



Grand Rapids/Wyoming/Kent County – MI 506 CoC

Coordinated Entry Committee  
September 5, 2023 – 2:00pm – 3:30pm

1. Welcome & Introductions
2. Approval of the Agenda
3. Approval of Last Month's Minutes – August 1, 2023
4. Approval of the Consent Agenda
  - a. Family Shelter Dashboards – *standing item; dashboards included with the agenda packet*
5. CE Assessment Update
6. Reassessment Plan
7. Category 4 Definition
8. CoC NOFO – Youth Eligibility Standards
9. Coordinated Entry Concerns – *standing agenda item for community partners to bring concerns to the table*
10. Action Items & Next Steps

Next Meeting: Tuesday, October 3, 2023

Purpose statement: To ensure our community experiences equitable access to housing resources, the committee will develop, evaluate, and continually improve our coordinated entry system.



Grand Rapids/Wyoming/Kent County CoC  
Coordinated Entry Committee  
**MEETING MINUTES - DRAFT**  
August 1, 2023 2:00-3:30 pm

Facilitator:	Brian Bruce		
Meeting Attendees:	Eileen McKeever, Holly Wilson, Paul Petr, Victoria Arnold, Kelsey McFarland, Anya Ward, Sage Holland, Berniz Terpstra, Molly Weirsma, Dave Gant, Bryan Holt, Rebecca Long, Joanna Schulte, Crystal Kitten, Zenaida Jimenez Staff: Courtney Myers-Keaton, Brianne Robach, Alyssa Anten, Ronan Parmenter		
Time Convened:	2:03 pm	Time Adjourned:	3:38 pm

Approval of Agenda			
Motion by:		Holly Wilson	Support from: Paul Petr
Discussion		Adding under CoC NOFO: New eligible activities and Cat 4 definition of homelessness update; CE Policies.	
Amendments			
Conclusion		All in favor, motion passes	
Approval of Minutes			June 6ay 2, 2023
Motion by:		Holly Wilson	Support from: Molly Weirsma
Discussion			
Amendments		None	
Conclusion		All in favor, motion passes	
Approval of Consent Agenda			May 2, 2023
Motion by:		Holly Wilson	Support from: Paul Petr
Discussion			
Amendments		None	
Conclusion		All in favor, motion passes	
CHC Assessment			
Discussion			
Courtney gave context around the meeting held for CEC and CoC to understand the CHC questions as they currently stand. Initial approval was for families; wanting to expand to all populations so there is an assessment that can be used comparatively. The CoC will provide a training to ensure all providers are aware of the process for the CHC.			
Joanna Schulte motioned to approve interim use of the CHC assessment questions for all populations effective September 1 until CHC 2.0 is implemented, contingent upon the development of a community-approved assessment tool.. Rebecca Long seconded the motion. all in favor, motion passes.			
Action Items		Person Responsible	Deadline
Provide training on CHC process		CoC Staff	
Add hospital/institutional setting for 90 days or less to CHC assessment		CoC Staff	
Consider a score threshold for reassessments		CoC Staff	
CoC NOFO			



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Discussion		
<p>Courtney shared that the NOFO defines participant eligibility and noted some HUD definitions and processes that have changed. There was discussion around coordinating this as a community. Follow up questions were noted on youth-serving providers funded under this NOFO re: homelessness documentation/unsafe living situations, record keeping requirements, documentation from youth, and identifying the next iteration of the assessment. Courtney recommends continuing as we have for the time being, noting that we will want to consider adoption eventually with parameters for policy and process.</p>		
<p>6.1: New Eligible Activities: VAWA costs for emergency transfer plans are now able to be funded according to this new provision. Providers submitting applications can request budget modification to add new funding to existing line items.</p>		
<p>6.2: Category 4 Definition: Overview of Cat 4 definitions, and discussion around how to qualify this for programming and prioritization. The CoC will provide training on this after the next CEC meeting.</p>		
<p>6.3: Coordinated Entry Policy Changes: Overview of changes recommended to the Coordinated Entry Policy by Steering Council. . The CEC recommended a language change to correct the “Homeless Preference HCV Waitlist” language and reference HMIS UDEs collected during “screening”.</p>		
<p><b>Kesley McFarland motioned to recommend the suggested changes to Steering Council; Molly Weirsma seconded; all in favor, motion passes.</b></p>		
Action Items	Person Responsible	Deadline
Training on Cat 4 definitions, programming, and prioritization	CoC Staff	
Send link to Cat 4 webinar	CoC Staff	
Bring CE Policy Changes to Steering	CoC Staff	
Coordinated Entry Concerns		
Discussion		
<p>Concerns were voiced around changes with the CHC assessment and the process for families and singles. Alyssa gave an overview of the general process for families, and Courtney noted that the goal is that the CE Program Manager will manage the by-name list and referral process once hired at the CoC. Courtney recommended case conferencing, and hiring a part-time referral specialist to relieve agencies of the work of contacting referrals. There was discussion around making decisions between eligible families and individuals, and Courtney emphasized the importance of creating a process and policy around that.</p>		
Action Items	Person Responsible	Deadline
Send PSH process to CEC	CoC Staff	
Action Items & Next Steps		
Discussion		
Action Items	Person Responsible	Deadline



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<b>Adjourn</b>			
Motion by:	Holly Wilson	Support from:	Paul Petr

DRAFT

# Families in Shelter - Leavers

(Rolling 12 Months)



Total Unique Families Served

255

Total Unique Youth Parenting Families

32

Total People Served

929

Total Children Served

578

Total Children Under 6 Served

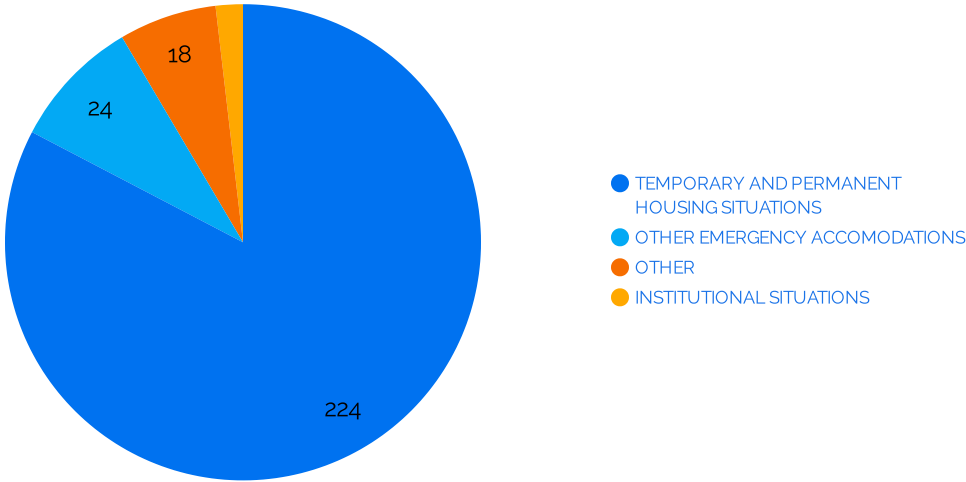
283

Overall Average LOS

64

Destination

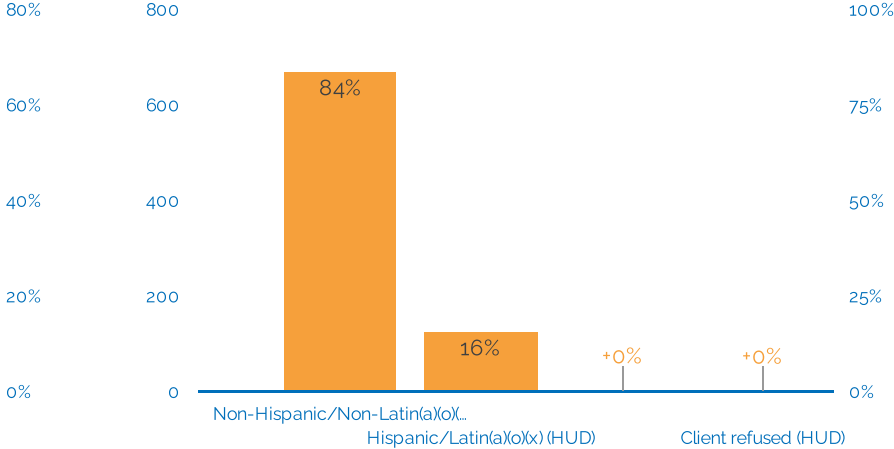
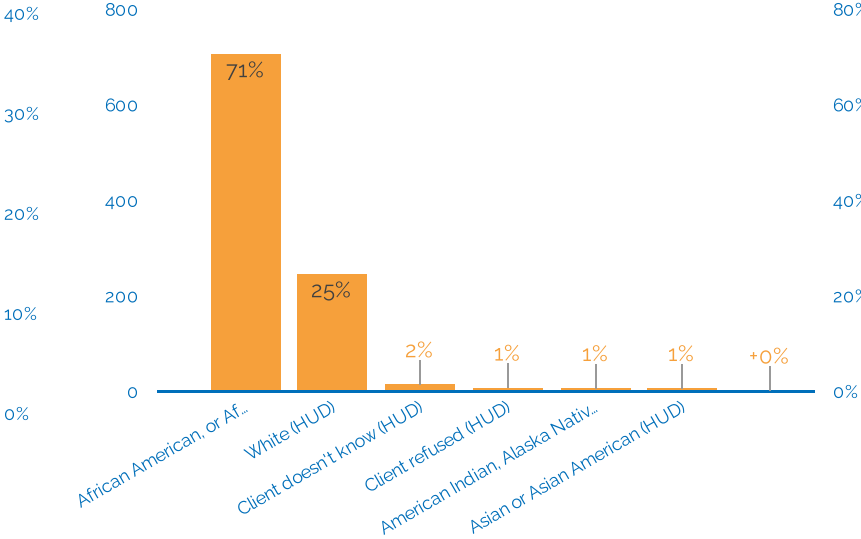
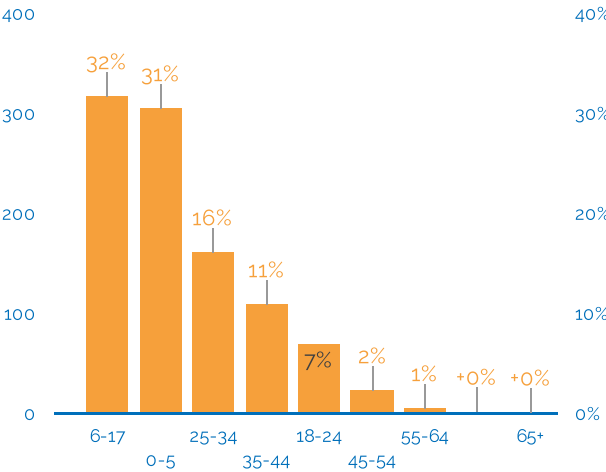
↑ ↓ A-Z ⋮



Age Distribution

Race

Ethnicity



# Families in Shelter - Stayers

Families in Shelter

41

Total people in Shelter

193

Total Children Under 6 Served

57

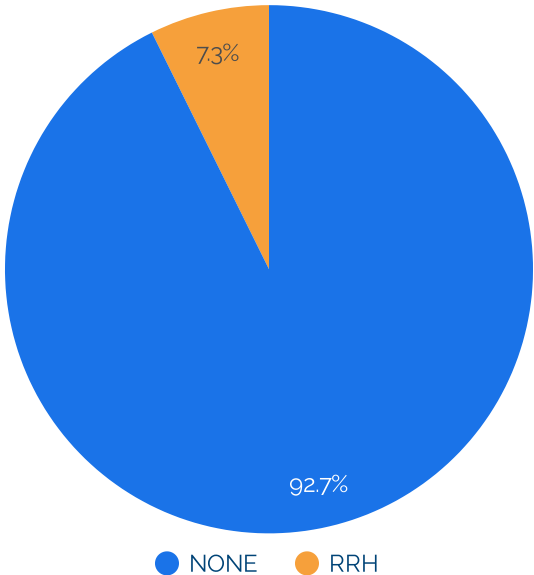
Total Children Served

124

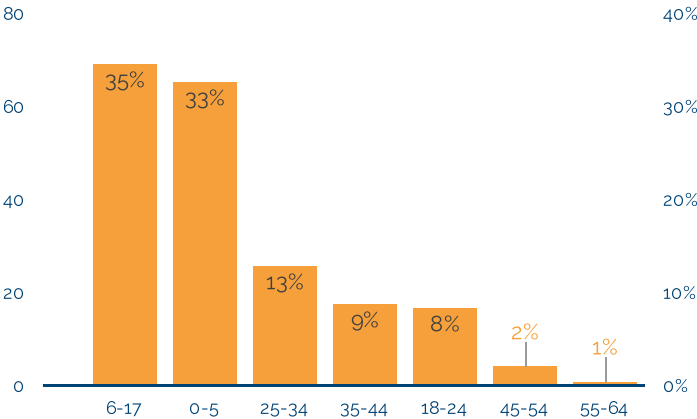
Overall Average LOS

64

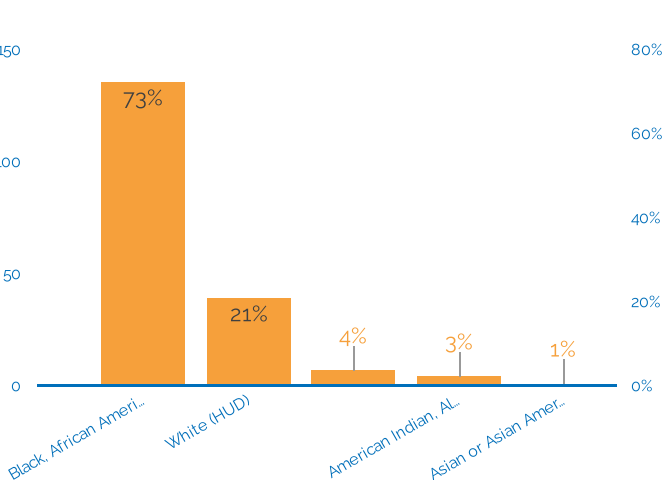
Housing voucher breakdown



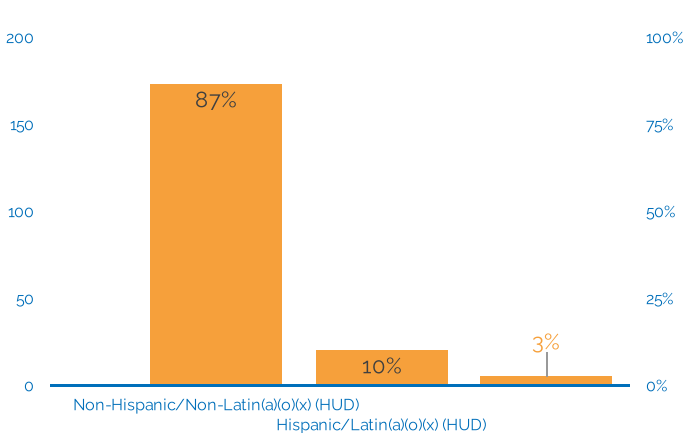
Age Distribution



Race



Ethnicity



# Outreach Services - Leavers

Since 8/22/2022



Destination (By family)

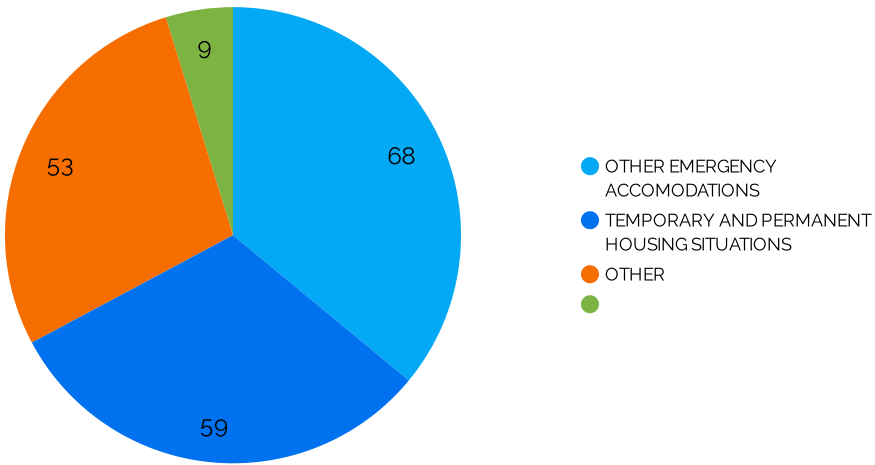
Total families served: 189

Total people served: 682

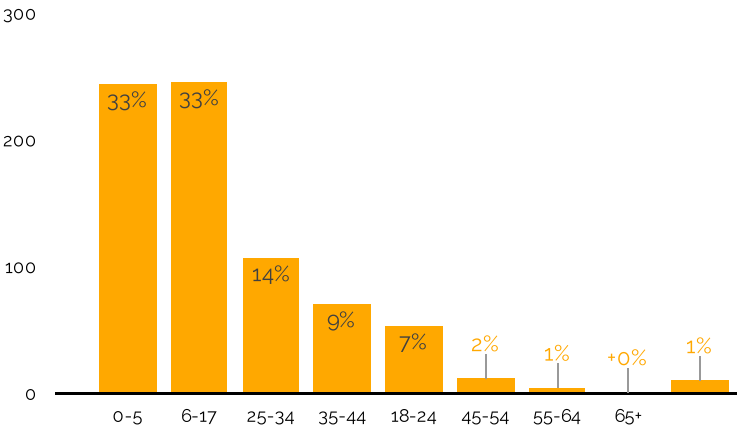
Total children served: 457

Total children under 6 served: 222

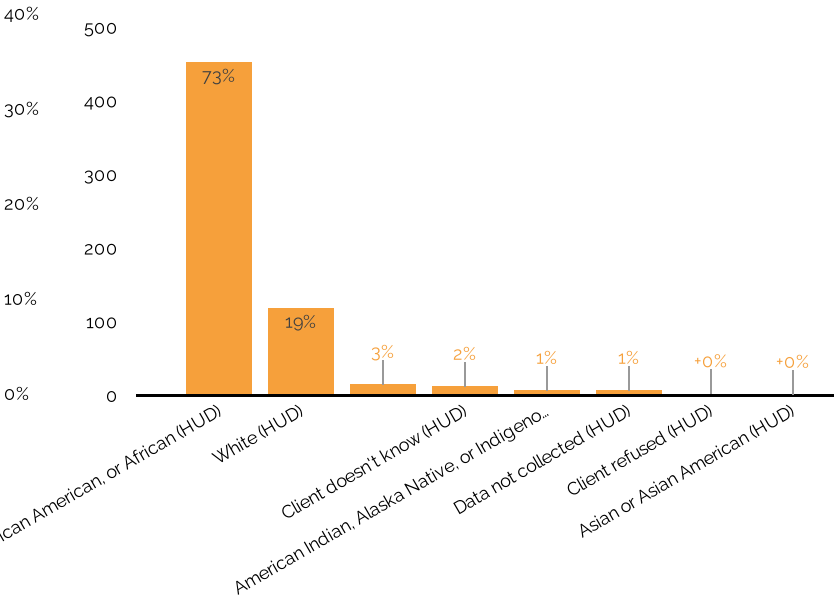
Average LOT: 13



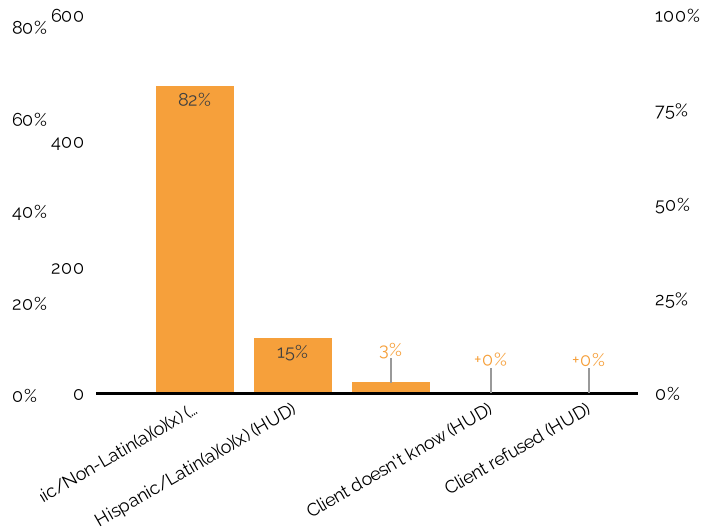
Age Distribution



Race



Ethnicity



# Outreach Services - Active



Total families currently unsheltered

38

Total people

178

Total children

107

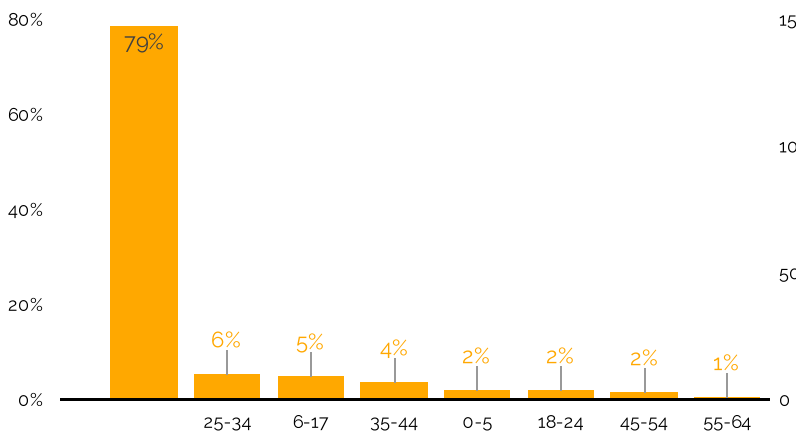
Total children under 6

42

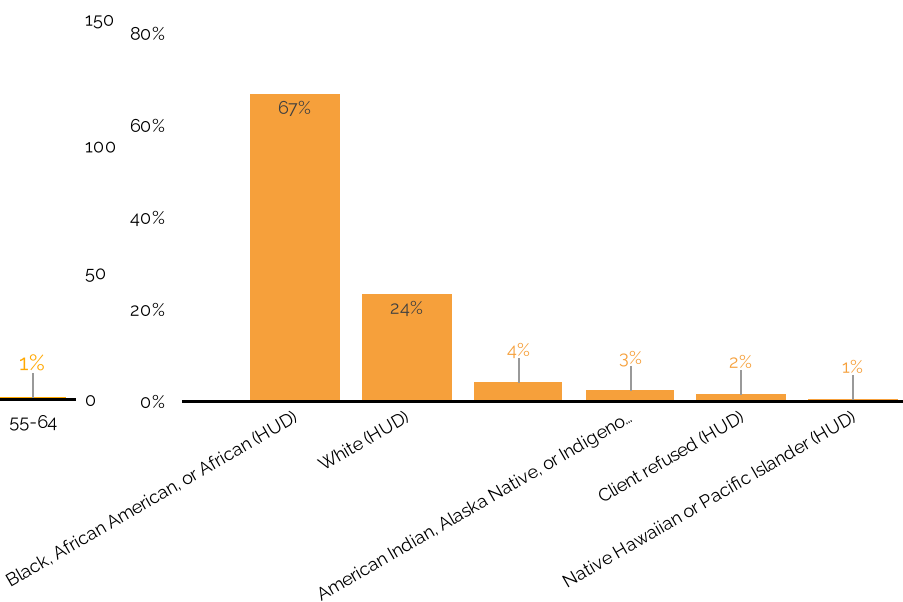
Average LOT

43

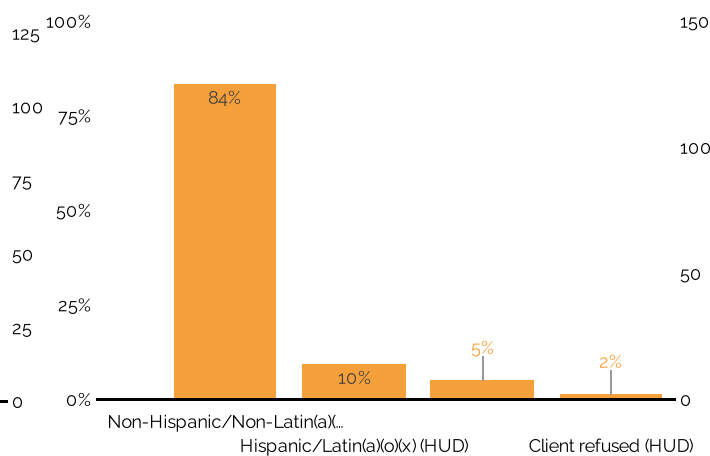
Age Distribution



Race



Ethnicity





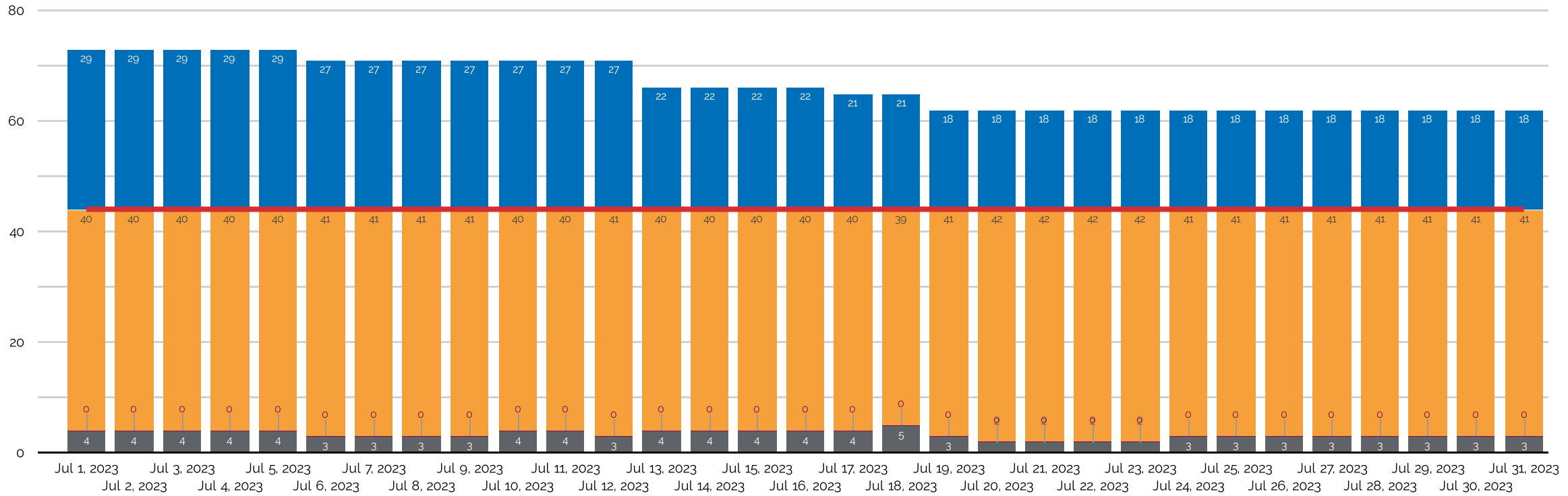
Date range:

Jul 1, 2023 - Jul 31, 2023



# Family shelter room utilization\*

Rooms OFF-LINE Rooms available Rooms occupied Over capacity Capacity Permanent utilization



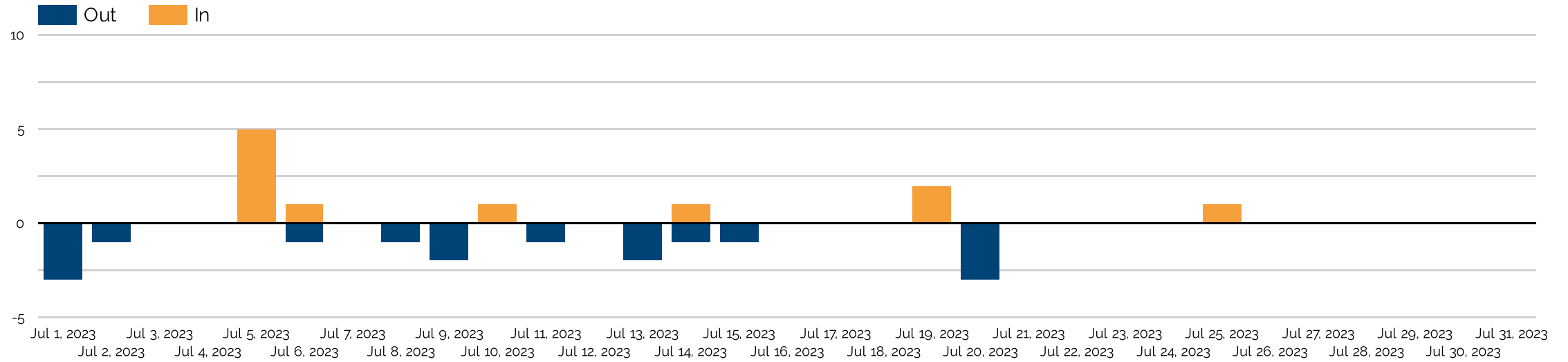
Room utilization for period:100%

Date range:

Jul 1, 2023 - Jul 31, 2023

# Family shelter room flow\*

## Shelter flow



Totals: Intakes 11 Exits 16

# Over capacity room utilization & families with unmet shelter need

Since 8/22/2022

