



Coordinated Entry Committee MEETING MINUTES

October 15, 2024

2:00 – 3:30

Facilitator:	Tammy Vincent		
Meeting Attendees:	Tammy Vincent, Rebecca Long, Li Kaplan, Dani Shields, Hannah Hooley, Neddy Moore, Amy Lloyd, Zenaida Jimenez, Marissa Lee, Latasha Maberry, Veronica Arvizu, Tyler Kregel, Bryan Holt, James Schuen, Sam Westhouse, Felicia Clay, Dave Gantz Staff: Craig Heerema, Alyssa Anten, Brianne Robach, Courtney Myers-Keaton, Ronan Parmenter		
Time Convened:	2:05pm	Time Adjourned:	3:30pm

Approval of Agenda			
Motion by:	Latasha Maberry	Support from:	Bryan Holt
Discussion			
Amendments	Moving Coordinated Entry Process to the bottom of the agenda.		
Conclusion	All in favor, motion passes		
Approval of Meeting Minutes			
Motion by:	Amy Lloyd	Support From:	Dave Gantz
Discussion:	None		
Amendments			
Conclusion	All in favor, motion passes.		
CE Data Report Exercise			
Discussion	<p>This committee participated in an exercise to help determine what information they would like to see reported back on a regular basis. This committee also discussed how difficult this data is to obtain, and charted feedback on a scale.</p>		
Action Items	Person Responsible		
CE Business Cards - informational			
Discussion	<p>Brianne updated this group on feedback from non-service providers who would like to have a small format handout to provide individuals experiencing homelessness with information on how to access resources in the community. There was discussion around the potential for physical locations people can go to complete the CHC assessment and CE entry/exit that is not a service provider. Further suggestions are welcome.</p>		
Action Items	Person Responsible		
MSHDA Shelter Diversion Pilot Project			
Discussion	<p>Courtney provided context for this project, sharing an informational slide presentation and also noting the challenges around staff capacity due to the ongoing CoC Program Competition, due</p>		



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October 30. She recommended using the previously submitted application as a model for this year's, and this committee determined to move forward with that suggestion.	
Action Items	Person Responsible
In-person Acuity Appointments - <i>informational</i>	
Discussion	
Brienne provided an update to this committee that HAP is adding in-person appointments to the Acuity calendar with the intention for individuals who don't have a phone to complete the CHC assessment.	
Action Items	Person Responsible
Coordinated Entry Concerns - <i>standing agenda item for community partners to bring concerns to the table</i>	
Discussion	
None	
Action Items	
Coordinated Entry Process	
Discussion	
Courtney addressed the Coordinated Entry process and discussions about potential changes to improve the system, noting that this is not a fully formed proposal and that we are waiting for the tech platform to be available. She spoke to the process for bringing forward a draft proposal for the community to respond to, and reviewed trends and concerns that have been noted around accessing Coordinated Entry and the availability of prevention resources.	
Action Items	
This committee determined to form a small workgroup to start this discussion after the CoC Program Competition. Volunteers included Rebecca Long, Hannah Hooley, and Li Kaplan.	
Action Items & Next Steps	
Discussion	
CoC Staff will follow up on the data report exercise, develop draft CHC business cards, schedule the CE Process workgroup, and follow up on the MSHDA Shelter Diversion Pilot Program.	
Action Items	Person Responsible