



Outreach, Access, and Coordination Committee
February 11, 2026
2:00PM – 4:00PM

Draft Minutes

Link to Zoom Meeting
Meeting ID: 86902912480

Join by Phone:
+16694449171,86902912480# US
+16699006833,86902912480# US (San Jose)

Meetings are public. Alameda County residents with lived experience of homelessness are encouraged to attend. Public Comment will be taken at the beginning of each meeting and is limited to 2 minutes per person.

Helpful links:

- **Google Drive folder** for the Outreach, Access, and Coordination (OAC) Committee: https://drive.google.com/drive/folders/1XydfAT-_booxFXw5eg3fmv_ZeXWhlrB9?usp=drive_link
- **Website page** (on EveryOne Home website) for the OAC Committee: <https://everyonehome.org/about/committees/outreach-access-coordination/>
- **Acronyms and Glossary:** <https://everyonehome.org/main/continuum-of-care/coc-member-resources/>

Committee Purpose

The purpose of the Outreach, Access, and Coordination (OAC) Committee is to ensure that people experiencing homelessness receive available services tailored to their individual needs, and that the system offers welcoming and effective points of engagement. The Committee will coordinate, monitor, and improve the quality and effectiveness of outreach, coordinated entry and other services that connect people to the homelessness response system and mainstream or other community services. Learn more about the purpose of this committee [here](#).

Meeting Purpose / Overview

The purpose of the February OAC meeting is to: (1) review and update the Committee's agreements, (2) hear about the Management Entity's work with developers, and (3) begin developing and reviewing a workplan for both the Coordinated Management Entity and the Outreach, Access, and Coordination Committee.

Agenda Items

<p>1. Welcome, Introductions, and Icebreaker (Kate Hart, Co-Chair)</p>
<p>2. Approval of Minutes, January 14, 2025 (Kate Hart, Co-Chair)</p> <p>a. Minutes approved.</p>
<p>3. Public Comment (Kate Hart, Co-Chair)</p> <p>a. Public comments are welcome from anyone in attendance at the meeting but are limited to 2 minutes per person. Comments are also accepted in advance of the meeting via email sent to: alameda@homebaseccc.org</p> <p>b. John Marks asked to give comment and needed time organize their thoughts, but was no longer on the call when the co-chair circled back.</p>
<p>4. Homeless Response System Updates or Urgent Items (All)</p> <p>a. Committee members may share any announcements during this time.</p>
<p>5. Evidence-Based Solutions Committee Report Out (Marcela Munoz, ESC Liaison)</p> <p>a. Kris from Homebase shared that the ESC is seeking feedback on their 2025 learning community to plan for 2026.</p> <p>i. ESC meets on second Thursdays from 11:00 AM – 1:00 PM on zoom</p>
<p>6. Review of Committee/Community Agreements (Kate Hart, Co-Chair)</p> <p>a. The current Committee Agreements are towards the end of this agenda document.</p> <p>b. Per page 12 of the EveryOne Home <u>Policies and Procedures</u>, Committees may establish their own sets of norms and should review/update them annually. This is also an opportunity to reflect on how meetings have been going and if/how the current meeting norms are working for the group.</p> <p>c. The Committee will also begin working on an adding an agreement for what to do when an existing agreement is broken during a meeting.</p> <p>d. The Committee will also consider implementing a timekeeping agreement for member comments to make sure everyone has an equal chance to participate in a meeting.</p> <p>e. Discussion and Questions:</p>

- i. Process for when meeting norms are broken and individuals experience harm.
 - 1. Proposed solution of dropping an emoji in the chat to signify experienced harm. Daniel Scott (HCD) raised the question of who would be responsible for interpreting and calling attention to the emoji. Chair Kate Hart suggested it would be the job of the facilitator or Homebase staff, but the committee could also designate a volunteer "watchperson" for each meeting.
 - 2. Reporting timeframe for harm was proposed as 72 hours:
 - a. Courtney (RCD) expressed concern around the 72-hour window being too short and that it might discourage those who need more time to process an incident
 - b. Daniel and Lucy Kasdin (H&H) agreed on keeping the process open-ended and less punitive.
 - c. Agreement on encouraging a 72 hour response but allowing for up to a week before the next meeting to report so it can be added to the next agenda.
- ii. Proposal for a 90 second rule for limiting individual contributions:
 - 1. Feedback was split on muting an individual after the 90 second were up as many felt it was too punitive while others believe it is necessary to ensure the meeting continues.
 - 2. Many contributed that they would support a "gentle redirection" where facilitators affirm the comments and offer a different time to speak
 - 3. Next step: use of digital timers and the committee agreed to use them to track time.
- iii. Co-chair Kate Hart noted that these conversations are happening across all committees to standardize best practices. Ms. Shelley noted that successful meeting relies on the ability of the co-chairs and facilitators to read the room and navigate the new tools with flexibility.

7. Development Work Presentation (Katherine Gale, Focus Strategies)

- a. Katharine Gale from Focus Strategies presented an analysis focused on the matching and referral portion of the Coordinated Entry (CE) process. The goal of the analysis was to identify ways to shorten timelines and improve coordination with developers.
- b. Recommendations included: Identify ways to make requirements more consistent and clearer for all parties; Developers expressed interest in receiving multiple referrals for a single opening to screen candidates more quickly, rather than the current 1-to-1 or 2-to-1 ratio; Improve reporting to better track how long processes take and where they are getting stuck.

8. Workplan and Coordinated Entry Evaluation Follow Up (Lucy Kasdin, Alameda County Health, Housing and Homelessness)

- a. Lucy Kasdin (Alameda County H&H) presented the draft work plan for 2026, which aims to integrate findings from the CE evaluation and the developer interviews into a single, holistic roadmap for the year. The intent of the work plan is to facilitate better collaboration between H&H, the OAC committee, and the Leadership Board.
- b. Next steps: Potentially making the document more user friendly by reformatting.

9. Closing

- c. Committee members are welcome to submit agenda ideas for upcoming meetings to alameda@homebaseccc.org.
- d. Kris shared that a comprehensive FAQ is being developed around grievance policies and procedures based on committee feedback to provide better guidance to providers and promote transparency.
- e. **The next Outreach, Access, and Coordination Meeting will be Wednesday, March 11th, 2026.**

Community Agreements for 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.
6. If someone needs to be reminded of the community agreements, remind them to assume good intentions and handle each other with grace.
7. Need to work from a trauma centered perspective.

Committee Members

Tiara Jones	City of Oakland	Absent
Amy Cole-Bloom	City of Hayward	Absent
Daniel Scott	Alameda County Housing & Community Development (HCD)	Present
Kara Carnahan	Abode	Present
Courtney Pal	Resources for Community Development	Present
Stacey Burmaster	Insight Housing	Absent
Kate Hart	SAVE	Present
Stephanie Semien	Community Member	Present
Jenn Oakley	Rising Sun Center for Opportunity	Present
Marlisa Fisher	Community Member	Present
Veronica Alder	POCC	Present
Marcela Munoz	Community Member	Present

Public Attendance:

- Tina Barkus
- Katherine Gale, Focus Strategies
- Adis Bajramovic, SAHA
- Emily Young, City of Hayward
- Adriann Pemberton
- Alex Baker, Alameda County Health Housing and Homelessness Services (H&H)
- Andrea Zeppa, Alameda County Health
- Caroline Topeé, Community Member
- Danielle Bellino, Alameda County Health Housing and Homelessness Services (H&H)

- Emma Welty, Community Member
- Josh Jacobs, City of Berkeley
- Katherine Gale, Focus Strategies
- Lucy Kasdin, Alameda County Health, Housing and Homelessness Services (H&H)
- Phil Clark, Alameda County Health
- Tori Nichols, St. Mary's center
- John Marks, Community Member
- Kris Maun, Homebase
- Maya Reddy, Homebase
- Ms. Shelley Gonzalez, OUSD
- Nic Ming, Social Impact Wheel
- Zae, Youth Spirit Artworks
- Melanie Nguyen, Cardea Health
- Hanna Toda
- Kareem Hines
- Lynette Ward, Alameda County Health Housing and Homelessness Services (H&H)
- Latriece Titus, Alameda County Housing Locator