Hennepin County Singles Coordinated Entry System (CES) Leadership Committee

**Tuesday, August 4th, 11:30-1:30 via Microsoft Teams**

**Meeting Minutes**

**Attendance:**

**Committee Members**: Kim Lieberman, Susannah King, Mark Miller, Qually Neal, Zarita Hester, Stacy Sweeney, Travis Earthwerner, Ciara Kunert, Jay Wagner, Heather Duchsherer, Lucy Bullock,

**Hennepin County Staff**: Katherine DeSantis, Laura DeRosier, Eric Richert, Amy Donahue, David Hewitt,

**ICA staff:** Scott McGillicuddy, Stacy Sweeney

**Not in Attendance:** Darion

### *Guiding Principles:*

1. Ensure service accessibility
2. Prioritize swift exit from homelessness
3. Align services to client need
4. Prioritize services for clients with the greatest need
5. Build a system that is efficient and effective for clients, referral sources, and receiving programs
6. Invest in continuously strengthening the system

| **Agenda Item** | **Notes** | **Lead** |
| --- | --- | --- |
| 1. **Intros/community share** |  | All |
| 1. **New member applications** | Vote on the applications of:  4 applications reviewed  Electronic vote will be sent to the members | Susannah |
| 1. **“Skipping” pilot** | * Discussion on the process to notify clients being removed from the priority list   + The assessor would be asked to notify client. If a case manager is listed they would also be asked to notify the client * Policy covers how a client would get back on the priority list if removed. * There is a need for a collaborative review/case conferencing to assist with communication * Group felt it was important to let community know about policy | Susannah/Reneea |
| 1. **CES Team updates** | * Housing Stabilization Services integration into CES – update   + One entity cannot assess for eligibility of Housing Stabilization Services (HSS) and then also provide the stabilization services.   + CE assessors cannot sign personal statement of need.   + Housing Support providers will lose 50% of their service rates within a year   + The CE assessment will likely add 5 eligibility questions to assess for HSS * Humphrey Capstone recommendation   + tabled * Catholic Charities diversion   + tabled * CEPAT workgroup: VISPDAT 3.0   + Org Code released a new version of the VISPDAT   + Suggestion to wait for the tribal nations to give their input. Also want to work with C4 to continue on the current process of creating a new assessment. | Amy |
| 1. **Statewide assessment** | * Metro CEPAT response – see above | Laura |
| 1. **Assessment Process Workgroup** | * This group is working with C4 * They have defined diversion and are working on where to incorporate diversion within the Homeless response system | Tracy |
| 1. **Data Equity Workgroup** | * Update * Work on scheduling * Meeting scheduled for August 14th | Stacy/Mark |
| 1. **Recording Meetings** | * Discussion about pros and cons. * member voiced concern of having video recording public. * Members like the accountability/transparency it would bring. * More discussion next month | Jay |
| 1. **Equity and Inclusion in CES** | * Assessment of who is at our tables * Review of subcommittees and workgroups | Jay |
| 1. **System report** |  | Reneea |
| 1. **Other Business** |  |  |
| **Future Agenda Items** |  |  |
| **Tasks for this month** |  |  |
| **Reminders** |  |  |

**Acronyms**

* **AMI:** Area Median Income.
* **CES:** Coordinated Entry System, a process operated by CoCs to assess and connect people residing in shelters and/or on the streets with homeless-designated housing programs
* **CoC:** continuum of care for the homeless; funding made available by HUD via the annual CoC program competition process
* **DHS:** Minnesota Department of Human Services
* **FHPAP:** Family Homelessness Prevention and Assistance Program; biannual grant from MHFA for homelessness prevention and rapid rehousing
* **EA:** Emergency Assistance for families
* **EGA:** Emergency General Assistance for single adults
* **ESG:** Emergency Solutions Grant; annual grant from HUD used by Hennepin County and City and Minneapolis for rapid rehousing
* **FMR:** Fair Market Rent, a calculation completed by the federal government
* **GRH:** Group Residential Housing, a State benefit that pays for housing and some services for people with disabling conditions, also called Housing Support
* **HMIS:** Homelessness Management Information System; database and reporting application
* **HUD:** United States Department of Housing and Urban Development
* **LTH:** Long-term homeless, a Minnesota designation of people who have been homeless or doubled-up for 12 continuous months or for 4 times in the last 3 years
* **MFIP:** Minnesota Families Investment Program, Minnesota’s Temporary Assistance for Needy Families (TANF) program
* **MHFA:** Minnesota Housing Finance Agency
* **PIT:** point in time count, a required count of people experiencing homelessness every January
* **PSH:** permanent supportive housing
* **VI-SPDAT:** Vulnerability Index – Service Prioritization Decision Assistance Tool, the tool used in Hennepin County’s Coordinated Entry System to prioritize households for different housing programs