



EQUITY COMMITTEE

Tuesday, November 8, 2022

from 2:30 – 4:30

Registration link: https://homebaseccc.zoom.us/meeting/register/tZMvf-2qrTgvGdzx7dxEp-XD9DnQyx_hl4ml

Committee Members: Jo Bruno, Juno Hedrick, Keva Dean

AGENDA

TIME	AGENDA ITEM	PRESENTERS
5	I. Welcome and Roll Call	Jaime Jenett, H3
5	II. Review Minutes	Jaime Jenett, H3
5	III. Recap of process to date	Jaime Jenett, H3
10	IV. Review SMARTIE Goals	Jamie Schecter, H3
15	V. View Draft Work Plan	Jaime Jenett, H3
60	VI. Continue Drafting Work Plan	Jaime Jenett & Jamie Schecter, H3
10	VII. Temperature Check	Jaime Jenett, H3
10	VIII. Next Steps	Jaime Jenett, H3
5	IX. Questions/Last Thoughts	All



EQUITY COMMITTEE

Tuesday, October 11, 2022

from 1:30 pm – 3 pm

Recording Link: <https://youtu.be/Bg3b--sJrMs>

Committee Members: Jo Bruno, Juno Hedrick, Keva Dean

Staff: Jaime Jenett, Jamie Schechter

Attendees:

MINUTES

I.	Welcome and Roll Call , Jaime Jenett, <i>H3</i>
	<ul style="list-style-type: none"> Jaime invited attendees to introduce themselves and established quorum.
II.	Recap of process to date , Jaime Jenett, <i>H3</i>
	<ul style="list-style-type: none"> Jaime recapped the evolution of Equity work to date.
III.	What is a Work Plan? , Jamie Schechter, <i>H3</i>
	<ul style="list-style-type: none"> Jamie presented information about the essential components of a work plan.
IV.	What are SMARTIE Goals? , Jamie Schechter, <i>H3</i>
	<ul style="list-style-type: none"> Jamie presented the concept of SMARTIE goals and referenced the attached handout.
V.	Work Plan as a Collaborative Tool , Jaime Jenett, <i>H3</i>
	<ul style="list-style-type: none"> Jaime presented information about the ways different versions of work plans may be used by different audiences.
VI.	Temperature Check , Jaime Jenett, <i>H3</i>
	<ul style="list-style-type: none"> Y'Anad is excited to start thinking/designing Keva loves idea of adding more Community representative seats including potentially regionally. Governance Committee is a great place for this conversation!
VII.	Next Steps , Jaime Jenett, <i>H3</i>
	<ul style="list-style-type: none"> Jamie S and Jaime J to work on a draft work plan to bring back to November Committee meeting.

- Before November Equity Committee meeting, attendees should do some individual brainstorming on resources, community input and possible goals for a Work Plan to meet the set priority of *“Create accessible information, outreach, and educational materials to engage hard to reach or previously unreached communities in Contra Costa County.”*
- Think about goals that are tangible, specific, how would you know you accomplished them?
- Set future Equity Committee Meeting dates to be Tuesday November 8th from 2:30 -4:30 and Tuesday, December 13th from 2:30 – 4:430 pm
- For November meeting will review draft plan
- December will finalize work plan and present to Council on Homelessness for review at next COH meeting.

Committee Description

- Discussed possible Description of Equity Committee
 - Draft created in meeting: “Increase awareness, community dialogue, and lead concrete actions to achieve equity throughout the homeless system of care”.
 - Proposed to have this finished with work plan.

VIII. Questions/Last Thoughts

All

Jo: excited to see where we’ve landed on this work!

Alex: Example of what equitable outcomes might look like using “ x# of this kind of person would be housed if things were equitable”.

DRAFT
10.26.2022

Annual Priorities	Audience	Goals and Activities			
		Q1: Jan - Mar	Q2: Apr - Jun	Q3: Jul - Sep	Q4: Oct - Dec
By December 32, 2032, create accessible information, outreach, and educational materials to engage hard to reach or previously unreached communities in Contra Costa County so that people experiencing homelessness have equitable access to housing resources and housing outcomes.	1. People experiencing homelessness or previously experienced homelessness 2. Providers in the Homelessness Response System 3. Stakeholders interested in increasing equity	PLANNING Goal: By end of Q1, assess existing education materials and information gaps, identify key target populations and identify current information channels and amplifiers. Activities: - Recruit 3 new PWLE to provide input at meetings (or participate in a related activity?) - Review current outreach efforts at community outreach events, H3 website traffic, etc. - create survey? Focus Groups? - Review current materials with a focus on CES process, Access Point information - Review partner provider map to develop	DRAFTING Goal: By the end of Q2, draft informational tools and identify amplifiers to develop new channels to share information on homeless services Activities: - Develop evaluation plan for PWLE to provide input on materials - Develop # new materials (ex. flyer, video) with a focus on CES process, Access Point information - Identify # number of new partnerships to cultivate with focus on East County? TAY?	TESTING Goal: By the end of Q3, 1) Test newly revised materials with PWLE, providers and amplifiers and 2) Connect with potential amplifiers to develop new channels to information on homeless services Activities: - Recruit PWLE and providers to provide input on new materials (set a # goal?) - Test new materials with a focus on CES process, Access Point information PDSA cycles? - Solicit feedback from new amplifiers	FINALIZING By the end of Q 4 1) Refine and launch revised materials, 2) assess success of engaging new amplifiers, and 3) determine priorities for 2024 Activities: - Tracking and reporting on deliverables - Review PDSA cycles - Create goals and workplan for 2024

Scratch Pad
<i>Use this area to take note of draft or in progress ideas that may need further discussion before adding to the work plan</i>

Accountability Corner	
January - March Update 1. What goals/milestones were accomplished? 2. What new needs were identified?	April - June Update 1. What goals/milestones were accomplished? 2. What new needs were identified?

Reference Round Up
SMARTIE Goals: https://www.managementcenter.org/resources/smartie-goals-worksheet/ Decision Framework: link here Equity Report: link here Previous Agendas and minutes: link here

July - September Update 1. What goals/milestones were accomplished? 2. What new needs were identified?	October - December Update 1. What goals/milestones were accomplished? 2. What new needs were identified?
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