

Coordinated Entry System Committee (CESC) Agenda

Thursday, May 12, 2022 | 2:30 PM – 4:00 PM



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STEPS FORWARD

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Agenda Item	Presenter(s)	Time	Item Type
I. Welcome & Introductions	John Foley, & Jenna Abbott, CESC Co-Chairs	2:30 PM (5 minutes)	Informational
II. Announcements: <ul style="list-style-type: none">• Upcoming Events• Recent Actions• Annual Meeting Share Out	CESC Co-Chairs, CESC Members, SSF Staff, & Guests	2:35 PM (5 minutes)	Informational
III. Approval of 3/10/2022 CESC Meeting Minutes	John Foley CESC Co-Chair	2:40 PM (5 minutes)	Action
IV. Data Work Group Dashboard Update	Josh Lowy, SSF Data Developer & Julie McFarland, Consultant	2:45 PM (45 minutes)	Informational & Discussion
V. CESC Membership: <ul style="list-style-type: none">• Current Membership & Expansion	John Foley, & Jenna Abbott, CESC Co-Chairs	3:30 PM (5 minutes)	Informational

VI. Housing Problem Solving: 101 Sessions	Peter Bell, CES Program Manager & Stacey Fong, Coordinated Entry Analyst	3:35 PM (10 minutes)	Informational
VII. Coordinated Access: CAN team approach	Peter Bell	3:45 PM (15 minutes)	Informational & Discussion
X. Meeting Adjourned Next Meeting: Thursday, June 9th, 2022, 2:30 PM to 4:00 PM Potential topics to cover: Communication Goals, CES Evaluation Update, & 2022 CESC Work Plan			

Reference the [CoC Meeting calendar](#) for upcoming CoC Board and Committee Meetings. For any questions or concerns, please contact [Michelle Charlton](#), CoC Coordinator, Sacramento Steps Forward.



Coordinated Entry System Committee (CESC) Meeting Minutes

Thursday, April 14th, 2022 | 2:30 PM – 4:00 PM

[Recording of Zoom Meeting](#). The chat is below the minutes.

Attendance:

Member	Area of Representation / Organization	Present
Cheyenne Carraway	SHRA	Yes
Derrick Bane	Turning Point Community Programs	Yes
Erica Plumb	Mercy Housing	Excused
Gabriel Kendell	2-1-1 Sacramento	Yes
Jenna Abbott (Co-Chair)	The 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	Cottage Housing	Yes
Monica Rocha-Wyatt	Sac. County Dept. of Behavioral Health	No
Stephanie Cotter	City of Citrus, Heights	No
Tina Glover	SACOG	Yes

*Informed SSF staff of their absence before the meeting.

SSF Staff	SSF Title
Christina Heredia	Referral Specialist
Glenn Merker	Referral Specialist
Jesse Archer	CoC Analyst
Jillyan McKinney	Racial Equity Specialist

Josh Lowy	Programming Analyst
Kaylin Jones	CoC Project Coordinator
Michele Watts	Chief Planning Officer
Peter Bell	CE Program Manager
Sarah Schwartz	CE RAPS Specialist
Stacey Fong	Coordinated Entry Analyst
Tanesha Travis	PLE Coordinator
Vivan Nguyen	Coordinated Entry Referral Specialist

Racial Equity Committee Member Liaisons

Deisy Madrigal, and Quinn Jones-Hylton

Guests

Alisa Osunfunke Orduna, Andrea Adayan, Cait Fournier, Call-In User_1, Deborah Hicks, Ingrid Sanchez, Jack Barnes, Julie McFarland, Kara Tow, LaShawnda Barker, Ray Kemp, Robynne Rose-Haymer, Ruby Singh, Sarah's Iphone, T. McWilliams, and Troy Lynch.

Agenda Item	Presenter(s):	Time	Item Type
I. Welcome & Introductions	John Foley, & Jenna Abbott, CESC, Co-Chairs	2:30 PM (10 minutes)	Informational
John called the meeting at 2:34 PM. Attendance of 39 participants.			

II. Announcements: (Upcoming Events & Recent Actions)	CESC Co-Chairs, CESC Members, & Guests	2:40 PM (5 minutes)	Informational
<p>Peter Bell shared that the Coordinated Access System funds were approved by the County last Tuesday, April 12th, 2022.</p> <p>Michele Watts shared that the Annual Meeting will be held on Apr 21, 2022, with a focus on the Local Homelessness Action Plan.</p> <p>New site Lavender Court will be opening May 5th. It is now accepting referrals for tenants.</p> <p>Stacey Fong shared the Housing Problem 1:1 sessions will begin this month on April 27th and the next will be in mid May.</p>			
III. Transfer & Termination Policies and Procedures	Peter Bell, SSF CE Manager	2:45 PM (5 minutes)	Action
<p>Final action was taken to approve the two policies which were presented in the meeting.</p> <p>Peter Bell gave an explanation of policies/procedures being voted on and the need for them. The group discussed and asked questions. Please see chat and recording for more information.</p> <p>Motion- on Transfer Policy and Procedures- 1st-Jenna Abbott, 2nd- Kate Hutchinson Motion- Termination of Assistance Policy- 1st- Jenna Abbott, 2nd Derrick Bane</p>			
IV. Assessment and Prioritization Work	Peter Bell, SSF CE Manager & Stacey Fong, SSF CE Analyst	2:50 PM (30 minutes)	Discussion
<p>Peter Bell, Jillyan McKinney and Stacey Fong, provided an overview on this agenda item. The current prioritization tool being used is producing racialized outcomes. The group is looking to replace the current tool and move forward with a more equitable approach. There is a new assessment tool being revised that focuses on families that are seeking permanent housing. The Committee is hoping for the project to be up and running by May 1st. This has been a joint resolution with Racial Equity Committee and co chairs. Please see the chat and recording for questions asked.</p>			

<p>Questions were asked during the meeting. Please see the recording and chat for more details.</p>			
<p>V.Data Work Group Updates</p>	<p>Julie McFarland, Consultant</p>	<p>3:20 PM (10 minutes)</p>	<p>Informational</p>
<p>Julie McFarland shared that they have been holding weekly meetings in April and they look forward to reporting out more next month.</p>			
<p>VI. CESC Membership: Recruitment Goals & Expectations</p>	<p>Julie McFarland, Consultant, John Foley, Co-Chair, Jenna Abbott, CoChair</p>	<p>3:30 PM (15 minutes)</p>	<p>Discussion</p>
<p>Julie shared that a call went out for applicants and the co-chairs were impressed with the quality and level of interest of the applicants. Co-chairs will meet with Sacramento Steps Forward to review applications that came in.</p> <p>Voting powers and how the Racial Equity Committee liaisons can contribute was discussed in the past meetings</p> <p>Action Item: Michele Watts to bring to the Governance Committee for further discussion.</p>			
<p>VII. Racial Equity Initiative Work</p>	<p>Jillyan McKinney, SSF Racial Equity Specialist</p>	<p>3:45 PM (15 minutes)</p>	<p>Informational</p>
<p>Jillyan McKinney participated in section IV and her comments and contribution was captured there.</p>			
<p>X. Meeting Adjourned at 4:00PM Next Meeting: Thursday, May 12th, 2022, 2:30 PM to 4:00 PM</p>			

Reference the [CoC Meeting calendar](#) for upcoming CoC Board and Committee

Meetings.

CESC Meeting Chat

14:36:27 From Sacramento Steps Forward to Everyone:

Welcome Glenn. Jack and Jesse!

14:36:32 From Alisa Osunfunke Orduna to Everyone:

Hi! I was present for the last meeting, but just as a reminder, I am the SSF consultant developing the Local Homelessness Action Plan. Glad to be here today.

14:39:32 From Jenna Abbott to Everyone:

So Sorry! Was sitting by myself in the wrong room. 😊

14:39:59 From Sacramento Steps Forward to Everyone:

Hello all! Please register for the annual meeting.

<https://us02web.zoom.us/meeting/register/tZwodOusqTloHdEbipPeRfxtPEjfl5MS8d5y>

14:49:56 From Christina H SSF Referral Specialist (she, her) to Everyone:

Is there a more specific discharge summary for exits? What are the plans? Where is the participant going? Is this signed?

14:50:28 From Sacramento Steps Forward to Everyone:

CES Policies and Procedures

Transfer policy and procedures

14:50:35 From Tina Glover (she/her) - (SACOG) to Everyone:

yes

14:50:36 From Jenna Abbott to Everyone:

aye

14:50:36 From Vivan Nguyen to Everyone:

yes

14:50:39 From Cheyenne Caraway to Everyone:

Yes

14:50:39 From Derrick Bane to Everyone:

Yes

14:50:39 From Kelsey to Everyone:

yes

14:50:40 From Kate Hutchinson to Everyone:

yes

14:50:41 From Deborah Hicks to Everyone:

yes

14:50:42 From John Foley to Everyone:

yes

14:50:46 From GabrielKendall to Everyone:

Yes

14:56:22 From Christina H SSF Referral Specialist (she, her) to Everyone:

Is this documented in HMIS?

14:57:19 From Christina H SSF Referral Specialist (she, her) to Everyone:

It would be helpful for referrals.

14:58:01 From Christina H SSF Referral Specialist (she, her) to Everyone:
A supervisor and case worker can sign it.

14:58:57 From Sacramento Steps Forward to Everyone:
CES Policies and Procedures
Termination of Assistance Policy and Procedures

14:59:01 From Derrick Bane to Everyone:
Yes

14:59:03 From John Foley to Everyone:
yes

14:59:04 From Kate Hutchinson to Everyone:
yes

14:59:04 From Tina Glover (she/her) - (SACOG) to Everyone:
yes

14:59:04 From GabrielKendall to Everyone:
Yes

14:59:05 From Jenna Abbott to Everyone:
aye

14:59:06 From Kelsey to Everyone:
yes

14:59:10 From Cheyenne Caraway to Everyone:
Yes

14:59:37 From Deborah Hicks to Everyone:
yes

15:09:34 From Deisy Madrigal, She/Her to Everyone:
Did the community violence question not make the cut?

15:10:15 From Christina H SSF Referral Specialist (she, her) to Everyone:
In the next section Deisy.

15:10:51 From Deisy Madrigal, She/Her to Everyone:
cool. it's all organized now so I wasn't sure. Thanks Christina!

15:11:13 From Christina H SSF Referral Specialist (she, her) to Everyone:
Your welcome.

15:13:09 From Cait Fournier, Sac County BHS to Everyone:
does the disability require SSDI as proof?

15:13:44 From Cait Fournier, Sac County BHS to Everyone:
many folks have a mental health dx but do not necessarily have treatment or SSDI

15:14:54 From Alisa Osunfunke Orduna to Everyone:
Would probation and/or court supervision be included under interaction with the criminal justice system?

15:15:21 From Jillyan Sylvia McKinney (she/her) SSF, Racial Equity Specialist to Everyone:
Yes, and we can add that to the examples.

15:15:22 From Stacey Fong (she/her) to Everyone:
@ Cait Verification of a disability won't be required for the assessment itself, but if

a specific program requires it then we will collect it

15:15:31 From Alisa Osunfunke Orduna to Everyone:

Great! Thanks!

15:15:49 From Cait Fournier, Sac County BHS to Everyone:

thank you stacey

15:18:17 From Vivan Nguyen to Everyone:

our other service providers from case conferencing helped with collaboration as well

15:30:18 From Kara Tow Shelter Inc (She, Her) to Everyone:

What about the Shelter level staff?

15:30:29 From Vivan Nguyen to Everyone:

yes, shelter level as well

15:32:54 From Christina H SSF Referral Specialist (she, her) to Everyone:

good point Deisy.

15:33:24 From Christina H SSF Referral Specialist (she, her) to Everyone:

Maybe DHA can support with this.

15:34:36 From Tanesha Travis (she/her) SSF PLE Coordinator to Everyone:

That's a great point Deisy!

15:35:08 From LaShawnda Barker County of Sacramento DHA to Everyone:

Good point Daisy agencies like Black Child Family, Lao Family and La Famalia

15:35:29 From LaShawnda Barker County of Sacramento DHA to Everyone:

**Deisy

15:49:06 From Vivan Nguyen to Everyone:

Please attend the case conferencings if you would like to learn more about housing opportunities for your clients, including Lavender Court

15:49:16 From Vivan Nguyen to Everyone:

Please fill this form: <https://forms.gle/FqZZsPTNBB7jdNUi8>

15:49:56 From Vivan Nguyen to Everyone:

I can also do PSH document trainings for agencies who need it!

15:50:17 From Vivan Nguyen to Everyone:

Vivan Nguyen: vnguyen@sacstepsforward.org

15:50:50 From Cheyenne Caraway to Everyone:

Thank you Vivan!

15:50:56 From Vivan Nguyen to Everyone:

I send lots of useful emails and host informational presentations

15:54:59 From Julie McFarland (she/her) to Everyone:

Like a Lizzo concertEd Boyte, live.

15:56:13 From LaShawnda Barker County of Sacramento DHA to Everyone:

Peter has me excited about this training

15:56:43 From Kara Tow Shelter Inc (She, Her) to Everyone:

Thank you