



CoC Advisory Board Agenda

Wednesday, February 14th, 2018 8:00 AM - 9:30 AM

Sacramento Steps Forward, 1331 Garden Highway, Sacramento, CA 95833 - VCR Room (2nd Floor)

I. Welcome & Introductions: Joan Burke, Chair		
II. Review and Approval of Minutes		
III. Chair's Report		
IV. SSF CEO's Report		
V. New Business:		
A. Item: New and Renewing Membership Slate • <i>Action Item</i>	Presenter(s): Bill Knowlton, Secretary	Time: 15 minutes
B. Item: 2018 Executive Committee Slate • <i>Action Item</i>	Presenter(s): Bill Knowlton, Secretary	Time: 15 minutes
C. Item: Data Analytics and Research: System & Goals	Presenter(s): Chris Weare, Data Analytics & Research Manager	Time: 10 minutes
D. Item: RRH Performance Measurement - Dashboards - Performance Targets	Presenter(s): Chris Weare & Lindsay Moss, Sr. Data Analyst Michele Watts, Chief Programs Officer	Time: 20 minutes
E. Item: SSF Board Retreat Report Back	Presenter(s): Joan Burke, Chair	Time: 15 minutes
V. Announcements		
VI. Meeting Adjourned		

Next Meeting - March 14, 2018

Please note that today's meeting is being recorded and the digital file will be available at sacramentostepsforward.org under Continuum of Care, Agendas and Minutes.



CoC Advisory Board Minutes

Wednesday, January 10, 2018 8-9:30 AM

Sacramento Steps Forward, 1331 Garden Highway, Sacramento, CA 95833 - VCR Room (2nd Floor)

MEMBERS PRESENT: Joan Burke, Bill Knowlton, Emily Bender, Sarah Bontrager, Cindy Cavanaugh, Cathy Creswell, Lisa Culp, John Foley, Katie Feeny, Emily Halcon, Erin Johansen, Jason Henry, David Husid, Patty Kleinknecht, Jonathan Porteus, Sarah Thomas, Charles Ware, Holly Wunder Stiles,

GUEST(S): Jonathan Gainsbrugh, Tiffany Mock-Goeman, Andrew Geurkink, Jeffery Tardaguila, Nick Mori, Dorothy Landsberg, Noel Kammermann, Erin Polina, Mike Jaske, Danny Mas--, Tanya Tran, Jason Sitar, Jenn Fleming, Jocelynn Brown Hollis, Angela Upshaw, Martin Ross, Zach Kihm

MEMBERS NOT IN ATTENDANCE: Beth Hassett, Dion Dwyer, Todd Henry, Olivia Kasirye, Amani Sawires Rapaski, Lt. Dan Monk

STAFF: Ryan Loofbourrow-CEO, Michele Watts-Chief Program Officer, Nick Lee-Chief Operating Officer, Desli Beckman - Chief Financial Officer, Ben Avey-Chief Public Affairs Officer, Stacey Fong-Contracts Analyst, Kate Casarino-CoC and Contracts Coordinator

Call to Order: Bill Knowlton 8:06am, Quorum met at 8:07am.

I. Welcome & Introductions by: Joan Burke

II. Review & Approval of Prior Meeting Minutes: Jonathan Porteus 1st, Joan Burke 2nd. MSC.

III. Chair's Report:

Joan Burke:

- Would like to mention TLCS respite center in regards to the community effort in helping Arlan Lewis after the hospital dumped him at Union Gospel Mission. TLCS was not mentioned in the Bee article.
- Would like to increase the awareness of patients being discharged to Richards Boulevard. There needs to be more communication between entities that there is indeed space/beds for clients coming from hospitals.

J. Porteus:

- One thing that needs to be clarified is whether these discharges are from medical or behavioral health facilities. This is an opportunity to create better linkage with behavioral health discharge.
- We need to track these discharges better. J. Porteus will be the main point of contact.

IV. SSF CEO's Report:

R. Loofbourrow

- Introduces new CoC Coordinator, Kate Casarino
- New website revision (sacramentostepsforward.org)
 - All the Advisory Board meeting minutes, agendas, recordings, will be in the "about" section
 - More updates to the website to come
- Cap-to-Cap will be held April 14th - 18th
 - Primary focus will be homelessness
 - 14 or 15 meetings over the span of 2 days
 - Registration is about \$3,500 and also fills up pretty quickly.
 - Send all topics for discussion at Cap-to-Cap to Ryan (Mayra will send out email pertaining to this)
 - C. Creswell asks meeting/forum where community members discuss topics to bring to Cap-to-Cap
 - Send 2017 agenda/topics discussed at least years Cap-to-Cap
 - Send out last year's issue paper to the board.
- SSF is holding a board retreat on the 23rd with Advisory Board Executive members. Send topics you would like to be discussed to Ryan.
- New Business Item C of this Agenda: The flowchart that is listed in today's meeting agenda will not be presented due to new internal discussions of working with Community Solutions and master level students to develop a community-wide system map that incorporates more than just the CoC system. If there are any questions or concerns pertaining to the system map as it stands today, please contact Nick Lee.

V. New Business

A. Item: Coordinated Entry System Compliance: Recommended Policies & Updates

J. Foley:

- The CES committee is currently working on is trying to set up physical places for 211 to refer people to. Staff is working on 3 or 4 MOUs with specific sites that can be walk-up or by appointment.
- One piece that HUD is requiring, is to create a system that evaluates the Coordinated Entry System.
- With the help of the Planning Grant, we will be able to bring in an entity that will be able to evaluate the CES.
- CE Committee would like to adopt a subcommittee
- M. Watts goes over the Recommended Action Handout
- Coordinated Entry Policies and Procedures will be available on 1/16/2018
- Housing Conferencing (formally Case Conferencing) - Best practice for Coordinated Entry. The intent is to better inform the matching process.
- J. Foley reports on the Coordinated Entry Committee meeting that occurred 1/4/18. It is widely known that there are not enough shelter beds to support the number of homeless in the city. The committee is currently trying to set up physical places for 211 to send people to. There are MOU's with 3 or 4 sites who know here to send people and should be running by the 23rd. This will not be announced on television, rather it will be shared by word-of-mouth.

The Coordinated Entry Committee recognizes that a system should be created to evaluate the Coordinated Entry system to ensure that is working how it should. A subcommittee of the Coordinated Entry Committee will be created to evaluate the Coordinated Entry System

C. Cavanaugh asks the purpose of having two committee's because it seems that they are focusing on the same thing, which is to evaluate the Coordinated Entry System.

- M. Watts: The CE Committee is a large group and have other activities that they need to complete in 2018 (RRH Prioritization, etc). The Evaluation Committee would be able to focus on the system without incorporating other activities of the CoC.
- J. Foley: The Evaluation Committee is a subcommittee of the CE Committee, the former being the more formal group.
- M. Watts: The February meeting will discuss what the membership of the Evaluation Committee will look like.
- E. Halcon: How does this committee interplays/differentiate with the Performance Review Committee?
 - M. Watts: The PRC focuses on the NOFA Competition, and in the past 2 years it has been a year-long focus. The PRC does not have the capacity to take on more work. The data and work that the Evaluation Committee will be valuable to the Performance Review Committee.
- C. Creswell: Isn't the PRC supposed to be looking system wide at how all the systems alone and together and ensuring that the CoC is fulfilling all responsibilities that HUD is requiring?
 - M. Watts: The NOFA Competition and creating a Scoring Tool that is sustainable year to year is the current main focus of the PRC, though more commitment to CoC-wide performance priorities can certainly be added.
- C. Cavanaugh: The current committees are not listed anywhere and their objectives are not listed anywhere, and there is a lot of morphing.
 - R. Loofbourrow: SSF will post a list of committees on the website as they stand today. The discussion of committees will be brought up at the Board Retreat. Once the future of the committees has been finalized, it will be shared on the website again.
- S. Thomas: Is it possible to get a copy of the CE data every month, it would be very helpful.

B. Item: Performance Review Committee: FY 2018 NOFA Competition Process and Timeline Revisions

Handout: Revised FY 2018 NOFA Competition Timeline

- M. Watts presents revised FY 2018 NOFA Competition Timeline, which was originally presented in December's Advisory Board meeting. That original timeline listed a Mid-Year review; however after the continued challenges in the PRC in finalizing the scoring tool, the Mid-Year review will not take place before the FY 2018 NOFA competition. The new timeline reflects a scoring tool finalization in the PRC's February meeting, which will then be presented at the March Advisory Board Meeting where the Board will be able to provide their feedback and changes that need to be made will be finalized with the PRC for approval during April's Advisory Board meeting.
- C. Cavanaugh: Brings up a good point that the Advisory Board has not looked over the CoC application to look at key parts so that if needed, the Board can make applicable changes.
 - M. Watts: The application is usually posted on the SSF website, but the Advisory Board has not taken the time to actually look at the application, so it is a good idea to integrate that into the meetings. M. Watts and K. Casarino to develop a plan on how to incorporate this.
 - Suggestion from C. Cavanaugh: Looking at the data of they system, and key parts from the application could be a way to organize committee work.
 - M. Watts assures the Board that this recommendation of foregoing the Mid-Year review for 2018 only, and that the hope is to get to the point where the PRC is comfortable with the tool and that significant changes will not be necessary from year to year.

- Reports link doesn't work on website
- C. Item: Draft System Map for Review**

This item was not discussed. See Section IV of this document entitled SSF CEO's Report.

VI. Follow-Up Items:

- C. Cavanaugh - The posted provider for the City shelter and rehousing program is Sacramento Self-Help Housing.
- Advisory Board Terms:
 - There are many members who will be terming out, with March being the last month they are valid members, including the Executive Committee
 - N. Lee explains that the SSF team and SSF board and executive committee will be discussing a way to gradually release members so that not all members are released at the same time while following the CoC governance and by-laws. This is a one-time fix because all executive members term out at the same time. A call for nominations will be posted in the weeks to come.
 - K. Casarino will send a list to the Advisory Board of all members with their term clearly stated, indicating when their term ends. Currently there are three 2-year commitment from all members.
 - The Governance Charter will be posted on the SSF website.
- D. Husid: What is the best number to give out to people inquiring about services?
 - 211 is the best number
 - Right now we are functioning disjointedly
- C. Creswell: Phone services for people experiencing homelessness -- is this still a barrier, or is it reasonably addressed.

VII. Announcements:

- S. Thomas: Opening the tenant based wait list on 1/16 and is open to the public for two weeks (until 1/30). There will be 7,000 randomly selected on the waitlist, and everything is accessible online.
- N. Lee: SSF is hiring for the Continuum of Care Program Manager position. This will be posted shortly.
- C. Cavanaugh: County is issuing an RFP within the next few weeks for a consultant to do the countywide homeless plan and will be inclusive of everything that is not county funded.
- T. Mock-Goeman: Carmichael Heart Winter Shelter intake is at Crossroad. Contact Ken Bennett and Sac Self Help or the Carmichael Heart website.

VIII. Meeting Adjourned: 9:30am

Prepared by: Kate Casarino, CoC and Contracts Coordinator

Asks/Deliverables/Follow-Ups

Type	Who	Item	Resolved/Met
Ask	Cathy Creswell	Meeting to discuss Cap-to-Cap topics	Meeting was held 2/2
Deliverable	Ryan Loofbourrow	Send out 2017 Cap-to-Cap notes, issue paper etc. for review	Sent out by Mayra
Ask	Cindy Cavanaugh	Post descriptions of subcommittees on website	Posted on website 2/12/2018
Ask	Sarah Thomas	Is it possible to get the data visuals every time they are offered?	Will be posted on website monthly, after CE Cmte meetings
Ask	Cindy Cavanaugh	Share NOFA application with Advisory Board for the means of discussion/review	This will be ready for the March Advisory Board Meeting
Follow-Up	Michele Watts	Check with Ben to see where the NOFA application landed when website was revamped	Up on website 2/8
Ask		Provide a list of all members and the year they joined/will term out	Sent to Advisory Board on 1/22
Ask	Cathy Creswell	Post a "call for members" for the Advisory Board on website/email blast	Posted on 1/23
Ask	Cindy Cavanaugh	Email governance	Sent to Advisory Board on 1/22
Follow-Up	Executive Committee	Determine how members will term out gradually	Determined during the Executive Committee Meeting held 1/19
Follow-Up	Ben Avey	Reports link doesn't work on website	This link was taken off. Data and reports will be on the website later this year

Sacramento CoC Advisory Board

2018 Slate of Candidates for New Member, Renewing Members & Officers

The Sacramento CoC Advisory Board's Nominating Committee has selected the following individuals, whom we believe to have the skills, dedication and integrity to provide outstanding leadership to our CoC during their two year terms of office. The annual meeting of the CoC Advisory Board is held each year in February. The renewal of terms for existing members, and the election of officers takes place at this meeting. In 2016, the Advisory Board adopted a new governance charter that calls for the annual election of new board members as the result of an open nomination process.

The slate is for the consideration of current CoC Advisory Board members in good standing as of February 2018. Terms of office will begin or renew in March 2018. Officer terms are for one (1) year and board members terms are for two (2) years. The slate will be considered approved by a majority vote.

Executive Committee (Officers) Membership Slate

Position	Member	Term
Chair	Jonathan Porteus, PHD	March 2018-February 2019
Vice Chair	Sarah Bontrager	March 2018-February 2019
Secretary	Emily Bender	March 2018-February 2019

New and Renewing Advisory Board Membership Slate

Renewing Members

Member	Organization	Term & Exp.	Area of Representation
Cindy Cavanaugh	Director of Homeless Initiatives, County of Sacramento	Term 2 Exp. 2/28/2020	County of Sacramento
Lt. Dan Monk	Police Department Central Division, City of Sacramento	Term 2 Exp. 2/28/2020	Law Enforcement

New Members

New Member	Organization	Term & Exp.	Area of Representation
Alexis Bernard	Director of Housing, Turning Point Community Programs	Term 1 Exp. 2/28/2020	Mental Health Service Organizations
Alyson Collier	Coordinator of Education of Homeless Children and Youth, Sacramento County Office of Education	Term 1 Exp. 2/28/2020	School Administrators/Homeless Liaisons
Jocelyn Brown-Hollis	Site Director, Sacramento Veterans Resource Center	Term 1 Exp. 2/28/2020	Veterans
Mike Jaske	Volunteer Advocate, SacACT	Term 1 Exp. 2/28/2020	Faith Community Advocate
Noel Kammermann	Chief Executive Officer, Loaves and Fishes	Term 1 Exp. 2/28/2020	Local Homeless Coalition/Network
Stefan Heisler	Reinvestment Analyst, City of Rancho Cordova	Term 1 Exp. 2/28/2020	Local Government Staff

Sacramento Steps Forward

Ryan Loofbourrow, CEO



Agenda

- Chamber Capitol to Capitol 2018
- National Low-Income Housing Coalition - Letter Request
- Chamber State Legislative Summit
- Website Updates
- Board Retreat





Cap to Cap

Capitol to Capitol 2018

- April 14-18, 2018 in Washington, DC
- Community Resources Team: Ryan Loofbourrow, Jonathan Porteus, Donald Terry, Erin Johnson, Suzi Dotson, Terri Galvan, Bob Erlenbusch, Ben Avey, Barbara Lebrecht, Clay Merrill, Matt Brower.
- CoC issue briefing and brainstorming session – Feb. 2
- Issue papers due today.



Issue Papers

1. Housing and Homelessness (overview)
2. Strategies to End Homelessness
3. Strategies to End the Housing Crisis
4. Addressing College Student Hunger and Homelessness



Break Out Session

* Under development

- Systems Map
- Homelessness
- Housing





National Low Income
Housing Coalition

National Low Income Housing Coalition

- President Trump's budget released Feb. 12
- NLIHC e-mailed a overview of the budget
- CoC remains untouched, but broad spectrum of HUD budget cuts will impact people experiencing homelessness and marginally housed.
- Incorporated into Issue Paper #2
- NLIHC launched a letter campaign (handouts)
- SSF Board is requesting CoC Advisory Board feedback prior to considering matter at Board Meeting on Feb. 20.
- Provide feedback by noon on Friday.



A photograph of a white wall. On the left, there is a window with a dark grey frame and white curtains. On the right, there is a dark grey door with a handle. The text "Legislative Summit" is overlaid in blue at the bottom left.

Legislative Summit

State Legislative Summit

- March 13, 2018 in Sacramento, CA
- Meeting with legislative leaders and administration staff
- Panel on housing crisis in California, focusing on Sacramento



A photograph of a white wall. On the left, there is a window with a dark grey frame and four panes. The bottom two panes have white curtains. On the right, there is a dark grey door with a six-panel design and a black handle. The text "Website Updates" is written in blue at the bottom left.

Website Updates

Website Updates

- Agenda and Minutes section now includes agendas, minutes, and audio recording of Advisory Board meetings going back one year.
- Text version of minutes supports improved web search functionality.
- Committee page created. Includes active and inactive committees.
- PIT Count and NOFA documents added to The HEARTH Act page. PIT will be added to Data and Reports page once developed.





Board Retreat

Board Retreat

- All day retreat held on January 23, 2018 in Sacramento, CA
- Positive step forward towards improved communication and collaboration.
- Report out from CoC Board Chair



Contact

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National Low Income Housing Coalition Sign-On Letter Request #1

Dear Member of Congress:

We, the XXXX undersigned organizations, stand in support of vital federal programs that provide housing assistance and community development resources to aid low income Americans. These programs strengthen our country and economy by ensuring our most vulnerable families have a place to call home and by creating hundreds of thousands of jobs. With more families, seniors, and people with disabilities struggling to make ends meet, and our nation's affordable housing infrastructure deteriorating, federal investments are ever more critical to sustain our communities and ensure families thrive. We represent national, state, and local housing and community development, faith-based, disability, and civil rights organizations, as well as officials in municipal, tribal and state governments.

We urge Members of Congress to work together to ensure affordable housing, and community development programs receive the highest allocation of discretionary funds possible.

Today, one in five renters in America is spending more than half of their income on rent, and homelessness rates are rising in many communities across the country as growing numbers of people are unable to afford a place to call home. Housing costs are rising faster than wages, and are well beyond what is considered affordable to fixed income households. Our nation's affordable housing stock is deteriorating, and the supply of affordable and accessible homes and rental assistance has not kept pace with demand.

Access to affordable homes has broad, positive impacts on families, seniors, people with disabilities, as well as the economy. Increasing and preserving access to affordable housing helps families climb the economic ladder, allows seniors to age in place, leads to greater community development, and bolsters economic productivity. Additionally, investments in community development are vital for rural, urban and suburban areas to revitalize distressed neighborhoods, provide critical public services, and address urgent community needs, including disaster relief and addiction services.

State and local governments and the communities they serve rely on the resources provided by HUD and USDA to meet their most basic housing and community development needs. Providing additional federal resources through proven and effective HUD and USDA programs will ensure America's families and neighborhoods thrive and will allow for the needs of some of our most vulnerable residents to be met.

We urge you to ensure affordable housing and community development programs receive the highest amount of funding possible.

Sincerely,

National Low Income Housing Coalition Sign-On Letter Request #2

The Honorable Mitch McConnell
Majority Leader
U.S. Senate
Washington, D.C. 20510

The Honorable Paul Ryan
Speaker of the House
U.S. House of Representatives
Washington, D.C. 20515

The Honorable Charles Schumer
Minority Leader
U.S. Senate
Washington, D.C. 20510

The Honorable Nancy Pelosi
Minority Leader
U.S. House of Representatives
Washington, D.C. 20515

To Majority Leader McConnell, Minority Leader Schumer, Speaker Ryan, and Minority Leader Pelosi:

We, the undersigned organizations, write to strongly oppose the Trump administration's harmful proposal to slash federal housing benefits by imposing work requirements and rent increases that would leave even more low income people without a stable home and make it harder for them to climb the economic ladder and live with dignity. President Trump's proposal to impose work requirements and rent increases on housing benefits is at best counterproductive and at worst dangerous to the low income families who receive these benefits—the majority of whom have a disability or are seniors.

One of the biggest barriers to economic prosperity for America's lowest income families is the lack of decent, accessible, and affordable homes. Research shows that when people have a stable home that they can afford, they are better able to find employment, achieve economic mobility, age in place, perform better in school, and maintain improved health. Federal investments in affordable homes have helped millions of families move out of poverty, but because of chronic underfunding, four out of every five families in need of housing assistance are turned away. Families without housing benefits have no choice but to cut back on investments in their future, including education, training, retirement savings, and healthcare.

Cutting housing benefits by imposing work requirements and rent increases will not create the well-paying jobs and opportunities that are needed to lift these low income families out of poverty and help them achieve financial independence. Research shows that for most families, work requirements do not lead to stable employment or a path out of poverty. Instead, it will only cut people off from the very housing benefits and services that make it possible for them to find and maintain jobs. This is particularly the case for people with disabilities. And without housing assistance, low income people face a greater risk of eviction and homelessness – circumstances that make it incredibly difficult to maintain a job.

Because people receiving federal housing assistance already pay their fair share, rent increases will only force them to divert money away from basic needs like medicine or food and would put them at increased risk of eviction and homelessness. By law, families are required to pay what they can afford in rent, based on their income. Rent increases, such as higher minimum rents or cuts to utility payments, target the very poorest people, including seniors and people with disabilities, who are already at significant risk of homelessness.

Moreover, President Trump's proposals undermine public-private partnerships. By making it more expensive for the private sector to build, preserve, and maintain affordable rental homes, this proposal would discourage the private sector from playing its critical role in addressing the severe shortage of affordable rental homes that impacts every state and congressional district. Imposing work

requirements and rent increases creates new administrative costs for housing providers, without providing significant benefits to residents or the public. Housing providers will be forced to divert resources away from property maintenance and the employment-related resident services they already provide to pay for additional staff and regulatory compliance.

We strongly urge Congress to reject the Trump administration's harmful proposal to slash housing benefits by imposing work requirements and rent increases. Instead, Congress should enact proven solutions to help struggling families earn more and get ahead. This starts with expanding—not slashing—investments in affordable homes, job training, education, childcare, and other policies to help families thrive.

Sincerely,