



PIT Count (PITC) Committee Meeting Minutes

Thursday, June 16th, 2022 || 9:00 AM – 10:00 AM

[Recording of Zoom Meeting](#). The materials and chat are below the minutes.

Attendance:

Member	Area of Representation/Organization	Present
April Marie Dawson (Co-Chair)	People with Disabilities	Yes
Bridget Alexander	Shelter/Housing Youth Waking the Village	Yes
Crystal Sanchez	Advocate Sacramento Homeless Union	No
Cynthia Hunt (Co-Chair)	Shelter/Housing Cottage Housing	Yes
Jeff Tardaguila (Co-Chair)	Advocate	Yes
Joseph Smith	Advocacy, Loaves & Fishes	Yes
Julie Pederson	Law Enforcement Sheriff's Department	Yes
Michelle Schumann	Behavioral Health County Behavioral Health Services	Yes
Niakia "Kia" Phillips	Case Manager Supervisor, Veteran Services	No
Simone Thomas	Housing/Shelter Youth, LGBT Community Center	Yes
Stefan Heisler (SPC Chair)	Reinvestment Analyst, City of Rancho Cordova	Yes

*Informed SSF staff of their absence before the meeting.

SSF Staff	SSF Title
Jesse Archer	CoC Analyst
Jillyan McKinney	Racial Equity Specialist
Kathreen "Nica" Daria	Volunteer and Training Coordinator

Kaylin Jones	CoC Projects Coordinator
Michele Watts	Chief Planning Officer
Michelle Charlton	CoC Coordinator
Rolf Davidson	Director of Programs
Tanesha Travis	PLE Coordinator

Guests
Christina Keen, Janet Green, John Holden, Lori Eastwood, Monica Lopez, and Sharna Brauks.

Agenda Item	Presenter(s):	Time	Item Type
I. Welcome/Introductions & Approval of 5/19/22 Minutes	April Marie Dawson, PITC Co-Chair	9:00 AM (5 minutes)	Information
<p>April welcomed everyone and started the meeting around 9:02 AM. Attendance of 17 participants.</p> <p>Motioned for approval of 5/19/22 minutes: 1st - Jeff Targaduila, 2nd - Joseph Smith Motion approved.</p>			
II. Recommendation on Timing of Next Unsheltered PIT Count	Michele Watts, SSF Chief Planning Officer & Rolf Davidson, SSF Program Director	9:05 AM (50 minutes)	Discussion & Action

Michele and Rolf shared a presentation and discussed the process/timeline, recommendations, investments in data analytics & research, improvements in the Count methodology. Committee members had questions and comments. Please see the recording and chat for more details.

Approval of the Recommendation on the Timing of Next Unsheltered PIT Count: 1st - Joseph Smith, 2nd - Cynthia Hunt
Motion approved.

III. 2022 PIT Count Report Update	Michele Watts	9:55 AM (5 minutes)	Information
--	---------------	------------------------	-------------

Michele shared the 2022 PIT Count Report is to be released the last week of June. A meeting is scheduled with the PITC Co-Chairs on 6/24/22 to discuss the report. At the July PITC meeting the report will be discussed and continue the discussions for the next 2024 PIT Count. Committee members had questions and comments. Please see the recording and chat for more details.

**IV. Meeting Adjourned at 9:40AM. Attendance of 21 participants.
Next PIT Count Committee Meeting: Thursday, July 21st, 2022**

PITC Meeting Chat

09:02:49 From Michelle Charlton (She/Her) SSF, CoC Coordinator to Everyone:
Welcome! Here are today's materials:
<https://sacramentostepsforward.org/wp-content/uploads/2022/06/june-pitcc-materials.pdf>

09:06:49 From Michelle Charlton (She/Her) SSF, CoC Coordinator to Everyone:
Approval of the May Meeting Minutes:

09:06:54 From April Marie Dawson to Everyone:
Yes

09:07:02 From Joseph Smith to Everyone:

yes

09:07:09 From Jeffery Tardaguila to Everyone:

yes

09:07:24 From chunt to Everyone:

yes

09:09:06 From Bridget Alexander (she/her) to Everyone:

yes

09:21:34 From Jillyan Sylvia McKinney (she/her) SSF, Racial Equity Specialist: It will also give us time to establish a better and focused process to engage Indigenous/Native folks.

09:23:55 From John Holden : what is the PIT count for this cycle?

09:24:13 From April Marie Dawson : I see the questions comments in the chat will do those

09:34:25 From Michelle Charlton (She/Her) SSF, CoC Coordinator : **Approval of the Recommendation on the Timing of Next Unsheltered PIT Count:**

09:34:30 From April Marie Dawson : yes

09:34:33 From Joseph Smith : yes

09:34:34 From Stefan Heisler : Yes

09:34:36 From Michelle Schuhmann : yes

09:34:37 From Julie Pederson : Yes

09:34:38 From chunt : yes

09:34:41 From Jeffery Tardaguila : yes

09:34:44 From Monica Lopez, SSHH : yes

09:36:49 From Bridget Alexander (she/her) : As much as I understand the logic, I think we need to pair this decision with an understanding of the current numbers and a detailed plan to address the concern that 85% of folks in the camps are not reflected in our main data system

09:37:06 From Bridget Alexander (she/her) : So my vote is no.

09:39:25 From Sharna Braucks : Thank you for your work on this proposal.

09:39:26 From Michelle Charlton (She/Her) SSF, CoC Coordinator : The next CoC Board meeting is Wednesday, July 13. The next PIT Count Committee Meeting is Thursday, July 21st.



**SACRAMENTO
STEPS FORWARD**

Ending Homelessness. Starting Fresh.

TO: Point in Time Committee

FROM: Michele Watts, Chief Planning Officer and Jesse Archer, CoC Analyst

DATE: June 16th, 2022

RE: 2023 Unsheltered Point in Time Feasibility

This memo summarizes issues for consideration for whether the Sacramento CoC should conduct its next unsheltered Point in Time Count in 2023 or 2024 and presents the SSF staff recommendation to wait until 2024. On June 16, 2022 the Point in Time Committee will be asked to approve a recommendation to go before the full CoC Board in July.

Background

The US Department of Housing and Urban Development (HUD) requires that a CoC conducts an unsheltered Point in Time Count every two years. Since the Sacramento CoC completed an unsheltered count in 2022, the next mandated count will be required in 2024. If the CoC conducts an unsheltered count in 2023, it would be optional.

Key Considerations

Budget – SSF has estimated the cost of the next unsheltered PIT Count to be approximately \$200,000.

Request for Proposal (RFP) process – For the next PIT Count, whether it be 2023 or 2024, the CoC must go through an RFP process to select a research firm to work with. The RFP process would include SSF staff time to update the RFP, outreach to institutions to apply, a thorough review of all applicants, and selection of the winner.

SSF and community capacity – SSF staff contribute a considerable amount of time to facilitate the PIT Count. As the event approaches SSF works diligently to prepare and during the month of the Count has two full-time staff dedicated to ensuring a smooth process. Even post count, SSF staff are working to wrap up loose ends. The current budget reflects estimates from 2022, anything additional would increase the budget. It is important to consider the amount of time our entire CoC devotes to the Point in Time. Many partner agencies devote significant staff time to outreach, surveying, and supporting the count.

Based on the continual refinement of the PIT Count from year to year, having more time to develop a successful PIT Count will produce more accurate results for our community.

Data Analytics Investments – The unsheltered PIT Count is a significant source of data used locally, statewide, and federally for decision-making and planning. The cost is substantial but so is the use of this data. However, the Sacramento CoC has made significant investments in building out its data analytics capacity to increase ongoing access to information supplemental to the biennial count results.

State and Federal Funding – There are state and federal funding streams that rely upon PIT data for allocation decisions. Sacramento and other CoCs in the state and nation have been relying upon 2019 data for several years. The 2022 data will be released later this month. This data will show a significant increase in homelessness and support increased funding for the CoC when funding entities update their allocation calculations. The CoC has no way to know how a 23 vs 24 PIT Count could impact future funding, whether it be positively or negatively.

Recommendation Development Process & Timeline

To allow sufficient time for the RFP process, research and methodology planning, and volunteer recruitment, the CoC should decide regarding conducting a 2023 unsheltered PIT by July 2022. The PIT Committee will work with SSF staff to develop its recommendations to the CoC Board regarding a 2023 unsheltered PIT:

- May PIT Committee: Initial discussion and input
- June PIT Committee: Presentation of staff recommendation and discussion and approval of a recommendation to CoC Board

- July CoC Board: Final recommendation, discussion, and approval

Recommendation

Based on the above analysis SSF recommends conducting the next unsheltered Point in Time Count in 2024. SSF believes that the unsheltered Point in Time Count is important to data integrity and coupled with HMIS, the gaps analysis, and investments into data systems a yearly unsheltered Point in Time Count is not necessary.

Unsheltered PIT Count Discussion and Recommendation

**CoC PIT Committee
June 16, 2022**



**SACRAMENTO
STEPS FORWARD**

Process

May PIT Committee: Initial discussion and input

June PIT Committee: Presentation of staff recommendation and discussion and approval of a recommendation to CoC Board

July CoC Board: Final recommendation, discussion, and approval



Recommendation & Rationale

The SSF staff recommendation is to stick with a biennial PIT count cycle, with the next unsheltered PIT planned for 2024.

Rationale includes: high cost in terms of funding and other resources, time to conduct a research and methodology RFP, other local investments in data analytics and research, and time for implementing count improvements



Investments in Data Analytics & Research

SSF believes that the unsheltered Point in Time Count is important to data integrity and coupled with HMIS, the gaps analysis, and investments into data systems a yearly unsheltered Point in Time Count is not necessary.



Improvements in Count Methodology

A biennial PIT cycle allows time for improvements between counts, including adjustments in methodology, development of targeted strategies to count hard-to-reach subpopulations, etc.



Action Requested

Approve the staff recommendation to conduct the next unsheltered PIT Count in 2024 and take this recommendation to the CoC Board for approval in July.

