



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

MEETING NOTES - DRAFT

December 15, 2020

1:00-2:30

Meeting Attendees:	Samantha Westhouse, Brian Bruce, Johanna Schulte, Susan Cervantes, Tom Cottrell, Gayle Witham, Emily Schichtel, Mike Waldron, Victoria Sluga, Julie Kendrick, Cathy LaPorte, Christina Slofstra, Jameela Maun, Veronica Arvizu, Cathy LaPorte, Sherrie Gillespie <u>Staff:</u> Courtney Myers-Keaton, Brianne Czyzio Robach		
Time Convened:	1:04	Time Adjourned:	2:20

Introductions		
Program Cover Sheets		
Discussion		
<p>TSA working to create coversheets that list different programs with eligibility for each – intended for solutions specialists to refer to when they are looking at the different programs available in Kent County. Remember that solutions specialists can only make referrals if there is openings/capacity available. HAP is still making referrals. Once the transition happens, families will be referred by supportive solutions specialists.</p> <p>Members feel that it is extremely helpful to have these up-to-date documents available. Documents will be made available on the CoC’s website. They could also be shared on a different platform. It would be important to ensure that wherever documents are posted they are able to be updated so that multiple copies are not floating around.</p>		
Action Items	Person Responsible	Deadline
Implementation Process		
Discussion		
<p>Anticipate that the switch to supportive solutions specialists will begin the first week of 2021. In the interim, the family completes Community Housing Connect (CHC) tool and engages with solutions specialists (SS). SS will complete forms and refer to TSA who will make referral in HMIS and while completing data elements. TSA and CR will follow-up offline around ROIs and data visibility.</p> <p><u>Prioritization:</u> The community has been using VI-SPDAT, but discussed moving away from using this assessment tool for prioritization as a community. OrgCode recently came out with a statement stating that the VI-SPDAT tool is inequitable and a different tool should be developed. Prior to implementation of CHC, need to establish an interim process for prioritization that can be used over the holidays as staff capacity will be limited due to vacations and spend down of Eviction Diversion and Treasury Funds. A decision needs to be made around what should be used in tiebreaker in situations where we have used dynamic prioritization, but a limited number of resources are available.</p> <p><u>Solutions Specialists:</u> Prior to implementation, have to determine how many solutions specialists will be available in the community and when they will be scheduled. If your agency is interested in having solutions</p>		



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specialists, please connect with Angela Gillespie. May put a date together for SS training for anyone who is interested to attend. Housing Solutions Specialists are trained across organizations. SS is how no wrong door approach is achieved. Agencies who are interested in receiving the training should reach out to CR.

----- TIE BREAKER CONVERSATION CONTINUES 12/16, 2:00-2:15PM -----

Present: Tom, Brian, Victoria, Samantha, Jameela, Cathy, Johanna, Susan, Julie, Courtney, Brianne

Courtney and Cathy spoke with CSH, they discussed using length of time and unsheltered status. The CHC tool has a variety of factors that prioritize families as high risk. In the future, can talk about this. Right now, want to talk about tie breaker for the next few weeks while the group is not meeting over the holidays. Further conversation is needed

Dynamic prioritization key component is ensuring that the amount of resources available in the community is not less than the need that needs to be served.

Members like using HUD prioritization for tie breaker. For health and safety, use unsheltered length of time followed by sheltered length of time for families in the interim. TSA currently using COVID assessment tool to determine risk of complication for families and then sort by longest time.

Susan noted it would be important to ensure there is not unintentional disparate impact. Suggest that whatever is used is documented and transparent. Developing a framework for families that will be applied for when we move to implementation to singles.

Policy does not identify tie breakers that should be used. If there are only a few families who would not receive services due to a tie, HAP could connect with providers to determine whether slots are available. Plan to keep tie breaker as process that has been used at HAP:

1. High/Low Risk- COVID
2. Unsheltered
3. Length of time homeless (Chronic Status required for most PSH programs)

Courtney, HAP, CR, follow up regarding family by-name list.

Action Items	Person Responsible	Deadline
Next Steps		
Discussion		
Next Meeting: January 5 th at 2:00pm		