



Grand Rapids/Wyoming/Kent County CoC  
Coordinated Entry Committee  
MEETING MINUTES  
June 6, 2023 2:00-3:30 pm

Facilitator:	Brian Bruce		
Meeting Attendees:	Tammy Vincent, Victoria Arnold, Crystal Kitten, Kristy Hawkins, Anya Ward, Kelsey McFarland, Sage Holland, Victoria Sluga, Bryan Holt, Dave Gantz, Rachel Siebert, Latasha Maberry, Eileen McKeever, Domenica Montalvo, Zenaida Jimenez, Paul Petr, Molly Weirsma, Neddie Moore, Marissa Lee, Joyce Williams, Rebecca Long Staff: Courtney Myers-Keaton, Brianne Robach, Alyssa Anten, Ronan Parmenter		
Time Convened:	2:02pm	Time Adjourned:	3:35pm

<b>Approval of Agenda</b>			
Motion by:	Victoria Sluga	Support from:	Latasha Maberry
Discussion	Changed next meeting time from July 4 to July 11		
Amendments			
Conclusion	All in favor, motion passes		

<b>Approval of Minutes</b>		<b>May 2, 2023</b>	
Motion by:	Joyce Williams	Support from:	Kelsey McFarland
Discussion			
Amendments	None		
Conclusion	All in favor, motion passes		

<b>Approval of Consent Agenda</b>		<b>May 2, 2023</b>	
Motion by:	Tammy Vincent	Support from:	Victoria Arnold
Discussion			
Amendments	None		
Conclusion	All in favor, motion passes		

<b>Confirming Veteran Status/Linking with Resources</b>		
Discussion		
Conversation around high number of confirmed veterans during the last PIT count. Courtney overviewed the current process for confirming status and linking resources. Neddie shared resources available at the VA located at the Century Avenue VA.		

Action Items	Person Responsible	Deadline
Post PIT count data to the CoC website	CoC Staff	
Note veteran services in the CoC newsletter	CoC Staff	

<b>Coordinated Entry Policy</b>		
Discussion		
Brienne reviewed changes to the draft CE policy and additional changes were discussed. Courtney recommended reviewing the policy again after the implementation of CHC 2.0.		
<b>Eileen McKeever motioned to approve the Coordinated Entry Policy with discussed edits. Joyce Williams seconded the motion; all in favor, motion passes.</b>		



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Action Items	Person Responsible	Deadline
Make suggested changes to the CE Policy document	Brianne	
<b>2023 Self-Evaluation</b>		
Discussion		
Brianne reviewed the action items recommended by a CoC workgroup. Discussion around the self-evaluation and next steps.		
Action Items	Person Responsible	Deadline
<b>CHC Assessment Questions</b>		
Discussion		
Courtney shared an update on the CHC assessment questions. She noted that after a follow-up meeting with Community Rebuilders, the CoC will schedule a presentation to give clarity to the questions and how they're weighted.		
Action Items	Person Responsible	Deadline
Schedule meetings to discuss assessment questions	CoC Staff	
<b>Emergency Shelter Service Standards</b>		
Discussion		
Brianne shared an overview.		
<b>Molly Weirisma motioned to recommend the emergency shelter service standards to Steering Committee for approval after sending to the Youth Action Board and Veteran Action Board for feedback. Kelsey McFarland seconded the motion; all in favor, motion passes.</b>		
Action Items	Person Responsible	Deadline
Add to the July agenda	CoC Staff	
Send ES Service Standards to CoC action boards and the city/county	Brianne	
<b>Homelessness Prevention Service Standards</b>		
Discussion		
Brianne shared an overview. There was discussion around prevention assistance. Courtney recommended working to develop prioritization and processes as a community.		
<b>Tammy Vincent motioned to approve the homelessness prevention service standards contingent on changes to align with contractual obligations by the city, county, and action board feedback. Victoria Sluga seconded the motion; all in favor, motion passes.</b>		
Action Items	Person Responsible	Deadline
Add to the July agenda	CoC Staff	
<b>Youth By-Name List and Connection to Resources</b>		
Discussion		
Courtney shared an update that the youth by-name list is growing. She noted that there are more referrals for TH-RRH and PSH units, but that there are not as many resources for youth. More availability for units, peer navigation, street outreach, and host homes will come through the YHDP		



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CCP. Courtney recommended officially endorsing a youth functional zero meeting that meets regularly to explore the data more fully, similar to BFZ work being done. Discussion happened around roles and responsibilities, and Courtney emphasized that as hiring process continues at the CoC, there will be more staff capacity to manage these efforts.			
Action Items		Person Responsible	Deadline
<b>Coordinated Entry Concerns</b>			
Discussion			
None			
Action Items		Person Responsible	Deadline
<b>Action Items &amp; Next Steps</b>			
Discussion			
The next CEC meeting was rescheduled from July 4 to July 11.			
Action Items		Person Responsible	Deadline
Update CEC calendar		CoC Staff	
<b>Adjourn</b>			
Motion by:	Victoria Sluga	Support from:	Tammy Vincent