

Coordinated Entry Committee Meeting

June 22nd, 2022

2:00 – 3:30 p.m. (CE committee on boarding 1:30-2)

Go-To Meeting

Minutes

At 1:30, the CE Committee held an informational session (onboarding) for anyone who would like to know what the Committee does, its history or has any questions. This will be offered again on July 27 at 1:30. Join us for this onboarding meeting.

- I. **Welcome/Attendance** – Ryan called the meeting to order at 2:00 and took attendance.
 - a. **Member or Participant**- All members are required to be on a team. E-mail Hannah, Wendy, Marissa or Ryan letting us know what team you want to be on if you are not on a team. Much of the committee work happens on teams. You can be on as many teams as you would like. Participants are not required, but we would love your expertise.
 - b. **Work group membership review** – The list will be presented in July so everyone can check if they are on the correct work group or pick one to join.
- II. **May meeting minutes including attendance** – Stephanie K. moved and Katie S. seconded to pass the minutes and attendance from May as written. Motion passed.
- III. **Match Requirements – Review match form link/process**
 - a. https://docs.google.com/forms/d/e/1FAIpQLSeCAgir7aMo-IE21cTcqGthh6dY TGjOJlk-aFNqGYMbtGiXA/viewform?usp=sf_link
 - b. **Review progress – CE committee does well with providing Match – please continue.**
- IV. **Message from the CE Committee chairs (Hannah/Wendy/Marissa)** Marissa Heim introduced herself as the new Co-Chair. She is from Brown County, Golden House of Green Bay. Thank you all for all the work you do with Coordinated Entry.
- V. **CE Committee Charter** – The committee reviewed the CE Committee Charter with revisions suggested and reviewed at the Implementation Team meeting. Katie S. moved and Sue S. seconded to accept the Charter as revised. Motion passed. Ryan will change the date and send to Wendy for files.
- VI. **EHV update**
 - a. **Opening priority 4 July, 1** To fill the EHV's remaining, priority 4 will open July 1. Ryan will pull 100 names from the priority list with a VI-SPDAT of 8 or lower and less than 12 months homeless. SSO staff will distribute to agencies. If we have category 1-3 – please submit prior to 7/1. Kenosha and Sauk are full and managing turn over now.

b. Please get priority 1-3 in by June 30th

VII. Work groups (with current projects) check in

a. Evaluation,

- i. **Strategic Planning Session** – We will have an update next month on this Strategic Planning Session. The plan is to have it the end of summer or early fall.

b. Assessment & prioritization,

- i. **Present prioritization tool example** Ryan showed areas that will be covered in the new prioritization tool. It will target vulnerabilities better and be more flexible. More will be presented at the July CE meeting.

c. Implementation,

- i. **Policy and Procedure manual updates** Corin and Ryan are meeting bi-weekly to discuss.
- ii. **After hours plan review** Once complete at each coalition and voted on, send to Ryan and the Implementation team will utilize the revised form to review and comment. Comments will be sent back to coalition.

d. OSOC,

- i. **Working on evaluating systems for OSOC**
- ii. **Need chair** Once Hannah has the updated Team List, she will select someone to chair this committee. If interested, please let her know.

e. Youth

- i. **YHDP approved.** Need to determine how Coordinated Entry will play a role in this program.
- ii. **Need chair** Do have Chair and Co-Chair

f. DV

- i. **DV RRH prioritization** – Current prioritization is not appropriate for survivors, so working on this for new system. The team is looking for data to support better system.
- ii. **DV SSO training** – The team supports this training.
- iii. **Non-HMIS system** – This system is close to completion. The second round was sent and some challenges were found. They are being fixed and round 3 will be out soon.

g. Outreach

- i. **Working on outreach policy and procedure for manual update** – The team is actively working on this policy. There are 3 people on the team so if interested, please join.

VIII. CE in HMIS – Any updates? Jennifer reported that SSO's can expect a 1 on 1 check-in from the HMIS team.

IX. CE conversation. What are your CE concerns? What is going good with CE? Jennifer R. asked if applying for EHV and WHEDA staff is not getting back to us, what should we do. Answer: Need to reach out to Ryan.

X. Next Meeting July 27th, 2022.

Due to the issues with Go-To-Meeting, we may switch to Teams.

Meeting adjourned at 3:11 pm.