



**Grand Rapids/Wyoming/Kent County
CoC Coordinated Entry Committee
MEETING MINUTES**

June 17, 2025 2:00-3:30 pm

Facilitator:	Brian Bruce		
Meeting Attendees:	Brian Bruce, Stephanie Collier, Shakerah McRae, Felicia Clay, Sam Westhouse, Amy Lloyd, Eileen McKeever, Angela Gillisse, Heather Nyenhuis, Dani Shields, Alyssa Bryan, Brianne Jurs, Becky Nespital, Jordan Brinker, Maria Williams, Tammy Vincent, Veronica Arvizu, Hannah Salas, Zenaida Jimenez, Moriya Sauro Staff: Courtney Myers-Keaton, Brianne Robach, Ronan Parmenter, Robyn Van Dyke		
Time Convened:	2:04pm	Time Adjourned:	3:03pm

Approval of Agenda			
Motion by:	Eileen McKeever	Support from:	Sam Westhouse
Discussion			
Amendments			
Conclusion	All in favor, motion passes.		
Approval of Minutes		May 13, 2025	
Motion by:	Amy Lloyd	Support from:	Zenaida Jimenez
Discussion	Tammy asked for clarification around some minutes, but there were no suggested edits.		
Amendments			
Conclusion	All in favor, motion passes		
Quarterly Data Referral Report			
Discussion			
Brienne reviewed referral data and outcomes from the first quarter of 2025, referencing a chart with the data points requested at the last report to help identify trends and challenges. She provided staff analysis of the data, and there was further discussion as a committee around potential factors in the length of time between referral and referral outcome differences across providers.			
Action Items		Person Responsible	Deadline
Youth-Specific Referral Process			
Discussion			
The CoC received a request to update the CE process for youth referrals, and Brienne presented a chart and reviewed the current process for these openings. Key concerns raised were the length of time to fill referrals, noting contact attempts must be successful to fill openings. Brienne reviewed a proposed process, noting it will likely increase the number of individuals who are referred to a project but are denied due to ineligibility or inability to contact. Through discussion, this committee determined to continue with the current process as-is, with a goal of making improvements.			
Action Items		Person Responsible	Deadline
MSHDA HCV Prioritization			
Discussion			



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Brianne noted MSHDA allocated 48 HCVs to our community and we were able to fill most openings without dipping into the second tier. Providers were successful in collecting and submitting documents despite the short turnaround time. The CoC would like to collect feedback on the process, and will bring demographic data to the July meeting, along with any feedback submitted by providers.

Names have been drawn and housing navigators are sharing updates with case managers to navigate the process with clients. RRH providers are suggested to touch base with clients to ensure they've received everything and provide support with getting documentation.

MSHDA had previously indicated we would hear about move-up vouchers and future voucher pulls after this one, but the CoC has not had communication about that at this time; we will update this committee if we receive further information.

Action Items	Person Responsible	Deadline
Collect feedback on the prioritization process/HCV paperwork process	Brianne	
Review demographic data and feedback at July CEC meeting	CoC Staff	
Coordinated Entry Concerns – <i>standing item</i>		
Discussion		
Amy Lloyd – Shared that they had a participant go through CE and noted the process went really well and was a great experience!		
Action Items	Person Responsible	Deadline
Action Items & Next Steps		
Discussion		
Action Items	Person Responsible	Deadline
Adjournment		