



SACRAMENTO  
STEPS FORWARD

Ending Homelessness. Starting Fresh.

## Coordinated Entry System (CES) Committee Agenda

Thursday, March 11, 2021 || 2:30 PM – 4:00 PM

[Zoom Meeting](#) Meeting ID: 858 0489 5905 Passcode: 178282

One tap mobile: +16699009128,,85804895905#,,,,,0#,,178282# US (San Jose)

Dial by your location: +1 669 900 9128 US (San Jose)

Find your local number [here](#)

Agenda Item	Presenter(s):	Time	Item Type
<b>I. Welcome and Introductions</b>	John Foley, Executive Director, Sacramento Self Help Housing & Jenna Abbott, Executive Director, The River District (Co-Chairs)	2:30 PM (5 minutes)	Informal
<b>II. Approval of 2/11/2021 Minutes</b>	John Foley	2:35 PM (5 minutes)	Action
<b>III. RAPS Update</b>	Peter Bell, SSF CES Manager	2:40 PM (10 minutes)	Informational
<b>IV. Survivor System CE Tools</b>	Stacey Fong, SSF CE Analyst & Peter Bell	2:50 PM (10 minutes)	Action

<b>V. Life Cycle Dashboard Review</b>	Peter Bell	3:00 PM (15 minutes)	Discussion
<b>VI. CES Communication Strategy Goal 1</b>	Peter Bell	3:15 PM (30 minutes)	Informational
<b>VII. Meeting Adjourned</b> <b>Next Meeting: April 8th, 2021</b> <b>Topics to cover: Goals 2 &amp; 3: Racial Equity and Dynamic Prioritization</b>			

# Coordinated Entry System (CES) Committee Minutes

Thursday, February 11, 2021 || 2:30 PM – 4:00 PM



**SACRAMENTO  
STEPS FORWARD**

Ending Homelessness. Starting Fresh.

[Recording of Zoom Meeting](#) - Chat provided in recording.

## Attendance:

Member	Area of Representation / Organization	Present
Cheyenne Caraway	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	River District	Yes
Jill Fox	VOA	Yes
John Foley	Homeless Services Provider	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
Rose Aghaowa	Wellness & Recovery North	No
Phillip Scott Reed	US Department of Veterans Affairs	Yes
Paula Kelley	Permanent Supportive Housing	Yes
Stephanie Cotter	City of Citrus, Heights	No
Tina Glover	SACOG	Yes

**SSF Staff**

**SSF Title**

Christina Heredia	Referral Specialist
Michelle Charlton	CoC Coordinator
Michele Watts	Chief Planning Officer
Peter Bell	CES Program Manager
Rhonda Jang	CE Specialist
Scott Clark	Systems Performance Analyst
Stacey Fong	CES Analyst
Tiffani Reimers	Volunteer and Training Coordinator
Ya-yin Isle	Chief Strategic Initiatives Officer
<b>Homebase Staff</b>	
Jessie Hewins	
Sasha Caine	

Agenda Item	Presenter(s):	Time	Item Type
<b>I. Welcome and Introductions</b>	John Foley, Executive Director, Sacramento Self Help Housing & Jenna Abbott, Executive Director, The River District (Co-Chairs)	5 minutes	Informal
John welcomed and started introductions.			
<b>II. RAPS Metrics / 2-1-1 Report</b>	Peter Bell, SSF CES Manager & Gabriel Kendall, 2-1-1	30 minutes	Action

Peter shared the RAPS Proposal Draft Metrics and drew the group's attention to a significant change since they were last discussed: a housing retention metric has been added under subgoal B of goal 3:

- <15% returning to homelessness within 12 months after a successful housing outcome
- <30% returning to homelessness within 24 months after a successful housing outcome

Gabriel presented data from Sacramento Steps Forward Housing Resource Access Points Referrals over the course of January 1 to December 31, 2020, which were included in the meeting materials.

**John motioned for approval of the RAPS Metrics: 1<sup>s</sup> Tina Glover 2<sup>nd</sup> Paular Kelley**

**Motion approved.**

**III. Survivor Coordinated Entry System Overview Goal 2**

Stacey Fong, SSF CE Analyst & Peter Bell

25 minutes

Informational

Peter and Stacey presented a proposed coordinated entry work flow, pre-screening tool, and referral guide for survivors of domestic violence, sexual assault, and human trafficking, that were provided in the meeting materials. They shared next steps for implementation and strengthening partnerships with victim services providers. A survey will be sent out to providers to solicit feedback.

**IV. Plan to expand CES Resources Goal 2**

Michele Watts, SSF Chief Planning Officer & Peter Bell

20 minutes

Discussion

Peter and Michele introduced a discussion about expanding the reach of coordinated entry and approaches to getting new resources into the system.

The group discussed what more information is needed before we can develop a strategy and potential approaches including:

- Creating a list of programs that are not participating
- Taking a methodical approach to collecting information on barriers to coordinated entry participation to inform our efforts and strategies.
- Needing to think not only about agency barriers to participation in coordinated

entry but also the coordinated entry system's capacity to address them (e.g. SSF staff capacity; making sure referrals match specific eligibility requirements for agencies/programs).

- Needing to figure out how we talk about the benefits, about what the system has to offer.
- Needing to convince people that participating will benefit them as agencies and their clients; SSF's HMIS manager Tina Wilton is very willing to have the conversation with programs about the benefits of HMIS specifically.
- A need for promotional/educational materials and using the evaluation results as starting point to create these materials.
- Considering providing incentives for coordinated entry participation and whether CoC funds can be used to cover costs of participation in coordinated entry.

**V. Life Cycle Dashboard review**

Peter Bell

10 minutes

Informational

Peter presented the coordinated entry life cycle data for CY 2020. The group discussed reasons for a denial (including client choice, eligibility requirements, not being able to locate a client) and limitations of data prior to 2020.

**VII. Meeting Adjourned**

**Next Meeting: Thursday, March 11, 2021 (2:30 PM to 4:00 PM)**

**Topics to cover: Goal 1: CES Communication Strategy and Compliance**