

Coordinated Access System Committee (CASC) Meeting Minutes

Thursday, January 11, 2024 | 2:30 PM – 4:00 PM



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

Attendance:

Member	Area of Representation / Organization	Present
Erica Plumb	Mercy Housing	Yes
Gabriel Kendell	2-1-1 Sacramento	Yes
Harjit S Gill	Homeless Service Provider	No
Hezekiah Allen	City of Sacramento	Yes
Joseph Smith (Co-Chair)	Homeless Service Provider	Yes
Kate Hutchinson	Lutheran Social Services	No
Kelsey Endo	Cottage Housing	No
Korei Gipson	Partners with Lived Expertise	Yes
Kristy Smith	Partners with Lived Expertise	Yes
LaShawnda Barker	Sacramento County	Yes
Lindsay Curtis	Sac. County Office of Education	Yes
Monica Rocha-Wyatt (Co-Chair)	Mental Health	No*
Samantha Earnshaw	Northern California	No

SSF Staff	SSF Title
Carissa Theis	Survivor System Analyst
Michelle Charlton	CoC Coordinator
Michelle Reedus	CES Manager
Melissa Shelton	Referral Specialist
Quinn Jones-Hylton	CAS Analyst
Sarah Fletcher	Communication Specialist
Stacey Fong	Coordinated Access Operations Manager
Tiffani Reimers	Case Conferencing Coordinator

Guests
<p>Alan Snyder, Christina Kitchen, Cristina, Dennis S, Dulce Delgadillo Santisteban, Eason Ramson, El Mahdi Outbir, Haimanot Ashenafi, Hanna Bloomquist, Jeniffer Zamora, Jess Bauer, Quinta Davenport, Rachael Martinez, Ramon Purnell, Ray Kemp, Reid Anderson, Shelley Sedenquist, Stephanie Green, Terese McWilliams, Tina Koepke, Val Aceves, and Varin Arora.</p>

Agenda Item	Presenter(s):	Time	Item Type
<p>I. Welcome, New CAS Committee Name Change, & Introductions</p> <p>Welcome New Members: Hezekiah Allen, Korei Gipson, Kristy Smith, LaShawnda Barker, & Lindsay Curtis</p>	<p>Joe Smith, CASC Co-Chair</p>	<p>2:30 PM (5 minutes)</p>	<p>Informational</p>

Joe called the meeting to order around 2:34 PM. Joe to mention the CoC Board approved this committee's new [name change](#) and welcomed new CASC members. New CASC members introduced themselves.

II. Announcements: (Upcoming Events & Recent Actions)	CASC Co-Chairs, CASC Members, SSF Staff, & Guests	2:35 PM (5 minutes)	Informational
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CASC members:

- Joe and Lindsay shared announcements. Please see the recording for details.

SSF staff:

- Sarah Fletcher shared there are two big opportunities available to everyone who wants to get involved with the hands-on work of system-level change. First, the 2024 Point-In-Time Count happening on the 24th and 25th. Learn more [here](#). We also have some very exciting sessions working on the Regionally Coordinated Homelessness Action Plan on January 31st. Registration will be available very soon, and you will be able to find those links as well as more details [here](#).
- 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. 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 [Michelle Charlton](#).

III. Approval of 11/9/23 Meeting Minutes <i>(The December CASC was canceled.)</i> Supporting Material: <ul style="list-style-type: none"> • 11/9/23 Meeting Minutes 	Joe Smith	2:40 PM (5 minutes)	Action
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Motioned for Approval of 11/9/2023 Meeting Minutes: 1st - Joe Smith, 2nd - LaShawnda Barker

Motion approved.

IV. Approval of 2024 CASC Work Plan

Supporting Material:

- [Draft 2024 CASC Work Plan](#)

Michelle Reedus, SSF, CE Systems Program Manager

2:45 PM
(30 minutes)

Discussion & Action

Michelle R. discussed the work plan, edits were made, and questions were asked. Please see the recording for details.

Motioned for Approval of 2024 CASC Work Plan: 1st - Hezekiah Allen, 2nd - LaShawnda Barker.

Motion approved.

V. Review 2023 CoC Committee Overview PPT - CASC [Slides](#)

Joe Smith

3:15 PM
(15 minutes)

Discussion

Joe went over the CASC slides, edits were made, and asked CASC members, with their consent, to provide headshots to add to the CASC slides. Email headshots to [Michelle Charlton](#).

VI. Provider Barriers & Solutions

Peter Bell, Planning Director

3:30 PM
(30 minutes)

Discussion

Stacey shared a [presentation](#) about the feedback process, identified barriers, solutions, and opportunities to provide feedback. Questions and comments were asked. Please see the recording for details.

VII. Meeting Adjourned around 3:45 PM

The next CASC meeting is Thursday, Feb. 8, 2024 2:30 PM to 4:00 PM.

Meeting Chat

14:30:19 From Korei Gipson to Everyone:

Hello everyone, Good afternoon. 🙌

14:31:54 From Michelle Charlton (She/Her) CoC Coordinator, SSF to Everyone:

Welcome to the Jan. 2024 Coordinated Access System Committee (CASC) meeting! Here is today's meeting agenda:

https://sacramentostepsforward.org/wp-content/uploads/2024/01/1_2024-CASC-Meeting-Agenda.pdf

14:34:47 From Michelle Reedus- SSF to Everyone:

Reacted to "Hello everyone, Good ..." with ❤️

14:39:28 From Korei Gipson to Everyone:

Thank you

14:40:18 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 here: <https://www.surveymonkey.com/r/GVRLSS2> to learn about the application process, access helpful resources, and more! Be sure to share the application link with your network and community. 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 Michelle Charlton: mcharlton@sacstepsforward.org

14:44:38 From Sarah Fletcher to Everyone:

We have two big opportunities available to everyone who wants to get involved with the hands-on work of system-level change. First, the 2024 Point-In-Time Count happening on the 24th and 25th. Learn more here: <https://sacramentostepsforward.org/continuum-of-care-point-in-time-pit-count/2024-point-in-time-count/> We also have some very exciting sessions working on the Regionally Coordinated Homelessness Action Plan on January 31st. Registration will be available very soon, and you will be able to find those links as well as more details here: <https://sacramentostepsforward.org/rchap/>

14:45:48 From Kristy Smith to Everyone:
Reacted to "We have two big oppo..." with 👍

14:46:10 From Kristy Smith to Everyone:
Reacted to "Welcome to the Jan. ..." with 👍

14:46:22 From Kristy Smith to Everyone:
Reacted to "The CoC Board is acc..." with 👍

14:52:10 From Lashawnda's iPhone to Everyone:
Sorry I'm late
LaShawnda Barker County of Sacramento
DHA
Housing Support
Supervisor

14:53:53 From Lindsay Curtis to Everyone:
Reacted to "Sorry I'm late
LaSha..." with 🎉

14:54:09 From Michelle Charlton (She/Her) CoC Coordinator, SSF to Everyone:
Reacted to "Sorry I'm late
LaSha..." with ❤️

14:55:11 From Michelle Charlton (She/Her) CoC Coordinator, SSF to Everyone:
We have quorum.

14:58:26 From Jess Bauer - Sacramento County to Everyone:
Reacted to "We have quorum." with ❤️

15:00:21 From Lashawnda's iPhone to Everyone:
Thank you

15:10:14 From Hanna Bloomquist (she/her/hers) to Everyone:
by assessment are you referring to VI-SPDAT?

15:12:19 From Kristy Smith to Everyone:

Who can become a CAS Assessor, or are there specific requirements?

15:14:25 From Lashawnda's iPhone to Everyone:

We need like a campaign to educate community- clients

15:14:33 From Lindsay Curtis to Everyone:

Reacted to "We need like a campa..." with 👍

15:14:34 From Michelle Reedus- SSF to Everyone:

Reacted to "We need like a campa..." with ❤️

15:14:37 From Kristy Smith to Everyone:

Reacted to "We need like a campa..." with 👍

15:17:33 From Deisy Madrigal, She/Her to Everyone:

The score doesn't affect but it can impact where they pop up on the list.

15:17:41 From Kristy Smith to Everyone:

Reacted to "The score doesn't af..." with 👍

15:18:06 From Dulce Delgadillo Santisteban, DPA, LCSW (VA CES) to Everyone:

Where can we get a copy of the VI-SPDAT?

15:18:14 From Kristy Smith to Everyone:

Removed a 👍 reaction from "The score doesn't af..."

15:18:52 From Tiffani Reimers to Everyone:

I think it's just chronic health conditions and length of time homeless for TAY

15:19:00 From Kristy Smith to Everyone:

Reacted to "I think it's just ch..." with 👍

15:19:39 From Tiffani Reimers to Everyone:

There's a separate TAY list

15:19:56 From Stacey Fong to Everyone:

Dulce, if you are a certified assessor you can access the VI-SPDAT under

assessments in HMIS

15:20:36 From Hanna Bloomquist (she/her/hers) to Everyone:

It sounds like they are working on a better index than VI-SPDAT to filter people through CAS that we will hear about in June

15:21:27 From Tiffani Reimers to Everyone:

I send it to Shelly before each meeting (2x/ month)

15:23:10 From Deisy Madrigal, She/Her to Everyone:

Got it. I'll double-check for my peace of mind. Thank you for clarifying. I truly appreciate it.

15:23:18 From Michelle Charlton (She/Her) CoC Coordinator, SSF to Everyone:

Approval of 2024 CASC Work Plan as discussed today:

15:23:27 From Erica Plumb (she, her) to Everyone:

yes

15:23:28 From Lashawnda's iPhone to Everyone:

Yes

15:23:31 From Michelle Reedus- SSF to Everyone:

Reacted to "Got it. I'll double-..." with 

15:23:32 From Joseph Smith, Hope Cooperative to Michelle Charlton (She/Her) CoC Coordinator, SSF(Direct Message):

yes

15:23:32 From Lindsay Curtis to Everyone:

yes

15:23:33 From Kristy Smith to Everyone:

Yes

15:23:39 From Hezekiah Allen to Everyone:

Yes

15:24:51 From Michelle Charlton (She/Her) CoC Coordinator, SSF to Everyone:
Approval of 11/9/2023 Meeting Minutes

15:25:05 From Hezekiah Allen to Everyone:
Abstain

15:25:07 From Lashawnda's iPhone to Everyone:
Yes

15:25:08 From Erica Plumb (she, her) to Everyone:
yes

15:25:09 From Lindsay Curtis to Everyone:
abstain

15:25:13 From Joseph Smith, Hope Cooperative to Everyone:
yes

15:27:17 From Michelle Charlton (She/Her) CoC Coordinator, SSF to Everyone:
CAS Reports: <https://sacramentostepsforward.org/cas-reports-updates/>

15:27:29 From Lashawnda's iPhone to Everyone:
Where do we send the head shot

15:28:12 From Michelle Charlton (She/Her) CoC Coordinator, SSF to Everyone:
For CASC member headshots, please send them to me:
mcharlton@sacstepsforward.org

15:35:32 From Michelle Charlton (She/Her) CoC Coordinator, SSF to Everyone:
Here is Stacey's email: sfong@sacstepsforward.org

15:37:42 From Lindsay Curtis to Everyone:
Do we have to register for the Frontline Collab meetings or can we just show up?

15:38:20 From Lindsay Curtis to Everyone:
Thank you!

15:39:43 From Michelle Charlton (She/Her) CoC Coordinator, SSF to Everyone:
Thank you! The next CASC meeting is Thursday, Feb. 8, 2024 2:30 PM to 4:00 PM.

15:39:54 From Lashawnda's iPhone to Everyone:
Thank you

15:40:04 From Lindsay Curtis to Everyone:
Thank you, everyone!