



**Grand Rapids/Wyoming/Kent County CoC
Coordinated Entry Committee
MEETING NOTES**

October 13, 2020
1:00-2:30

Meeting Attendees:	Brian Bruce, Anna Diaz, Vera Beech, Cathy LaPorte, Angela Gillisse, Susan Cervantes, Tom Cottrell, Jameela Maun, Johanna Schulte, Berniz Terpstra, Julie Kendrick, Lisa Cruden, Emily Schichtel, Samantha Westhouse, Sherrie Gillespie, Berniz Terpstra <u>Staff:</u> Courtney Myers-Keaton, Brianne Czyzio Robach		
Time Convened:	1:04	Time Adjourned:	2:20

Introductions		
Initial Impressions		
Discussion		
This document is a policy document, processes and procedures are not documented here but could be in a separate procedure document. There have been past conversations around the desire for flexibility in decision-making at the committee level. Committee-level decision making is built into some aspects of the document. Steering Council has previously indicated that they would like to approve policy-level changes.		
Action Items	Person Responsible	Deadline
Document Review		
Discussion		
<p><u>Section 1:</u> Conversation around formatting, decision to leave this section as presented.</p> <p><u>Section 2:</u> The document references the Community Housing Connect as the designated access tool. The committee has discussed the tool in the past but has not made a decision around using this tool. Additional conversation around the process would be needed for implementation. The idea is that this tool could be accessed by multiple providers in many methods, with HAP continuing to serve as community's CE lead agency.</p> <p><u>Section 3:</u> This section refers to a standardized assessment but does not name a specific assessment tool. Committee has previously discussed what the best assessment tool is for the community. Further conversation around implementation and process of a tool will be needed if this policy is solidified. Graphic from CR may be helpful to view in future meeting, CoC staff will provide.</p> <p>Policy indicates that some tools may be required by funding sources (e.g. the VI-SPDAT is required by MSHDA). If the committee chooses a different assessment tool, this conversation could be elevated to MSHDA.</p> <p><u>Section 4:</u></p>		



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Definitions of prioritization pools, dynamic prioritization, and by-name list prioritization will be included.

Section 5:

By-name list management will be included in this section. Differentiation between RRH and PSH referrals can be documented in procedure document as needed. This section will include a reference to appendix D for prioritization for persons experiencing chronic homelessness.

Section 6:

This section instructs that grievances will be reviewed to CE Committee. Conversations and process around implementation will be needed for this item.

Section 7:

Staff to upload HMIS Privacy Notice to website.

Section 8:

This section references trainings that will be available through CoC as well as the committee's role in evaluating the CE system. Language around equitable access will be added to the training section and the introduction.

The committee will still need to discuss the process for implementation. **Lisa move to bring the draft Coordinated Entry Policy document, with discussed edits, to Steering Council for a vote on approval. Johanna second. In favor, motion passes.**

Action Items	Person Responsible	Deadline
Provide assessment graphic from CR to the committee	CoC Staff	
Provide draft document to Steering Council	CoC staff	

Next Steps

Discussion

Committee leadership to meet to determine next steps for implementation. More information will be sent to the group by next Wednesday (10/21). The committee will meet on 10/27 to discuss implementation items.