



Seattle-King County CoC Board Special Meeting Minutes

Date/Time

October 19th, 2023 – 12:00 PM – 1:30 PM

Roll Call

Name	Present
Patricia Barnes-Sam	x
Tamara Bauman	x
Kenyatta CarrollHillman	
Leeze Castro	
Zsa Zsa Floyd	
Marvin Futrell	x
Antoinette Lambert	x
Dorsol Plants	x
Ruby Romero	x
Martha Sassorossi	
Kristina Sawyckyj	x
Sherry Tillman	x
Galena White	x

- Roll Call – [9] members present – [4] members absent
 - Quorum is not met
- [12:09] - Board member joined
 - [10] members present – [3] members absent
 - Quorum is met

Land Acknowledgement (Marvin Futrell)

Point in Time (PIT) Count Presentation (Owen Kajifasz)

- **2024 Unsheltered PIT -**
 - 5 Year Plan Model - 53,532 People experiencing homelessness – State administrative data indicated that in 2022, over 53,000 people experienced homelessness in King County
- **Agenda -**
 - Background

- Overview for 2024
- Respondent Driven Sampling
- Lessons learned from 2022
- **Background -**
 - Point-In-Time Count (PIT) required by HUD
 - Aligns with the Housing Inventory Count (HIC)
 - Unsheltered PIT required every-other year
 - Standard Unsheltered PIT is a street count
 - Widely understood to be an undercount
 - King County has been doing the PIT long before KCRHA
 - KCRHA became system administrator in 2022
 - Received methods exception for 2022 Unsheltered PIT
 - Piloted Respondent Driven Sampling
 - Partnered with LEC, others with Lived Experience and researchers from UW
- **Overview -**
 - Planning is well underway
 - Seeking methods exception from HUD
 - Respondent Driven Sampling (RDS)
 - Build from lessons learned in 2022
 - Partner with University of Washington
 - Data Sharing Agreement
 - Institutional Review Board (IRB)
- **Respondent Driven Sampling -**
 - RDS is both a sampling strategy and set of statistical estimators
 - Measuring hard to reach populations
 - Key features:
 - Does not require sampling frame
 - Allows participants to remain anonymous
 - Leverages peer recruitment
 - Allows direct surveying of those sampled
 - Known as link-trace sampling or network sampling
 - Individuals of the **target population** are recruited through “coupons”
 - Survey occurs at known “hub” locations
 - The first respondents interviewed/ recruited are known as “seeds”
- **Lessons Learned -**
 - Burien and Auburn hubs were not representative of South King County ---> Will identify hub locations in Kent and Federal Way.
 - Only one rural hub in North Bend was hard to get to ---> Will add one additional rural hub, location to be determined.
 - Staffing demands were greater than anticipated ---> Staffing plan is more robust, with clearer roles.
 - Paper forms and hand-written coupons were difficult to manage ---> Forms will be filled out on a tablet with surveyors, use of a coupon tracking app to print coupons on site.

- American Indian Alaska Native Community under-represented ---> Change how we collect race data, collaborate with Chief Seattle Club.
- Families with children were under-represented ---> Pilot phone-based RDS for families with Mary's Place Intake Line.
- We under-communicated about new methodology ---> Starting communication plan early, including more detail.
- Pairing the PIT and qualitative data collection required significant logistics ---> We will only do data gathering for the PIT this year.
- Timeline -
 - July-September 2023:
 - Planning started
 - Submit methods request to HUD
 - Reestablish relationship with UW
 - October 2023:
 - Continued planning
 - Learnings from UW
 - Identify hub locations
 - Finalize budget
 - November 2023:
 - Finalize methodology and staffing plan
 - Submit methodology to Advisory Board
 - Volunteer recruitment
 - January 2024:
 - Finalize all logistics and supplies
 - Volunteer training (completed by 12th)
 - Data Collection Jan 22nd – Feb 2nd
 - February 2024:
 - A short break to catch our breaths
 - Data validation and analysis
 - March 2024:
 - Data analysis complete (March 15th)
 - April 2024:
 - Anticipated HUD submission: April 30th

CoC CE Committee Proposed New Members Presentation (Alex Ebrahimi)

- 23 applicants to the CE Committee.
 - Of those 13 were selected to be introductory members of the CE Committee.
 - Ruby would like to step down. Galena White will replace her spot.
 - Galena White, Patricia Barnes, Antoinette Lambert, Kenyatta Carrol-Hillman, Sherry Tillman, & Zsa Zsa Floyd
 - 26th of October at 10:30am - Next Tuesday, Alex Ebrahimi will reach out to board members.
- Motion: To approve all proposed new members
- Vote: Passed - 11 Votes

Name	Vote
Patricia Barnes-Sam	x
Tamara Bauman	x
Kenyatta CarrollHillman	x
Leeze Castro	x
Zsa Zsa Floyd	x
Marvin Futrell	x
Antoinette Lambert	x
Dorsol Plants	
Ruby Romero	x
Martha Sassorossi	
Kristina Sawyckyj	x
Sherry Tillman	x
Galena White	x

- Galena White would like submissions to be where the members present themselves as written applications are difficult for people with disabilities.

Next Steps & Adjourn

- Next regular meeting Wednesday, November 1st, 2023, from 2:00-4:00pm