term 2 Exp. 2/28/21
5	Erin Johansen	TLCS	Mental Health	Term 2 Exp. 2/28/21
6	John Foley	Sacramento Self-Help Housing	Homeless Services Provider	Term 3 Exp. 2/28/21

New Member Candidates:

	New Member	Organization	Area of Representation
1	Angela Upshaw	Senior Program Manager, Berkeley Food & Housing Project – Roads home Program	Homeless Veterans
2	April Wick	Executive Director, Resources for Independent Living	People with disabilities and older adults
3	Christie M. Gonzales, MPA	Director of Behavioral Operations, WellSpace	Substance Abuse Service Organizations



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4	Jameson Parker	Director of Advocacy and Capital Improvements, Midtown Association	Business Community & Street Outreach
5	Julie Davis-Jaffe	Workforce Development Manager, Sacramento Employment and Training Agency (SETA)	Employment Development
6	Lt. Julie Pederson	Sacramento County Sheriff's Department	Law Enforcement
7	MaryLiz Paulson	Management Analyst, HCV Dept, Sacramento Housing and Redevelopment Agency (SHRA)	Housing Authority
8	Peter Beilenson	Director, Sacramento County Department of Health Services	County Mental Health
9	Stephanie Cotter	Development Specialist, City of Citrus Heights	City of Citrus Heights

Requested Advisory Board Action: Approval of the slate of new and renewing Advisory Board members as listed in this memo.



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To: Sacramento CoC Advisory Board
From: Nominating Committee
Date: February 13th, 2019
Subject: 2019 CoC Advisory Board Officer Slate

On January 4, 2019, the call for nominations for the Sacramento CoC Advisory Board Officers was shared by an email sent to members of the Advisory Board. Members were given the opportunity to nominate returning members (members who are not termed out and are current members who are up for re-election) of the Advisory Board for positions of Chair, Vice Chair, and Secretary.

The opportunity for nominations was open until January 31, 2019. The Nominating Committee, comprised of Jonathan Porteus, Sarah Bontrager, Emily Bender, Cindy Cavanaugh, Emily Halcon, Erin Johanson, and Mike Jaske, received nominations for one (1) candidate for the Chair, two (2) for Vice Chair, and three (3) for Secretary. Among these candidates, the Nominating Committee selected the following slate for the 2019 Sacramento CoC Advisory Board Officers:

Member Name	Position	Term
Sarah Bontrager	Chair	Term 2, Exp. 2/28/21
Erin Johansen	Vice Chair	Term 2, Exp. 2/28/21
Emily Bender	Secretary	Term 2, Exp. 2/28/21

This slate is presented for consideration and approval at the next CoC Advisory Board meeting, March 13, 2019.