



Grand Rapids/Wyoming/Kent County
CoC Coordinated Entry Committee
MEETING MINUTES
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>Kesley McFarland motioned to recommend the suggested changes to Steering Council; Molly Weirsma seconded; all in favor, motion passes.</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



GRAND RAPIDS AREA
COALITION TO END
HOMELESSNESS

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Adjourn			
Motion by:	Holly Wilson	Support from:	Paul Petr