



Grand Rapids/Wyoming/Kent County
CoC Coordinated Entry Committee
MEETING MINUTES
December 10, 2024 2:00-3:30 pm

Facilitator:	Brian Bruce		
Meeting Attendees:	Brian Bruce, Eileen McKeever, Amy Lloyd, Emily Schichtel, Gabrielle Guzman, Veronica Arvizu, Sam Westhouse (Zoom), Felicia Clay, Shakerah McRae, Hannah Hooley, Molly Wiersma, Bryan Holt, James Schuen, Leah Paauwe, Dani Shields, Tammy Vincent, Shannon Trout, Rebecca Long, Tyler Kregel, Zenaida Jimenez, Emily Schichtel, Neddie Moore Staff: Courtney Myers-Keaton, Craig Heerema, Brianne Robach, Alyssa Anten, Ronan Parmenter		
Time Convened:	2:00 pm	Time Adjourned:	3:30 pm

Approval of Agenda			
Motion by:	Eileen McKeever	Support from:	Hannah Hooley
Discussion			
Amendments			
Conclusion	All in favor, motion passes		

Approval of Minutes		October 15, 2024	
Motion by:	Amy Lloyd	Support from:	Molly Wiersma
Discussion			
Amendments			
Conclusion	All in favor, motion passes		

MSHDA Homeless Preference HCVs		
Discussion		
<p>This committee discussed the pending release of HCVs from MSHDA and the request for a prioritization process to be codified in our policies by January 1, 2025. Courtney recommended developing an interim process to present to MSHDA which would prioritize HCVs using our current order of prioritization. There was discussion around the importance of pairing HCVs with case management support.</p> <p>Tammy Vincent motioned to recommend the HCV interim prioritization process as presented; if MSHDA declines this process, then move forward to Steering to change the policy with the process as presented written in the policy. Zenaida supported the motion; all in favor, motion passes.</p>		
Action Items	Person Responsible	Deadline

Family Homelessness – Issues and Concerns	
Discussion	
<p>Courtney shared we are receiving more questions from providers about what happens once a family has been referred and spoke to case conferencing as a way to alleviate some of these questions, noting also that CoC staff does not currently have staffing to support case conferencing for families. There was discussion around the process of prioritization and referral, and it was noted that the current system lacks mechanisms for transparency and many times advocates and service providers are not notified when clients are identified for openings. Courtney encouraged any concerns to be brought to CoC staff, but noted responses may be challenging to address. She also referenced CHC 2.0, which is expected to provide additional transparency to clients and providers. This committee</p>	



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discussed the challenges around long lengths of stay and coordination across different providers in the system. CoC staff will revisit case conferencing for chronic families in January.		
Action Items	Person Responsible	Deadline
Non-Prioritized Resources Process Share-out		
Discussion		
Brianna shared the process for non-prioritized resources, which will include an online form that will be available only to CE providers to complete. This form will allow HAP to contact clients to screen for eligibility and refer to a resource, and Brianna will review submissions for accuracy and quality. If no resources are available, eligible households will remain on the list and considered the next time the list opens.		
Action Items	Person Responsible	Deadline
Coordinated Entry Assessment Update		
Discussion		
Courtney noted the current scoring methodology is creating inequities with significant priority to individuals who are unsheltered versus sheltered, despite length of stay. An adjustment to the scoring methodology could go live in January, and family and shelter providers will be asked to reassess residents to equalize scores and ensure those staying in shelter are given a priority. Courtney noted the wording of the question will not change, just the point value. Brianna noted that the CE entry/exit assessment in HMIS has changed slightly and contact information is now required for every CE entry/exit to help with contacting clients around openings.		
Action Items	Person Responsible	Deadline
Holiday Closures		
Discussion		
Due to holiday office closures, the CoC is asking all providers to submit openings by Friday, December 13 so those openings can be filled in the next week. HAP will continue to make contact attempts until they close for the holidays on December 20.		
Action Items	Person Responsible	Deadline
Nominations for Elections – Update Only		
Discussion		
Elections for this committee will happen at the beginning of 2025. Courtney gave an overview of the positions, and encouraged attendees to consider serving as leadership on this committee.		
Action Items	Person Responsible	Deadline
Coordinated Entry Concerns – standing item		
Discussion		
Tammy noted that an update on CE data was not on this agenda due to the number of topics, but will bring a more robust update in January.		



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Hannah requested a CHC 2.0 update, and Courtney noted we will bring an update in January or February of the new year.		
Action Items	Person Responsible	Deadline
Action Items & Next Steps		
Discussion		
Action Items	Person Responsible	Deadline
Adjournment		