



**Coordinated Entry Advisory Committee (CEA)
Agenda for June 3, 2026
12:00pm-1:00pm Pacific Time**

Zoom link:

<https://sonomacounty.zoom.us/j/92281657937?pwd=SW42V2tOcHdIY0o5OStQNFk3WUY4UT09>

	Agenda Item	Packet Item	Presenter	Time
1.	Welcome, Roll Call and Introductions		Committee Chair	12:00pm
2.	Approval of Consent Calendar (Action Item) <ul style="list-style-type: none"> • June 2026 Agenda • May Minutes 	1	Committee Chair	12:05pm
3.	Participant Survey Results	2	HomeFirst staff	12:10pm
4.	Shadow Results Presentation	3	HomeFirst staff	12:20pm
5.	Performance Evaluation & Input Session	4	HomeFirst staff	12:30pm
6.	Public Comment on non-agenized items	5	Public	1:00pm
7.	Adjourn Next Meeting: <u>Wednesday, July 1, 2026, 12:00pm</u>			

PUBLIC COMMENT:

Public Comment may be made via email or during the live zoom meeting. To submit an emailed public comment to the CE committee email Andrew.Akufo@sonomacounty.gov Please provide your name, the agenda number(s) on which you wish to speak, and your comment. These comments will be emailed to all Board members. Public comment during the meeting can be made live by joining the Zoom meeting using the above provided information. Available time for comments is determined by the Committee Chair based on agenda scheduling demands and total number of speakers.



Sonoma County Homeless Coalition Coordinated Entry Advisory Committee (CEA)

May 6, 2026, 12:00pm-1:00pm

https://sonomacounty.zoom.us/rec/share/ArqgxK1i5R70wo-aFZPrwm7_ZRBI0hlpgcWoEVT_KRHCAyFH6ywBMqV8RAyqS80.zuyoH8li-HeDIQKJ

Passcode: tNVu!MF4

1) Welcome, Roll Call and Introductions

Meeting called to order at 12:07pm

- **Present:** Margaret Sluyk, Matthew Verscheure, Karla McLaren, Chessy Etheridge, Emily Quig, C.J. Johnson, Kim Halliday, Sarah Vetter, Kate Mather, Sarah Hunt (proxy for Sasha Brown)
- **Absent:** Kathleen Pozzi, Lauren Taylor, Sasha Brown (with proxy), Annie Falandes, Nathan Somersall, Justin Milligan

Matthew announced Arcelia Zavala's resignation from the CEA Committee.

2) Approval of Consent Calendar (May 2026 agenda and March 2026 minutes (Action item)

- A motion was made to approve.
- The motion was seconded
- Public Comment: None
- Motion passed unanimously

3) Confirm Procedure in HMIS (ACTION ITEM)

Kaitlin Johnson-Carney from HomeFirst shared a potential policy change about confirming the program transfer procedure in HMIS. The proposed policy language would read ***“For confidentiality purposes, emergency transfers are sent via phone call only. HMIS referrals are not utilized nor is the referral documented in HMIS. Email communication must not include the participant’s name or personally identifiable information.”***

Discussion ensued. Margaret requested that the following sentence be added at the end of the proposed language: “This procedure is per “VAWA” regulation.



- Matthew motioned to approve the policy language change with the added sentence from Margaret. Margaret seconded
- Public Comment: None
- Motion passed unanimously with no abstentions or objections

The policy change will be forwarded to the Homeless Coalition Board's meeting on May 27th for final approval.

4) Program Transfers Policy Change (ACTION ITEM)

Kaitlin shared a potential policy change to program transfers which would include an ***“if not but for”*** requirement for transfers. The proposed policy language would read ***“To qualify for a case management program transfer, there must be a likelihood that the household will be evicted if not but for the program transfer. Case conference discussion will include speaking to the likelihood of eviction and what steps have been taken to mitigate eviction.”***

The policy update would not impact administrative transfers, progressive engagement transfers, or emergency transfers.

Discussion followed. Chessy suggested changing ***“eviction”*** to ***“at risk of homelessness.”*** Another suggestion was proposed to add ***“... demonstrate steps taken to mitigate homelessness”*** to the language change and table the discussion to 3 months later.

- There was a motion to approve the policy language change with the added language ***“... demonstrate steps taken to mitigate homelessness”*** and to table the discussion to 3 months later
- He motion was seconded
- Public Comment: None
- Motion passed unanimously with no abstentions or objections

The policy change will be forwarded to the Homeless Coalition Board's meeting on May 27th for final approval.

5) Case Conferencing Voting Policy Change (ACTION ITEM)

Kaitlin shared a potential update to case conference voting and decision making. The proposed policy language update would read “Each organization present at case conference receives one vote for decision making such as voting on program



transfers and enhanced assessments. Any individual present may still bring up concerns at any time.”

Discussion followed.

- Margaret motioned to approve the policy language update
- Karla seconded
- Public Comment: None
- Motion passed unanimously with no abstentions or objections

The policy change will be forwarded to the Homeless Coalition Board’s meeting on May 27th for final approval.

6) Revisiting Pending Program & Enhanced Assessments (every 6 months) (ACTION ITEM)

Kaitlin shared a potential policy update to revisit program transfer and enhanced assessments every 6 months. The proposed policy language update would read “If a program transfer or enhanced assessment is pending for six months, CES Operator staff will add to the Case Conference Agenda to revisit and check in on status.”

Discussion followed.

- Margaret motioned to approve the policy language update
- Chessy seconded
- Public Comment: None
- Motion passed unanimously with no abstentions or objections

7) Public comment on non-agendized items.

None

8) Adjournment

The meeting was adjourned at 12:51pm

Next Meeting: **Friday, June 3, 2026, 12:15pm**



SONOMA COUNTY
HOMELESS
COALITION

**Sonoma County Homeless Coalition Board Coordinated Entry Advisory Committee (CEA)
Staff Report**

Item No: 3

Subject: Participant Survey Results

Meeting Date: June 3, 2026

Staff Contact: Andrew Akufo: Andrew.Akufo@sonomacounty.gov

Summary

HomeFirst staff will share a presentation of results from the participant survey.

Recommended Action(s)

Informational only



SONOMA COUNTY
HOMELESS
COALITION

**Sonoma County Homeless Coalition Board Coordinated Entry Advisory Committee (CEA)
Staff Report**

Item No: 4

Subject: Shadow Results Presentation

Meeting Date: June 3, 2026

Staff Contact: Andrew Akufo: Andrew.Akufo@sonomacounty.gov

Summary

HomeFirst staff will share a presentation about shadow results.

Recommended Action(s)

Informational only



SONOMA COUNTY
HOMELESS
COALITION

**Sonoma County Homeless Coalition Board Coordinated Entry Advisory Committee (CEA)
Staff Report**

Item No: 5
Subject: Performance Evaluation & Input Session
Meeting Date: June 3, 2026
Staff Contact: Andrew Akufo: Andrew.Akufo@sonomacounty.gov

Summary

HomeFirst staff will share a performance evaluation and host a session for input.

Recommended Action(s)

Informational only