



Partners with Lived Expertise Committee (PWLEC) Meeting Minutes

Tuesday, June 11, 2024 | 5:30 PM to 6:30 PM

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

Attendance:

Member	Present
Darrell Rogers	Yes
Dawn Basciano, Co-Chair	No
Julius Douglas	No
Keon Johnson	No
Korei Gipson	Yes
Kristy Smith	Yes
Marjorie Beazer, Co-Chair	Yes
Mercedes Lott	Yes
Onesimo Cendejas	Yes
Yvette Buckner	Yes

SSF Staff	SSF Title
Ayanna McGee	Program & Compliance Officer
Geoff Fralick	Youth Analyst
Jesse Archer	CoC Analyst
Michelle Charlton	CoC Coordinator
Rachel Bereza	Deputy CEO

Agenda Item	Presenter(s):	Time	Item Type
I. Welcome & Announcements	Dawn Basciano, PWLEC Co-Chair	5:30 PM (5 minutes)	Informational
<p>Marjorie started the meeting around 5:38 pm. Announcements:</p> <ul style="list-style-type: none"> Rachel shared details about Latesha memorial efforts, sharing the frame to be approved and created. Michelle C shared details about the June 2024 CoC Board meeting tomorrow, including details about the New Business Agenda Items: NOFO 2024 materials & 2024 PIT Count Report. 			
II. Approval of May 14 Meeting Minutes Supporting Material: <ul style="list-style-type: none"> May 14 Meeting Minutes 	Marjorie Beazer, PWLEC Co-Chair	5:35 PM (5 minutes)	Action
<p>Approval of May 14 Meeting Minutes (with the correction Korei attended the May PWLEC meeting): 1st - Kristy Smith, 2nd Yvette Buckner</p> <p>Motioned Approved.</p>			
III. Part 2: Edit & Approve the 2024 PWLEC Work Plan Supporting Material: <ul style="list-style-type: none"> Draft 2024 Work Plan 	Ayanna McGee, SSF Program Director, Systems of Care Integration	5:40 PM (15 minutes)	Discussion & Action

Ayanna continued to review the draft 2024 PWLEC Workplan and adjusted as feedback came in.

Approval of 2024 PWLEC Work Plan as discussed: 1st – Darrell Rogers, 2nd - Kristy Smith.

Motioned Approved.

Action Item:

- SSF Staff to send RPI event information to the PWLEC

IV. Part 2: 2024 PWLEC Survey Follow Up Supporting Material: € 2024 PWLEC Survey	Rachel Bereza, SSF Deputy CEO	5:55 PM (10 minutes)	Discussion & Action
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Rachel shared her screen to review the survey results of the PWLEC survey. The majority asked to extend PWLEC meeting from 1 hour to 1.5 hours.

Approval of Extending the PWLEC Meeting to 1.5 Hours, 5:00pm to 6:30pm.
The PWLEC voted in a poll.

Motioned Approved.

Action Item:

- SSF Staff to update the calendar invite and meeting deliverables moving forward.

V. Additional CoC Governance Charter Discussion	Rachel Bereza	6:05 PM (5 minutes)	Discussion
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Rachel shared details about the [2023 CoC Governance Charter](#), including details about the CoC annual meeting, Regular CoC Committee meetings, Ad hoc meetings and Collaboratives, Quorum details (51% members present to take an action), CoC Board members have 1 vote, and new member and member conflicting details. If there are any questions about the 2023 CoC Governance Charter, please contact Rachel or mention at the next PWLEC meeting.

VI. CoC PWLEC Recruitment

Michelle Charlton,
SSF CoC
Coordinator

6:10 PM
(5 minutes)

Discussion

Michelle shared the PWLEC currently has 10 members, the goal per the [2023 CoC Governance Charter](#), “*The Partners with Lived Expertise Committee (PWLEC), born from the Racial Equity plan, has 10 members, with a tentative goal of reaching 30 active members.*” A discussion with the PWLEC was held to determine:

1. What approach do we want to take to recruit new PWLEC members?
 - Wait to fill PWLEC Coordinator seat before recruiting new PWLEC members
 - Reference CoC Membership Application
 - PWLE member recommendations from their network/community are welcomed
 - Check in with CoC Programs, targeting areas such as:
 - Youth / YAB (reference YAB recruitment efforts),
 - Appoint new member(s) currently experiencing homelessness

Keeping in mind:

- Ad-Hoc Committee Member appointments can occur throughout the year
- [CoC Membership Application](#) currently has:
 - ~150 applicants who have lived expertise
 - ~100 applicants who experienced homelessness within the last 7 years
- Roll out method:
 - appoint 1-5 new members in 2024
 - appoint 5-10 new members in 2025
 - appoint 1-5 new members in 2026

<ul style="list-style-type: none"> <i>Total method (To Be Determined): appoint 20 new members in 2024; Note: this method is to be determined given additional process review is needed by SSF Staff before moving forward.</i> 			
VII. New Process for Recording Hours	Jesse Archer, SSF CoC Analyst	6:15 PM (5 minutes)	Discussion
<p>Jesse shared a proposal for the PWLE Hour submission form and the draft form for feedback. The PWLEC confirmed the use of the new form starting in July 2024.</p>			
VIII. CoC Committee Updates: At the most recent Committee meeting: <ul style="list-style-type: none"> What was discussed? What did you find interesting? What would you like to learn more about? 	Coordinated Access System Committee: Korei Gipson & Kristy Smith HMIS & Data Committee: Kristy Smith & Yvette Buckner Racial Equity Committee: Dawn Basciano, Marjorie Beazer, & Yvette Buckner Point-In-Time Count: Kristy Smith & Yvette Buckner	6:20 PM (10 minutes)	Discussion


	Project Review Committee: Dawn Basciano, Kristy Smith & Marjorie Beazer System Performance Committee: Dawn Basciano		
This agenda item was not discussed.			
IV. Meeting Adjourned The next PWLEC meeting is Tuesday, July 9, 2024 at 5:30 PM. 2024 PWLEC Meetings: Aug 13 Sep 10 Oct 8 Nov 12 Dec 10			


Meeting Chat


- 00:08:27

Kristy Smith:

I love it
- 00:08:38

Rachel Bereza - SSF:Reacted to "I love it" with 
- 00:08:44

Ayanna McGee (she/hers) - SSF:Reacted to "I love it" with 
- 00:08:51

Marjorie Beazer: Reacted to I love it with "
- 00:11:21

Michelle Charlton (She/Her) CoC Coordinator, SSF:Tomorrow's CoC Board agenda: <https://sacramentostepsforward.org/wp-content/uploads/2024/06/June-2024-CoC-Board-Agenda.docx.pdf>
- 00:13:19

Jesse SSF, CoC Analyst:

brb - filling my water

00:13:37 Marjorie Beazer:Reacted to brb - filling my wat... with "👍"

00:14:28 Yvette B. PWLE: Here

00:14:37 Kristy Smith: Reacted to Here with "👍"

00:16:21 Michelle Charlton (She/Her) CoC Coordinator, SSF:We have quorum.

00:16:33 Kristy Smith:Reacted to We have quorum. with "👍"

00:21:53 Jesse SSF, CoC Analyst:Reminder the July date is tentative based on when the NOFO is released.

00:22:15 Marjorie Beazer:Replying to "Reminder the July da..."
Absolutely

00:25:06 Kristy Smith:Rachel, can you send me the information too? I don't seem to have it either

00:29:36 Yvette B. PWLE: Are we meeting weekly?

00:29:57 Yvette B. PWLE: I'm in class but listening

00:30:33 Korei gipson: I agree darrell

00:30:46 Marjorie Beazer:Reacted to I'm in class but lis... with "👍"



00:31:53 Kristy Smith:Reacted to I agree darrell with "❤️"

00:33:12 Rachel Bereza - SSF:Replying to "Are we meeting weekl..."
No, we had some interim meetings, but now we are back to a monthly cadence.

00:35:47 Yvette B. PWLE:Replying to "Are we meeting weekl..."
Thx

00:37:43 darrell's iPhone: 👍

00:37:48 Korei gipson: 👍

00:38:02	Kristy Smith:	
00:38:16	Marjorie Beazer:	
00:38:32 Michelle Charlton (She/Her) CoC Coordinator, SSF: Approval of 2024 PWLEC Work Plan as discussed:		
00:39:33	Kristy Smith:	Approve
00:39:38	Onesimo "O" Cendejas:	yes
00:39:40	Korei gipson:	Approve
00:39:47	Marjorie Beazer:	Apptove
00:39:56	Onesimo "O" Cendejas:	approve
00:40:01	Yvette B. PWLE:	A
00:40:09	darrell's iPhone:	I approve
00:41:14	darrell's iPhone:I approve last months minutes	
00:41:17	Yvette B. PWLE:	2
00:41:26 Michelle Charlton (She/Her) CoC Coordinator, SSF: Approval of May 14 Meeting Minutes		
00:41:29	Mercedes Lott:	I approve
00:41:43	Kristy Smith:	Approve
00:41:45	Onesimo "O" Cendejas:	approve
00:41:46	Marjorie Beazer:	Approve
00:41:57	Yvette B. PWLE:	A
00:42:02	Korei gipson:	Approve

00:43:41 darrell's iPhone:I'm ok with either whatever the groups suggests

00:44:09 Kristy Smith: I'm OK with either as well

00:44:52 Yvette B. PWLE:5 to 630 works better for me I'm I. School 6 to 9 on Tuesday n Thursday

00:45:35 Kristy Smith: Your vote counts 😊

00:46:02 darrell's iPhone: 5-630

00:46:06 Yvette B. PWLE: I can't get to poll

00:46:21 Yvette B. PWLE: 5 to 6 is my Vote

00:46:34 Kristy Smith:Reacted to 5 to 6 is my Vote with "👍"

00:47:11 Yvette B. PWLE: Yay !!

00:47:13 Onesimo "O" Cendejas: works for me

00:47:31 Rachel Bereza - SSF:5:00pm - 6:30pm is the winner!

00:47:53 Yvette B. PWLE: Yes Jesse you Rock !!! 😊

00:48:00 Jesse SSF, CoC Analyst:Reacted to "Yes Jesse you Rock !..." with ❤️

00:48:02 Kristy Smith:Reacted to Yes Jesse you Rock !... with "❤️"

00:48:07 Mercedes Lott: Thank you Jesse!

00:48:14 Jesse SSF, CoC Analyst:Reacted to "Thank you Jesse!" with ❤️

00:48:28 Korei gipson: Thank you Jesse for all you do

00:48:34 Jesse SSF, CoC Analyst: Reacted to "Thank you Jesse for ..." with ❤️

00:49:33 Kristy Smith: Reacted to Thank you Jesse for ... with "❤️"

00:49:35 Kristy Smith: Reacted to Thank you Jesse! with "❤️"

00:52:57 Jesse SSF, CoC Analyst: <https://robertsrules.com/>

00:53:10 Jesse SSF, CoC Analyst: https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?division=2.&chapter=9.&part=1.&lawCode=GOV&title=5.

01:00:03 Korei gipson: As far as recruiting new Pwlec members how should we go about that?

01:00:38 Korei gipson: How do we inform you, or who do we inform?

01:01:34 darrell's iPhone: I definitely agree

01:01:35 Michelle Charlton (She/Her) CoC Coordinator, SSF: Replying to "How do we inform you..."
You can share my name & email Michelle Charlton, mcharlton@sacstepsforward.org

01:04:26 Korei gipson: I agree darrell

01:04:50 Yvette B. PWLE: Thx DR 👍

01:05:42 Rachel Bereza - SSF: O also has a hand up 😊

01:06:55 Korei gipson: Well spoken Marjorie

01:07:14 Geoffrey Fralick, he/him, Program Analyst - Youth, Sacramento Steps Forward: The YAB has developed some criteria that they use to screen possible Youth Action Board candidates. If the YAB is willing, I would love to open up an avenue for collaboration.

01:07:15 Kristy Smith: I agree, Onesimo

01:07:20



darrell's iPhone: Took the words right out my mouth O

01:07:30 Geoffrey Fralick, he/him, Program Analyst - Youth, Sacramento Steps

Forward: Reacted to "Took the words rig..." with ❤️

01:08:36

my kids bye everyone

Korei gipson: I gotta jump everyone 🙌 😁 gotta cook for

01:08:50 Geoffrey Fralick, he/him, Program Analyst - Youth, Sacramento Steps

Forward: "Process as well as people" LOVE THAT Marjorie!

01:09:04



Kristy Smith: Reacted to "Process as well as ... with

01:11:30

darrell's iPhone:

Sounds good to me

01:11:42

Kristy Smith:

I like it

01:12:59

darrell's iPhone:



01:13:07

Onesimo "O" Cendejas:

love it

01:13:11

Marjorie Beazer:



01:13:45

darrell's iPhone:

Good night everyone

01:13:52

Kristy Smith: Reacted to Good night everyone with "👍"

01:13:58

Kristy Smith:

Good night all

01:14:03

Jesse SSF, CoC Analyst:

have a great night!