



California Complete Count Committee

Housing Working Group

August 29, 2018 1:00pm - 3:00pm



Members Present:

Lisa Hershey (Chair)

Housing California

Jesus Martinez

Central Valley Immigrant Integration
Collaborative

Amy Fairweather

Swords to Plowshares' Institute for Veteran
Policy

Members Absent:

Lee Salter

McConnell Foundation

Other Committee Members, Staff:

California Complete Count Committee

Dan Torres, Chair

Patricia Vazquez-Topete

California State University, Sacramento

Ariel Ambruster

Meagan Wylie

Handouts and Presentations:

- July 30, 2018 Draft Working Group Meeting Minutes
- Complete Count Committee Process Plan for Report to the Governor

1. Call Meeting to Order

Chair Lisa Hershey called the meeting to order. She welcomed members and referred to Patricia Vazquez-Topete, California Complete Count Committee (CCCC), for a roll call. A quorum was established with three members present and one absent. The handout referenced in the agenda, *Working Group Information-Revised*, was still undergoing revision, and will be available for review at a future meeting.

Following review of the meeting objectives, agenda, and meeting procedures, Chair Hersey drew members' attention to the draft July 30th Working Group meeting minutes. The following revisions to the draft minutes were proposed and discussed:

- Page 6, under section Public Comment, revise attribution of comments related to P.O. Boxes from Lisa Hershey to Jesus Martinez.



California Complete Count Committee

Housing Working Group



August 29, 2018 1:00pm - 3:00pm

- Page 6, remove reference of personal name and replace with “member of the public.” Complete this revision for any addition references to public members throughout the document.

Amy Fairweather moved to approve the July 30th meeting minutes as amended. The motion was seconded by Jesus Martinez. Meeting minutes were approved as amended with all members present in favor.

2. Committee Initial Report to Governor – Context and Schedule

Ariel Ambruster, facilitator with California State University, Sacramento, reviewed the purpose, process and timeline for drafting the Complete Count Committee’s Initial Report to the Governor’s Office (Report), due October 1, 2018. The purpose of the Report is to recommend initial outreach strategies to encourage full participation in Census by California residents, and avoid an undercount in Census 2020. Staff at California State University Sacramento will help CCCC staff draft the report. She reviewed the outline of the Report, and emphasized that as this is the *initial* report to the Governor’s Office, the issues, concerns and recommendations captured within the Report will be high-level and not intended to be specific.

There will be an iterative draft and review process between now and October 1st. Key dates are listed in the handout. The CCCC will have final review and vote on the report to submit to the Governor’s Office at their next meeting on October 1st.

3. Committee Initial Report to Governor – Working Group Purpose

The Working Group reviewed the previously agreed-to Working Group purpose statement:

Original Purpose Statement: The purpose of this working group is to identify every place a Hard-to-Count person could live in California and propose strategies regarding where and how to count them based on their unique living/housing situation during the Census 2020 enumeration period.

Dan Torres, California Complete Count Committee (CCCC), provided that is acceptable for the four CCCC Working Groups to exhibit some overlap in their purpose statements, as each Working Group may offer different suggestions for addressing similar issues of concern. He further clarified that the Executive Order (EO) calls for advice on recommended outreach strategies to encourage full participation in census and avoid an undercount.

In response to Mr. Torres’ prompt, Jesus Martinez suggested inserting “identifying appropriate strategies” in to the purpose statement.



California Complete Count Committee

Housing Working Group



August 29, 2018 1:00pm - 3:00pm

Chair Hershey proposed the addition of “type of” in front of *place* so that the statement does not inadvertently infer geo-counting.

Amy Fairweather was concerned that the purpose statement does not seem to be inclusive of people experiencing homelessness. Dan Torres noted members that the US Census Bureau (USCB) has protocols for counting persons experiencing homelessness. They are counted where they are residing on Census Day 2020 (April 1st), and enumerators can offer a description of place if no address is available. A member of the public suggested to add the clarifying phrase “during the Census 2020 enumeration period” to the end of the purpose statement to help address this concern.

To summarize, the following revisions were proposed: The purpose of this working group is to identify every type of place a Hard-to-Count person could live in California, and propose strategies ~~establish~~ regarding where and how to count them, based on their unique housing/living situation during the Census 2020 enumeration period.

Jesus Martinez moved to approve the purpose statement as amended. The motion was seconded by Amy Fairweather. All members were in favor, and the purpose statement was adopted as revised.

Final Purpose Statement: The purpose of this working group is to identify every type of place a Hard-to-Count person could live in California, and propose strategies regarding where and how to count them, based on their unique housing/living situation during the Census 2020 enumeration period.

4. Committee Initial Report to Governor – Specific Issues of Concern

Chair Hershey read over the Working Group’s specific issues of concern identified to date, then opened the floor for discussion.

Draft Text:

- **Non-traditionally housed individuals can be missed during the Census count.**
 - Traditional outreach will miss certain populations that do not have addresses or who are experiencing housing instability. These individuals may live on the street, in cars, or in other unconventional housing.

Both Jesus Martinez and Amy Fairweather agreed this text adequately reflects their concerns. Small clarifying language changes were submitted:

- Traditional outreach will miss certain populations that do not have addresses or who experience or are experiencing housing instability. These individuals may live on the street, in cars, or in other unconventional housing.



California Complete Count Committee

Housing Working Group

August 29, 2018 1:00pm - 3:00pm



The second issue of concern was reviewed by Chair Hershey, and subsequently discussed by the group members:

Draft Text:

- **Current housing identification methods are insufficient**
 - The Local Update of Census Addresses Operation (LUCA) does not include all unconventional housing arrangements – recent studies conducted in Fresno and Stockton, found that about 6% of housing units were not included. Urban centers in San Bernardino, have emerging populations of individuals who reside in non-traditional housing.

Jesus Martinez noted the recent study referenced in Fresno should also include San Jose and San Francisco, and Stockton should be referenced as a stand-alone study. In addition, the reference to San Bernardino should be struck and replaced with “California communities” as the vastness of emerging populations is essentially State-wide.

The group also discussed terminology of “non-traditional” housing, and elected to revise that reference to “unconventional” in working group Report text. *Unconventional* is a term of art as described in a previous meeting by Jesus Martinez. It refers to places of residence such as converted garages, cars, trailers, etc.

The group agreed to include a definition for *unconventional housing* in the Report based on the definition used in expert materials reviewed at the July 30 meeting, and further clarify the difference of unconventional housing versus unconventional *households*, which speaks to family arrangements.

- *To summarize, the following revisions were proposed:* The Local Update of Census Addresses Operation (LUCA) does not include all unconventional housing arrangements – recent studies conducted in Fresno, San Jose and San Francisco, and Stockton found that ~~about~~ up to 6% of housing units in Census Tracts studies were not included. ~~Urban centers in San Bernardino,~~ California communities have emerging populations of individuals who reside in ~~non-traditional~~ unconventional housing.

When discussing these concepts in the Report, it is essential to be sensitive to the context surrounding issues of concerns. The first bullet point addresses *people*, and the second addresses *places*.



California Complete Count Committee

Housing Working Group



August 29, 2018 1:00pm - 3:00pm

A motion to approve the specific issues of concern as amended was made by Jesus Martinez and seconded by Amy Fairweather. There was no public comment, and the motion passed with all members in favor.

Final Specific Issues of Concern:

- **Unconventionally housed individuals can be missed during the Census count.**
 - Traditional outreach will miss certain populations that do not have addresses or who are experiencing housing instability. These individuals may live on the street, in cars, or in other unconventional housing.
- **Current housing identification methods are insufficient.**
 - The Local Update of Census Addresses Operation (LUCA) does not include all unconventional housing arrangements – recent studies conducted in Fresno, San Jose and San Francisco, and Stockton, found that up to 6% of housing units in Census tract studies were not included. California communities have emerging populations of individuals who reside in unconventional housing.

5. Committee Initial Report to Governor – Recommended Outreach Strategies

Chair Hershey drew members' attention to the draft *Working Group Outcomes* and *Additional Strategies* generated at the July 30th meeting. Ariel Ambruster clarified that these draft notes were framed under these respective headers for the purpose of supporting Working Group discussion. They would not be framed in this fashion when included in the Report.

Amy Fairweather inquired if the outreach strategies should ultimately be written as if the State were going to take direct action. Dan Torres suggested the Working Group consider what is within the State's control, Federal control, the CCCC's control, etc. when drafting the strategies. For example, updating the master address file is not within the State's power, but under Federal responsibility. He further mentioned the outreach strategies can be used to emphasize issues of concern, and speak to how the Working Group recommends addressing these issues via outreach.

In acknowledgment of Mr. Torres' suggestion, Amy Fairweather noted that Working Group Outcome #3 is not a feasible task as currently written: "Confirm trusted organizations..." and she offered the suggestion to change the term *confirm* to *identify*.

Jesus Martinez asked if it would be appropriate to reference State funding that will be available for census within this section of the Report. Dan Torres advised to focus on the issues that should be addressed rather than on funding.

The group then proposed deleting the bullets under *Additional Strategies* as these concepts are incorporated within the bulleted list of *Working Group Outcomes*. They further suggested retitling this section to *Initial Outreach Strategies*. Some additional wordsmithing was conducted:



California Complete Count Committee

Housing Working Group

August 29, 2018 1:00pm - 3:00pm



- **Housing Working Group Outcomes Initial Outreach Strategies**
 1. Create a clear, comprehensive, and evidence-based picture of all non-traditional places including on the street, in cars, and in other unconventional housing units where people need to be counted.
 2. Clarify special populations of people who are experiencing homelessness and housing instability and where they are most likely to reside.
 3. ~~Confirm~~ Identify trusted organizations/messengers on the ground best suited to reach the places identified in Outcome 1, and connect with the people identified in Outcome 2 reach people who are experiencing homelessness, housing instability, and/or living in non-traditional arrangements.
 4. ~~Try to ensure that Hard to Count housing is in the master address file. Educate and motivate local governments to continue to follow through on LUCA appeals process to improve accuracy of the master address file.~~
- ~~Additional strategies identified in Housing Working Group discussion for outreach to non-traditionally housed populations:~~
 - ~~Develop messages for individuals experiencing homelessness and living in non-traditional housing.~~
 - ~~This messaging should be drafted using a trauma informed approach.~~
 - ~~Develop a way to communicate with the above trusted messengers.~~

The Working Group next reviewed the draft list of populations that need to be outreached to. They explored various forms of grouping this list. Jesus Martinez mentioned a list of HTC populations named by the Grantmakers Concerned for Immigrants and Refugees organization. The Working Group will incorporate and reference this list in this section of the Report, indicate this list is not an exhaustive list and will continue to be refined over time, and discuss important nuances between location and personal circumstances related to housing situations. It was requested to add incarcerated or previously incarcerated persons, and people with disabilities to the list. The draft list, pending addition of any additional categories from the Grantmakers list, now reads:

- **Populations that need to be outreached to include:**
 - Individuals who are:
 - Experiencing homelessness
 - Living in unconventional housing
 - Living in tent cities
 - Veterans



California Complete Count Committee

Housing Working Group



August 29, 2018 1:00pm - 3:00pm

- Migrant workers
- Members of multiple-family households
- Incarcerated (includes juvenile detention)
- Previously incarcerated
- People with disabilities
- Foster youth
- Young and mobile
- Children
- Experiencing homelessness and/or couch surfing
- Transition-aged and aging out of foster care
- College students

The Working Group also reviewed the list of potential locations or organizations to outreach to these populations. Several other examples were added to the list. The list now reads:

- **Potential locations or organizations to outreach to these populations include:**
 - Navigation centers
 - Educational Institutions at all levels
 - Group quarters
 - Safe spaces these individuals may frequently attend, including churches and other religious and community institutions
 - Organizations that work with homeless communities

Lastly, the Working Group discussed the draft *Housing Working Group Plan*. Members generally agreed not to include this section in the Report at this time, as the full CCCC will be discussing next steps at the meeting on October 1st.

There was no public comment on this agenda item.

Amy Fairweather made a motion to approved the above sections in the Report as discussed and amended. The motion was seconded by Jesus Martinez and unanimously approved.

FINAL TEXT:

- **Housing Working Group Initial Outreach Strategies**
 1. Create a clear, comprehensive, and evidence-based picture of all non-traditional places including on the street, in cars, and in other unconventional housing units where people need to be counted.
 2. Clarify special populations of people who are experiencing homelessness and housing instability and where they are most likely to reside.



California Complete Count Committee

Housing Working Group



August 29, 2018 1:00pm - 3:00pm

3. Identify trusted organizations/messengers on the ground best suited to reach people who are experiencing homelessness, housing instability, and/or living in non-traditional arrangements.
 4. Educate and motivate local governments to follow through on LUCA appeals process to improve accuracy of the master address file.
- **Populations that need to be outreached to include:**
 - Individuals who are:
 - Experiencing homelessness
 - Living in unconventional housing
 - Living in tent cities
 - Veterans
 - Migrant workers
 - Members of multiple-family households
 - Incarcerated (includes juvenile detention)
 - Previously incarcerated
 - People with disabilities
 - Foster youth
 - Young and mobile
 - Children
 - Experiencing homelessness and/or couch surfing
 - Transition-aged and aging out of foster care
 - College students
 - **Potential locations or organizations to outreach to these populations include:**
 - Navigation centers
 - Educational Institutions at all levels
 - Group quarters
 - Safe spaces these individuals may frequently attend, including churches and other religious and community institutions
 - Organizations that work with homeless communities

6. Next Steps and Adjournment

Chair Hershey stated the next Working Group meeting will be hosted after the full CCCC meeting on October 1st. This date is not yet calendared. Working Group members are welcome to suggest agenda topics for future meetings via email. Dan Torres suggested receiving an update on housing from USCB at the fall meeting.

The meeting was adjourned at 2:52 pm by Chair Hershey.