**Hennepin County**

Coordinated Entry System (CES) Leadership Committee

**Date and Time:** Tuesday, December 1, 8:30am to 10:30am

**Location:** Virtual

**Members in attendance:** Charlotte Moris, Charlotte Kinzley, Hayden Brandt, Ivy Yorm, Jess Nelson, Lanairee, Laurel Lilligren, Lisa Williams-Rolle, Nora Cronin, Shae Roberts, Sue Hackett,

**Hennepin County Staff:** Amy Donahue, Katie DeSantis, Laura DeRosier, Eric Richert, Lindsay Anderson, Teresa Howard

**Members not in attendance**: Chaltu Hassan,

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Conference ID: 962 727 644#

### 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 works efficiently and effectively for clients, referral sources, and receiving programs
6. Invest in continuously strengthening the system

**Agenda items**

1. Welcome

Welcome – What are you grateful for?

1. Last meeting action items
	1. Hayden will update about DV data
	2. Tenzin will join in January
	3. Evaluation of CE will be updated next months
2. Update on performance and trends
	1. Assessor Data – presentation by Nora Cronin
		1. 71 appointments offered in October, 40 assessments completed
		2. 56 referrals in October (increase by 14 from last month)
	2. HC Data – Presentation by Katie DeSantis
		1. 54 families on the Priority List as of Nov. 28th
		2. 36 RRH/TH housing vacancies reported (filled with 1.5 days on average) in November
		3. 8 youth families were assessed – 8 total vacancies reported for youth
	3. DAP data – presentation by Hayden
		1. 100 % of referrals seen within 5 days
		2. Front door referrals decreased slightly
3. 2020 Work plan
	1. Assessment Process Workgroup (Amy)
		1. Diversion, HMIS
			1. ICA has created a detailed Diversion guide
			2. St. Stephens has hired a staff person for their diversion program
			3. Simpson is trying to hire by January 1st
			4. Diversion training on January 14th (Save the date went out in the Scoop)
		2. HUD Equity Demo
			1. The Core group has started to meet – They meet once every 2 weeks
			2. So far there has been a lot of exploration by this group
			3. HUD equity demo will go through February or March
	2. Race & Equity Evaluation of CES (Charlotte M)
		1. Group has not met – waiting for data from the Hennepin County BI team
		2. There have been issues with privacy due to some small sample sizes. They are working through those issues so the data can be made public
4. Transfer policy update (Amy)
	1. Group focused on a transfer from RRH to PSH. There were complaints that the transfer process was burdensome for smaller agencies who provide RRH to find a PSH provider on their own.
	2. The group suggested a change in the amount of time required before a transfer can be requested.
	3. The group suggest a revision: If RRH providers are unable to find a PSH provider they can notify the CES team and the household will be added to a transfer waiting list and then be prioritized for incoming PSH vacancies.
	4. **Vote to approve proposed changes: Approved by the committee**
	5. Policy will need to be presented to the RRH and prevention advisory committee (Amy and Charlotte M.)
5. Retreat/Work Plan Meeting (Charlotte**2** )
	1. The retreat is usually a day long meeting that is combined with the singles committee to review current work plan and create a new work plan.
	2. Proposing this year to split the meeting up into two dates. One of the dates will include a training/knowledge bite on cultural competency. The other meeting will reflect on work plan and develop new work plan.

**Future Agenda items**

Other data points we may want to review: MPS August/September, shelter numbers quarterly?, Housing link March?, Provider metrics?

Requirement for youth providers to do HMIS (Feb when Tracy returns)

**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