



## Racial Equity (REQ) Committee Meeting Minutes

Wednesday, December 20, 2023 | 9:00 AM – 10:30 AM

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

### Attendance:

Member	Area of Representation	Present
Angela Upshaw, Co-Chair	Veterans	Yes
Ardy Akhzari, Co-Chair	Sacramento	Yes
Crystal Sanchez	Sacramento	Yes
Dawn Basciano	Sacramento	Yes
Deborah Hicks	Mental Health Services for Children & Adolescents, Medi-Cal, Special Needs	Yes
Deisy Madrigal	Homelessness Prevention, AB12 & TAY Housing Provider	Yes
Emily Zelaya	Opening Doors, Inc., Program Manager	Yes
Fatemeh Martinez	Sacramento	Yes
Karisa Hyppolite	Sacramento	No
Kazoua Heu	Sacramento County, Underserved Southeast Asians, Hispanics, Whites	Yes
Latesha Royster	Partners with Lived Expertise Advocate	No
Majorie Beazer	Partners with Lived Expertise Advocate	Yes
Quinn Jones-Hylton	Sacramento	Yes
Samantha Earnshaw	Northern California, Youth, Families, Single Homeless, Disabilities	Yes

Shalinee Hunter	Sacramento and Statewide	No
Sher Singh	Business	No*
Stephanie Thompson	Sacramento	No
Yvette Buckner	Partners with Lived Expertise Advocate	Yes

SSF Staff	SSF Title
Ayanna McGee	Program Director, Systems of Care Integration
Carissa Theis	Program Analyst “Survivor Programs”
Jesse Archer	CoC Analyst
Jodi Weiner	Learning & Development Specialist
Joel Riphagen	Special Projects Coordinator
Michelle Charlton	CoC Coordinator
Michelle Reedus	CE Manager
Rachel Bereza	Deputy CEO
Sarah Fletcher	Communications Specialist
Sarah Schwartz	Volunteer Coordinator
Shaitra Ken	Case Conferencing Specialist

Guests
Alan Snyder, Andrea Foti, Connor Johnson, Cristina, Dulce Delgadillo Santisteban, Dr. Gloria Hassel, Freeda.Rawson, Haimanot Ashenafi, Kee Mathews, Mina Khoshbakht, Peter, Shannen Padilla, and Tom Albanese.

Agenda Item	Presenter(s):	Time	Item Type
-------------	---------------	------	-----------

<p><b>I. Welcome &amp; Grounding into the Space</b></p> <p><b>Opener:</b> What would it look like/feel like if things were good? If we were living in an accessible, non-racist, safe culture and world?</p> <p><a href="#">Land Acknowledgement</a></p> <p><a href="#">Community Guidelines</a></p>	<p>Angela Upshaw, SSF, Racial Equity Committee Co-Chair</p>	<p>9:00 AM (5 minutes)</p>	<p>Informational</p>
<p>The meeting started around 9:04am. Angela launched the meeting and asked the opener question. Responses to the opener question were provided in the chat. She shared the <a href="#">Land Acknowledgement</a> and <a href="#">Community Guidelines</a>.</p>			
<p><b>II. “Spotlight on Equity” 2024 Schedule</b></p>	<p>REQC Chairs</p>	<p>9:05 AM (5 minutes)</p>	<p>Informational</p>
<p>Angela shared the purpose of the “Spotlight on Equity”, how to sign up, and the <a href="#">2024 sign up form</a> was shared.</p>			
<p><b>III. Approval of 11/15/23 Meeting Minutes</b></p> <p><b>Supporting Material:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">11/15/23 Meeting Minutes</a></li> </ul>	<p>Ardy Akhzari, SSF, Racial Equity Committee Co-Chair</p>	<p>9:10 AM (5 minutes)</p>	<p>Action</p>
<p><b>Motioned for Approval of the November Meeting Minutes:</b> 1st- Deisy Madrigal, 2nd- Dawn Basciano.</p> <p>Motion passed.</p>			

<b>IV. Announcements (Upcoming Events &amp; Recent Actions)</b>	Ardy Akhzari, REQC Members, SSF Staff, & Guests	9:15 AM (10 minutes)	Informational
---	--	-------------------------	---------------

REQC Chairs:

- Angela Upshaw shared details about the [National Homeless Persons' Memorial Day](#)

SSF Staff:

- Sarah Fletcher shared details about the [2024 PIT Count](#). For questions, email [sacpitcount@sacstepsforward.org](mailto:sacpitcount@sacstepsforward.org)
- Michelle Charlton shared that the **CoC Board is accepting applications to recruit up to three new members starting Friday, December 1, 2023 through Thursday, February 1, 2024**. Explore the [CoC Membership Application](#) to learn about the application process, access helpful resources, and more! Be sure to share the application link with your network and community today. If you have any questions, please email [Michelle Charlton](#).

Guest:

- Shelter In is hiring for a Program Manager for our PSH Concord sites and a Property Manager for our Sacramento PSH sites. Please reach out to [Andrea.Foti@shelterinc.org](mailto:Andrea.Foti@shelterinc.org) for more information.

<b>V. HHAP 5/Equity Improvement Plan</b>	Connor Johnson, Consultant	9:25 AM (45 min)	Informational & Discussion
--	-------------------------------	---------------------	----------------------------------

Connor shared a [presentation](#), providing details about the today's agenda item, [HHAP grant program application](#), [LHAP details](#), the consulting team, the Regional Coordinated Homelessness Action Plan (RCHAP) and it's planning process, Acronyms of Today's discussion (CAL ICH, RCHAP, HHAP, LHAP), background and context, what will the process look like?, Foundational work / plan components, timeline with key dates, what to expect / opportunities for engagement, partner feedback, framework for improvement. Tom and Joel shared details about the HHAP application, System Performance Measures (SPM), REQ Priorities &

Improvements To-Date, and next steps. Questions were asked. Please see the recording and chat for details.

Action Item:

- SSF staff will send the REQC the Zoom invite to attend the 1/3/2024 meeting.

<b>VI. Action Plan Update and Review &amp; Edit of the Draft 2024 REQC Work Plan</b>	REQC Chairs & Anthony Robinson	10:10 AM (30 minutes)	Discussion
There was a discussion about the 2024 Point-In-Time (PIT) Count survey, addressing the need to be able to translate to other languages and how to improve for the next PIT Count. Rachel discussed the <a href="#">2023 REQC work plan goals</a> (goals 1 and 2) whether to keep, remove, and/or adjust the goals and subgoals. Questions and comments were asked. Please see the chat and recording for more information.			
<b>VII. REQC Chair Recruitment</b>	REQC Chairs	10:40 AM (10 minutes)	Discussion
Ardy shared he will step down as REQC Co-Chair and today will be his last REQC meeting as Co-Chair. If there is interest to Co-Chair the REQC, please email <a href="#">Angela Upshaw</a> or <a href="#">Michelle Charlton</a> .			
<p><b>VIII. Meeting Adjourned at 10:53am</b></p> <p><b>The Next REQC Meeting is Wednesday, Jan. 17, 2024 at 9:00am.</b></p>			

**REQC Meeting Chat:**

08:59:35 From Ardy Akhzari To Everyone:  
brb

09:00:56 From Michelle Charlton (She/Her) CoC Coordinator, SSF To Everyone:  
**Welcome! Here is today's agenda:**

<https://sacramentostepsforward.org/wp-content/uploads/2023/12/REQC-Agenda-Dec-2023-.pdf>

09:03:22 From Michelle Charlton (She/Her) CoC Coordinator, SSF To Everyone:

**Opener:** What would it  
look like/feel like if  
things were good? If we  
were living in an  
accessible, non-racist,  
safe culture and world?

09:03:50 From Ardy Akhzari To Everyone:  
back

09:03:58 From Fatemah Martinez To Everyone:  
Everyone's needs were met

09:04:15 From Connor Johnson To Everyone:  
Everyone feels affirmed and seen

09:04:50 From Michelle Charlton (She/Her) CoC Coordinator, SSF To Everyone:  
**FYI, we have quorum.**

09:05:11 From Alan Snyder - Molina Healthcare To Everyone:  
Everyone would feel like they had an equal voice.

09:05:29 From Dawn Basciano To Everyone:  
Equitable, fair access, treatment, navigation in every place, space that exists

09:05:29 From Deisy Madrigal, She/Her To Everyone:  
Safe communities for everyone

09:06:37 From Yvette Buckner To Everyone:  
being able to elevate in the work places fairly

09:06:41 From Marjorie Beazer To Everyone:  
If the powerful operated on principles of the nonnegotiable value of human life,  
that a true system of democracy were the preferred operating system, and if  
there was a core set of care/respect-driven principles steeped in core faith-based  
concepts and precepts we might actually begin to get --and stay--there.

09:07:10 From Michelle Charlton (She/Her) CoC Coordinator, SSF To Everyone:

**Land Acknowledgement:**

<https://acrobat.adobe.com/link/track?uri=urn%3Aaid%3AscDs%3AUS%3Af3a4c3c2-31fd-341a-a932-8cd00e2ea619>

09:07:49 From Michelle Charlton (She/Her) CoC Coordinator, SSF To Everyone:

**Community Agreements:**

<https://acrobat.adobe.com/link/review?uri=urn%3Aaid%3AscDs%3AUS%3A578b5a09-0926-3ddd-a106-ee10a5321a25>

09:09:26 From Michelle Charlton (She/Her) CoC Coordinator, SSF To Everyone:

**Here is the 2024 Spotlight on Equity sign up form:**

<https://www.signupgenius.com/go/10c094cafaa23abfcc07-spotlight#/>

09:11:51 From Marjorie Beazer To Everyone:

"...rights to self determination, resulting in the return of those ownership rights and the privileges and powers inherent therein." A possible edit to the statement.

09:12:07 From Michelle Charlton (She/Her) CoC Coordinator, SSF To Everyone:

**Approval of the November Meeting Minutes:**

09:12:15 From Ardy Akhzari To Everyone:

Yes

09:12:18 From Angela Upshaw To Everyone:

yes

09:12:18 From Deborah Hicks To Everyone:

yes

09:12:18 From Dawn Basciano To Everyone:

Yes

09:12:19 From Kazoua Heu To Everyone:

yes

09:12:21 From Fatemah Martinez To Everyone:

Yes

09:12:30 From Emily Zelaya (she/ella) To Everyone:

Yes

09:12:35 From Deisy Madrigal, She/Her To Everyone:

Yes

09:12:40 From Yvette Buckner To Everyone:

yes

09:12:54 From Quinn Jones-Hylton To Everyone:

Yeah

09:14:08 From Jodi Weiner (she/her) Learning & Development Specialist To Everyone:

Thanks Sarah! Was just going to say the same.

09:14:47 From Sarah Fletcher To Everyone:

**Don't forget to sign up for the 2024 Point-In-Time Count!**

<https://sacramentostepsforward.org/continuum-of-care-point-in-time-pit-count/2024-point-in-time-count/> For questions, email [sacpitcount@sacstepsforward.org](mailto:sacpitcount@sacstepsforward.org)

09:14:59 From Michelle Charlton (She/Her) CoC Coordinator, SSF To Everyone:

**The CoC Board is accepting applications to recruit up to three new members starting Friday, December 1, 2023 through Thursday, February 1, 2024.** Explore the CoC Membership Application to learn about the application process, access helpful resources, and more! Be sure to share the application link with your network and community today. In addition to applying to join the CoC Board you can apply to join the CoC Committees. Please see the beginning of the application for details. If you have any questions, please email me

([mcharlton@sacstepsforward.org](mailto:mcharlton@sacstepsforward.org)). Apply here:

<https://www.surveymonkey.com/r/GVRLSS2>

09:15:40 From Michelle Charlton (She/Her) CoC Coordinator, SSF To Everyone:

Learn about the CoC Board here:

<https://sacramentostepsforward.org/continuum-of-care-meetings/#board>




09:16:16 From freeda.rawson To Everyone:  
Shelter In is hiring for a Program Manager for our PSH Concord sites and a Property Manager for our Sacramento PSH sites. Please reach out to [Andrea.Foti@shelterinc.org](mailto:Andrea.Foti@shelterinc.org) for more information.

09:18:05 From Angela Upshaw To Everyone:  
National Homeless Persons' Memorial Day:  
<https://nationalhomeless.org/event/national-homeless-persons-memorial-day/>

09:18:56 From Tom Albanese To Everyone:  
[https://bcsh.ca.gov/calich/hhap\\_program.html](https://bcsh.ca.gov/calich/hhap_program.html)

09:20:31 From Tom Albanese To Everyone:  
State HHAP application, above ^^ . Here's link to Sacramento Local Homeless Action Plan:  
<https://sacramentostepsforward.org/sacramento-local-homeless-action-plan/>

09:29:07 From Marjorie Beazer To Everyone:  
Would love to have a copy of Connor's and his team's presentation plz

09:29:19 From Marjorie Beazer To Everyone:  


09:30:28 From Dulce Delgadillo Santisteban, DPA, LCSW (VA CES) To Everyone:  
I believe it will remain on their record for 7 years

09:36:05 From freeda.rawson To Everyone:  
what time are the evening sessions?

09:36:31 From Connor Johnson To Everyone:  
6:30-8pm on Jan 10 and 31

09:38:11 From Kee Mathews To Everyone:  
@Dulce Delgadillo Santisteban, DPA, LCSW (VA CES) In response to the comment, "I believe it will remain on their record for 7 years," especially after highlighting the need to assist those with evictions, an appropriate response could be:

That's correct, evictions can remain on a person's record for up to seven years. This highlights the importance of the discussion today. Explore solutions that not only address immediate housing needs but also consider the long-term impact of eviction records. This could involve advocating for policy changes, such as amending how long evictions stay on credit reports, or creating programs that help individuals rebuild their credit and housing eligibility. It's crucial to look at both preventive measures and rehabilitation strategies to help those affected by past evictions.

09:41:34 From Michelle Charlton (She/Her) CoC Coordinator, SSF To Everyone:  
Sacramento Local Homeless Action Plan:

<https://sacramentostepsforward.org/sacramento-local-homeless-action-plan/>

09:42:03 From Michelle Charlton (She/Her) CoC Coordinator, SSF To Everyone:  
LHAP Year One Plan:

[https://sacramentostepsforward.org/wp-content/uploads/2023/04/Year-One-Activities-2023\\_LHAP\\_FINAL-FINAL.pdf](https://sacramentostepsforward.org/wp-content/uploads/2023/04/Year-One-Activities-2023_LHAP_FINAL-FINAL.pdf)

09:42:45 From Michelle Charlton (She/Her) CoC Coordinator, SSF To Everyone:  
LHAP Infographic:

<https://sacramentostepsforward.org/wp-content/uploads/2022/09/Local-Homeless-Action-Plan-5.pdf>

09:56:00 From Michelle Charlton (She/Her) CoC Coordinator, SSF To Everyone:  
**The Next REQC Meeting is Wednesday, Jan. 17, 2024 at 9:00am.**

09:56:06 From Connor Johnson To Everyone:

Reacted to "The Next REQC Meetin..." with 👍

09:57:42 From Michelle Charlton (She/Her) CoC Coordinator, SSF To Everyone:  
Local Homeless Action Plan (LHAP):

<https://sacramentostepsforward.org/wp-content/uploads/2022/06/SSF-Sacramento-Local-Homeless-Action-Plan-1.pdf>

10:00:04 From Deisy Madrigal, She/Her To Everyone:

Can we also put an emphasis on what is missing when looking at the data. Our system has some shortcomings when gathering data.

10:01:04 From Angela Upshaw To Everyone:

Hi Deisy, absolutely. Are you able to join on 1/3 to discuss/share?

10:01:41 From Deisy Madrigal, She/Her To Everyone:

Replying to "Hi Deisy, absolutely..."

Yes, please send the link!

10:03:12 From Kee Mathews To Everyone:

Reacted to "Local Homeless Actio..." with ♥

10:03:54 From Mina Khoshbakht To Everyone:

Would someone be able to write the email for the job opportunity from the beginning of meeting in the chat please

10:05:07 From Michelle Charlton (She/Her) CoC Coordinator, SSF To Everyone:

Replying to "Would someone be abl..."

From the chat above "Shelter In is hiring for a Program Manager for our PSH Concord sites and a Property Manager for our Sacramento PSH sites. Please reach out to [Andrea.Foti@shelterinc.org](mailto:Andrea.Foti@shelterinc.org) for more information."

10:05:51 From Mina Khoshbakht To Everyone:

Thank you!

10:06:07 From Michelle Charlton (She/Her) CoC Coordinator, SSF To Everyone:

Reacted to "Thank you!" with 👍

10:06:48 From Deisy Madrigal, She/Her To Everyone:

You are referring to the equity plan correct?

10:10:29 From Mina Khoshbakht To Everyone:

Replying to "Would someone be abl..."

Thank you so much I appreciate it

10:10:44 From Samantha Earnshaw To Everyone:  
Replying to "Hi Deisy, absolutely..."  
Could you please forward me the link they send for the next meeting

10:11:31 From Marjorie Beazer To Everyone:  
Replying to "Hi Deisy, absolutely..."  
Same here

10:11:55 From Kee Mathews To Everyone:  
Reacted to "From the chat above ..." with ♥

10:12:14 From Samantha Earnshaw To Everyone:  
Thank you everyone, sorry I have to jump off for conflicting meeting

10:12:27 From Angela Upshaw To Everyone:  
Yes, we will ensure everyone from this committee is invited

10:12:56 From Marjorie Beazer To Everyone:  
Reacted to Yes, we will ensure ... with "👍"

10:13:12 From Deisy Madrigal, She/Her To Everyone:  
Thank you

10:13:22 From Marjorie Beazer To Everyone:  
Thanks for that you guys

10:14:03 From Tom Albanese To Everyone:  
Looking forward to digging more with everyone and making sure our plans fully center on equity. Cheers!!

10:14:08 From Dawn Basciano To Everyone:  
Reacted to "Yes, we will ensure ..." with 👍

10:14:26 From Marjorie Beazer To Everyone:  
Reacted to Looking forward to d... with "👊"

10:14:51 From Marjorie Beazer To Everyone:

Replying to "Looking forward to d..."

Definitely will be g...

10:19:03 From Deisy Madrigal, She/Her To Everyone:  
Thank you, Rachel.

10:21:30 From Michelle Charlton (She/Her) CoC Coordinator, SSF To Everyone:  
Here is the 2023 REQC Work Plan (on the screen):

<https://acrobat.adobe.com/link/review?uri=urn%3Aaid%3Aascds%3AUS%3A7d7e717f-8620-3746-a410-5ca0f5cf3796>

10:22:26 From Marjorie Beazer To Everyone:  
Truth!

10:22:35 From Marjorie Beazer To Everyone:  
Speaking truth to power...

10:23:37 From Marjorie Beazer To Everyone:  
Replying to "Here is the 2023 REQ..."  
Thank you

10:26:55 From Marjorie Beazer To Everyone:  
I think they are still relevant

10:29:49 From Tom Albanese To Everyone:  
Might I suggest looking at status of 1.1 when we meet w/Trent on 1/3?

10:30:16 From Rachel Bereza To Everyone:  
Reacted to "Might I suggest look..." with 

10:30:23 From Tom Albanese To Everyone:  
cool

10:42:51 From Michelle Charlton (She/Her) CoC Coordinator, SSF To Everyone:  
Previous Training Series:

<https://sacramentostepsforward.org/racial-equity-training-series/>

10:43:22 From Michelle Charlton (She/Her) CoC Coordinator, SSF To Everyone:  
Also, there were Racial Equity Stakeholder Forums:  
<https://sacramentostepsforward.org/racial-equity-stakeholder-forums/>

10:43:38 From Deisy Madrigal, She/Her To Everyone:  
I agree Ardy. I recall that being why the trainings halted.

10:44:18 From Emily Zelaya (she/ella) To Everyone:  
Instead of saying, "Provide ongoing training..." we could say, "Provide quarterly training..."

10:45:48 From Marjorie Beazer To Everyone:  
Replying to "Instead of saying, "..."

Or maybe, "at a mini..."

10:46:01 From Dawn Basciano To Everyone:  
Reacted to "Instead of saying, "... " with 👍

10:46:43 From Tom Albanese To Everyone:  
the committee might also review the just approved CoC standards and develop recs for version 2...

10:47:00 From Rachel Bereza To Everyone:  
Reacted to "the committee might ..." with 👍

10:48:23 From Deisy Madrigal, She/Her To Everyone:  
You were amazing Ardy. We were lucky to have you.

10:48:32 From Rachel Bereza To Everyone:  
Please email any feedback on goals 1 and 2 to: [rbereza@sacstepsforward.org](mailto:rbereza@sacstepsforward.org)

10:49:18 From Marjorie Beazer To Everyone:  
Oh my goodness, may you enjoy manifestation of your heart cry and passion for service and people as you next-level the journey! 🤗👊😎👩🔥🙏❤️👏🌸🍷👏☀️

10:49:29 From Michelle Reedus To Everyone:  
Reacted to "Oh my goodness, may ..." with ❤️

10:49:34 From Marjorie Beazer To Everyone:

Reacted to Please email any fee... with "👍"

10:49:42 From Michelle Charlton (She/Her) CoC Coordinator, SSF To Everyone:

Reacted to "Oh my goodness, may ..." with ❤️

10:50:28 From Deisy Madrigal, She/Her To Everyone:

Reacted to "Oh my goodness, may ..." with ❤️

10:50:32 From Tom Albanese To Everyone:

Reacted to "Oh my goodness, may ..." with ❤️

10:50:47 From Kazoua Heu To Everyone:

Oh no. Thank you for all your efforts, Ardy. It was a pleasure to have you co-lead the REQC. Looking forward to seeing where you plant your feet, next.

10:51:09 From Dawn Basciano To Everyone:

Reacted to " Oh no. Thank you fo..." with 👍

10:51:20 From Ardy Akhzari To Everyone:

My Contact info: 916-873-2626 or my personal email at

10:51:29 From Ardy Akhzari To Everyone:

[ardy08@gmail.com](mailto:ardy08@gmail.com)

10:52:01 From Ardy Akhzari To Everyone:

Reacted to "You were amazing Ard..." with ❤️

10:52:08 From Ardy Akhzari To Everyone:

Reacted to "Oh my goodness, may ..." with ❤️

10:52:12 From Ardy Akhzari To Everyone:

Reacted to " Oh no. Thank you fo..." with ❤️

10:52:15 From Michelle Charlton (She/Her) CoC Coordinator, SSF To Everyone:

**The Next REQC Meeting is Wednesday, Jan. 17, 2024 at 9:00am.**

10:52:25 From Marjorie Beazer To Everyone:  
Reacted to My Contact info: 916... with "👍"

10:52:29 From Marjorie Beazer To Everyone:  
Reacted to ardy08@gmail.com with "👍"

10:52:59 From Dulce Delgadillo Santisteban, DPA, LCSW (VA CES) To  
Everyone:

Thank you :)

10:53:00 From Marjorie Beazer To Everyone:  
What chat mtng

10:53:48 From Michelle Charlton (She/Her) CoC Coordinator, SSF To Everyone:  
Regional Coordinated Homelessness Action Plan (RCHAP)

10:54:02 From Marjorie Beazer To Everyone:  
Reacted to Regional Coordinated... with "👍"