



Coordinated Entry System Committee (CESC) Meeting Minutes

Thursday, June 9th, 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	No
Derrick Bane	Turning Point Community Programs	No
Erica Plumb	Mercy Housing	No
Gabriel Kendell	2-1-1 Sacramento	Yes
Harjit S Gill	Homeless Services Provider	No
Jenna Abbott (Co-Chair)	The River District	Yes
John Foley (Co-Chair)	Sacramento Self Help Housing	Yes
Joseph Smith	Homeless Services Provider	Yes
Julie Field	Sac. County Dept. of Human Assistance	Yes
Kate Hutchinson	Lutheran Social Services	No
Kelsey Endo	Cottage Housing	Yes
Monica Rocha-Wyatt	Sac. County Dept. of Behavioral Health	Yes
Quinn Jones-Hylton	Local Utilities	Yes
Stephanie Cotter	City of Citrus, Heights	No
Tasha DeLeon Lee	DV Representation	Yes
Tina Glover	SACOG	Yes
Valerie Aceves	Veterans Affairs	No

*Informed SSF staff of their absence before the meeting.

SSF Staff	SSF Title
Christina Heredia	Referral Specialist
Jesse Archer	CoC Analyst
Jillyan McKinney	Racial Equity Specialist
Josh Lowy	Programming Analyst
Kaylin Jones	CoC Project Coordinator
Peter Bell	CE Program Manager
Scott Murphy	Data Analyst
Shaitra Ken	Referral Specialist
Stacey Fong	Coordinated Entry Analyst
Theresa Bible	Outreach Navigator
Vivan Nguyen	Coordinated Entry Referral Specialist

Racial Equity Committee Liaisons
Emily Zelaya, and Quinn Jones-Hylton

Guests:
Ardy Akhzari, Renee Grant, Josh Arnold, Lalila Cota, Alondra Neira, Jennifer Zavala, Sarah's iPhone, David Husid, Kasia Elijah, Nicole Piva, Yesenia Huamani, Julie McFarland, Neil Kurtz, Carmen Briscoe, Lee Sorrell, Call-In User_1, Troy Lynch, 19166063969, Call-In User_2, Terese McWilliams, Robynne Rose-Haymer, Ingrid Sanchez, 19166676004

Agenda Item	Presenter(s):	Time	Item Type
I. Welcome & Introductions	John Foley, & Jenna Abbott, CESC, Co-Chairs	2:30 PM (5 minutes)	Informational
John called the meeting at 2:33 PM. Attendance of 36 participants.			
II. Announcements: (Upcoming Events & Recent Actions)	CESC Co-Chairs, CESC Members, & Guests	2:35 PM (5 minutes)	Informational
<p>Kelsey Endo shared that Cottage Housing has an open position of Personal development coach. Asked the group to spread the word to apply to others they may know.</p> <p>Jillyan McKinney shared that Sac Pride is back in person and will be this weekend.</p> <p>Tanisha Travis shared that the Oak Park Homeless Project is hosting a Juneteenth event on June 19th at McClatchy Park.</p> <p>Julie Field shared that DHA is hosting a series of cooling centers at their facilities in the lobbies. They are currently open as capacity allows and are running at about 50 percent capacity due to COVID protocols.</p> <p>Jennifer Zavala shared that the PSH youth and adults are having an art show on June 26th.</p>			
III. Approval of 5/12/2022 CESC Meeting Minutes	John Foley CESC Co-Chair	2:40 PM (5 minutes)	Action
<p>Motioned for approval of 5/12/22 minutes: 1st - Jenna Abbott, 2nd - Julie Field</p> <p>Motion approved.</p>			
IV. Data Work Group Dashboard Update	Josh Lowy, SSF Data Developer & Julie McFarland, Consultant	2:45 PM (40 minutes)	Informational & Discussion

Peter Bell shared that the Coordinated Entry (CE) committee tasked a small group within the committee and received additional support from consultant Julie Mcfarland to look at and explore potential dashboards to share information that is relevant to the coordinated entry system's work as well as tell the story of the committee in an easily digestible way.

Josh Lowy shared the draft of the CE dashboard. He gave an overview of what the dashboard would look like to include tabs for goals, assessments, prioritization and eligibility, referrals, enrollments, and move-ins. Targeted questions were asked to prompt comments and participation from the committee to inform the final design of the dashboard.

The slide deck presentation can be found [here](#). The link to the KCRHA dashboard that was referenced in the discussion can be found [here](#).

Questions were asked during the meeting. Please see the recording and chat for more details.

<p>V. Updates:</p> <ul style="list-style-type: none"> ● Family Permanent Housing Assessment Tool ● CAS: CAN Team & RFP ● RAPS First Year 	<p>Peter Bell, SSF CES Program Manager</p>	<p>3:25 PM (15 minutes)</p>	<p>Informational</p>
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Peter Bell shared that the Family Permanent Housing Assessment Tool, which is targeted towards families, was approved by the CoC Board last Wednesday at the Board meeting. Thus far 60 households have been assessed and they are looking to start making referrals into permanent housing beds.

The CAN team is a build out of the Coordinated Access System and work is being done to dig into what the team will do. An RFP will be released next week in hopes that the team will be in place by Oct. 1

A recap of the first year of the RAPS program was presented. It can be viewed [here](#). The RAPS pilot is one of the cornerstones that came out of the CE evaluation, primarily related to how folks access and move through the system. The purpose, data outcomes, providers experience and next steps were discussed in the presentation. Other items to note discussed were key measurements, demographic data related to access, and language voice prompts in conjunction with 211. The written annual report may be viewed [here](#).

VI. CESC Language Materials Report Out	Jillyan McKinney, SSF, Racial Equity Specialist, Julie McFarland	3:40 PM (5 minutes)	Informational
<p>Julie McFarland and Jillyan McKinney shared that the language needs survey was sent out to see what the access points needs are surrounding language access. They are thinking about developing a working group to drive change to see what can be done for needed languages for the access points.</p> <p>Time didn't allow us to have a deep discussion on this topic, tabled for next month.</p>			
VII. Qualitative Data Report Out	Ardy Akhzari, Racial Equity Co-Chair	3:45 PM (10 minutes)	Informational
<p>Ardy Akhzari shared the process used by the Racial Equity Committee to receive qualitative data from the community. The committee came up with a general outline with specific questions they would ask to the community members they encountered. They noted that the most important aspect was how the individuals were approached in order to create a safe space to get accurate data.</p>			
VIII. Local Homelessness Action Plan & HHAP-3 Report Out	Michele Watts, SSF, Chief Planning Officer	3:55 PM (5 minutes)	Informational
<p>Time didn't allow us to have discussion on this topic, tabled for next month.</p>			
<p>IX. Meeting Adjourned 4:01 Next Meeting: Thursday, July 14th, 2022, 2:30 PM to 4:00 PM Potential topics to cover: Communication Goals, CES Evaluation Update, & 2022 CESC Work Plan</p>			

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

CEC Meeting Chat

14:28:46 From Sacramento Steps Forward to Everyone:

Hi! Today's CESC meeting materials:

<https://sacramentostepsforward.org/wp-content/uploads/2022/06/CEC-June-Meeting-Materials.pdf>

14:32:31 From Michelle Charlton (She/Her) SSF, CoC Coordinator to Everyone:

Welcome! Here are today's materials:

<https://sacramentostepsforward.org/wp-content/uploads/2022/06/CEC-June-Meeting-Materials.pdf>

14:36:47 From Jillyan Sylvia McKinney (she/her) SSF, Racial Equity Specialist to Everyone: <https://saccenter.org/event/sacramento-pride-march-and-festival-2022/>

14:38:57 From Jennifer Zavala to Everyone: Sunday, June 26, 1:30-4:30 – Sacramento (Antiquite Maison Privee, 2114 P Street)

14:41:04 From Sacramento Steps Forward to Everyone: Motion to approve May minutes

14:41:14 From Gabriel Kendall (he/him), 211 Sacramento to Everyone: Yes

14:41:15 From John Foley to Everyone: yes

14:41:15 From Julie Field- Sacramento County to Everyone: aye

14:41:16 From Tasha Lee - Saint John's to Everyone: yes

14:41:16 From Joseph Smith to Everyone: yes

14:41:18 From Kelsey Endo to Everyone: yes

14:41:20 From Jenna Abbott to Everyone: aye

14:41:26 From Deborah Hicks to Everyone: yes

14:41:27 From Tina Glover (she/her) - (SACOG) to Everyone: yes

14:41:39 From Michelle Charlton (She/Her) SSF, CoC Coordinator to Everyone: Hello everyone! I'm back from my maternity leave. I'm here to assist Kaylin (our SSF host) and the SSF team as needed.

14:42:00 From Joseph Smith to Everyone: Welcome back!

14:51:05 From Jillyan Sylvia McKinney (she/her) SSF, Racial Equity Specialist to Everyone: Thanks Ardy

14:52:02 From Peter Bell (he/him) to Everyone: Good point.

14:54:18 From Ardy Akhzari to Everyone: if anyone has any additional questions, feel free to email me at: ardy.akhzari@packsforcoldbacks.org

14:54:47 From Julie McFarland (she/her) to Everyone: Thank you, Ardy!

14:56:39 From Julie McFarland (she/her) to Everyone:
<https://kcrha.org/data-overview/coordinated-entry-for-all/>

15:00:29 From Julie McFarland (she/her) to Everyone: Assessment types: just VISPDAT, or include additional assessments done?

15:01:59 From Julie McFarland (she/her) to Everyone: Examples: shelter surveys,

permanent housing assessments based on household types

15:03:42 From Ardy Akhzari to Everyone: I need to drop off. My apologies for leaving early. Appreciate all the work CE is doing!:)

15:08:21 From Christina H SSF Referral Specialist (she, her) to Everyone: I apologize for being late. I had some family assessments to complete.

15:08:35 From Peter Bell (he/him) to Everyone: No worries, welcome!

15:14:19 From Julie Field- Sacramento County to Everyone: I will return shortly.

15:14:39 From Julie McFarland (she/her) to Everyone:
<https://kcrha.org/data-overview/coordinated-entry-for-all/>

15:16:06 From Christina H SSF Referral Specialist (she, her) to Everyone: Good point.

15:22:08 From Scott Murphy to Everyone: Can we show both or have a filter to show one or the other?

15:24:19 From Julie McFarland (she/her) to Everyone: We can always run reports on family # details, right? Filtering by literally homeless, in housing process, etc. etc.?

15:27:30 From Jillyan Sylvia McKinney (she/her) SSF, Racial Equity Specialist to Everyone: I agree with Peter, Racial Equity to lead

15:27:43 From Christina H SSF Referral Specialist (she, her) to Everyone: I agree also.

15:27:47 From Julie McFarland (she/her) to Everyone: I agree as well, it makes the priority clear.

To Jillyan's earlier question, King County leads w/ household composition and has a drop down for race, ethnicity and 3-4 other demographics.

15:28:12 From Shaitra Ken to Everyone: fair

15:31:10 From Tanesha Travis, SSF PLE Coordinator to Everyone: agreed jillyan

15:35:48 From Julie McFarland (she/her) to Everyone: The gaps analysis will supplement a dashboard - I found that to be a really helpful point.

15:36:10 From Tina Glover (she/her) - (SACOG) to Everyone: This is such a good starting point though.

15:36:25 From Julie McFarland (she/her) to Everyone: I am SO excited about it, honestly. It's really good.

15:36:33 From Julie McFarland (she/her) to Everyone: Really geeking out over here.

15:37:35 From Robynne Rose-Haymer to Everyone: Unfortunately, I have to go to attend another meeting.

15:37:42 From Peter Bell (he/him) to Everyone: Thank you Robynne

15:38:51 From Tina Glover (she/her) - (SACOG) to Everyone: Great job Josh!

15:39:03 From Jillyan Sylvia McKinney (she/her) SSF, Racial Equity Specialist to Everyone: Thank you to the working team

15:50:29 From Gabriel Kendall (he/him), 211 Sacramento to Everyone: Awesome

16:00:25 From Gabriel Kendall (he/him), 211 Sacramento to Everyone: 🙌

16:00:27 From Julie McFarland (she/her) to Everyone: Dig into Language Needs with us! Let us know if you're interested and we'll reach out.

16:00:35 From Julie McFarland (she/her) to Everyone: Thx, Gabriel!

16:00:43 From Carmen Briscoe to Everyone: I am open and would love to help.

16:01:14 From Jennifer Zavala to Everyone: thankyou

16:01:22 From Emily Zelaya (she/ella) to Everyone: Thank you for the great presentations!

16:02:05 From Vivan Nguyen to Everyone: great presentations :)