**Coordinated Entry Committee Meeting**

**November 30th, 2022**

**2:00 – 3:30 p.m.**

***CE Committee onboarding session 1:30 – 2pm. all are welcome!***

**Teams Meeting**

**MINUTES**

1. **Welcome/Attendance** **–** Ryan called the meeting to order at 2:00 following the onboarding session. Attendance was taken.
	1. **Member or Participant –** All members are required to be on a team. The list was shown to assure being a member or participant is correctly marked and you are on the correct team (s).
	2. **Work group membership review** – Members must be on a team. Several indicated the team they would like to join.
2. **October meeting minutes including attendance –** Nicole Anderson moved and Sue S. seconded to approve the October 26 meeting minutes. Motion passed.
3. **Match Requirements – Review match form link/process**
	1. <https://docs.google.com/forms/d/e/1FAIpQLSeCAgir7aMo-IE21cTcqGthh6dY_TGjOJIk-aFNgGYMbtGiXA/viewform?usp=sf_link>
	2. **Review progress** – Be sure to share your time and hard work as Match. Please do so monthly.
4. **Message from the CE Committee chairs (Hannah/Wendy/Marissa)** – Thanks!
5. **EHV update** – Vouchers are still being processed. Be sure to refer anyone in a CoC, ESG, TBRA (that utilizes priority list) program for these vouchers. WHEDA is not taking from the priority list at this time. Brown County is still filling their vouchers.
6. **Order of priority for YHDP and DV RRH –** Both are implemented in Clarity. If you have questions, ask Holly. DV RRH NonHMIS is not ready yet. DV RRH priority is available – can use the current RRH tab.
	1. **Order of priority for YHDP –** Training on this will be at the SSO meeting on 12/1.
7. **Pre-screen update and training plan** – Holly explained the pre-screen has been updated along with a new script. She is working with End Abuse and Domestic Violence staff to adjust the script. It is available on the WIBOSCOC website. Additional information needs to be collected. When we ask how many times have you fled? Many say “I don’t know”. What happens now? It is the responsibility of the person asking the questions to determine how many times. Should we have examples? This will be sent back to the DV workgroup and may become a choice (don’t know). We will try the current script and the DV workgroup will evaluate later. Once adjustments are made, it will be provided to the SSO’s to distribute to the coalitions.
	1. **An additional DV explanation added –** Work group will determine.
8. **Evaluation for CE**
	1. **Meet in-person in WI Dells – Date TBD –** Holly and Ryan met with Steve Routs to facilitate a Strategic Planning Meeting for evaluation. We are required to evaluate the program yearly for the Balance of State and the Coordinated Entry system. This Strategic Planning session will be required of SSO Staff. We will also be looking for people with lived experience. If you have ideas for who should attend, please send them to Ryan and Holly.
9. **Work groups (with current projects) check in**
	1. **Assessment & prioritization,** Ryne is Chair and reported:
		1. **Shift to prioritization** Team met this week and are looking again to the prioritization tool. They are digging deeper into disabilities and what causes them, do people have multiple reoccurring disabilities. Dow do we collect data and information on this? If a person has one big disability, are they equal to person with many? Do they all prioritize the same? Will a score table replace the VI-SPDAT? Compute their score from 100 possible points. Will still use an assessment tool, possibly 5 or 6 questions. This will address what is not currently addressed.
		2. **Looking at data –** Data from ICA will be presented at the next meeting, 12/12/2022. They will look at inadequacies and what is there.
	2. **Implementation,**
		1. **Follow up process review** This team is looking at After Hours Plans. The Follow up process currently in place for referrals. And, develops our agenda items. It is an invitation only team.
	3. **OSOC,**
		1. **Working on evaluating systems for OSOC** Ashly P. is Chair and their first meeting is 12/14/2022. They will evaluate the process for Other Systems of Care. Example: libraries, Health Care facilities, Police Departments. They will develop staff and agency participation agreements that will work for OSOC. Once this is done, they will present these forms to this committee for review and to vote on. If you are interested, let Ashley P. know.
		2. **Monthly meetings are now set up** First one is12/14/2022
	4. **Youth** Emily was not present.
		1. **Youth RRH/TH project order of priority** – The YAB developed a 3rd priority, but at the time, didn’t think it was needed. Not they do. This priority is for youth who are at imminent risk of homelessness and comes after those on the street and other category 1 and 4 homeless. They are working on this priority and will present it to us when done.
	5. **DV**
		1. **DV SSO training** – will continue to guide practices that best serve DV in Coordinated Entry and DV RRH. Will continue to guide SSO DV training and make the system better.
		2. **Non-HMIS system** is up and going – adjustments are being made.
			1. **If you took the training and do not have access, contact Ryan or Holly.** If you took the training and don’t have access, contact Ryan or Holly to get access. DV Housing first = End Abuse will be putting on at 11 am on 12/15. This is for on lookers and non DV people. DV SSO are required to attend.
10. **CE in HMIS – Any updates?** Katie reported the HMIS Newsletter that came out on the 18th – explains Security and Privacy Training that is required by all.
11. **CE conversation. What are your CE concerns? What is going good with CE?** Holland asked for clarification of the YHDP RRH vs. TH. With YHDP – TH, clients keep their homeless status until they transition to RRH. Their enrollment stays open. They are off the Q, but their enrollment is open until assigned housing. YHDP – RRH – works the same as any RRH program. There may be a Policy Issue with TH – they should be off the list while housed. This requires enrollment to be closed. Jennifer will look at the policy and mechanics and discuss with Ryan. Stay tuned.
12. **Next Meeting January 4, 2023 – due to the holidays. Happy Holidays!**

Meeting adjourned at 2:55 pm.