

# Coordinated Entry System Committee (CESC) Agenda

Thursday, October 13th, 2022 || 2:30 PM – 4:00 PM



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Ending Homelessness. Starting Fresh.

[Zoom Meeting](#) || Meeting ID: 881 1730 8740 || Passcode: 215903

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

Agenda Item	Presenter(s)	Time	Item Type
<b>I. Welcome &amp; Introductions</b>	John Foley, CESC Co-Chair	2:30 PM (10 minutes)	Informational
<b>II. Announcements: (Upcoming Events &amp; Recent Actions)</b>	CESC Co-Chairs, CESC Members, SSF Staff, & Guests	2:40 PM (5 minutes)	Informational
<b>III. Approval of 9/8/2022 Meeting Minutes</b>	John Foley CESC Co-Chair	2:45 PM (5 minutes)	Action
<b>IV. Shared Housing: Community Discussion</b>	Julie McFarland, Consultant	2:50 PM (25 minutes)	Informational & Discussion
<b>V. HHAP-4 Discussion</b>	Ya-Yin Isle, Chief Strategic Officer, Peter Bell, Program Director	3:15 PM (25 minutes)	Informational
<b>VI. Update on VI-SPDAT replacement</b>	Samantha Earnshaw, Program Manager, LSS	3:40 PM (10 minutes)	Informational
<b>VII. Data Dashboard Update</b>	Peter Bell	3:50 PM (10 minutes)	Informational
<b>VIII. Meeting Adjourned</b> Next Meeting: Thursday, November 10th, 2022, 2:30 PM to 4:00 PM Potential topics to cover: REQ assessment and prioritization recommendations			

For any questions or concerns, please contact [Kaylin Jones](#), CoC Projects Coordinator, Sacramento Steps Forward.

# Coordinated Entry System Committee (CESC) Meeting Minutes

Thursday, September 8th, 2022 | 2:30 PM – 4:00 PM

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



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## Attendance:

Member	Area of Representation / Organization	Present
Cheyenne Carraway	SHRA	No
Derrick Bane	Turning Point Community Programs	No
Erica Plumb	Mercy Housing	Yes
Gabriel Kendell	2-1-1 Sacramento	Yes
Harjit S Gill	Area Community Services	No
John Foley (Co-Chair)	Sacramento Self Help Housing	Yes
Joseph Smith	Loaves & Fishes	Yes
Julie Field	Sac. County Dept. of Human Assistance	No
Kate Hutchinson	Lutheran Social Services	Yes
Kelsey Endo	Cottage Housing	Yes
Monica Rocha-Wyatt	Sac. County Dept. of Behavioral Health	Yes
Quinn Jones-Hylton	Community Power	Yes
Tasha DeLeon Lee	Saint John's Program for Real Change	No
Tina Glover	SACOG	No
Valerie Aceves	Nation's Finest	No

SSF Staff	SSF Title
Christina Heredia	Referral Specialist
Jesse Archer	CoC Analyst
Josh Lowy	Programming Analyst

Kaylin Jones	CoC Project Coordinator
Michelle Charlton	CoC Coordinator
Peter Bell	Planning Director
Scott Clark	Portfolio and Team Excellence Lead
Shaitra Ken	Referral Specialist
Stacey Fong	Coordinated Access System Manager
Trent Simmons	Data and Analytics Manager
Vivan Nguyen	Coordinated Access System Analyst

Guests
Albert, Alejandra Villa, Andrea Adayan, Ardy Akhzari, Claire Bannerman, Carmen Briscoe, Daniel Aderholt, David Silveira, Deborah Hicks, Deisy Madrigal, Demetrius Turner, Erica Plumb, Erica States, Jennifer Zavala, Joseph Pacheco, Josh Arnold, Julie McFarland, Kathy Simms, Kia Phillips, Lalila Cota, LSS Admin, Nina, Quinta-Saint John's Program, Rachel Wickland, Taylor Intermill, and Terese McWilliams.

Agenda Item	Presenter(s):	Time	Item Type
<b>I. Welcome &amp; Introductions</b>	John Foley, CESC Co-Chair	2:30 PM (10 minutes)	Informational
John Foley called the meeting at 2:38 PM. Attendance of 38 participants.			
<b>II. Announcements: (Upcoming Events &amp; Recent Actions)</b>	CESSC Co-Chairs, CESSC Members, & Guests	2:40 PM (5 minutes)	Informational
Discussions and Comments around:			
<ul style="list-style-type: none"> <li>Peter shared that the HUD Technical Assistance group along with Racial Equity Committee will discuss a possible replacement for the VI-SPDAT at the next</li> </ul>			

meeting.

- Monica shared a [flier](#) within the chat about their behavioral health services transformation. All programs will have drop in centers.

Please see the recording and chat for more details.

**III. Approval of 8/11/2022 Meeting Minutes**

John Foley CESC  
Co-Chair

2:45 PM  
(5 minutes)

Action

**Motioned for Approval of 8/11/2022 Meeting Minutes:** 1st - Gabriel Kendall , 2nd - Erica Plumb

Motion approved.

**IV. Approval to Authorize SSF CAN Contract with Elica**

Peter Bell, SSF  
Planning Director

2:50 PM  
(15 minutes)

Action

Peter Bell shared the CAN team is a part of the CAS system. These teams are folks that are essentially covering the entire geographic area for ones that can't access housing immediately. The CAN team will do limited case carrying for ones that are attempting to access housing to keep folks connected and engaged so that they can either divert or avoid homelessness altogether.

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

**Approval to Authorize SSF CAN Contract with Elica:** 1st - Joseph Smith / 2nd - Monica Rocha-Wyatt

**V. Special NOFO - SSO Outreach project**

Peter Bell

3:05 PM  
(10 minutes)

Informational

Peter Bell shared details about the Special NOFO and let folks know that Sacramento Steps Forward (SSF) is also applying to do an augmentation of the Coordinated Access Navigator (CAN) team. It's an opportunity to essentially expand some of the capacity and have a greater impact on what that team can achieve. Exploring different options as well.

<b>VI. Language Needs Update</b>	Julie McFarland, Consultant & Jillyan Sylvia McKinney, SSF Racial Equity Specialist	3:15 PM (10 minutes)	Informational
<p>Julie McFarland and Jillyan shared details about the working group made up of 5 to 6 members to identify concrete action items when it comes to better access to folks whose primary language isn't English. The group is working through priorities and anticipate bringing protocols to the group in the next few months. This will be done in a tiered system.</p> <p>Please see the chat and recording for questions and comments</p>			
<b>VII. CAS Soft Launch Updates</b>	Peter Bell	3:25 PM (30 minutes)	Informational
<p>Peter shared a CAS <a href="#">presentation</a> that included details about the CAS soft launch process, soft launch timeline (phases 1-4, public launch: Dec 5th, 2022. Note the dates are subject to change), and referrals/shelter resources.</p> <p>Questions were asked during the meeting. Please see the recording and chat for more details.</p>			
<p><b>3:43pm</b></p> <p><b>Meeting Adjourned Next Meeting: Thursday, October 13th, 2022, 2:30-4:00 PM</b></p> <p><b>Potential topics to cover: REQ assessment and prioritization recommendation</b></p>			

**CEC Meeting Chat**  
**danaderholt@yahoo.com**

00:10:43 Michelle Charlton (She/Her) CoC Coordinator, SSF: Welcome here are today's materials:  
<https://sacramentostepsforward.org/wp-content/uploads/2022/09/Sept-CEC-materials.pdf>

00:18:24 Julie McFarland (she/her): Apologies for spotty audio, everyone. If I need to put anything in the chat for clarity please let me know.

00:21:04 Jillyan Sylvia McKinney (she/her) SSF, Racial Equity Specialist: That is a

great summary Gabriel, thanks so much

00:21:09 Julie McFarland (she/her): Language Needs Working Group members: Myself, Jillyan M, Gabriel Kendall, Deisy Madrigal, Carmen Briscoe, Kazoua Heu, Rejie Marie Baloyos

00:22:32 Michelle Charlton (She/Her) CoC Coordinator, SSF: Coordinated Entry System Committee Meeting webpage for more details:  
<https://sacramentostepsforward.org/continuum-of-care-meetings/#cesc>

00:24:12 Gabriel Kendall: Sorry, I have to step aside for a moment.

00:24:55 Monica Rocha-Wyatt (she/her), Sacramento: sorry, med appointment

00:34:21 Peter Bell (he/him): Feel free to send me the list and I can submit it to SHRA for their housing locators. [pbell@sacstepsforward.org](mailto:pbell@sacstepsforward.org)

00:35:22 Michelle Charlton (She/Her) CoC Coordinator, SSF: Details about the 2022 Special Notice of Funding Opportunity (NOFO):

00:35:26 Michelle Charlton (She/Her) CoC Coordinator, SSF:  
<https://sacramentostepsforward.org/2022-coc-special-nofo/>

00:36:00 Michelle Charlton (She/Her) CoC Coordinator, SSF: more info here:  
[https://www.hud.gov/program\\_offices/comm\\_planning/coc/specialCoCNOFO](https://www.hud.gov/program_offices/comm_planning/coc/specialCoCNOFO)

00:36:59 Monica Rocha-Wyatt (she/her), Sacramento: brb

00:37:31 Michelle Charlton (She/Her) CoC Coordinator, SSF: Find details on the "Coordinated Access Navigation (CAN)" tab here:  
<https://sacramentostepsforward.org/provider-funding-opportunities/>

00:45:30 Michelle Charlton (She/Her) CoC Coordinator, SSF: The CoC Board meeting is next week, Sept 14th at 8am:  
<https://sacramentostepsforward.org/continuum-of-care-meetings/#board>

00:48:31 Michelle Charlton (She/Her) CoC Coordinator, SSF: Approval to Authorize SSF CAN Contract with Elica:

00:48:45 Daniel Aderholt: I want you to know most of the homeless on American River Parkway will NOT go to a shelter.. they don't trust shelters at all ! also these shelters only allow 1 pet.... people living on American River Parkway have 3 to 4 dogs

and won't surrender their emotional support animals.. They are hoping SHRA or County Board of Supervisors will give them the homes they we're promised and they we're promised they wouldn't have to get rid of their 3 to 4 pets by Sacramento Board of Supervisors.... just letting you know and we have found 87 homes that accept emergency housing vouchers that will allow their 3 to 4 pets... The Homeless living on American river Parkway won't trust anyone without me being there to speak on their behalf.... I am the voice for most of the homeless on the American River Parkway.

00:48:58 Michelle Charlton (She/Her) CoC Coordinator, SSF: Approval to Authorize SSF CAN Contract with Elica:

00:49:00 Joe Smith, L&F: aye

00:49:01 Kelsey Endo: yes

00:49:01 Kate Hutchinson:Aye

00:49:03 Gabriel Kendall: Yes

00:49:04 John Foley: yes

00:49:05 Monica Rocha-Wyatt (she/her), Sacramento: Aye

00:49:06 Quinn Jones-Hylton: Approve

00:49:11 Erica Plumb (she, her):Aye

01:02:41 Daniel Aderholt: Raise hand doesn't show on my zoom

01:06:23 Joseph Pacheco, FSC:Daniel - Raise Hand is an option in the "Reactions" tab

01:17:31 Michelle Charlton (She/Her) CoC Coordinator, SSF: Approval of 8/11/2022 Meeting Minutes:

01:17:39 Kelsey Endo: yes

01:17:43 Erica Plumb (she, her):Aye

01:17:43 Monica Rocha-Wyatt (she/her), Sacramento: aye

01:17:43 Gabriel Kendall: Yes

01:17:44 Joe Smith, L&F: aye

01:17:44 John Foley: yes

01:17:44 Kate Hutchinson: yes

01:17:48 Quinn Jones-Hylton: Yes

01:17:57 Andrea Adayan (she/ella) Opening Doors Inc.: Have to hop off client emergency.

01:20:08 Julie McFarland (she/her): Does “data issues” mean data dashboard?

01:20:20 Peter Bell (he/him): Yes, I believe so, Julie.

01:20:35 Julie McFarland (she/her): SSF is beginning the dashboard build out this month, in September. Exciting!

01:20:53 Julie McFarland (she/her): That’s all for an update there, for now.