



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

Facilitator:	Brian Bruce		
Meeting Attendees:	Victoria Arnolds, Brian Bruce, Tammy Vincent, Alyssa Anten, Crystal Kitten, Eileen McKeever, Domenica Montalvo, Dave Gantz, Kelsey McFarland, Molly Wiersma, Anya Ward, Tony Evans, Erin Banchoff, Zenaida Jimenez, Emily Schichtel, Julie Kendrick, Rachel Siebert, Latasha Maberry, Neddie Moore, Lisa Cruden Staff: Courtney Myers-Keaton, Brianne Robach, Ronan Parmenter		
Time Convened:	2:03pm	Time Adjourned:	3:36pm

<b>Approval of Agenda</b>			
Motion by:	Victoria Arnolds	Support from:	Zenaida Jimenez
Discussion			
Amendments	Item 6: Changed to “Coordinated Entry Policy Self-Evaluation Proposed Policy Changes” Item 7: Changed from 2.0 to 1.0 Item 10: Added subpoint a) Changes  Updated Coordinated Entry Policy Self-Evaluation to reflect the Proposed Policy Changes, corrected from CHC 2.0 to CHC 1.0, added “Updates” as 10a.		
Conclusion	All in favor, motion passes		
<b>Approval of Minutes</b>		<b>April 11, 2023</b>	
Motion by:	Kelsey McFarland	Support from:	Julie Kendrick
Discussion			
Amendments	None		
Conclusion	All in favor, motion passes		
<b>Approval of Consent Agenda</b>		<b>May 2, 2023</b>	
Motion by:	Zenaida Jimenez	Support from:	Victoria Arnolds
Discussion			
Amendments	None		
Conclusion	All in favor, motion passes		
<b>PSH Referrals Update</b>			
Discussion			
<p>Courtney updated the group on PSH referrals and noted that case conferencing between outreach providers and the BFZ group has ensured better coordination and streamlined work. Case conferencing will continue to focus on the top 20 on the by-name list to make referrals when openings are forthcoming.</p> <p>Brian asked about work groups for other vulnerable populations that would be structured like the youth. The veteran work group was discussed, and Courtney referred to the PIT count’s higher number of confirmed veterans who are staying in shelters or are unsheltered. She recommended follow-up conversations around getting veterans connected to available resources. This committee</p>			



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also discussed the need for case conferencing models for family and for youth. Courtney shared that when a new Data and Analytics manager is hired at the Coalition, they will be developing dashboards for each group to use to address the needs of various populations, similar to the FFO workgroup.

Action Items	Person Responsible	Deadline
Add to next month's agenda: discussion of process for confirming veteran status and linking with resources	CoC Staff	
<b>Coordinated Entry Policy Self-Evaluation Proposed Policy Changes</b>		
Discussion		
An overview was given on the changes to the CE Policy. It was determined by the group to approve the policy at the CE level and wait forward to Steering Council until other changes are decided. The final draft will be brought to the CEC by the end of June. The self-evaluation work group will be meeting and making recommendations as well.		
Action Items	Person Responsible	Deadline
Add this section to the June CEC agenda	CoC Staff	
<b>Community Housing Connect 1.0 Policy/Processes</b>		
Discussion		
Courtney shared the changes to Community Housing Connect went into effect May 1. She clarified that it is still just for use for families at this time, and everyone who completes the CHC will be added to the family by-name list regardless of how the CHC was completed. There was a question raised about how to use the CHC for youth and single adults. Current tools being used are TAY or VI-SPDAT, and Courtney noted that a vote will need to take place if changing the assessment tool.		
Concerns around HAP's ability to accommodate increased calls from CHC 1.0 were brought up, and there was discussion around potentially adding options to get routed out if not eligible for available resources.		
Action Items	Person Responsible	Deadline
<b>Supported Solutions</b>		
Discussion		
Supported Solutions are not available at this time, but it was noted that the FFO group could discuss in the next meeting in June.		
Action Items	Person Responsible	Deadline
<b>Exhibit 1 Service Standards Workgroup</b>		
Discussion		
Courtney asked for two small workgroups to get together and review Service Standards for Homelessness Prevention and Shelter. The Service Standards will be submitted now as an interim policy, with additional changes after the workgroups convene. Eileen McKeever, Molly Weirsma, Julie		



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Kendrick, Domenica Montalvo, and Kelsey McFarland volunteered for the Shelter workgroup, and Domenica Montalvo, Alyssa Anten, and Todd Furlong will be in the Prevention workgroup.		
Action Items	Person Responsible	Deadline
<b>Coordinated Entry Concerns</b>		
Discussion		
Crystal noted that AYA is seeing 250 youth on the by-name list and was looking for clarity on why youth seemed not to be connected to resources. Due to time constraints, this will be added to the June CEC meeting for further discussion.		
Action Items	Person Responsible	Deadline
Add to June CEC agenda	CoC Staff	
<b>Action Items &amp; Next Steps</b>		
Discussion		
Courtney asked the group to review CE policies and consider policy implications based on CHC 1.0. A Doodle poll will go out for workgroup meetings and for the self-evaluation policy workgroup.		
Action Items	Person Responsible	Deadline
Schedule workgroup meetings	CoC Staff	
<b>Adjourn</b>		
Motion by:	Crystal Kitten	Support from: Lisa Cruden