

**System Impact Committee
Minutes
June 5th, 2024
2:00pm-4:00pm**

Helpful links:

- **Google drive folder** for the System Impact Committee:
https://drive.google.com/drive/folders/1nM9ePaLZFrBi_PTMI PW1tk20WtpQ8gIU?usp=s_haring
- **Website page** (on Everyone Home website) for the System Impact Committee:
<https://everyonehome.org/about/committees/system-impact-committee/>
- **Acronyms and Glossary:** https://docs.google.com/spreadsheets/d/118hFMAU2IE-FqYmK8TZ9Hp40vmS1zRck9EBEbPIbwy8/edit?usp=drive_link
- **Alameda County data dashboard:**
https://homelessness.acgov.org/data_homeless_response.page

Committee Purpose

The purpose of the System Impact Committee is to monitor progress against the community's [strategic plan \(Home Together\)](#), including regular review of system-level and provider performance to support more rapid identification of emerging trends and needed changes to policy and programming. The committee will also be responsible for monitoring actual system performance against assumptions used in the Home Together system modeling to support updates to the plan as needed. You can learn more about the Committee Purpose [here](#).

Meeting Summary

This month's meeting included (1) a review of Ground Rules and Norms (see end of this document), which the committee will consider and return to in August, and (2) a review of the preliminary 2024 Point-In-Time (PIT) Count data with Alameda County Health - Housing and Homelessness Services.

The Committee will not be meeting in July. Our next meeting will be August 7th. At that meeting, we will (1) Review the Home Together Plan Year 2 Update, (2) Begin aligning the Home Together Plan data with the PIT Count data, and (3) Choose an area of focus to begin applying the Racial Equity Framework.

Homebase will host Office Hours on July 31st at 2pm for anyone who would like to review and discuss the Home Together Plan data ahead of the August committee meeting.

Agenda

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<p>1. Welcome (co-chair)</p>	<p>2:00-2:05</p>
<p>2. Edits of Minutes from May 1st, 2024 - <i>Minutes do not need formal approval from the committee. If anyone has edits to the minutes, now would be the time to share them. If not, they are automatically approved.</i></p> <ul style="list-style-type: none"> • <i>Minutes are approved without edits.</i> 	<p>2:05-2:10</p>
<p>3. System Impact Committee Public Comment (co-chair)</p> <ul style="list-style-type: none"> • <i>No written public comment received.</i> • Suzanne Warner: Anticipating a June 21st release of the Year 2 Home Together Plan Progress Update. 	<p>2:10-2:20</p>
<p>4. General Norms and Ground Rules Discussion</p> <p>[see notes at end of this document]</p>	<p>2:20-2:30</p>
<p>5. Racial Equity Liaison Update</p> <ul style="list-style-type: none"> • A RE Framework survey for our committee members to help us gauge where members are at as we dialog the RE Framework. • Here is the Framework Overview Video that Chloe Greene recorded. • Here is the presentation deck used in the overview video. • Here is RE Framework overview document for reference. • Updates: (from Nic Ming) <ul style="list-style-type: none"> ○ In May we confirmed Tunisia Owens as a co-chair (private). This month we will confirm if we get a nominee for a public sector co-chair. Have seated 15 voting members. ○ Need to re-group with Liaisons from System Impact committee and who will act as proxy when Miguel Dwin is not able to be there. ○ Training: working on a set of tools for applying racial equity framework and steps we will go through to apply the framework. Trying to find language for the steps. Will have two tracks of training, one set at Racial Equity committee that would be replicated across committees. Case studies for each committee -- > changed language to applied equity practice. Want to ask committees to think of items they want to start with as far as applying racial equity priorities. Racial equity committee will come to this committee with tools for that process. ○ Looking to share those tools in August and do a run through of that with the committee. ○ Develop a racial equity priority for work on this committee. • Framework: 	<p>2:30-2:45</p>

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<ul style="list-style-type: none"> ○ Committees will use framework to apply it to different areas of our work. Committees need to figure out their starting point for applying it. Aiming for a gradual learning curve. ○ Review the principles in the slide deck. ○ In August: <ul style="list-style-type: none"> ▪ Hear from Racial Equity Liaisons about tools for applying the framework. ▪ Committee determines 1+ principles to start with for applying to our work as a priority. 	
<p>6. PIT Count Communications Discussion (H&H - Suzanne Warner or Jonathan Russell)</p> <ul style="list-style-type: none"> ● Discussion of available data, methodology, and reflections/learning. <ul style="list-style-type: none"> ○ Press release here. ○ Data Dashboard <p>Discussion:</p> <ul style="list-style-type: none"> ● Nic Ming: Where did all the youth go this year? What's the broader context that can help us understand these data? ● Jonathan: We need to begin to digest these data with our youth and family providers, as well as our system performance data and how it compares to these data. ● David: This committee could look at system-wide data and dig into this. ● Nic: What lessons do we need to identify and apply in terms of replication or iteration from Berkeley? ● Christoverre: How do the PIT numbers match up with PIT <ul style="list-style-type: none"> ○ Jonathan: Some of the numbers come directly from the HMIS; particularly on the sheltered side ● What's the delta between the number of folks in HMIS vs the total count <ul style="list-style-type: none"> ○ Jonathan: Need to keep in mind that the PIT is just a one day snap shot while HMIS looks a people served overtime ○ Suzanne: Not all of the 25,000 served in a year were homeless at the time. That number includes those that are housed in PSH programs. ● Dr. Bryant: Is there or will there be a focus on how to decrease unsheltered homelessness in Oakland? <ul style="list-style-type: none"> ○ Jonathon: Yes (from the county perspective). will continue to support the city. 57% of the count was represented in Oakand ● Jared: I recall HMIS exits people who have had no updates more effectively now, I'm unsure about context capture at exiting? <ul style="list-style-type: none"> ○ David: yup, good point. We'd probably want to look specifically at "exits to permanent housing" not all exits. Still not perfect, but useful to look at alongside the PIT trends. 	2:45-3:45

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<ul style="list-style-type: none"> • Nic: Could we understand more about why the PIT count is conducted at that time or day? And how could we consider more about the time it is done as part of building a system that's more trauma-informed? <ul style="list-style-type: none"> ○ Simtech: End of the month because benefits are running out. ○ time of day it's not set in stone when it happens. When you see someone sleeping outside you know they are literally homeless. People may be more coherent in the morning (especially those living with SA) ○ Doris: It was easy for them to send out the teams to give people a heads up. People move around so it's easier to catch them earlier in the day - helps prevent duplicate counting • Nic: are the questions confidential? Can we start doing an information campaign a few weeks out to prime folks for the PIT and let them know what kinds of questions will be asked • Doris: There were stipends provided to PWLE who worked as peer assessors. • Jonathan: For those interested in the King County methodology: 2024-Unsheltered-PIT-Methodology-Seattle-Draft-20231013-1.pdf (kcrha.org) • SimTech: We need to keep in mind that there are specific questions we need to ask for HUD. Adding questions has length concerns, longer surveys can cause data quality issues • Nic: how will we use the unsheltered geolocation data to map and inform unsheltered outreach strategies? Is OAC doing any work related to that? <ul style="list-style-type: none"> ○ For oakland they have all the geo location data so they have all the outreach data as far as where people were counted ○ The results that have been shared are preliminary and once the data is finalized we'll have more opportunity to make use of the data • Next steps for this committee: <ul style="list-style-type: none"> ○ Drill down into interpretation of data. ○ Compare PIT data to Home Together Plan Year 2 / system-wide data to help us understand greater context of the data. 	
<p>7. Upcoming SI Committee Reporting to Other Committees</p> <p><i>None.</i></p>	3:45-3:50
<p>8. Proposed items for next committee meeting in August (no meeting in July!)</p> <ul style="list-style-type: none"> • Homebase to host office hours before the August meeting to answer questions, etc. and help committee members prepare for the August meeting. <ul style="list-style-type: none"> ○ Office hours scheduled for Wednesday, July 31st at 2pm. https://homebaseccc.zoom.us/j/84263979833 ○ H&H will send a presentation to us beforehand, and present at the August meeting. 	3:50-4:00

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<ul style="list-style-type: none"> • Review and compare data to understand system trends and gaps in understanding: <ul style="list-style-type: none"> ○ Home Together Plan Year 2 Update ○ 2024 PIT Count Data • Racial Equity Work <ul style="list-style-type: none"> ○ Hear from Racial Equity Liaisons about tools for applying the framework. ○ Committee determines 1+ principles to start with for applying to our work as a priority. 	
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Committee Members

Name	Agency / Affiliation	Attendance
Alex Baker	Representative of CoC's HMIS Lead Agency	present
David Amaral	Private sector representative (e.g., business, philanthropy)	present
Dominica Henderson	Housing Authority	absent
Doris Freeman	City Representative	present
Fiani Johnson	Representative with Lived Experience	absent
Jared DeFig	Representative with Lived Experience	present
Jason Espinoza	Service Provider representatives operating programming in CoC	absent
Jonathan Medrano	Representative with Lived Experience	absent
Josh Jacobs	City Representative	present
Leah Fuller	Housing Authority	absent
Miguel Dwin	Representative from Unincorporated area w/in County	absent
Nic Ming	Service Provider representatives operating programming in CoC	present
Resheemah White	Representative with Lived Experience	present
Sabrina Abong	Representative with Lived Experience	present
Suzanne Warner	Representative of Home Together Lead Agency	present

Public attendees:

- Jonathan Russell (H&H)
- Chloe Greene (consultant with Abt Global)
- Jackie Gardner (Simtech)
- Matt Simonds (Simtech)

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- Eleni (swords to plowshares)
- Dr. Kenisha Bryant (Abt Global)
- Suzanne Campillo (H&H)
- Christoverre Kohler

Meeting Norms Discussion

Charter information about meeting norms:

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Meeting Norms

- A. Customized norms developed by the Leadership Board, Committees, Subcommittees, Workgroups, and other governing bodies: Each body should establish meeting norms that govern meeting decisions, respect for one another.
- B. Annual review: Meeting norms should be reviewed and updated annually, as needed.

Drafted Norms all Committee Members:

1. Each meeting starts with space for introductions: committee purpose, purpose of meeting, who is in the room, and an icebreaker (optional in the chat).
 - a. When you first speak: state your name, preferred pronouns, where you live or work, and your organization, agency, or general affiliation.
2. Committees have agendas and goals based on the committee's work plan. We all agree to stick to the agenda as much as possible.
 - a. Agenda items will be explained in the context of the committee's workplan and/or the CoC's work at large.
 - b. If other items arise, they will be tabled for future agendas.
 - c. The committee can decide as a group whether a non-agendized item should be discussed at a future meeting or whether it's not a topic for that committee to tackle.
3. Explain acronyms the first time they are introduced, and maybe say the whole word within the acronym, and then the acronym as a reminder for the first few meetings.
4. Everyone is encouraged to participate.
 - a. One person speaks at a time.
 - b. No one or two individuals should dominate a discussion.
5. Seek first to understand.
 - a. Listen to and respect other points of view.
 - b. Do your best to understand the pros and cons of every option.
 - c. This is a public discussion, not a debate.

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6. If someone needs to be reminded of the ground rules and norms, remind them to assume good intentions and handle each other with grace.
7. Need to work from a trauma-informed and trauma centered perspective.

Additions and Edits to Consider

- Please be on camera if you can.
 - This came up with discussions on ground rules with Leadership Board. Level of comfort, learning/engagement style (e.g., sensory overload), other needs someone may have.
 - How can we promote engagement and response without requiring folks to be on camera?
- Trauma-informed / trauma-centered would influence order of norms - could elevate it up the list.
- Resource: <https://www.inclusionhub.com/articles/foster-a-culture-of-belonging-inclusion-in-your-remote-team>
- Take care of yourself however you need to, regroup yourself when you need to.
- Training / capacity building on trauma-informed care.
- Resource: https://ncsacw.acf.hhs.gov/userfiles/files/SAMHSA_Trauma.pdf