



**SACRAMENTO
STEPS FORWARD**

Ending Homelessness. Starting Fresh.

CoC Board Agenda

Wednesday, December 9, 2020 || 8:10 AM – 9:40 AM

[Zoom Meeting](#)

Meeting ID: 894 5311 8505

Passcode: 187916

One tap mobile

+16699009128,,89453118505#,,,,,0#,,187916# US (San Jose)

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I.	Welcome & Introductions: Sarah Bontrager, Chair
II.	Review and Approval of November 18, 2020 Minutes: Emily Halcon, Secretary
III.	Chair's Report
IV.	CEO's Report: Lisa Bates
V.	Consent Agenda - Action Items A. COVID/CES Prioritization Extension B. SPC Chair Appointment: Stefan Heisler
VI.	New Business

A. 2021 Unsheltered PIT Local Approach- ACTION	Presenters: April Wick, CoC PIT Subcommittee Co-Chair; Michele Watts, SSF Chief Planning Officer; and Institute for Social Research Team	8:25 AM (20 minutes)	Action
B. COVID-19 Crisis Response Update	Presenter: Cindy Cavanaugh, County of Sacramento Director of Homeless Initiatives	8:45 AM (20 minutes)	Discussion
C. State HHAP Funding: - HHAP-1 Reallocation for COVID-19 Crisis Response- ACTION - HHAP-2 Funding to CoC, City, & County- DISCUSSION	- Presenters: Lisa Bates & Ya-yin Isle, SSF Strategic Initiatives Officer - Presenters: Lisa Bates & Ya-Yin Isle; City and County Representatives	9:05 AM (30 minutes)	Action & Discussion
a. Announcements			
b. Meeting Adjourned			

Receive & File

- 2020 CoC Calendar of Actions



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CoC Board Minutes

Wednesday, November 18, 2020 || 8:10 AM – 9:40 AM

[Zoom Meeting](#)

Meeting ID: 582 195 4550

Passcode: 95833

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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
Bridget Dean	Law Enforcement	Yes

Christie M. Gonzales	Substance Abuse Service Organizations	Yes
Cindy Cavanaugh	County of Sacramento	Yes
Emily Halcon	City of Sacramento	Yes
Erin Johansen	Mental Health	Yes
Jameson Parker	Business Community & Street Outreach	Yes
Jenna Abbott	Business Community	Yes
John Foley	Homeless Services Provider	Yes
John Kraitz	Lived Experience	No
Julie Davis-Jaffe	Employment Development	No
Lt. Julie Pederson	Law Enforcement – County	Yes
MaryLiz Paulson	Housing Authority	Yes
Mike Jaske	Faith Community Advocate	Yes
Noel Kammermann	Local Homeless Coalition/Network	No
Peter Beilenson, M.D.	Mental Health – County	No
Pixie Pearl	Homeless Youth	Yes
Sarah Bontrager	City of Elk Grove	Yes
Stefan Heisler	City of Rancho Cordova	Yes
Stephanie Cotter	City of Citrus Heights	Yes
Tiffany Gold	Youth with Lived Experience	Yes

Staff	Title
Lisa Bates	SSF Chief Executive Officer
Michele Watts	SSF Chief Planning Officer
Ya-Yin Isle	SSF Chief Strategic Initiatives Officer
Peter Bell	SSF CE Manager
Hannah Beausang	SSF Communications Manager
Scott Clark	SSF Systems Performance Analyst
Michelle Hulshof	SSF Continuum of Care Coordinator
Tamu Nolfo Green	SSF Systems Improvement Advisor

I. Welcome & Introductions: Sarah Bontrager, Chair

Sarah Bontrager, Chair, called the meeting to order at 8:12 AM.

II. Review and Approval of October 14, 2020 Minutes: Emily Halcon, Secretary

MaryLiz Paulson noted during the Racial Equity Workshop (presented by Tamu Nolfo Green) SHRA was called out during the presentation that SHRA was missing however Tonya Cruz attended and represented SHRA at the workshop.

Motioned the amendment: 1st MaryLiz Paulson, 2nd Alexis Bernard

Motioned passed.

III. Chair's Report

Sarah Bontrager mentioned committee interest for recent applications. She thanks the board and noted one area of representation (Lived Experience) needs more representation. She mentioned stipends are available and highlights the importance of this area.

IV. CEO's Report: Lisa Bates

Lisa Bates mentioned the state released its NOFA info on Round 3 HHAP funding however the application is not out yet. Also, HUD's recent guidance on the 2021 PIT Count was released Monday, November 16th, 2020. The next CoC meetings will have more details. Lastly, no new updates about NOFA at this moment.

V. Consent Agenda - Action Items

A. HMIS Privacy & Security and Data Quality Plans

B. Project Review Committee Slate

C. Coordinated Entry System Committee Slate Additions & New Chair

Sarah Bontrager spoke on consent action items noting the error on CES Committee error/edit on slate. A question was asked about a conflict-of-interest policy.

Motioned: 1st Erin Johansen, 2nd Cindy Cavanaugh

Motioned passed.

VI. New Business

A. RAPS Proposal

Presenters:
John Foley,
CES
Committee
Chair & Peter
Bell, SSF CES
Program
Manager

8:25 AM
(20 minutes)

Action

John discussed the excitement on the next steps and recent updates to provide more direct resources to those in need. Peter spoke about the RAPS proposal: overview, budget, process, recommended action, next steps. Questions asked were about: outcomes, data, proposed metrics, changes from original and final proposal, how RAPS is different than 211, problem solving sites, phone vision, assessments, prioritization, what are the next steps for the program if the pilot is a success, HHAP/state resources available, how will the backlog be cleared, and current time on queue.

Motioned as amended: 1st Erin Johansen, 2nd Joh Foley

Alternate Motion: Cindy Cavanaugh requested to modify with (1) a quarterly report back and (2) metrics provided in the first quarter.

Motioned passed.

B. Racial Equity Committee

Presenter:
Tamu Nolfo
Green, SSF
Systems
Improvement
Advisor

8:45 AM
(20 minutes)

Action

Tamu discussed the Racial Equity Committee memo, workplan, meeting schedule, committee membership, interviews, best practices on racial equity, action plan, and three trainings to be available. A question about the budget purpose was asked. Lisa Bates spoke about the need of trainings and additional details for the committee. Sarah Bontrager noted if there is an interest to be a committee member to reach out to Tamu directly tgreen@sacstepsforward.org.

Motioned: 1st Erin Johansen, 2nd Cindy Cavanaugh

Motioned passed.

C. City of Sacramento Community Support Team Collaborative Model	Presenter: Bridgette Dean, Interim Director, City of Sacramento Community Response Office	9:05 AM (15 minutes)	Information
<p>Bridgette Dean spoke about the “Community Collaborate Response: Mental Health” program criteria and model. She mentioned law enforcement and community responses. She provided an overview on the “Community Collaborate Response: City of Sacramento and Community Support Team”. In addition, she described the process, successes, and a sample population/group (80 clients). She will provide the presentation and complete data in late December 2020. Questions about the CST program and capacity/structure were asked.</p>			
D. HUD Updates: 2021 PIT Count & 2020 NOFA	Presenter: Michele Watts, SSF Chief Planning Officer	9:20 AM (20 minutes)	Information
<p>Michele shared the 2021 PIT Count team, HUD’s guidance and the different approaches due to COVID-19: approach (a) using fewer volunteers or approach (b) using no volunteers. She described the local approach development: assessing options and the CoC Process (Executive Committee, CoC Board, PIT Subcommittee). Questions were asked about: the impact future HUD funding, the visibility of homeless people, and shifting to an annual count. As noted in Michele’s presentation slides, SSF presents recommendations to a special meeting of the CoC Board, tentatively planned for December 3rd, 10am – 11am (poll forthcoming).</p>			
a. Announcements			
<p>Sarah Bontrager mentioned the next regular CoC Board meeting is Wednesday, December 9th from 8:10 AM to 9:40 AM.</p>			

b. Meeting Adjourned: 9:50 AM



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TO: CoC Board members

FROM: John Foley, CES Committee, Co-Chair
Jenna Abbott , CES Committee, Co-Chair
Peter Bell, CES Manager

DATE: December 9, 2020, CoC Board meeting

RE: Extending the CES Covid-19 Prioritization- ACTION (Consent Agenda)

Background

In August 2020, the CoC Board voted to approve the use of the Temporary Covid-19 Prioritization schema. This recommendation originated from HUD guidance and was supported by Homebase technical assistance staff. At that time, the recommendation included an expiration date of 12/31/2020.

Due to the ongoing Covid-19 pandemic, recommendation from the CES Committee and community guidelines, we recommend extending the temporary Covid-19 prioritization through June 30, 2021.

Context

The temporary Covid-19 PSH prioritization schema can be found below.

Covid-19 PSH Prioritization - Single / Families
Eligibility: Must be Chronically Homeless
Eligibility: VI-SPDAT Score of 10+ / F-VI-SPDAT Score of 12+
1. Covid-19 Vulnerability (65+ or health conditions - see list)*
2. Length of time homeless

3. VI-SPDAT score (high to low)

Utilizes Case Conferencing to affirm PSH appropriateness
--

* People who are 65+ AND have underlying health conditions are further prioritized.

For clarification, in this case, eligibility defines someone's ability to make it from the By-name list to the Community Queue for PSH consideration. Once someone is on the Community Queue, they will be ranked and prioritized based on the numerical sections outlined above.

Lessons Learned

As of 12/9/20, the temporary prioritization has been in effect for approximately four months.

Priority List

The CES team worked to connect folks to housing from a priority list populated with 100 clients. The top 50 clients were 65+ and had pre-existing health conditions. The second 50 were clients with pre-existing health conditions who were between 27-64 years old and had a minimum of eight years of homeless history.

Several programs deviated from the prioritization due to a variety of factors.

1. TAY programs did not use the Covid-19 prioritization.
2. New Directions - a behavioral health PSH program - utilized a blended prioritization, incorporating behavioral health priorities, Covid-19 vulnerability, and a client's doc readiness.
3. Shared Housing - most clients on the priority list were not interested in shared housing. Through case conferencing, a separate shared housing list was created where we attempted to match similarly vulnerable clients to available shared housing.

Process

In November, the CES Committee voted to extend the Covid-19 prioritization schema through June 2021.

Next Steps

The CES Committee will discuss changing or amending the CES prioritization in May 2021 and will report back to the CoC Board in June 2021.

Recommendation and Expected Action

We are requesting that the CoC Board approve the recommendation of the CES Committee, to extend the temporary Covid-19 CES prioritization through June 30th, 2021.



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To: Sacramento CoC Board
From: Emily Halcon, Secretary
Date: December 9, 2020
Subject: Appointment of Stefan Heisler as System Performance Committee Co-Chair- ACTION (Consent Agenda)

Background

The CoC Board's 2019 Governance Charter calls for the Executive Committee to appoint a co-chair from among the board's membership for all CoC committees, for approval by the full CoC Board. Due to the resignation of Noel Kammermann from the CoC Board and from his role as the CoC-designated co-chair of the System Performance Committee, the Executive Committee is recommending the appointment of Stefan Heisler to the co-chair position. Stefan Heisler has served on the CoC Board since 2018 and is eligible under term-limit rules to continue to serve until February 2024. He has also been a System Performance Committee since its first convening in January 2020.

Requested Action

Approve the Executive Committee recommendation to appoint Stefan Heisler to the CoC-designated co-chair position on the System Performance Committee.



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To: Sacramento CoC Board

From: April Wick, CoC PIT Subcommittee Co-Chair
Michele Watts, SSF Chief Planning Officer
Shannon Williams, ISR Executive Director
Jessica Newham, ISR Research Analyst
Arturo Baiocchi, CSUS, Sacramento CoC PIT Advisor

Date: December 9, 2020

Subject: 2021 Unsheltered PIT Local Approach- ACTION

Background

The Sacramento CoC and all CoCs nationwide are required by HUD to conduct a biennial count of unsheltered persons. This unsheltered count should occur next month, at the end of January 2021. However, due to the COVID-19 pandemic, conducting this count in the usual fashion is problematic, primarily due to the heavy reliance on volunteers to do the counting and surveying of unsheltered persons out in the field. On November 16, 2020, HUD released guidance to CoCs on how to attempt unsheltered PIT counts under these circumstances. The memo below outlines the HUD guidance, local options, and the recommendation developed over the last several weeks in consultation with HUD, local jurisdictions, the CoC Board and Executive Committee, and the CoC PIT Subcommittee.

Determining a Local Approach

HUD Guidance

- 2021 PIT count will not be comparable to other PIT counts
- In doing a 2021 unsheltered PIT, HUD wants to (1) know how the unsheltered PIT count has been impacted by COVID-19; and (2) be able to say if homelessness increased or decreased in different types of communities (+ / - only)
- CoCs should reduce or eliminate the reliance on volunteers
- Set of exemptions & alternatives detailed in HUD guidance

2019 Unsheltered PIT

- Nearly 1,000 Volunteers
- Held Over 2 Nights
- 2 Large Volunteer Deployment Sites (on both nights)
- Spontaneous Assembly of 3-4-Member Count Teams
- 171 Canvassing Sites Visited
- 550 In-Person Interviews Conducted

2021 Unsheltered PIT All Local Options

- Full Count
- No Count
- Observation-Only Count (1-2 days)*
- Very Brief Survey Count (up to 14 days)*
- Alternative Data Source with Enhancements

* No demographic survey required by HUD this cycle

Recommended Approach Detail

- Use the “By Name List” (BNL) generated out of HMIS
- Cross-reference BNL with very brief surveys of unsheltered persons to determine overlap (# TBD)
- W/buy-in from funders & providers, multi-agency collaborative of outreach workers to conduct surveys over 10-14 days
 - Each survey can be completed in less than 2 minutes
 - 200-400 surveys are likely needed, still working to set the number
- Additionally, the PIT Subcommittee recommends that that the CoC explore conducting a full unsheltered PIT count in January 2022.

Requested Actions

Approve the SSF, ISR, and PIT Subcommittee recommendations to:

1. Proceed with the By Name List (BNL) plus Enhancements approach to the 2021 PIT;
2. Commit to exploring doing a 2022 unsheltered count.

Additionally, staff will request the option to pursue a total exemption from the unsheltered count, in case the BNL plus Enhancements approach does not yield reliable data. HUD allows for this and other exemptions to be requested any time, up to and even shortly after the end of January.



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TO: CoC Board Members

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

DATE: December 9, 2020

RE: Homeless Housing, Assistance and Prevention Program Round 2 (HHAP-2) CoC Funding Discussion

Background

The Homeless Housing, Assistance and Prevention Round 2 (HHAP-2) grant funding in the amount of \$300 million was authorized by AB 83 (Committee on Budget, Chapter 15, Statutes of 2020) and was signed into law by Governor Gavin Newsom on June 29, 2020. Administered by the Homeless Coordinating and Financing Council (HCFC) this second round of HHAP builds on the regional coordination created through previous funding and is intended to support local jurisdictions in their unified regional response to reduce and end homelessness. Eligible applicants for this funding include California's 13 largest cities, 58 counties, and 44 Continuums of Care.

The HHAP-2 Notice of Funding Availability was released on November 13, 2020 and the application was released on November 23, 2020. The application is due on January 23, 2020 and state awards are anticipated to be made within 60 days of a completed application, with funding released upon completion of a standard contract with HCFC.

HHAP-2 requires grantees to expend funds on evidence-based solutions that prevent, reduce and end homelessness. Grantees may not use HHAP to supplant existing local funds and funds must be expended in compliance with Housing First. As stated in Health and Safety Code Section 50220.5 (d), HHAP round 2 funds must be expended on one or more of the following eligible uses:

- Rapid rehousing, including rental subsidies and incentives to landlords, such as security deposits and holding fees
- Operating subsidies in new and existing affordable or supportive housing units, emergency shelters, non-congregant shelters, interim or bridge housing, and navigation centers.
- Street outreach to assist persons experiencing homelessness to access permanent housing and services.
- Services coordination, which may include access to workforce, education, and training programs, or other services needed to promote housing stability in supportive housing.
- Systems support for activities necessary to create regional partnerships and maintain a homeless services and housing delivery system, particularly for vulnerable populations including families and homeless youth.
- Delivery of permanent housing and innovative solutions, such as hotel and motel conversions
- Prevention and shelter diversion including crisis resolution, mediation and conflict resolution, creative problem solving, connection to mainstream resources, and light-touch financial assistance that directly results in a housing solution.
- New navigation centers and emergency shelters, with clients obtaining housing as the primary goal, based on demonstrated need.

Context

Collectively, the Sacramento region will be receiving a total of approximately \$12.3 million in HHAP-2, with allocations to the City of Sacramento, Sacramento County, and the Sacramento Continuum of Care (via SSF) as follows:

Entity	Local Allocation
City of Sacramento	\$6.45 million
Sacramento CoC	\$3.1 million
Sacramento County	\$2.77 million
TOTAL	\$12.3 million

Similar to HHAP-1 funding, there is an 8% youth set-aside minimum, and a cap of 7% for administration and 5% for strategic planning/infrastructure

development/HMIS. The available funds by category for the CoC's HHAP-2 funding allocation are as follows:

CoC HHAP-2 Funding	Total
HHAP Allocation	\$3,099,643
Capped Eligible Uses	
Administration 7% max	\$216,975
Strategic Planning 5% max	\$154,982
Programs/Projects	
Youth 8% min	\$247,971
Program/Project Funds	\$2,479,714

HHAP-1 Process and Allocation

Working in close collaboration with the City and County, SSF staff underwent extensive community outreach to develop the HHAP round 1 (HHAP-1) funding allocations including an email survey, initial discussions with the CoC Board, two community meetings, direct outreach and discussions with the Homeless Youth Taskforce and Youth Advisory Board to develop the final funding recommendations for HHAP-1. The HHAP-1 funding allocations were approved by the CoC Board on February 12, 2020, with a more recent revision to the funding allocations approved by the CoC Board on April 8, 2020 due to shifting funding in response to the COVID-19 pandemic as follows:

Project	Allocation	Status
Coordinated Entry Re-Housing	\$2,290,000	Design
County DHA Flexible Housing Pool	\$1,000,000	Implementation
Landlord Engagement	\$850,000	Design
Access and Problem Solving	\$1,100,710	Implementation
Youth Sheltering	\$524,070	Implementation
TOTAL	\$6,550,887*	

HHAP-2 Preliminary Observations

Building upon the direction provided with HHAP-1 funding allocations, recent CoC Board discussions and addressing immediate needs in the community related to COVID-19 and winter sheltering, SSF staff presents these initial suggestions around HHAP-2 funding:

- Access and Diversion - \$1m for expansion of the recently approved Rapid Access Problem Solving program.
- Winter Sheltering - \$600,000 for short term non-congregate winter sheltering. Note that these funds would be swapped with HHAP-1 funding to be deployed immediately.
- Remaining funding could be considered for rehousing, outreach, other community needs as recommended by a gaps assessment.
- Youth Set-aside to be developed in partnership with the Homeless Youth Taskforce and Youth Advisory Board.

Recommendation and Expected Action

This item is for discussion purposes only. A formal recommendation for the CoC HHAP-2 funding allocations will be brought back to the CoC Board at the January 13, 2021 meeting for approval.

Next Steps

Based on the discussion and input received during the December CoC Board meeting, SSF staff will refine the HHAP-2 funding recommendations for CoC Board approval on January 13, 2021. The application due date is January 23, 2021.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Meeting Topics/Actions												
Funding												
<i>HHAP</i>												
HHAP Application		B										
HHAP Program Approval					B							
<i>CoC Program</i>												
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
2020 CES Data Standards Review				D								
2020 CES Data Standards Approval										D	B*	

CoC Board- B

CoC Board Consent- B*

Executive- E

Governance- G

Coordinated Entry- C

HMIS & Data- D

Project Review- P

System Performance- S

System Performance- 2021 PIT- SP

Youth Action Board- Y

Homeless Youth Task Force- H

Veterans Collaborative- V

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
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