

Coordinated Access System Committee (CASC) Meeting Minutes

Thursday, July 11, 2024 | 2:30 PM to 4:00 PM



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

Attendance:

| Member | Area of Representation / Organization | Present |
|----------------------------|---------------------------------------|---------|
| Cynthia Hunt | Cottage Housing, Inc. | Yes |
| Erica Jaramillo | Mental Health | No |
| Erica Plumb | Mercy Housing | Yes |
| Gabriel Kendell | 2-1-1 Sacramento | No |
| Harjit S Gill | Homeless Service Provider | Yes |
| Hezekiah Allen | City of Sacramento | Yes |
| Joseph Smith, Co-Chair | Homeless Service Provider | Yes |
| Juniper D'usse | Youth Action Board | Yes |
| Korei Gipson | Partners with Lived Expertise | No |
| Kristy Smith | Partners with Lived Expertise | Yes |
| LaShawnda Barker, Co-Chair | Sacramento County | Yes |
| Lindsay Curtis | Sac. County Office of Education | Yes |
| Maria Avdalas | Housing Authority Management, SHRA | No |
| Noel Kammermann | Jamboree Housing | No |
| Nur Kausar | EAH Housing | Yes |

**Notified SSF Staff they would be absent in advance/excused.*

| SSF Staff | SSF Title |
|---------------------|---|
| Ayanna McGee | Program Director, Systems of Care Integration |
| Geoffrey Fralick | Program Analyst - Youth Specialist |
| Jesse Archer | CoC Analyst |
| Jodi Weiner | Learning & Development Specialist |
| Leah Kingsley | Youth Programs Specialist |
| Marjorie Delgadillo | Family Collaborative Director |
| Michelle Charlton | CoC Coordinator |
| Michelle Reedus | CES Manager |
| Moneshia Davis | Case Conferencing Coordinator |
| Peter Bell | Planning Director |
| Sarah Fletcher | Communications |
| Sarah Schwartz | Volunteer Coordinator |
| Shaitra Ken | Program Analyst - Housing |
| Tlatzin Muro | Referral Specialist |

Guests

Carissa Theis, Christina Heredia, Christine Wetzel, Darrell, Deisy Madrigal, Devin Strecker, Dre Richard, Elham Niazi, Haimanot Ashenafi, Irene Chu, LMatthews, Mercedes Lott, Niomi Del Rio, Paul Shock, Quinta Davenport, Rose Arteaga, Sophia Puente, Tina Koepke, and Tonya Benefield.

| Agenda Item | Presenter(s): | Time | Item Type |
|---|---|------------------------|---------------|
| I. Welcome & Introductions | LaShawnda Barker, CASC Co-Chair | 2:30 PM (5 minutes) | Informational |
| LaShawnda called the meeting to order around 2:33 PM. | | | |
| II. Announcements: (Upcoming Events & Recent Actions) | LaShawnda Barker, CASC Members, SSF Staff, & Guests | 2:35 PM (5 minutes) | Informational |
| No announcements were shared. | | | |
| III. Approval of 6/13/24 Meeting Minutes Supporting Material: • 6/13/24 Meeting Minutes | Joe Smith, CASC Co-Chair | 2:40 PM (5 minutes) | Action |
| Motioned for Approval of 6/13/2024 Meeting Minutes: 1st - Hezekiah Allen, 2nd – LaShawnda Barker Motion approved. | | | |

| | | | |
|---|--|---------------------------------|------------------------------------|
| <p>IV. Extremely Vulnerable Households (EVH) Follow Up</p> <p>Supporting Material:</p> <ul style="list-style-type: none"> • April CASC Meeting Presentation | <p>Peter Bell, SSF Planning Director</p> | <p>2:45 PM (10 minutes)</p> | <p>Discussion & Action</p> |
|---|--|---------------------------------|------------------------------------|

Peter shared an [overview](#) on EVH, the EVH policy, what to expect, system improvements summary, and that this will be discussed in the following agenda item (“VI-SPDAT Replacement: The Housing Conversation Tool (HCT)”). The CASC agreed to vote on this agenda item with the VI-SPDAT Replacement: The Housing Conversation Tool (HCT) agenda item below.

| | | | |
|--|-------------------|---------------------------------|------------------------------------|
| <p>V. VI-SPDAT Replacement: The Housing Conversation Tool (HCT)</p> | <p>Peter Bell</p> | <p>2:55 PM (65 minutes)</p> | <p>Discussion & Action</p> |
|--|-------------------|---------------------------------|------------------------------------|

Peter shared a [presentation](#) that was presented at the Community Discussions this week (7/8 and 7/10), the feedback from the Community Discussions, an edit to HCT questions (a question about arson was added), the need for approval from the REQC and CoC Board, details about the [HCT Prioritization Schema](#), the timeline & trainings. Questions were asked. Please see the meeting recording for details.

Motioned for Approval of the VI-SPDAT Replacement: The Housing Conversation Tool (HCT) as discussed/recommended: 1st – Hezekiah Allen, 2nd – Cynthia Hunt

Motion approved.

Approval of the Extremely Vulnerable Households (EVH) Policy as discussed/recommended 1st - LaShawnda Barker, 2nd - Hezekiah Allen.

Motion approved.

VI. Meeting Adjourned

The next CASC Meeting is Thursday, August 8, 2024 at 2:30 PM.

Meeting Chat

14:29:42 From Michelle Charlton (She/Her) CoC Coordinator, SSF to Everyone:
Welcome! Here is today's meeting agenda: <https://sacramentostepsforward.org/wp-content/uploads/2024/07/CASC-July-2024-Agenda-.pdf>

14:32:01 From Harjit Singh Gill to Everyone:
hi everyone! hope you're all hanging in there.

14:32:10 From Michelle Charlton (She/Her) CoC Coordinator, SSF to Everyone:
Welcome! Here is today's meeting agenda: <https://sacramentostepsforward.org/wp-content/uploads/2024/07/CASC-July-2024-Agenda-.pdf>

14:32:11 From Quinn Jones-Hylton to Everyone:
Reacted to "Welcome! Here is tod..." with 👍

14:32:14 From LaShawnda Barker she, her DHA HSP to Everyone:
Reacted to "Welcome! Here is tod..." with 👍

14:32:16 From Erica Plumb (she, her) to Everyone:
stepping away for 2 mins!

14:32:16 From Quinn Jones-Hylton to Everyone:
Reacted to "hi everyone! hope yo..." with 👍

14:34:29 From Michelle Charlton (She/Her) CoC Coordinator, SSF to Everyone:
Approval of 6/13/2024 Meeting Minutes

14:34:39 From Lindsay Curtis to Everyone:

Yes

14:34:41 From Joseph Smith to Everyone:

yes

14:34:41 From Juniper D'usse to Everyone:

Yes

14:34:42 From Erica Plumb (she, her) to Everyone:

abstain

14:34:43 From Hezekiah Allen to Everyone:

Yes

14:34:45 From Cynthia Hunt to Everyone:

yes

14:34:46 From LaShawnda Barker she, her DHA HSP to Everyone:

Yes

14:34:49 From Nur Kausar (she/her), EAH Housing to Everyone:

yes

14:35:12 From Michelle Charlton (She/Her) CoC Coordinator, SSF to Everyone:

This presentation: <https://sacramentostepsforward.org/wp-content/uploads/2024/04/CASC-EVH-Presentation-4.9.24-1.pdf>

14:35:41 From Harjit Singh Gill to Everyone:

wifi issues, back now, apologies.

14:35:50 From LaShawnda Barker she, her DHA HSP to Everyone:

Reacted to "wifi issues, back no..." with 👍

14:42:05 From Peter Bell (he/him) to Everyone:
Shout out to Quinn!

14:42:16 From Kristy Smith to Everyone:
Reacted to Shout out to Quinn! with "❤️"

14:42:21 From Quinn Jones-Hylton to Everyone:
Reacted to "Shout out to Quinn!" with ❤️

14:42:23 From Ayanna McGee (she/hers) - SSF to Everyone:
Reacted to "Shout out to Quinn!" with ❤️

14:42:40 From Christina Heredia to Everyone:
Reacted to "Shout out to Quinn!" with ❤️

14:43:20 From Deisy Madrigal, She/Her to Everyone:
2 things can be true at once.

14:43:26 From Michelle Reedus-SSF to Everyone:
Reacted to "Shout out to Quinn!" with ❤️

14:43:40 From Sarah Schwartz (Volunteer Coordinator) to Everyone:
Reacted to "Shout out to Quinn!" with 💜

14:44:55 From Michelle Charlton (She/Her) CoC Coordinator, SSF to Everyone:
This presentation: <https://sacramentostepsforward.org/wp-content/uploads/2024/07/HCT-Community-Input.pdf>

14:45:15 From Michelle Charlton (She/Her) CoC Coordinator, SSF to Everyone:

HCT Questions: <https://sacramentostepsforward.org/wp-content/uploads/2024/07/Housing-Conversation-Tool-.pdf>

14:45:22 From Michelle Charlton (She/Her) CoC Coordinator, SSF to Everyone:
HCT Prioritization Schema: <https://sacramentostepsforward.org/wp-content/uploads/2024/07/Housing-Conversation-Tool-Prioritization-Schema.pdf>

14:50:53 From Niomi Del Rio to Everyone:
Reacted to "Shout out to Quinn!" with ❤️

14:53:33 From Harjit Singh Gill to Everyone:
sorry again, wifi froze

14:54:50 From Rose Arteaga to Everyone:
Agreed!

14:55:06 From Haimanot Ashenafi to Everyone:
How will the HCT support making an ISP?

14:59:48 From Christina Heredia to Everyone:
Maybe include resources for credit repair and how to get record expunged. If in Bridge housing these items would be important to work on.

15:00:16 From Lindsay Curtis to Everyone:
Reacted to "Maybe include resour..." with 👍

15:02:07 From Christina Heredia to Everyone:
I love it!

15:02:16 From Kristy Smith to Everyone:
Reacted to Maybe include resour... with "👍"

15:02:17 From Kristy Smith to Everyone:

Reacted to I love it! with "👍"

15:02:33 From Ayanna McGee (she/hers) - SSF to Everyone:

Reacted to "Maybe include resour..." with 👍

15:03:51 From Christina Heredia to Everyone:

It is not a forever plan, but more of a right now plan.

15:05:34 From Harjit Singh Gill to Everyone:

Brb

15:10:41 From Marjorie Delgadillo - SSF (s/her) to Everyone:

Reacted to "Maybe include resour..." with 👍

15:12:45 From Christina Heredia to Everyone:

Hopefully this will create some new positions soon!

15:12:53 From Kristy Smith to Everyone:

Reacted to Hopefully this will ... with "👍"

15:16:40 From Christina Heredia to Everyone:

It is like continuing education.

15:16:45 From LaShawnda Barker she, her DHA HSP to Everyone:

Reacted to "It is like continuin..." with 👍

15:17:24 From Kristy Smith to Everyone:

Reacted to It is like continuin... with "👍"

15:19:58 From Michelle Charlton (She/Her) CoC Coordinator, SSF to Everyone:

Here is the July 17, 2024 REQC meeting agenda:

<https://sacramentostepsforward.org/wp-content/uploads/2024/07/July-17-2024-REQC-Meeting-Agenda.pdf>

15:22:43 From Lindsay Curtis to Everyone:

Thank you, Deisy! I really respect your work and opinion.

15:22:51 From Kristy Smith to Everyone:

Reacted to Thank you, Deisy! I ... with "❤️"

15:22:56 From Michelle Reedus to Everyone:

Reacted to "Thank you, Deisy! I ..." with ❤️

15:23:02 From Leah Kingsley SSF to Everyone:

Reacted to "Thank you, Deisy! I ..." with ❤️

15:23:12 From Christina Heredia to Everyone:

Reacted to "Thank you, Deisy! ..." with ❤️

15:23:31 From Ayanna McGee (she/hers) - SSF to Everyone:

Reacted to "Thank you, Deisy! I ..." with ❤️

15:25:23 From Quinn Jones-Hylton to Everyone:

Reacted to "Thank you, Deisy! I ..." with ❤️

15:25:31 From Quinn Jones-Hylton to Everyone:

Reacted to "Hopefully this will ..." with 👍

15:28:24 From Deisy Madrigal, She/Her to Everyone:

Sorry its the end of the day and my brain is kind of fried.

Replacing and retraining had to go hand in hand. It has been discussed that our current assessors would have minimal retraining. Newer assessors would be required to

complete full training to ensure full understanding.

15:28:45 From Harjit Singh Gill to Everyone:

I have to go to a conflict at 330 (interviewing a candidate), my apologies for the early exit, but thank you for this discussion and all the work!

15:30:06 From Tonya Benefield-Meadowviw to Everyone:

i like that

15:30:13 From LaShawnda Barker she, her DHA HSP to Everyone:

Reacted to "I have to go to a co..." with 👍

15:30:31 From Ayanna McGee (she/hers) - SSF to Everyone:

Reacted to "Sorry its the end of..." with 👍

15:40:25 From Michelle Charlton (She/Her) CoC Coordinator, SSF to Everyone:

Approval of the Extremely Vulnerable Households (EVH) Policy as discussed/recommended

15:40:28 From Hezekiah Allen to Everyone:

yes

15:40:31 From LaShawnda Barker she, her DHA HSP to Everyone:

Yes

15:40:32 From Nur Kausar (she/her), EAH Housing to Everyone:

yes

15:40:32 From Lindsay Curtis to Everyone:

Yes

15:40:33 From Erica Plumb (she, her) to Everyone:

yes

15:40:35 From Juniper D'usse to Everyone:

yes

15:40:36 From Joseph Smith to Everyone:

yes

15:40:45 From Cynthia Hunt to Everyone:

yes

15:41:13 From Michelle Charlton (She/Her) CoC Coordinator, SSF to Everyone:

Approval of the VI-SPDAT Replacement: The Housing Conversation Tool (HCT) as discussed/recommended:

15:41:13 From LaShawnda Barker she, her DHA HSP to Everyone:

Yes

15:41:16 From Hezekiah Allen to Everyone:

yes

15:41:19 From Nur Kausar (she/her), EAH Housing to Everyone:

yes

15:41:19 From Joseph Smith to Everyone:

yes

15:41:19 From Cynthia Hunt to Everyone:

yes

15:41:19 From Lindsay Curtis to Everyone:

Yes

15:41:19 From Kristy Smith to Everyone:

Yes

15:41:20 From Erica Plumb (she, her) to Everyone:

Yes

15:41:20 From Juniper D'usse to Everyone:

yes

~~15:41:21 From Tonya Benefield-Meadowviw to Everyone:~~

~~yes~~

15:43:45 From Michelle Charlton (She/Her) CoC Coordinator, SSF to Everyone:

The next CASC Meeting is Thursday, August 8, 2024 at 2:30 PM.

15:44:13 From Lindsay Curtis to Everyone:

Thank you, everyone, for all your hard work

15:44:17 From Quinn Jones-Hylton to Everyone:

Take care!