EQUITY AND INCLUSION COMMITTEE | **Meeting Minutes**
**Date of meeting:** February 17, 2022 | 11:00 am – 12:30 pm
Microsoft Teams

Meeting's Goals:
- Welcome and Overview of Agenda
- HMIS Data
- EIC Action Plan
- CoC Committee/workgroups updates

Attendance

| Board Member Name | Present | Board Member Name | Present |
|---|---|---|---|
| Shamika Agbeviade | x | Pedro Perez | x |
| Kathryn Firmin-Sellers | x | A.W. Burgess | |
| Giovanna Collins | x | Kenneth Robinson | x |
| Branden Lewis | x | Shaq Clarke | |
| Khalil Salim | x | Shaketa Wright | |
| Gregory Denlea | x | Leslie Dill | |

Others present: Jennifer Stout, Mary Ann Priester, Emani Mills, Thais Yeon, John Batts, Kimberly Sanders, Erin Nixon, Bermuda Scott-Norwood, Lakika Marshall, Brian Battle

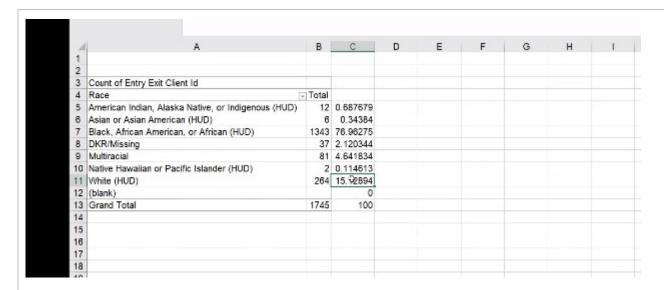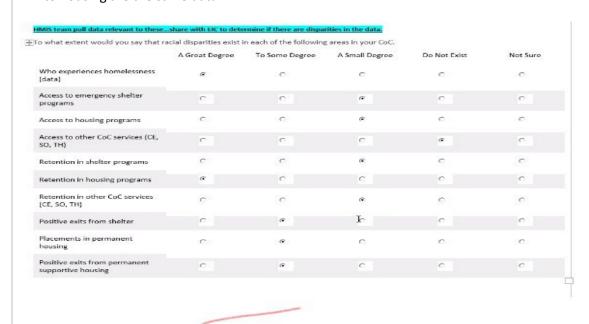| **Welcome and Overview of Agenda** | |
|---|---|
| **Equity and Inclusion Committee**<br>• Welcome by Giovanna | **11:00 – 11:00** |
| Meeting minutes for January 2022 EIC meeting were approved. Meeting minutes are available on the Trello board. | |
| **HMIS Data and Survey Questions Branden Lewis and Mary Ann Priester**<br>• Review of HMIS data<br>• University of Tennessee CoC Survey Question | **11:00– 11:25** |
| • Review of HMIS data<br>Mary Ann: We do not want people to remain in our shelters. We want them to attain success.<br><br>Mary Ann: Negative exit – we don' know where the people went and we could not follow up with them to get the information.<br><br>Mary Ann: Disparities exist in accessing services. | |

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| | A | B | C |
|---|---|---|---|
| 1 | | | |
| 2 | | | |
| 3 | Count of Entry Exit Client Id | | |
| 4 | Race | Total | |
| 5 | American Indian, Alaska Native, or Indigenous (HUD) | 12 | 0.687679 |
| 6 | Asian or Asian American (HUD) | 6 | 0.34384 |
| 7 | Black, African American, or African (HUD) | 1343 | 76.96275 |
| 8 | DKR/Missing | 37 | 2.120344 |
| 9 | Multiracial | 81 | 4.641834 |
| 10 | Native Hawaiian or Pacific Islander (HUD) | 2 | 0.114613 |
| 11 | White (HUD) | 264 | 15.12894 |
| 12 | (blank) | | 0 |
| 13 | Grand Total | 1745 | 100 |
| 14 | | | |
| 15 | | | |
| 16 | | | |
| 17 | | | |
| 18 | | | |

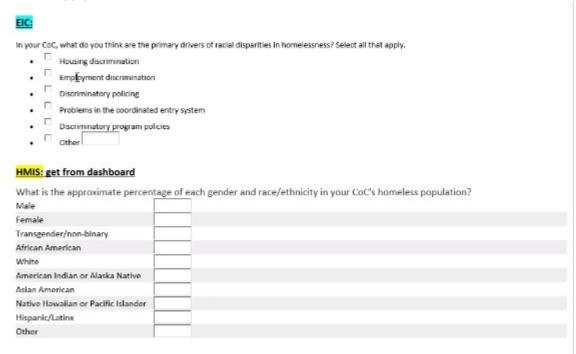- University of Tennessee CoC Survey Question

Brandon presented the survey and walked through each survey question.
- Giovanna: How is University of Tennessee involved?
- Brandon: They are not. We just thought we would help them out and get this committee's input.
- Disparities still exist – yes.
- Access to emergency shelter program
- Giovanna: in the interest of time we can decide for now; and when we submit we provide feedback that we did not have a baseline.
- Brandon stated there is a feedback line.
- Giovanna: the work on this committee speaks to the progress we have made.
- Mary Ann: over representation of white people in the population. Access to housing programs and placement to housing are the same data

HMIS team pull data relevant to these...share with EIC to determine if there are disparities in the data.

To what extent would you say that racial disparities exist in each of the following areas in your CoC.

| | A Great Degree | To Some Degree | A Small Degree | Do Not Exist | Not Sure |
|---|---|---|---|---|---|
| Who experiences homelessness [data] | ● | ○ | ○ | ○ | ○ |
| Access to emergency shelter programs | ○ | ○ | ● | ○ | ○ |
| Access to housing programs | ○ | ○ | ● | ○ | ○ |
| Access to other CoC services (CE, SO, TH) | ○ | ○ | ○ | ● | ○ |
| Retention in shelter programs | ○ | ○ | ● | ○ | ○ |
| Retention in housing programs | ● | ○ | ○ | ○ | ○ |
| Retention in other CoC services (CE, SO, TH) | ○ | ○ | ● | ○ | ○ |
| Positive exits from shelter | ○ | ● | ○ | ○ | ○ |
| Placements in permanent housing | ○ | ● | ○ | ○ | ○ |
| Positive exits from permanent supportive housing | ○ | ● | ○ | ○ | ○ |

- Khalil :Is there something that is unique to us
- Landlord discrimination is probably outside of us –
- Emily: May not fall under housing discrimination (vouchers) they don't want to accept the hassles that come with vouchers. It is not always that cut and dry. We just don't want to have to deal with the strings that come with vouchers
- Giovanna: these landlords get creative on how they discriminate and it is not easy to legally dispute. It is something worth noting
- Pedro: this was discussed prior to the pandemic because of the nature of this state not being – cities cannot make decisions without Raleigh's approval
- Erin: I had a question about discriminatory program policies – does anyone have quick feedback – where do you see that?
- Shamika: programs that require you to do a certain amount of work; provide hours;
- Giovanna: defining the family makeup – do you have to be married to have access to the voucher
- Emani: Family composition; programs that are designed to take non-traditional families
- Giovanna: we will dig into this more with our system mapping

Check all apply

**EIC:**

In your CoC, what do you think are the primary drivers of racial disparities in homelessness? Select all that apply.

- ☐ Housing discrimination
- ☐ Employment discrimination
- ☐ Discriminatory policing
- ☐ Problems in the coordinated entry system
- ☐ Discriminatory program policies
- ☐ Other ____

**HMIS: get from dashboard**

What is the approximate percentage of each gender and race/ethnicity in your CoC's homeless population?

| | |
|---|---|
| Male | |
| Female | |
| Transgender/non-binary | |
| African American | |
| White | |
| American Indian or Alaska Native | |
| Asian American | |
| Native Hawaiian or Pacific Islander | |
| Hispanic/Latinx | |
| Other | |

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| **EIC Action Plan**<br>• Review the EIC Action Plan and discuss priorities<br><br>Charlotte-Mecklenburg Racial Equity Action | **11:25– 12:00** |

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Giovanna presented the EIC Action Plan.
- Giovanna: We need to refer to this document in order to flush out what our priorities will be for this year. Most of us have seen this before as it was presented by C4 Innovations. Let's go through and decide – make sure we are on the same page. There was some lengthy discussion when C4 was with us.
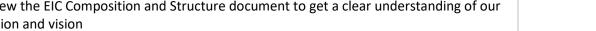- Giovanna: What are the most pressing goals we need to work on and what are some of the action steps we can begin to work on now.

Goals were presented.

- Giovanna: Goal 5 is already being addressed by the COC
- Brandon: Goal 4 is being addressed
- Pedro: if it is being addressed elsewhere we should move on
- Mary: are the members from this group involved and could they be
- Giovanna: Yes we definitely should be involved in those activities. To what extent I don't know.
- Giovanna: Goal 3 I recall this being a top priority for this group
- Pedro: how are we defining culturally responsive. What does that mean?
- Giovanna: Do we agree that this goal is a priority?
- Kenny: I would like to get a better understanding of what this represents too.
- Giovanna: Goal 2 – I believe we are already doing this. We look at racial equity data quarterly and I think we do it more frequently than that. We should just maintain this as a goal.
- Shamika: We review it but there is no action being taken by us in the data. I do feel that there needs to be more action – rather than just checking a box.
- Pedro: How does this goal interact with Goal 3? What actions are we going to take when we see this data. What action can we take that would be effective.
- Mary: what we are hearing from you on the front lines and incorporating that data into decision making. Building a process for this can be one of the action items. We have a floor of what our counts look like and what our populations look like. How can we improve in these areas. Some is happing with the 2025-26 plan.
- Kenny: we are trying to get there but the data we are putting together in this group is more accurate; we have been intentional to think about other populations – we can clearly see the disparities. Our data needs to focus on racial equity and include data that is not in HMIS systems. Then we can take this data to the COC and other decision makers to add on – thus they will see that it is not all-inclusive. This would be a good action step for goal #2. This also needs to be included in the 2025 reports (they do not have the populations we serve).
- Giovanna: This goal should be a priority. We dig deeper on the objectives and the action steps. We need to look at this and spend more time on it.
- Kenny: Absolutely
- Giovanna: Goal #2 and #3 are priorities.
- Goal #1: is this something that we want to spend a lot of time with Goal #1 – include it in the priorities for this year?
- Shamika: if we start at 2 and 3 that should trickle down to goal #1. We spent the whole year making them get it.
- Giovanna: We are doing this already. Let's make sure with Goal 2 and 3 that we are still doing #1.
- Erin: Is there some kind of feedback, training, do we need to check-in?
- Giovanna: People are weary of talking and training about the same stuff. I have heard this from different groups.

- Erin: there is an opportunity to go deeper; smaller group discussions. Maybe this is in partnership with Juvenial Justice (facilitate smaller group trainings).
- Kenny: suggestion for goal #1 – update the goal title to – I would like for it to state anti-systemic racist. Once we look at the data and what is going on then there is clearly racism – but it is more systemic than supremacy.
- Giovanna: I agree with this point.
- Khalil: Sounds like there is a lot of things happening around training. Can we prioritize the action steps within the goals. Push more towards the bottom.
- Giovanna: We have trainings; they are available; we can encourage but we can't force. The trainings are out there already. We need to go beyond this now and focus on other objectives.
- Brandon: Goal 1 is something that we will always be doing.
- Goal 1 is kind of our mission so to speak. This is the intent of the EIC committee.
- Khalil: more of a moderating thing. We have had difficulty in the past with recruitment of folks with lived experience.
- Kenny: I think that will be based off of our action steps. A lot of them reference back to 2016 having gone through this and not getting anywhere. Once some of us are able to speak to this and encourage others to join based on positive results gained.
- Giovanna: Goals 1,2, and 3 are the goals for this year. In march we will focus on a specific goal and make action steps.
- Mary Ann: Some of the data pieces; I think it might be helpful if our internal team could go through this and state this is what we are doing and potentially bring it back to you at the next meeting. So many things are being done.
- Giovanna: I think that would be great. Is that something the data team can do?
- Mary: Yes. We are looking to you all as to what makes sense. What we will present next meeting; this I what we have this is what we know is being worked on; who's working on it.
- Giovanna: Give me an email and let me know if you want to be added to the agenda. Anybody out there who has data we are not sharing please share it with us.
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| **EIC Composition and Structure**<br>• Review the EIC Composition and Structure document to get a clear understanding of our mission and vision<br><br>[Word icon]<br>E&I Composition and Structure.docx | **12:00-12:15** |

- Giovanna: There were questions last meeting about this group creating the mission statement. I don't know too many committees that have their own mission statement outside of the larger organization. If there are changes to me made we can make them.
- Erin: this was modeled after another committee's document. Our mission is in the first paragraph "The Equity and Inclusion Committee (EIC), a committee of the Continuum of Care (CoC), is responsible for developing and implementing plans and processes to assess whether the CoC's policies and resource allocation decisions are positively impacting inequities among homeless individuals and families in the community".

- Kenny: under roles and responsibilities to create action steps.
- Giovanna: they represent actions.
- Pedro: timeframes when are these actions going to take place. Timely implementation mentioned on this document.
- Kathryn: the timeframe should be on that goal sheet.
- Giovanna: we will take your inputs and modify the document
- Shamika: what is the time frame?
- Pedro: Semi-annually (every 6 months) might be a reasonable time frame.
- Brandon: We are adding to the Trello board
- Giovanna: It is posted in two places on the Trello board. Under brainstorming – and I will take it off of the other one.
- Brandon: can we use track changes.
- Giovanna: there is a way you can add your comment to the document through teams.
- Giovanna: Can use Trello and I will create a team's group – we can synthesize and bring to the next meeting for approval. For those not comfortable with teams you can put your comments in the Trello board. For those who would like to go into the document itself I can create a team in MS teams where the document can be edited by the group.
- Shamika: The easiest is to share the one-drive. Everyone can add their edits
- Giovanna: We can use the one-drive

| CoC Committee/Workgroups Updates | 12:15– 12:25 |
|---|---|
| • Brainstorm solutions for EIC members to share updates on CoC committees/workgroups | |

- Giovanna: The homework was that people in this committee attend the workgroups and post updates on the Trello board. I am willing to bet that did not happen for most of us. We can come up with a way to share updates understanding that we only have 90 minutes in this meeting. We can then bring up items to this meeting to address. Let's brainstorm a solution understanding that we have representation in every group and we are brining information to this group to share.
  Kenny: we may need to know which workgroups we are assigned to
- Kathryn: I am Trello board challenged. I am wondering if Brandon could reach out and get the update for each of us and compile it. Do we have all of the sub-committees covered?
- Erin: what is the expectation to be reported back? We need to be mindful that other groups have their agendas – what are we looking for from the workgroups.
- Kathryn: Ensure that all of the workgroups are working from an equity lense.
- Pedro: I am on the criminal justice work group. Would you want an update from that group? It is not on the COC. It is part of Mecklenburg. We function in silos. We need to stop functioning in silos.
- Erin: Family group – are they looking at things from an equity lense?
- Shamika: I think we are all champions for equity and inclusion regardless of what meeting we are sitting in. Anytime I go to a meeting I am thinking about equity. We all should have that lense.
- Khalil: We need to create a space in this meeting if someone has something they want to bring up – but not make it mandated. Mutual support problem solving space.
- Kenny: a lot of those successes have come from this committee because we are working together. We are following up on it and we are seeing some measure of success – had it not been for this committee.
- Giovanna: Workgroup challenges and successes. We don't celebrate this enough.

| Summarize & Next Steps | 12:25– 12:30 |
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Reviewing documents and making it our own.
We are going to use the committee updates time to talk about challenges and successes
- Kenny: each one of us come with a success.
- Giovanna: we need to have our successes in mind to help overcome fatigue.

**Date of Next Meeting**: March 17, 2022 11:00-12:30am EST

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