



Grand Rapids/Wyoming/Kent County
CoC Coordinated Entry Committee
MEETING MINUTES
June 11, 2024 2:00-3:30 pm

Facilitator:	Brian Bruce		
Meeting Attendees:	Brian Bruce, Alyssa Bryan, Li Kaplan, Eileen McKeever, Amy Lloyd, Anna Diaz, Dani Shields, Johanna Schulte, Jose Capeles, Hannah Hooley, Li Kaplan, Maranda VanZegeren, James Schuen, Zenaida Jimenez, Emily Schichtel, Molly Wiersma, Kristie Winslow		
	Staff: Craig Heerema, Brianne Robach, Alyssa Anten, Ronan Parmenter		
Time Convened:	2:00 pm	Time Adjourned:	3:30 pm

Approval of Agenda			
Motion by:	Amy Lloyd	Support from:	Zenaida Jimenez
Discussion			
Amendments			
Conclusion	All in favor, motion passes		
Approval of Minutes		May 14, 2024	
Motion by:	Johanna Schulte	Support from:	Amy Lloyd
Discussion	Adding context to host homes discussion.		
Amendments			
Conclusion	All in favor, motion passes		
Family Shelter Long-Stayers Prioritization Pool*			
Discussion			
<p>Brienne highlighted a concern regarding family shelter long-stayers not getting connected to resources, which impacts their successful exits. She presented data from May 2023-2024, detailing key metrics and common barriers. She proposed a prioritization pool to be activated for families in shelters for over six months when openings arise. This model and potential scenarios were discussed, and a document outlining the model was included in the agenda packet for review. The discussion also covered addressing barriers through increased programming, noting that conversations with Family Promise revealed these families are well-connected to programs but still require resource prioritization. Concerns were raised about the 50/50 split, category numbers, and system complications. An increase in long-stayers at Family Promise shelters was noted, affecting service access. Molly pointed out that CHC scores for in-shelter families are often too low for prioritization, and Brienne reminded the committee that CHC scores should be updated every 30-60 days to ensure a current score is logged. Zenaida noted her support of the prioritization pool as a short-term solution and advocated for a longer-term solution. Brienne mentioned that the process will be revisited after CHC 2.0 is ready for implementation.</p> <p>Molly Wiersma motioned to approve the prioritization pool included in the agenda packet as written, with support from Li Kaplan. A friendly amendment to revisit the process in January 2025, proposed by Johanna Schulte and Zenaida Jimenez, was made and approved. All in favor, motion passes.</p>			
Action Items	Person Responsible	Deadline	



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Revisit prioritization pool model in January 2025 with Coordinated Entry Committee	CoC Staff	
Assessment and Prioritization		
Discussion		
Last month there was discussion around a pilot program through MSHDA and the CoC submitted an application but were not selected for the opportunity. CoC staff will discuss next steps and will revisit next month if there are updates.		
Action Items	Person Responsible	Deadline
By-Name List Updates		
Discussion		
<p>a. Veterans – Community Rebuilders – Maranda VanZegeren, Anna Diaz</p> <ul style="list-style-type: none"> - Meetings: A larger group meeting, which encompasses the whole committee, convenes monthly. A monthly workgroup reviews the Veteran By-Name List. Weekly veteran-specific outreach meetings are also held. - The Veteran Action Board meets twice a month and is actively recruiting participants that work with veterans with LEH are invited to join; interested parties should contact Maranda and Anna, and applications are available on Community Rebuilders’ website. - As of May 31, the by-name list numbers show 1,347 veterans identified since 2014, with 973 housed and 49 active veterans connected to resources and working on housing plans. Members are reminded to complete the CHC assessment to be added to the Veteran’s By-Name List. Active duty National Guard and Army Reserves are considered veterans for the purposes of By-Name List management. <p>b. Youth – CoC – Brianne Robach</p> <ul style="list-style-type: none"> - TH-RRH is making and receiving openings. A form is being finalized to track interest in host homes. Staff have been hired or are being hired for peer navigation and street outreach. - By Name List: Previously tracked in HMIS and requiring manual management of entries and exits, a new BNL report from the Built for Zero team will be relaunched on July 1. This report reduces reliance on manual data entry and includes all youth, ensuring comprehensive identification in the system. The chronic BNL data infrastructure is being developed and can be adapted for youth, with CoC staff maintaining the list for better visibility across organizations in HMIS. Case conferencing will resume after this launch, with efforts being made to engage additional youth providers in this process. A case conferencing kickoff event is planned for the end of June, targeting CE staff and those who directly engage with youth, including youth housing providers and intake referral staff. 		
Action Items	Person Responsible	Deadline
Coordinated Entry Concerns – standing item		
Discussion		



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Action Items	Person Responsible	Deadline
Action Items & Next Steps		
Discussion		
Action Items	Person Responsible	Deadline
Adjournment		