



EQUITY COMMITTEE

Tuesday, October 11, 2022

from 1:30 pm – 3 pm

Registration link: [https://homebaseccc.zoom.us/meeting/register/tZEud-GqzMvEtEK94eyodJS_uvjJ4hsW3Wc](https://homebaseccc.zoom.us/join/https://homebaseccc.zoom.us/meeting/register/tZEud-GqzMvEtEK94eyodJS_uvjJ4hsW3Wc)

Committee Members: Jo Bruno, Juno Hedrick, Keva Dean

AGENDA

TIME	AGENDA ITEM	PRESENTERS
5	I. Welcome and Roll Call	Jaime Jenett, H3
5	II. Recap of process to date	Jaime Jenett, H3
20	III. What is a Work Plan?	Jamie Schecter, H3
20	IV. What are SMARTIE Goals?	Jamie Schecter, H3
10	V. Work Plan as a Collaborative Tool	Jaime Jenett, H3
10	VI. Temperature Check	Jaime Jenett, H3
10	VII. Next Steps	Jaime Jenett, H3
5	VIII. Questions/Last Thoughts	All



COUNCIL ON HOMELESSNESS EQUITY COMMITTEE

October 11, 2022

WELCOME AND ROLL CALL

Jaime Jenett, *H3*

Purpose of the Meeting: The purpose of the Equity
Committee is xx

RECAP PROCESS TO DATE

Jaime Jenett, H3

PROCESS



Equity Report

- C4 Innovations



Level of Effort

- H3



Level of Impact

- Equity Working Group



Proposed Priorities and Structure

- Equity Working Group
- Community



Final Priorities and Structure

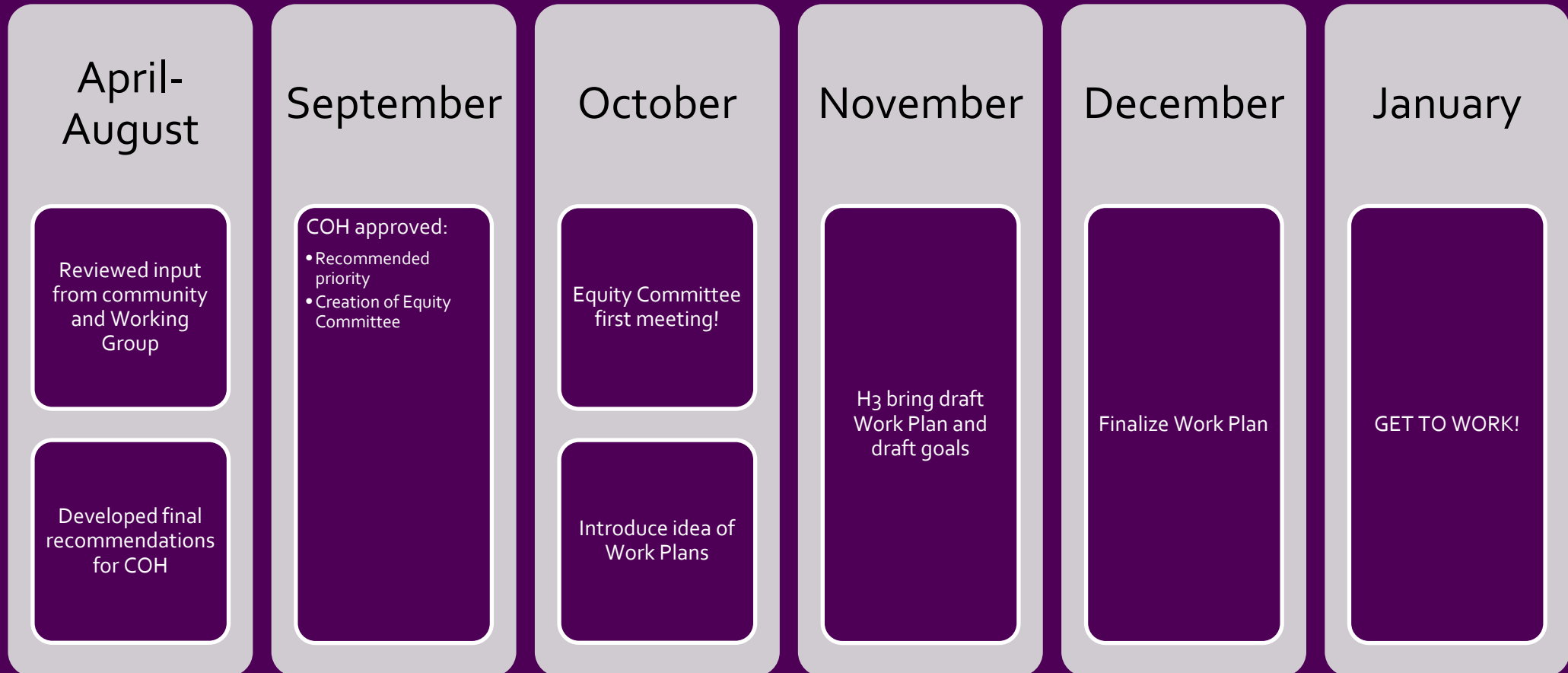
- Council on Homelessness



COMMITTEE PRIORITY FOR 2023

Create accessible information, outreach, and educational materials to engage hard to reach or previously unreached communities in Contra Costa County.

TIMELINE



WHAT IS A WORK PLAN?

Jamie Schechter, H3

WHAT IS A WORK PLAN?

Goals

- Defines what you want to achieve

Strategy

- Provides the long view of your goals

Timelines

- Sets measurable milestones

Partners

- Gives insight for everyone involved for better collaboration

COH WORK PLAN AS EXAMPLE

WHAT ARE S.M.A.R.T.I.E. GOALS?

Jamie Schechter, H3

WHAT ARE S.M.A.R.T.I.E. GOALS*?

S TRATEGIC	Reflects an important dimension of what your organization seeks to accomplish (programmatic or capacity-building priorities).
M EASURABLE	Includes standards by which reasonable people can agree on whether the goal has been met (by numbers or defined qualities).
A MBITIOUS	Challenging enough that achievement would mean significant progress—a “stretch” for the organization.
R EALISTIC	Not so challenging as to indicate lack of thought about resources, capacity, or execution; possible to track and worth the time and energy to do so.
T IME-BOUND	Includes a clear deadline.
I NCLUSIVE	Brings traditionally marginalized people—particularly those most impacted—into processes, activities, and decision/policy-making in a way that shares power.
E QUITABLE	Seeks to address systemic injustice, inequity, or oppression.

*Resource provided by The Management Center <https://www.managementcenter.org/resources/smartie-goals-worksheet/>

EXAMPLE

WORK PLAN AS COLLABORATIVE TOOL

Jaime Jenett, H3

AUDIENCES

COH

Equity
Committee

Other
Committees

PWLE

Stakeholders

H3 Staff

COORDINATION PARTNERS

Council on
Homelessness

COH
Committees
(7)

People with
Lived
Experience

Stakeholders

OTHER COMMITTEES WITH WORK PLANS

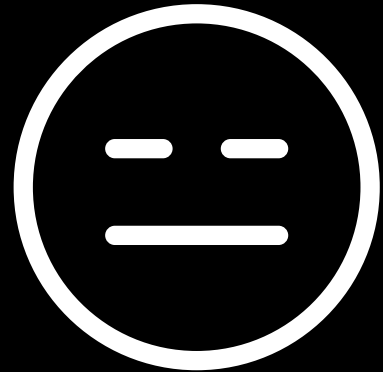
HMIS
Policy

PATH
Innovations

Oversight

TEMPERATURE CHECK

Jaime Jenett, H3



NEXT STEPS

Jaime Jenett, H3

2022 NEXT STEPS

October

- Equity Committee meet
- Introduce Work Plans
- Individual brainstorming before November meeting

November

- Equity Committee meet
- H3 bring draft Work Plan and goals

December

- Equity Committee meet
- Finalize Work Plan

NEXT STEPS

Set dates

- Proposed 2nd Tuesdays from 2:30 – 4:30 pm
- 11/8 and 12/13

Brainstorm

- Resources
- Community Input
- Possible Goals

DESCRIPTION OF EQUITY COMMITTEE

Work towards the goal of increasing Equity throughout the homeless system of care.

Other Committees

HMIS Policy: Develops and shares updates on Homeless Management Information System (HMIS) policies and practices, compliance, and troubleshooting. Plans technical assistance and training.

Oversight: Review and assess the development, implementation, and improvement of: CoC, Coordinated Entry System, HMIS database, and System Outcomes

PATH Innovations: Work towards the goal of reducing unsheltered homelessness in Contra Costa County by 75% by 2024



QUESTIONS/ LAST THOUGHTS



2022 Council on Homelessness Workplan

Please note, this is a workplan for the Council on Homelessness only. Other sub-committees (detailed on pg. 2) will continue to operate with separate and related workplans and activities. The CoC's strategic plan is currently being developed by the PATH Innovations Committee will likely be completed in late 2022.

Timeframe	Activities
January – March	<p><u>Main Activities:</u></p> <ul style="list-style-type: none"> ○ Review key takeaways from the C4 Racial Equity Action Plan and identify next steps/committee alignment ○ Discuss new program models to be used for performance-based contracting ○ Launch HUD Compliance Monitoring Process for CoC-funded providers ○ Discuss American Rescue Act HOME Funds with a variety of stakeholders <p><u>Other Activities:</u></p> <ul style="list-style-type: none"> ○ Vote on any action items that arise at Council on Homelessness meetings ○ Host an orientation for CoH members ○ Select CoH Chair and Vice Chair for 2022 ○ Identify and approve members of the HMIS Policy Committee, Oversight Committee, PATH Innovation Committee, CoC/ESG Committee, and Governance Committee ○ Complete quarterly report to the Contra Costa Board of Supervisors
April – June	<p><u>Main Activities:</u></p> <ul style="list-style-type: none"> ○ Approve the revised CoC NOFO scoring materials ○ Launch Data Quality Monitoring Process ○ Launch program models to be used for performance-based contracting ○ Review the State of the System ○ Approve Governance Charter & Bylaws revisions ○ Review key takeaways from the Focus Strategies Coordinated Entry Evaluation and identify next steps/committee alignment <p><u>Other Activities:</u></p> <ul style="list-style-type: none"> ○ Vote on any action items that arise at Council on Homelessness meetings ○ Identify and approve members of the Funding Committee and CoC NOFO Review & Rank Panel ○ Complete quarterly report to the Contra Costa Board of Supervisors





<p>July – September</p>	<p><u>Main Activities:</u></p> <ul style="list-style-type: none"> ○ Approve the final CoC NOFO Priority Listing and Application ○ Approve Coordinated Entry Policies & Procedures revisions ○ Approve CoC Written Standards revisions <p><u>Other Activities:</u></p> <ul style="list-style-type: none"> ○ Vote on any action items that arise at Council on Homelessness meetings ○ Identify and approve members of the Policy Committee, Point-in-Time Count Committee, Homelessness Awareness Month Committee, and Nominating Committee ○ Complete quarterly report to the Contra Costa Board of Supervisors
<p>October – December</p>	<p><u>Main Activities:</u></p> <ul style="list-style-type: none"> ○ Review recommended 2023 CoH members ○ Approve presentation of Homelessness Awareness Month educational materials to the Contra Costa County Board of Supervisors ○ Approve the 2023 Point-in-Time Count methods <p><u>Other Activities:</u></p> <ul style="list-style-type: none"> ○ Vote on any action items that arise at Council on Homelessness meetings ○ Identify and approve members of the Performance Measure Committee ○ Complete quarterly report to the Contra Costa Board of Supervisors

The proposed timing is subject to change.

Committee	Role
PATH Innovation Committee	Work towards the goal of reducing unsheltered homeless in Contra Costa County by 75% by 2024
Oversight Committee	Reviewing and assessing the development, implementation, and improvement of the CoC, Coordinated Entry System, HMIS database, and system outcomes
HMIS Policy Committee	Develops and shares updates on HMIS policies and practices, compliance, and troubleshooting; Plans technical assistance and training; Informs standards of practice and monitoring
Governance Committee	Review and revise the Governance Charter & Bylaws to increase CoH efficiency and impact
Funding Committee	Directs the community input process for various time-sensitive federal and state funding streams
ESG/CoC Committee	Supports the application process for funds administered by HUD, including the CoC program



ANNA M. ROTH, RN, MS, MPH
HEALTH SERVICES DIRECTOR

CHRISTY SAXTON, MS
DIRECTOR OF HEALTH, HOUSING & HOMELESS SERVICES



**CONTRA COSTA
HEALTH, HOUSING &
HOMELESS SERVICES**

2400 Bisso Lane, Suite D2nd Floor
Concord, California 94520

Ph 925-608-6700

Fax 925-608-6741

System Performance Committee	Develops and tracks CoC performance outcomes at the system and project levels, in alignment with HUD and local strategic objectives
Nominating Committee	Reviews applications for new Council on Homelessness members
Policy Committee	Monitor and review local, state, and federal policies that impact housing and homelessness in Contra Costa County
Point-in-Time Committee	Plan and implement the annual Point-in-Time Count, an annual HUD-required count of sheltered and unsheltered people experiencing homelessness



SMARTIE Goals Worksheet

Goals are a concrete way to drive results, but without an explicit equity and inclusion component, goals won't produce better outcomes for marginalized communities, address disparities, or support belonging. Introducing SMARTIE goals! SMARTIE stands for:

- S**TRATEGIC Reflects an important dimension of what your organization seeks to accomplish (programmatic or capacity-building priorities).
- M**EASURABLE Includes standards by which reasonable people can agree on whether the goal has been met (by numbers or defined qualities).
- A**MBITIOUS Challenging enough that achievement would mean significant progress—a “stretch” for the organization.
- R**EALISTIC Not so challenging as to indicate lack of thought about resources, capacity, or execution; possible to track and worth the time and energy to do so.
- T**IME-BOUND Includes a clear deadline.
- I**NCLUSIVE Brings traditionally marginalized people—particularly those most impacted—into processes, activities, and decision/policy-making in a way that shares power.
- E**QUITABLE Seeks to address systemic injustice, inequity, or oppression.

By incorporating equity and inclusion into your SMART goals, you can make sure your organization's commitment to racial equity and inclusion is anchored by tangible and actionable steps. Here's an example of a SMART goal turned SMARTIE:

SMART	SMARTIE
Build a volunteer team of 100 door-to-door canvassers by May...	...with at least 10 people of color recruited as volunteer leaders first, so that they can help shape the way we run the canvasses.

Please note: there's a fine line between inclusion and tokenism. What's the difference? Power. In most cases, it's not enough to tack on "...and x number of volunteers/new hires/spokespeople should be people of color" unless the people you're trying to include will be able to influence the work in a meaningful way. SMARTIE goals are about including marginalized communities in a way that shares power, shrinks disparities, and leads to more equitable outcomes.

Learn more about [How to Embed Inclusion and Equity in Your Goals](#) and visit our [Goals Bank](#) for inspiration. Ready to get started? Use our SMARTIE goals **practice sheet** below.

Start Writing Your SMARTIE Goals

Use this template to write a goal for yourself or a team member.

Time Bound: My goals between [] (start date) and [] (end date) are to achieve this **Strategic** and **Ambitious** outcome:

I will know success when I see it using these **Measurable** standards:

-
-

A **Realistic** plan to achieve this goal includes these tactics/activities (consider time, resources, capacity):

By [] (date)

By [] (date)

By [] (date)

Thinking about **Equity and Inclusion:** Can you imagine there being any unintentional *disparate impact* along lines of power and identity? How might inequity or exclusion show up? For whom?

How could you *change the goal* to either mitigate that disparate impact or make **Equity and Inclusion** more explicit?