



FAMILY FUNCTIONAL ZERO MEETING MINUTES - **DRAFT**

July 20, 2021

10:00-11:30

Facilitator:	Anna Diaz, Lisa Cruden		
Meeting Attendees:	Anna Diaz, Lisa Cruden, Sam Elliott-Mosley, Gaby Guzman, Brian Bruce, Vicki Squires, Lindsey Reames, Angela Gillisse, Tammy Britton, Maranda VanZegeren, Emily Schichtel, Zenaida Jimenez, Molly Wiersma, Veronica Arvizu, Christina Slofstra, Erik Ryder, Jennie Compagner, Chelsea Knott, Samantha Westhouse, Jenn Headrick, Emily Schichtel, Julie Kendrick, Marissa Lee <u>Staff:</u> Courtney Myers-Keaton, Brianne Czyzio Robach		
Time Convened:	10:05	Time Adjourned:	11:00

Welcome		
Discussion		
Partnership Agreement Form		
Discussion		
<p>Partnership Agreement form allows agencies to indicate which role(s) they can fill to move the work of ending family homelessness forward. Committee members should complete the form by the end of this week. Group members are also asked to share the forms with their organizations and networks. Form link: https://forms.office.com/r/tC5UpvfaLz.</p> <p>Once organizations and individuals have completed the forms, the next step is identifying what resources are still needed and where the group can ask for support. Later in the meeting, the group will discuss workgroups that coincide with the needs and roles/responsibilities on the form and have an opportunity to join a workgroup.</p>		
Action Items	Person Responsible	Deadline
Complete the Partnership Agreement form	All	July 23
DV Workgroup Update		
Discussion		
<p>This group has met a few times and is laying out next steps. Their priority is understanding the system, the infrastructure behind it, and what programs are offered to DV consumers. The group also discussed prioritization. If consumers identify housing as primary need or that they are in a housing crisis, they would be entered onto a by-name list (BNL) that is housed within CE system. When a household identifies safety as the first needs and then housing as secondary, staff with DV providers would work on safety needs through their system. Once the consumer identifies housing as the area they need to focus on, they would be added to the BNL.</p> <p>The group is developing a workflow that is clear and will be clearly communicated to all partners and the community.</p>		
Action Items	Person Responsible	Deadline
Establishing Priority Work Groups & Next Steps		
Discussion		



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The project coordination group has identified 10 areas of roles and responsibilities that need to be fulfilled for this group to be successful:

- 1) Project Coordination and Development - this group meets on a regular basis, looking at USICH criteria, the Day One Framework, and CE Policies and procedures to compare them to the current work and make sure all functions are operating efficiently, are documented, and are working to meet consumer needs and goal
- 2) Temporary Housing Accommodations - this group will focus on identifying housing first services for families with an immediate need, with partners making room as needed. The group will also be responsible for documenting process to ensure all are on the same page
- 3) Cross-Sector Solutions
- 4) Enhanced Coordinated Entry and Outreach
- 5) Housing Stability and Support Services
- 6) Supported Solutions
- 7) Affordable Housing- this group is for those who can work with landlords and other stakeholders through presentations, marketing materials, etc. to bring more affordable housing opportunities to reduce the length of time that any family experiences homelessness. Advocacy (e.g.: source of income) may also be part of this group.
- 8) Advocacy and Support
- 9) Track and Celebrate Success
- 10) Data Collection and Sharing

Today, we want the group to identify the primary priority responsibilities for the group that should begin to focus on now, with workgroups forming today. Workgroups for secondary areas will form later this summer. Workgroups will be an opportunity for group members and new folks to participate.

Enhanced CE currently being covered by the CE committee and is a priority for the CoC so a workgroup isn't needed here. Communication between all groups would be important. Courtney noted that the CoC is looking to restructure the CE committee, potentially so that the committee has a representative from the FFO work who can inform governance of CE system. In addition, FFO work cannot continue without current Supportive Solutions staff. Organizations are seeing a larger number of families coming into the system due to increased awareness and summer increases. SS will also become a priority as long length of time impacts the efficiency of the system. Priority areas: Temporary Housing Accommodations, Supported Solutions, and Affordable Housing.

Attendees broke into groups for each priority area. Groups discussed if anyone is missing that should be invited, who will lead the group, upcoming meeting dates/times, and who is responsible for reporting back. Someone from the coordination team will be on each of these groups to provide support. Time for workgroups to share out and report feedback will become a standing agenda item.

- Temporary Housing Accommodations: Angela Gillisse, Molly Wiersma,
- Housing Stability & Support Services: Brian Bruce, Christina Slofstra -would be helpful to have more agencies who work with families and family services)



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- Affordable Housing: Emily Schichtel, Jennie Compagner, Lindsey Reames, Sam Elliott-Mosley, Tammy Britton, Vicki Squires - feel that there should be representation from landlords and affordable housing providers in this group as current folks are mostly funders, not providers.
- Supported Solutions: Chelsea Knott, Erik Ryder, Gaby Guzman, Julie Kendrick, Maranda VanZegeren, Samantha Westhouse, Zenaida Jimenez

Groups should email Lisa, Courtney, and Anna with upcoming meeting date and time. During the first meeting, groups should discuss resource needs in order for the group to continue. Anna recognized that these teams should be broadened. She asked folks to use their expertise to advocate and encourage folks to join FFO work so appropriate representation is on board.

Action Items	Person Responsible	Deadline
Notify Anna, Lisa, Courtney of workgroup meeting times	Workgroup leaders	

System Case Conferencing

Discussion

Community Rebuilders built out series of dashboards to share what is taking place with the family BNL. This will become a publicly available dashboard. The first page has definitions and discussed the purpose of a BNL.

Review of BNL dashboards:

- Inflow/outflow: saw incline in early fall and spring while partners were added to the BNL. In June, have seen a slight increase in families coming into system. If someone is exited for inactivity, they can be added back into the system and counted in a future month.
- Actively homelessness families: 320 in June (210 in Supported Solutions and 111 in permanent housing (enrolled in PSH, RRH, TBRA, or other permanent housing and are actively looking for housing). In Supported Solutions, not all will get connected to a permanent resource, but specialists will work with families to establish housing plan
- LOS - average days for stayers and leavers was 88

The FFO list contains families who are literally homeless and those considered homeless under McKinney-Vento (Angela can add this differentiation to the data).

Action Items	Person Responsible	Deadline

Upcoming Dates

Discussion

New Member Orientation: July 28th at 2:00pm. Will review goals, process, and workgroups.
Next meeting: Tuesday, August 24 at 10:00am.

Action Items:

- Contact person from workgroups share meeting dates to Lisa, Anna, and Courtney. Also include any needs
- Complete the Community Partnership Agreement form, and send to contacts who may be interested in joining the work.