



FAMILY FUNCTIONAL ZERO MEETING MINUTES - DRAFT

April 20, 2021

10:00-11:00

Facilitator:	Anna Diaz, Lisa Cruden		
Meeting Attendees:	Anna Diaz, Lisa Cruden, Holly Wilson, Angela Gillisse, Vicki Squires, Sam Elliott-Mosley, Casey Gordon, Brian Bruce, Jennie Compagner, Jeffrey King, Tammy Britton, Maranda VanZegeren, Samantha Westhouse, Emily Schichtel, Christina Slofstra, Zenaida Jimenez, Gaby Guzman, Chelsea Knott, Noelia Garcia, Veronica Arvizu, Tom Cottrell, Tanesha Jordan, Berniz Terpstra, Julie Kendrick, Courtney Myers-Keaton, Brianne Czyzio Robach		
Time Convened:	10:05	Time Adjourned:	11:00

Introduction		
Discussion		
Ending family homelessness is a daunting task and will take the resources and experiences of all community partners in collaboration to end homelessness for families in our community.		
Action Items	Person Responsible	Deadline
Family Task Force Workgroup Ending		
Discussion		
Courtney acknowledged that there are a lot of current initiatives in the system with alignment between these initiatives. In the family space, there seems to alignment between the Family Functional Zero initiative and the Coordinated Entry work.		
Family Homelessness Task Force was developed a few years ago to address issue of family homelessness including shelter availability, resource availability, understanding the true need. This work group will be moving the work of the task force forward. If there are items from the task force that you feel will not be covered in this space, reach out to Courtney.		
Action Items	Person Responsible	Deadline
Overarching Goals and Purpose of FFO Committee		
Discussion		
Overarching Goals:		
<ul style="list-style-type: none"> - Ensure family homelessness is rare, brief, and non-recurring for Kent County residents - Coordinated community response in addressing needs of Kent County residents - Obtain USICH designation for achieving the goal of ending family homelessness 		
Purpose:		
<ol style="list-style-type: none"> 1. Increase and build upon practices that house consumers faster 2. Monitor BNL and ensure regularly update and exits from homelessness 3. Regularly review resources, needs and gaps 4. Regularly review Equity dashboards 5. Monitor and map system flow - will be linked directly to the CoC website 		



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There will likely be smaller workgroups that work to reach each of the goals. Work towards goals and purpose will be happen simultaneously.

Baseline data:

Agencies spend a lot of time inputting data and want to utilize this data to make strategic decisions in the CoC. Recognize that the data may not be perfect, but it is important to build off a baseline from one source. USICH has been clear that ending family homelessness should encompass both HUD and McKinney-Vento definitions of homelessness. The Community Housing Connect process can be used to identify families who are experiencing homelessness (all types).

USICH Key Benchmarks:

- Few families experiencing homelessness at any given time
- Families experiencing homelessness are swiftly connected to resources

FFO Process overview:

- Last year, started documenting by-name list (BNL) in HMIS. Process is modeled after the veterans functional zero process. Enhances current process by allowing community partners to refer families experiencing homelessness to resources through coordinated outreach and engagement process. This process will ensure that all families experiencing homelessness are entered onto the BNL. HMIS and non-HMIS providers can add families to the byname list.
- Process document overviews and has additional links. Form in the document can be used by agencies to submit updates for family status.

Current Status:

- As of end of March, around 200 families are active and on the by-name list.
- All active families are all connected to a resource – PSH, RRH, voucher-based project, and/or supportive solutions specialist.
- Moving forward, one workgroup will look at resources available in the community to ensure Coordinated Entry (CE) is up to date. It is important that resources are housing first and low barrier.
- Inflow and outflow data show unique families moving into and out of the system.
- Since TH is time limited, families would be connected to a permanent housing to move out of this housing
- Families who were inactive and recontact the system can easily be added back to the by-name list.

Evaluation:

- Next meeting, the group will go through what the evaluation process looks like building on tools currently in place. It will be important to ensure the system is nimble in responding to feedback.



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Lessons Learned:

- Ending Veterans Homelessness Committee had representation from key stakeholders and partners such as businesses, commissioners, others. Want to have a diverse group as part of this committee. If there are folks who you feel should be invited, please connect with Lisa and Anna.
- Flexible funding sources will be necessary to serve families who may not be eligible under typical criteria.
- Staff turnover is a reality, it is important that agencies document initiatives, systems, and workflows.

The PowerPoint and framework will be sent to the group following the meeting

Action Items	Person Responsible	Deadline
Community Partnership Agreement and Next Steps		
Discussion		
<p>The agreement form outlines what is needed to achieve the USICH designation and will go out to the community for organizations, leaders, and businesses to sign on and commit to this work. Anna asked attendees to consider how you see yourself and your organization in this work. The form contains specific places for organizations to indicate what they can bring to the partnership. Roles may be more hands-on or more of ally and advocate roles with sharing information and seeking out resources. Also, it will be important to ensure the correct staff are filling the correct roles on workgroups so decisions can be made. The form will be emailed out to all to review and share within organizations following the meeting.</p> <p>Next meeting, the group will focus on the USICH criteria and framework and begin looking at workgroups. Workgroups will likely include a group around resources, one around integrating those fleeing domestic violence, and others. Workgroups may be time-limited and shift as needed.</p> <p>Recognize that this work is both a community initiative and CoC initiative. Many CoC partners are involved, but the hopes is to have partners who do not typically engage in the CoC space to be involved with the work of ending family homelessness as well.</p>		
Action Items	Person Responsible	Deadline
Next Meeting Date		
Discussion		
May 18th at 10am		