



**SACRAMENTO
STEPS FORWARD**

Ending Homelessness. Starting Fresh.

CoC Advisory Board Agenda

March 11, 2020 || 8:10 AM – 9:20 AM

SETA, 925 Del Paso Blvd., Sacramento, CA 95815 – Sequoia Room

I. Welcome & Introductions/Special Welcome to New Members: Sarah Bontrager, Chair			
II. Review and Approval of February 12, 2020 Meeting Minutes: Emily Halcon, Secretary			
III. Chair's Report			
IV. CEO's Report: Lisa Bates			
V. New Business			
A. 2020 Executive Committee Slate – ACTION	- Presenter: Cindy Cavanaugh, Nominating/ Governance Committee Immediate Past Chair	8:15 AM (5 minutes)	Action
B. HHAP Update	- Presenter: Lisa Bates	8:20 AM (30 minutes)	Information

C. Prioritization of Unscheduled Activities for 2020	- Presenter: Sarah Bontrager	8:50 AM (10 minutes)	Discussion
VII. Meeting Adjourned			

Receive & File:

2020 CoC Calendar of Actions
March 2020 CoC Board Roster

Upcoming Committee Meetings:

Governance Committee – March 18, 2020
Performance Review Committee – March 24, 2020
System Performance Committee – March 26, 2020
Executive Committee – March 26, 2020
CES Combined Committees – April 2, 2020
HMIS & Data Committee – April 9, 2020
Youth Action Board- Every Wednesday

Collaboratives:

Veterans Collaborative – March 11 & 25, 2020
Homeless Youth Taskforce – April 1, 2020

Next Meeting: April 8, 2020



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CoC Board Meeting

Wednesday, February 12, 2020 | 8:10 AM – 10:40 AM
925 Del Paso Boulevard, Suite 200, Sacramento, CA 95815 | Sequoia
Room

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	Yes
Christie M. Gonzales	Mental Health Service Organization	Yes
Cindy Cavanaugh	County of Sacramento	Yes
Dan Monk	Law Enforcement – City	No
Emily Halcon	City of Sacramento	Yes
Erin Johansen	Mental Health	Yes
Jameson Parker	Business Community & Street Outreach	Yes
John Foley	Homeless Services Provider	Yes
John Krintz	Lived Experience	Yes
Julie Davis-Jaffe	Employment Development	Yes
Lt. Julie Pederson	Law Enforcement – County	Yes
Lashanda McCauley	Lived Experience – Family	No
MaryLiz Paulson	Housing Authority	Yes
Mike Jaske	Faith Community Advocate	Yes
Noel Kammermann	Local Homeless Coalition/Network	Yes
Peter Beilenson	Mental Health – County	No
Sarah Bontrager	City of Elk Grove	Yes
Stefan Heisler	City of Rancho Cordova	Yes
Stephanie Cotter	City of Citrus Heights	Yes
Tiffany Gold	Youth Action Board	Yes

Guests	Organization
Angel Doney	SVRC
April Overly	SHRA
Bob Erlenbush	SRCEH
Brenda Wite	Shelter Inc.
Cheyenne Carraway	SHRA
Danielle Foster	City of Sacramento
David Husid	Cottage Housing
Heather Damon	River City Medical Group
Jeff Tardaguila	Community
Lt. Larry Carmichael	The Salvation Army
Lawrence Lee	LSNC
Peter Bell	Wind Youth Services
Shelly Hubertus	Waking the Village
Tanya Cruz	SHRA

SSF Staff	Title
Lisa Bates	Chief Executive Officer
Greg Schuelke	CoC Program Manager
Joe Concannon	CES Manager
Michele Watts	Chief Planning Officer
Ya-Yin Isle	Chief Strategic Initiatives Officer
Sarah Schwartz	Field Administrator & Sutter Navigator

I. Call to Order & Welcome: Sarah Bontrager, Chair		
Sarah Bontrager, Chair, called the meeting to order at		
II. Minutes	Presenter: Emily Halcon, Secretary	Information
M/S to approve the January 8, 2020 minutes. MaryLiz Paulsen noted that the January minutes incorrectly state she was not in attendance. Approved with correction to attendance.		
III. Chairs Report	Presenter: Sarah Bontrager	Information
IV. SSF CEO's Report	Presenter: Lisa Bates	Information
Lisa Bates provided an update on the new Policy Council of local elected officials currently being formed.		

V. New Business		
V.A. 2020 New & Renewing Member Slate	Presenter: Cindy Cavanaugh, Nominating/Governance Committee Chair	Action
<p>Nominating Committee Chair Cindy Cavanaugh presented the proposed 2020 membership slate and outlined the process followed to develop it. The slate is comprised of three new members and five renewing members, with two-year terms commencing March 1, 2020. One seat is being held vacant while efforts to recruit a new member with lived experience of family homelessness are conducted.</p> <p>M/S Erin Johansen/Alexis Bernard to approve the 2020 new & renewing member slate as presented. Approved.</p>		
V.B. Governance Committee Chair: Appointment of April Wick	Presenter: Emily Halcon	Action
<p>CoC Board Secretary Emily Halcon reported that Cindy Cavanaugh is stepping down from the Governance Committee Chair position and that April Wick has agreed to take on this leadership position.</p> <p>M/S Cindy Cavanaugh/Emily Halcon to appoint April Wick Chair of the Governance Committee. Approved as presented.</p> <p>Additionally, PRC Co-Chair Arturo Baiocchi is stepping down from this leadership position as he becomes a first-time parent. He will continue as a PRC membership but a new Co-Chair is needed to serve alongside Emily. Angel Uhercik has agreed to step into this position. Because her appointment was not noticed on the agenda, the CoC Executive Committee will act on behalf of the full board at its next meeting (2/27/20).</p>		
V.C. Executive Committee Slate Call for Interest	Presenter: Cindy Cavanaugh	Information
<p>Cindy and Michele announced that the 2020 Executive Committee slate will be presented for approval next month. Executive Committee members are appointed to one-year terms, with no cap on the number of terms, aside from the overall CoC Board terms limits. Current Executive Committee members, Sarah Bontrager (Chair), Erin Johansen (Vice Chair), and Emily Halcon (Secretary) are will to continue to serve in 2020. Other members interested in being considered for a</p>		

position can nominate themselves via email to Cindy or Michele and the Board will take action at its March meeting (3/11/20).

V.D. HHAP CoC Allocation
- Recommended Use of Funds
- Authorize SSF to Submit Application

Presenter: Lisa Bates

Information & Action

Staff presented proposed use of CoC HHAP funds, as well as the use of City and County HHAP funds approved by the City Council and Board of Supervisors respectively. The community input process followed in December and January were reviewed. Proposed use of the CoC HHAP allocation of \$5,764,070 was presented:

- Rehousing using CoC Coordinated Entry (\$2,290,000)
- Landlord Engagement (\$850,000)
- Access and Diversion (\$1,600,000)
- Prevention (\$500,000)
- Youth Sheltering (\$524,070)

A detailed memo was provided to members in advance of the meeting.

Member and public comment on the proposed use of CoC HHAP funds was received. Most of this input focused on implementation details not yet developed. Staff agreed to return at the March meeting with next steps and estimated timelines for implementation by category. In addition to discussion on the proposed use of funds, it was suggested that the CoC develop principles for stakeholder engagement to be applied to all input processes. Member April Wick suggested this approach and agreed to share principles she used with another board. Members present agreed that development of such principles would be a good idea and that further discussion would be scheduled for upcoming meetings.

M/S John Foley/April Wick to authorize SSF to submit the application for the CoC HHAP funds.

V.E. 2020 Annual Calendar and Priorities

Presenter: Sarah Bontrager

Discussion

This agenda item was tabled due to lack of time for discussion.

VI. Announcements

XII. Adjourn

The meeting was adjourned at 9:40 AM.



To: Sacramento CoC Board
From: Cindy Cavanaugh, Immediate Past Nominating/Governance Committee Chair
Date: March 11, 2020
Subject: 2020 Executive Committee Slate

The Sacramento CoC Board approves an Executive Committee slate annually, with officers serving annual terms March 1 – February 28 or 29. At the February 12, 2020 CoC Board meeting, members were advised of the need to approve a 2020 Executive Committee slate at the March 11, 2020 meeting. Additionally, it was announced that the 2019 Executive Committee members are willing to serve another term. Other members were advised to email the Nominating/Governance Committee Chair Cindy Cavanaugh or SSF’s Chief Planning Officer Michele Watts if interested in being considered for a seat on the Executive Committee meeting. No one contacted the Chair or staff to express interest.

The proposed slate is as follows. The action requested is the approval of the 2020 CoC Executive Committee Officers:

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



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TO: CoC Board Members

FROM: Ya-yin Isle, SSF Chief Strategic Initiatives Officer

DATE: March 6, 2020

RE: Homeless Housing, Assistance and Prevention Program (HHAP) CoC Funding Implementation Plan

Background

On February 12, 2020, the CoC Board approved the following funding recommendation for the State Homeless Housing, Assistance and Prevention Program (HHAP). The HHAP application was due on February 15, 2020 and the state Homeless Coordinating and Financing Council (HCFC) is currently reviewing applications. State awards are anticipated to be made in April with funding released upon completion of a standard contract with HCFC (anticipated summer 2020).

SACRAMENTO CoC	
	Total
Total Allocation	\$6,550,887
(less) admin set aside	\$458,562
(less) HMIS set aside	\$327,544
Project Total	\$5,764,780
Youth Allocation	\$524,070
General Allocation	\$5,240,710

Project	# Beds/HH	Amount	Term	Pop. Served
CE Re-Housing	100	\$2,290,000	1 year	General
Landlord Engagement	50	\$850,000	2 years	General
Access and Diversion	TBD	\$1,600,000	TBD	General
Prevention	TBD	\$500,000	TBD	General
Youth Sheltering	TBD	\$524,070	TBD	Youth
TOTAL	150 plus	\$5,764,070	1-2 years	All

As discussed at the February 12 CoC Board meeting, the next step is to identify a process for how the CoC will take the input that was received during the HHAP application process and build upon that input to further develop programs around these funding priorities and the implementation of the developed programs.

Context

During the community input process for HHAP, we heard a desire for more robust and intentional community engagement coming from stakeholders with the CoC and SSF to be the convener of this engagement, with a goal of the HHAP funding priorities to reflect community needs identified through community engagement and data collection processes.

SSF is recommending that each of the HHAP funding priorities be divided into small teams. Each team would follow a similar process for developing the program and implementation with a phased approach.

The timeline for each team would vary somewhat as some program areas may already be further developed than others, and other program areas may need to follow work and discussion that is occurring as part of other system level work being done.

SSF is recommending that each of the small teams will be guided by foundational principles approved by the CoC Board, with the goal that these over-arching principles would ground each of the teams to build accountability to the engagement process.

Process

The recommended process for each of the teams is as follows:

- Data gathering and research
- Develop draft concept
- Community input
- CoC approval
- Program Implementation

Phasing and Timeline

Phase 1 – Youth and Landlord Engagement

- March 2020 – First meeting, assessment of data available and identify additional data and research needed.
- May/June 2020 – Draft concept developed, stakeholder/community input.
- July/August 2020 – CoC approval followed by program implementation.
- Goal – program implementation can begin as soon as funding is received from the state.

Phase 2 – Re-Housing

- March 2020 – First meeting, assessment of data available and identify additional data and research needed.
- June/July 2020 – Draft concept developed, stakeholder/community input.
- August/September 2020 – CoC approval followed by program implementation.
- Timeline consideration – Because this re-housing program proposes coordinated entry access to the program, and the CoC is currently working through a coordinated entry re-design process, the final implementation of this program will need to fit into and consider the re-design of coordinated entry.

Phase 3 – Prevention, Access and Diversion

- March 2020 – First meeting, assessment of data available and identify additional data and research needed.
- July/August – Stakeholder/community input. May require multiple stakeholder input opportunities.
- September 2020 – Draft concept developed, final stakeholder input.
- October 2020 – CoC approval followed by program implementation.
- Timeline consideration – Because access, diversion, and prevention are linked to work being looked at through the Homebase contract, the timeline will also need to fit into the work being done at committee levels. In addition, the establishment of these programs will require the most of amount of time and coordination to develop as these programs are currently not being implemented in the region or need the most amount of broadening.

CoC HHAP Funding Implementation Plan

	Youth – Phase 1	Landlord Engagement – Phase 1	Re-Housing – Phase 2	Prevention – Phase 3	Access and Diversion – Phase 3
Team Members	Ya-yin – SSF Lead Youth representative, City, County	Michele – SSF Lead SHRA, City, County, PBID,	Ya-yin – SSF Lead County DHA, BHS, City, County, SHRA	Ya-yin – SSF Lead City, County, RIL, SETA, APS, 211	Joe – SSF Lead 211, Police, Sheriff, Public Defender’s Office, lived experience
Process and Timeframe	March – Assessment, research, data gathering May/June – Develop draft RFP with City, Youth input July/August – CoC approval and Implementation	March – Assessment, research, data gathering May/June - Develop draft concept and community input July/August - CoC approval and Implementation	March – Assessment, research, data gathering June/July - Develop draft concept for coordinated entry program and community input August/Sept - CoC approval and Implementation	March – Assessment, research and data gathering July/August – Community Input sessions September - Develop draft concept, final input October - CoC approval and Implementation	March – Assessment, research and data gathering July/August – Community Input sessions September - Develop draft concept, final input October - CoC approval and Implementation
Considerations	Joint RFP with City youth funding, North area tiny cabins.	NOFA projects, Housing Choice vouchers	Future State funding, Housing for Healthy CA, MHSA funding incorporation, Focus on case management/ training	SB2 linkages, existing County programs, HHAP proposed County senior and youth prevention	Encampment Strategy focus, Community Solutions focus CES redesign, sanitation pilot
Resources	Grand Challenge	Community Solutions HCD Technical Assistance (Case Management)	HomeBase CES redesign HCD Technical Assistance (Re-housing and Case Management)	Community Solutions Policy Lab, Chicago/NY, Legislation from Matsui?	HomeBase Meta-analysis Outreach data/research Community Solutions HCD Technical Assistance (Outreach/Navigation)

Proposed 2020 CoC Calendar of Actions

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Meeting Topics/Actions												
Funding												
HHAP												
HHAP Application		B										
HHAP Program Approval					B							
CoC Program												
CoC Review Tools & Policies			P		B							
CoC Project Priority List								P	B			
CoC Governance Charter								G	B			
CoC Planning Grant Application									B			
CoC Application									B			
Governance												
Annual Membership Selection	G	B										
Executive Committee Slate		G	B									
Committee Formation	E	B				E	B					
Governance Charter								G	B			
CoC/SSF Review												
Data & Information												
HIC Review	P											
HIC & PIT 2020 Published						X						
PIT 2021 RFP Review Panel					S							
PIT 2021 Preparations						S	SP		SP		SP	SP
LSA Published						X						
Sys PM Quarterly Review		S			S			S			S	
Sys PM Annual Review												B

CoC Board- B	Governance- G	Project Review- P	Youth Action Board- Y
CoC Board Consent- B*	Coordinated Entry- C	System Performance- S	Homeless Youth Task Force- H
Executive- E	HMIS & Data- D	System Performance- 2021 PIT- SP	Veterans Collaborative- V

Proposed 2020 CoC Calendar of Actions

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2020 CES Data Standards Review				D								
2020 CES Data Standards Approval										D	B*	
HMIS Data Quality and Privacy & Security Plans										D	B*	
External Actions												
Budgets												
Policy Council			X			X			X			
Funders Collaborative	X	X	X	X	X	X	X	X	X	X	X	X

Priority Ranking	Topics
Strategic Planning & Engagement	
	System Mapping & Gaps Analysis
	Analysis of Racial Disparities
	CES Redesign
	Strategic Plan
Performance	
	ESG
	HEAP
	SSF CoC Project Monitoring Plan
	Non-SSF CoC Project Monitoring Plan
	SSF CoC Project Monitoring Report
	Non-SSF CoC Project Monitoring Report

CoC Board- B	Governance- G	Project Review- P	Youth Action Board- Y
CoC Board Consent- B*	Coordinated Entry- C	System Performance- S	Homeless Youth Task Force- H
Executive- E	HMIS & Data- D	System Performance- 2021 PIT- SP	Veterans Collaborative- V



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2020 Sacramento Continuum of Care Board

Updated 3/2/20

	Member Name	Area of Representation	Title/Organization	Term & Exp.
1	Alexis Bernard	Mental Health Service Organizations	Director of Housing, Turning Point Community	Term 2, Exp. 2/28/22
2	Amani Sawires Rapaski	Substance Abuse	COO, Volunteers of America	Term 2, Exp. 2/28/21
3	Angela Upshaw	Veterans	Senior Program Manager, BFHP – Roads Home	Term 1, Exp. 2/28/21
4	April Wick	People with Disabilities	Executive Director, Resources for Independent Living	Term 1, Exp. 2/28/21
5	Bridgette Dean	Law Enforcement	Sacramento Police	Term 1, Exp. 2/28/22
6	Christie M. Gonzales	Mental Health Service Organization	Director of Behavioral Operations, WellSpace	Term 1. Exp. 2/28/21
7	Cindy Cavanaugh	County of Sacramento	Director of Homeless Initiatives, County of Sacramento	Term 2, Exp. 2/28/21
8	Emily Halcon	City of Sacramento	Homeless Services Coordinator, City of Sacramento	Term 2, Exp. 2/28/21
9	Erin Johansen	Mental Health	Executive Director, Hope Cooperative	Term 2, Exp. 2/28/21
10	Jameson Parker	Business Community & Street Outreach	Director of Advocacy & Capital Improvements, Midtown Assoc.	Term 1, Exp. 2/28/21

	Member Name	Area of Representation	Title/Organization	Term & Exp.
11	Jenna Abbot	Business Community	River District	Term 3, Exp. 2/28/21
12	John Foley	Homeless Service Provider	Executive Director, Sacramento Self Help Housing	Term 1, Exp. 2/28/22
13	John Kraintz	Lived Experience	Board Chair, SHOC	Term 2, Exp. 2/28/22
14	Julie Davis-Jaffe	Employment Development	Workforce Development Manager, SETA	Term 1, Exp. 2/28/21
15	Lt. Julie Pederson	Law Enforcement – County	Sacramento County Sheriff's Department	Term 1, Exp. 2/28/21
16	MaryLiz Paulson	Housing Authority	Management Analyst, HCV Dept, SHRA	Term 1, Exp. 2/28/21
17	Mike Jaske	Faith Community Advocate	Volunteer Advocate, Sac ACT	Term 2, Exp. 2/28/22
18	Noel Kammermann	Local Homeless Coalition/Network	Chief Executive Officer, Loaves and Fishes	Term 2, Exp. 2/28/22
19	Peter Beilenson	Mental Health – County	Director, Sacramento County Department Health Services	Term 1, Exp. 2/28/21
20	Pixie Pearl	Homeless Youth Provider	LGBT Center	Term 1, Exp. 2/28/22
21	Sarah Bontrager	City of Elk Grove	City of Elk Grove	Term 2. Exp. 2/28/21
22	Stefan Heisler	City of Rancho Cordova	Reinvestment Analyst, City of Rancho Cordova	Term 2, Exp. 2/28/22
23	Stephanie Cotter	City of Citrus Heights	Development Specialist, City of Citrus Heights	Term 1, Exp. 2/28/21
24	Tiffany Gold	Youth Action Board	Youth Action Board	Term 1, Exp. 2/28/22