



Coordinated Entry Advisory Committee (CEA)
Agenda for May 6, 2026
12:00pm-1:00pm Pacific Time

Zoom link:

<https://sonomacounty.zoom.us/j/92281657937?pwd=SW42V2tOcHdlY0o5OStQNFk3WUY4UT09>

	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"> • May 2026 Agenda • April Minutes 	1	Committee Chair	12:05pm
3.	Confirm Procedure in HMIS (ACTION ITEM)	2	HomeFirst staff	12:10pm
4.	Program Transfers Policy Change (ACTION ITEM)	3	HomeFirst staff	12:30pm
5.	Case Conferencing Voting Policy Change (ACTION ITEM)	4	HomeFirst staff	
6.	Revisiting Pending Program & Enhanced Assessments (every 6 months) (ACTION ITEM)	5	HomeFirst staff	
7.	Public Comment on non-agenized items	6	Public	1:00pm
8.	Adjourn Next Meeting: <u>Friday, June 3, 2026, 12:15pm</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)

April 1, 2026, 12:00pm-1:00pm

https://sonomacounty.zoom.us/rec/share/XEOrymXof4_3_9t84gUg6OOzGbHdEzP0Egz8DZ1AC9A1kZ7XhLsRbA9VarOirPJ.vxSAXPIW2mEjHk0b?startTime=1775069805000

Passcode: yCco7b@P

1) Welcome, Roll Call and Introductions

Meeting called to order at 12:07pm

- **Present:** Margaret Sluyk, Matthew Verscheure, Kathleen Pozzi, Sasha Brown, Karla McLaren, Chessy Etheridge, Emily Quig, Aracelia Zavala. C.J. Johnson, Kim Halliday,
- **Absent:** Margaret Sluyk, Lauren Taylor, Kath Mather, Sarah Vetter, Annie Falandes, Nathan Somersall, Justin Milligan

C.J. and Kim introduced themselves

2) Approval of April 2026 agenda and February minutes (Action item)

- Matthew motioned to approve. Karla seconded
- Public Comment: None
- Motion passed unanimously

3) Referrals as backups for enhanced assessments

Kaitlin Johnson-Carney from HomeFirst shared a follow-up in regard to referrals being used as backups for enhanced assessments. Enhanced assessments are sent as backups. Available data shows that most backup referrals ultimately become primary referrals and proceed through the normal housing process. For the majority of households, being referred as a backup referral did not delay their progression toward housing. Staff recommends maintaining the current practice and continuing to rely on case conferencing to guide referral decisions.

Sasha shared that she is fine with maintaining the current process. She wants to ensure the process is discussed every time someone is considered as a backup



referral and that case managers that are working with them to take advantage of opportunities.

- Public Comment: None
- No action taken

4) Coordinated Entry Performance Evaluation

Manny Galvan from HomeFirst shared a presentation about the Coordinated Entry performance evaluation including a summary, data of inflow, outflow, the timeliness of referral and housing, and outflow referral rejection rates. The presentation included an equity analysis of inflow, outflow, and referrals. A dynamic housing tier and geographic subregion assessment was shared as well as a referral data review. Issues from previous periods were identified and the actions taken to address them were shared, including information pertaining to goal deadlines and the current status of each.

Kaitlin Johnson-Carney requested that committee members let HomeFirst know how improvements can be made. More efforts will be geared towards Spanish-speaking outreach. The Santa Rosa Junior College will serve as a Coordinated Entry access point to help youth get connected.

Andrew requested the slides be sent to him, following the meeting.

- Public Comment: None
- No action taken

5) Public comment on non-agendized items.

None



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

Item No: 3
Subject: Policy Update - Confirmed Program Transfer Procedure in HMIS
Meeting Date: May 6, 2026
Staff Contact: Andrew Akufo: Andrew.Akufo@sonomacounty.gov

Summary

The Coordinated Entry System (CES) has seen more Emergency Transfers recently and housing providers have expected referrals through the Homeless Management Information System (HMIS) as the CES policies and procedures do not clarify that an HMIS referral is unable to be sent for an emergency transfer.

Recommended Action(s)

Clarification that for emergency transfers, there will be no HMIS referral sent. The new housing provider will enroll the participant into their HMIS project and offer de-identified enrollment.



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

Item No: 4

Subject: Policy Update - Program Transfer Policy Language Change Update

Meeting Date: May 6, 2026

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

Summary

The Coordinated Entry System (CES) has seen a large uptick in requests for program transfers. There have been so many program transfers approved, that participants at the top of the priority list are waiting months to receive referrals to their preferred projects. Additionally, there is a concern that participants who are not prioritized are accepting shared housing project referrals, only to come back and request a program transfer to enter the project of their choice. This has created a “backdoor” for participants not currently prioritized for referrals.

Recommended Action(s)

Program Transfers must meet an ‘if not but for’ the transfer, the household is likely to be evicted.



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

Item No: 5
Subject: Policy Update - Case Conference Voting Change
Meeting Date: May 6, 2026
Staff Contact: Andrew Akufo: Andrew.Akufo@sonomacounty.gov

Summary

The Coordinated Entry System (CES) has both large and very small organizations as partners. Currently, anyone other than HomeFirst staff can vote in decisions such as approving enhanced assessments and program transfers. Many partner organizations send one representative to CES case conferences. There has been a concern that it is unfair to our smaller partners for the larger partner organizations to send multiple representatives and may then be able to sway a vote one way or the other.

Recommended Action(s)

Update to Case Conference decision making. Each individual agency present at Case Conference receives one vote when deciding on program transfers and Enhanced Assessments.



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

Item No: 6
Subject: Policy Update - Program Transfer and Enhanced Assessment Revisitation
Meeting Date: May 6, 2026
Staff Contact: Andrew Akufo: Andrew.Akufo@sonomacounty.gov

Summary

The Coordinated Entry System (CES) has seen an uptick in both program transfers and enhanced assessments. Some participants have been on the program transfer or enhanced assessment lists for over 6 months. Revisiting every 6 months allows CES staff and partners to check on the participant's status and review any changes in preferences.

Recommended Action(s)

Update policies to allow revisitation of both program transfers and evaluation assessments every 6 months if still pending.