

Coordinated Access System Committee (CASC) Meeting Minutes

Thursday, Oct. 10, 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	Yes
Erica Plumb	Mercy Housing	Yes
Gabriel Kendall	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
Juniper D'usse	Youth Action Board	No
Korei Gipson	Partners with Lived Expertise	Yes
Kristy Smith	Partners with Lived Expertise	No
LaShawnda Barker, Co-Chair	Sacramento County	Yes
Lindsay Curtis	Sac. County Office of Education	No
Maria Avdalas	Housing Authority Management, SHRA	Yes
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
Giselle Escalante	DV Referral Specialist
Kathreen “Nica” Daria	Capacity Building & Training Manager
Michelle Charlton	CoC Coordinator
Michelle Reedus	Director of CAS Operations
Peter Bell	Planning Director
Quinn Jones-Hylton	Programs Analyst "Emergency Services"
Rachel Bereza	Deputy CEO
Shaitra Ken	Program Analyst - Housing
Rob Huff	COMMS Specialist

Guests
<p>Andrew Geurkink, Carissa Theis, Christina Heredia, Devin Strecker, Jill Fox, Haimanot Ashenafi, Mao Vang, Paul Shock, Quinta Davenport, Sophia Puente, Teresa McWilliams, Tina Koepke, and Yvette Buckner.</p>

Agenda Item	Presenter(s):	Time	Item Type
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I. Welcome & Introductions	LaShawnda Barker, CASC Co-Chair	2:30 PM (5 minutes)	Informational
LaShawnda called the meeting to order around 2:32 PM. New participants introduced themselves.			
II. Announcements: (Upcoming Events & Recent Actions)	LaShawnda Barker, CASC Chairs, CASC Members, SSF Staff, & Guests	2:35 PM (5 minutes)	Informational
Announcements from the CoC CASC: <ul style="list-style-type: none"> • Cynthia Hunt and Joe Smith shared several job opportunities at their agencies. • LaShawnda mentioned an update about housing support program details. Please see the chat and recording for details.			
III. Approval of 9/20/24 Meeting Minutes Supporting Material: <ul style="list-style-type: none"> • 9/20/24 Meeting Minutes 	Joe Smith, CASC Co-Chair	2:40 PM (5 minutes)	Action
Motioned for Approval of 9/20/24 Meeting Minutes: 1 st Cynthia Hunt , 2 nd Gabriel Kendall. Motion approved.			
IV. CAS Evaluation	Peter Bell, SSF Planning Director	2:45 PM (15 minutes)	Discussion
Peter shared details about the CAS Evaluation, that SSF is the lead agency and able to monitor the CAS (e.g. of monitor the data from the HCT, monitor EVH , onsite monitoring, etc.). While HUD does not dictate the scope of methods of CAS			

evaluation, they allow local communities to develop their own strategies. He shared the CAS Assessor Monitoring & Evaluation Strategy 2025, explaining the potential role that the CASC will play in this process, specific details about Funding and Sustainability, Gaps in the current system, and eventual the need to complete a compliance checklist. Several CASC members indicated that they are very interested in the overall strategy/setting up a working group for assisting SSF in evaluating CAS. The working group would consist of members from the CoC CASC and possibly members of the public (with the focus on housing/homeless providers). Comments and questions were made. Please see the recording for details.

Action Item:

- SSF Staff will bring back a recommendation on the structure for the 2025 next steps for the CoC CASC review/vote at the Nov or Jan CASC meeting.

V. CAS Assessor User Agreement	Quinn Jones-Hylton, SSF Programs Analyst	3:00 PM (10 minutes)	Informational
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Quinn shared updates including the CAS Assessor Quiz, the phase out process for the VI-SPDAT and the implementation of the new Housing Conversation Tool. He went over the [CAS Assessor User Agreement form](#) (overview, user responsibilities, and the user code of ethics).

VI. CAS Assessor Recertification Updates and Onboarding Freeze	Kathreen “Nica” Daria, SSF Capacity Building & Training Manager	3:10 PM (20 minutes)	Informational
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Nica shared that the three-part CAS Assessor Recertification training series was completed during the month of September 2024. These [trainings](#) can be found on SSF’s website. Over two hundred assessors were trained as a result of these recertification efforts. More information regarding the timeline for **new** CAS Assessor trainings will be released soon. Questions were asked. Please see the recording and chat for details. Contact us at trainings@sacstepsforward.org with relevant questions.

VII. New CAS Assessor Training	Kathreen “Nica” Daria	3:30 PM (15 minutes)	Discussion
Please see the recording for this discussion item.			
VIII. Conclusion: Open for questions, comments, etc.	Open to All	3:45 PM (15 minutes)	Informational
Discussions about: <ul style="list-style-type: none"> • Reminder for everyone to complete their trainings • Thank you to the SSF Staff for today’s presentation and upcoming efforts. 			
IX. Meeting Adjourned at 3:55pm The next CASC Meeting is Thursday, Nov. 14, 2024 at 2:30 PM.			

Meeting Chat

14:31:42 From Michelle Charlton to Everyone:

Welcome! Here is today’s meeting agenda: <https://sacramentostepsforward.org/wp-content/uploads/2024/10/10.2024-CASC-2024-Agenda-Final.pdf>

14:33:00 From Giselle Escalante SSF (they/them) to Everyone:

Hi! It is my first time attending

14:33:49 From christina heredia to Everyone:

Hello everyone! Christina Heredia Resident Services at CHOC Community Housing

14:34:12 From Erica Plumb (she, her) to Everyone:

Welcome ! This is Erica Plumb with Mercy Housing.

14:34:13 From christina heredia to Everyone:

Welcome Giselle!

14:34:26 From Giselle Escalante SSF (they/them) to Everyone:

Thank you!

14:34:45 From Michelle Charlton to Everyone:

Welcome! Here is today's meeting agenda: <https://sacramentostepsforward.org/wp-content/uploads/2024/10/10.2024-CASC-2024-Agenda-Final.pdf>

14:35:42 From Michelle Charlton to Everyone:

More info about CASC: <https://sacramentostepsforward.org/continuum-of-care-meetings/#casc>


14:35:53 From Devin Strecker to Everyone:

Hi all. Devin with the River District.

14:37:06 From Cynthia Hunt to Everyone:

Personal Development Coach - Sacramento, CA 95811 - Indeed.com

14:37:15 From Michelle Reedus-SSF to Everyone:

Reacted to "Welcome! Here is tod..." with 

14:37:22 From Michelle Reedus-SSF to Everyone:

Removed a  reaction from "Welcome! Here is tod..."

14:37:25 From Michelle Reedus-SSF to Everyone:

Reacted to "Personal Development..." with 

14:37:38 From Cynthia Hunt to Everyone:

My email is chunt@cottagehousing.org

14:37:54 From Joseph Smith to Everyone:

Hope Cooperative current openings:

https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=694e8a3b-d500-4418-ac78-37e581b3fee7&ccld=19000101_000001&type=JS&lang=en_US

14:38:36 From Michelle Charlton to Everyone:

We have quorum.

14:40:18 From Michelle Charlton to Everyone:

Approval of 9/20/24 Meeting Minutes

14:40:19 From Erica Plumb (she, her) to Everyone:

abstain

14:40:22 From Erica Jaramillo, Sac Co BHS to Everyone:

abstain

14:40:27 From LaShawnda County of Sacramento DHA HSP Supervisor to Everyone:

Yes

14:40:29 From Joseph Smith to Everyone:

yes

14:40:32 From Cynthia Hunt to Everyone:

yes

14:40:40 From Gabriel Kendall to Everyone:

Yes

14:40:43 From Nur Kausar (she/her), EAH Housing to Everyone:
yes


14:44:07 From Michelle Reedus-SSF to Everyone:
BRB

14:57:09 From christina heredia to Everyone:
I agree the working group has worked in the past.

15:00:20 From christina heredia to Everyone:
Great questions.

15:01:38 From Erica Plumb (she, her) to Everyone:
have to step away for a min

15:02:13 From christina heredia to Everyone:
Public feedback

15:02:18 From LaShawnda County of Sacramento DHA HSP Supervisor to Everyone:
Reacted to "Public feedback" with 

15:03:06 From Nur Kausar (she/her), EAH Housing to Everyone:
I would at least targeted public outreach to any group that does intersect or directly work with CAS, and then also those who should be and aren't yet but we would like to bring them in?

15:05:17 From Michelle Reedus-SSF to Everyone:
Back

15:06:05 From LaShawnda County of Sacramento DHA HSP Supervisor to Everyone:

Reacted to "I would at least tar..." with 👍

15:06:37 From Nur Kausar (she/her), EAH Housing to Everyone:
I need to step away. Thank you!

15:06:59 From Peter Bell (he/him) to Everyone:
Be right back

15:32:55 From Kathreen "Nica" Daria (She) SSF, Capacity Building & Training Manager to Everyone:
I need to step away briefly

15:33:40 From Kathreen "Nica" Daria (She) SSF, Capacity Building & Training Manager to Everyone:
back

15:33:52 From christina heredia to Everyone:
Good point LaShawnda

15:43:14 From christina heredia to Everyone:
Yes LaShawnda you said it perfectly!!

15:45:07 From christina heredia to Everyone:
Trainings will help and never hurt us. Plus it will help us providers to do no harm.

15:45:18 From Michelle Reedus-SSF to Everyone:
Reacted to "Trainings will help ..." with ❤️

15:45:35 From Quinn Jones-Hylton to Everyone:
Reacted to "Trainings will help ..." with ❤️

15:46:53 From christina heredia to Everyone:
Maybe offer CEU's

15:47:33 From LaShawnda County of Sacramento DHA HSP Supervisor to Everyone:
Reacted to "Maybe offer CEU's" with 👍

15:50:19 From Kathreen "Nica" Daria (She) SSF, Capacity Building & Training Manager to Everyone:

Training Questions: trainings@sacstepsforward.org

15:50:41 From Kathreen "Nica" Daria (She) SSF, Capacity Building & Training Manager to Everyone:

CAS Assessor Trainings: <https://sacramentostepsforward.org/housing-conversation-tool-trainings/>

15:52:30 From christina heredia to Everyone:
Thank you everyone you are amazing!!

15:54:22 From christina heredia to Everyone:
I will be doing mine after this meeting.

15:55:18 From Michelle Charlton to Everyone:

The next CASC Meeting is Thursday, Nov. 14, 2024 at 2:30 PM.

15:55:29 From Erica Plumb to Michelle Charlton(direct message):
Thank you!

15:55:30 From christina heredia to Everyone:
Reacted to "The next CASC Meet..." with ❤️