



**Grand Rapids/Wyoming/Kent County CoC
Coordinated Entry Committee
MEETING MINUTES - DRAFT**

May 11, 2021
2:00-3:00

Meeting Attendees:	Tom Cottrell, Gayle Witham, Brian Bruce, Lisa Cruden, Johanna Schulte, Susan Cervantes, Tanesha Jordan, Zenaida Jimenez, Christina Slofstra, Kari Sherman, Sherrie Gillespie, Samantha Westhouse, Kendra Avila, Berniz Terpstra, Julie Kendrick Staff: Courtney Myers-Keaton, Brianna Czyzio Robach		
Time Convened:	3:02	Time Adjourned:	2:58

Introductions			
Approval of Agenda		April 13, 2021	
Motion by:	Lisa Cruden	Support from:	Brian Bruce
Discussion			
Amendments	Add Built for Zero Update at the end of the agenda		
Conclusion	All in favor, motion passes		
Coordinated Entry Concerns			
Discussion			
<p>This is a new agenda item that will be included as a standing item moving forward, to keep an opportunity to raise any issues or concerns that may arise. The Coordinated Entry Policies adopted last fall encourage those with a concern to first approach the agency to develop common understanding and generate solutions. If that does not resolve the issue, the concern should be brought to this committee for conversation. If you plan to bring something to a future meeting, please connect with Tom and staff so the agenda can be adjusted as needed and they can ensure that appropriate folks are in attendance.</p> <p>Courtney indicated that there has been discussion around the prioritization process for families. Samantha shared that The Salvation Army is seeing participants going through supportive solutions who need an additional resource (like Rapid Re-Housing), who are receiving resources on a process that is based more on first-come first-served than on prioritization of limited resources. This is concerning as it may lead to inequities.</p> <p>This was discussed as a potential outcome when initially discussed this process with the thought that by-name list management would be able to help. However, the process for managing a family by-name list is still being discussed by the Family Functional Zero (FF0) workgroup. In the interim, it would be important to develop an interim process for households entering the system. Households are prioritized based on COVID-risk and risk and vulnerability are assessed with the Community Housing Connect (CHC) tool, but this is not used as a determining factor when assigning resources.</p> <p>This conversation can continue with the FF0 group, either during their meeting or a separate meeting. Johanna suggested referring to a CE assessment tool and the CE Policies to ensure the interim process meets CE obligations. Sam can provide the number of openings for families and a referral report to try to get an idea of how often this is happening.</p>			



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Youth By-Name List Management		
Over the past year, some Youth Committee providers have been meeting to manage and update the youth by-name list. Meetings have allowed HAP to make connections and maintain updated contact info in a collaborative manner. Partners have also been able to make warm transfers to shelter resources. As the group is beginning to consider implementing policy changes for youth, Kendra wanted to share what AYA has learned through the process. This will be added to the June agenda.		
Action Items	Person Responsible	Deadline
Continue conversation around family prioritization	FFO group	
Include Youth By-Name List Management on June agenda	CoC staff	
Built for Zero Update		
Discussion		
There was an onboarding meeting for Built for Zero in April. Courtney can share the slides with anyone who is interested but was unable to attend. Based on that information and recent conversations, the cohort is intended to focus on ending homelessness for veterans or chronic populations. This group had previously discussed focusing BFO efforts on families and reaching functional zero, but heard that the BFO framework may not be the best place to start for families.		
The CoC will be pulling together an improvement team to begin to work towards ending chronic homelessness. If you/your agency would want to be involved, connect with Courtney (cmyers-keaton@hwmuw.org)		
Action Items	Person Responsible	Deadline
Family Functional Zero Work Update		
Discussion		
The next meeting is May 18 th . If you would like to attend the meeting, please connect with Brianne (brobach@hwmuw.org).		
Action Items	Person Responsible	Deadline
MSHDA and MDHHS VI-SPDAT Workgroup Update		
Discussion		
Courtney attended the introductory meeting last week. The workgroup has already been meeting for a while and are writing a white paper recommending future assessment tool or tools to MSHDA/MDHHS. MSHDA staff indicated that there may be flexibility in what tool a community chooses. The expectation is that VI-SPDAT is used until a new tool is identified. It would be helpful to be kept in the loop to ensure local tools and policies are headed in the same direction.		
If you have thoughts on assessment tools that you would like to bring to the group, connect with Courtney.		
Action Items	Person Responsible	Deadline
Next Steps		
Discussion		



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Family Functional Zero will continue discussing concerns with prioritization for families.

If you think you will be interested in the improvement team for the Built for Zero cohort, connect with Courtney. There are learning sessions coming up for those who may be interested. Staff will send the links to register for sessions with the meeting minutes.

Action Items	Person Responsible	Deadline
Adjourn		

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