

# YHDP STATUS REPORT

<b>Project Name</b>	Sacramento YHDP	<b>Reporting Period</b>
<b>Project Owner</b>	Youth Action Board (YAB)	07/01/2024 - 09/30/2024
<b>Prepared by</b>	Geoff Fralick, Youth Program Analyst  YAB	

## HIGHLIGHTS

- Five new Youth Action Board members were onboarded during a two-day retreat hosted by Sacramento Steps Forward (SSF) on July 17th & 18th.
  - The Sacramento YAB now seats a total of eight members.
  - SSF provided a training on “Equity Intersectionality & Implicit Bias” for the entire YAB.
  - Each YHDP Project presented an overview of their work and the service they provide to the community.
- YAB initiated a new system for collecting feedback from YHDP provider check-ins using the [YAB Feedback Form](#).
  - Additionally, in an effort to improve YHDP Monthly Meetings, a [YHDP Monthly Meeting Feedback Form](#) was released allowing attendees to offer suggestions and improvements.
- Shortly after the CoC Program NOFO was released, HUD granted round 6 YHDP recipients the opportunity to apply for an extension to their grant terms. Lutheran Social Services was granted an extension to both the “College Initiative” and “Inspiring Youth Voices” program into the summer of 2025.
- SSF requested a change in project type for the TAY Navigation App from Supportive Services Only (CE-SSO) to a Coordinated Entry (CE) project. The request was approved by HUD in August 2024.
- SSF hired a consultant to facilitate the creation of the YHDP Continuous Quality Improvement Plan. A kickoff meeting was scheduled with the YAB on August 14th, 2024.
  - Shelley Yaun, the consultant hired to facilitate the CQI plan’s development, met with the YAB for throughout the months of August, September, and will continue this work

into October 2024.

- The YAB assigned themselves as point of contacts for each of the seven YHDP-funded projects. Project leads were instructed to meet with their YAB contacts on a monthly basis to provide updates and identify areas for collaboration.
- SSF was invited to a Tipping Point YHDP Community of Practice in Oakland, CA on September 20th. Geoff Fralick attended along with Caleb Merrill, one of the Sacramento YAB's longest serving members, to speak on a panel comprised of three YHDP communities in the state.
- In an effort to increase opportunities for career advancement and sustainability, YAB members have the opportunity to attend monthly "Professional Development Office Hours".
  - These sessions are hosted on the fourth Monday of the month at 2pm.
  - Several YAB members have expressed a desire to receive resume support, job hunting advice, and access to additional opportunities for employment or compensation in the community.
- The YAB developed an unofficial work plan for the months of September-December of 2024. ( [2024 Work Plan](#) )

## CHALLENGES

- One area for improvement regarding YABs engagement with YHDP programs is to create a set date and time for check in meetings. They have found that ad hoc meetings tend to get pushed back or cancelled with little follow-through
  - Additionally, the YAB would like to standardize the questions that are asked in these monthly check ins to notice trends in program performance over time.
- During the development of the Continuous Quality Improvement Plan, the YAB and support staff found that assigning tasks without additional 1:1 support led to stalled progress on the work.
  - Moving forward, on all larger projects, SSF staff will offer individualized, compensated work groups to ensure that the work continues to be youth informed while respecting timelines for completion.

## STATUS UPDATES

Objectives	Task Owner	Status	Notes
<b>HOUSING</b>			
<p>Build a performance tool that aligns with the lived experience of youth and young adults.</p>	<p>SSF+ YAB</p>	<p><b>ON TRACK</b></p>	<p>The YAB began their work on the YHDP CQI Plan with the ongoing assistance of a process management facilitator. The first draft of plan is on track for completion by the October 31st deadline.</p>
<p>Build out a system for YAB to approve job descriptions and collaborate in the hiring process.</p>	<p>YHDP Programs + YAB</p>	<p><b>ON TRACK</b></p>	<p>YAB has been involved in the hiring process for several YHDP funded positions. A formalized system has been proposed in the first draft of the CQI Plan.</p>
<b>PREVENTION AND INTERVENTION</b>			
<p>Increase coordination between agencies to ensure consistent and ongoing support for youth to stay housed.</p>	<p>Homeless Response System + YAB</p>	<p><b>ON HOLD</b></p>	<p>Have yet to start this 2024 goal.</p>
<p>Create transparent processes that allow for open communication with Youth and Young Adults in programs.</p>	<p>SSF + YAB</p>	<p><b>ON HOLD</b></p>	<p>Holding for later in the year because other objectives are priority.</p>

<p>Recommend a framework for the HHAP-5 Youth “Prevention/Diversion” set aside RFP.</p>	<p>SSF + YAB</p>	<p><b>ON TRACK</b></p>	<p>SSF staff will provide the YAB a training on HUD’s best practices for prevention efforts in early November 2025.</p>
<p><b>SUPPORTIVE SERVICES</b></p>			
<p>Provide, encourage, and in some cases require training for youth housing and service providers to ensure an effective youth system.</p>	<p>SSF + YAB</p>	<p><b>OFF TRACK</b></p>	<p>The YAB has been tasked with creating a training schedule for 2025 and submit this to SSF’s “Capacity Building &amp; Training” team.</p>
<p><b>EQUITY</b></p>			
<p>Determine how we want to define overrepresentation locally and recruit for YAB.</p>	<p>YAB</p>	<p><b>ON HOLD</b></p>	<p>On hold until YABs next recruitment period.</p>
<p><b>YOUTH ENGAGEMENT</b></p>			
<p>The Youth Action Board is sufficiently developed, resourced, and supported to provide ongoing, meaningful, and direct input on system planning and implementation.</p>	<p>SSF</p>	<p><b>OFF TRACK</b></p>	<p>SSF’s contracts team is expected to meet with Waking the Village regarding the eventual transition from YHDP Planning Grant to a HHAP-5 contract that will fully fund the YAB beyond 2025.</p>
			<p>Monthly YAB Professional Development</p>

<p>Support YAB both personally and professionally as they continue to support systems change throughout the CoC.</p>	<p>SSF + Waking The Village</p>	<p><b>ON TRACK</b></p>	<p>office hours are now offered as a new service. A tracking tool has been created that support staff can use to update the professional and educational goals of each YAB member.</p>
<p>Implement a youth-led Continuous Quality Improvement (CQI) process.</p>	<p>SSF</p>	<p><b>ON TRACK</b></p>	<p>SSF, YAB and the hired facilitator have met on a weekly basis throughout the months of August and September to create a youth-led CQI Plan for the community.</p>
<p><b>EDUCATION AND EMPLOYMENT</b></p>			
<p>Identify and reach out to community agencies not involved in existing training and educate about resources.</p>	<p>SSF + YAB</p>	<p><b>ON HOLD</b></p>	<p>On hold for later in the year until training plan is complete.</p>

## NEXT STEPS

### Action Items

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Task or Deliverable	Task Owner
Share the first draft of the YHDP CQI Plan to its stakeholders.	SSF + YAB
Finalize the remaining language of the YAB Governance Charter.	SSF + YAB
Develop the YABs 2025 monthly workplans.	YAB
Formalize an agreement between all YHDP funded programs committing a portion of their admin funds to the YAB.	SSF + Providers
Implement an annual approach to updated the Coordinated Community Plan.	SSF + YAB
Recommend a strategy for the HHAP-5 “Prevention & Diversion” RFP.	YAB + Providers + SSF

## Next Reporting Period

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10/01/2024 - 12/31/2024 Prepared by: Geoff Fralick, Program Analyst - Youth

\*Sacramento’s [Coordinated Community Plan](#) can be found on the SSF website and has additional details, goals, and objectives past this reporting period\*