**Hennepin County**

Coordinated Entry System (CES) Leadership Committee

**Date and Time:** Tuesday, February 2, 2021 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, Sue Hackett, Laura Lipscomb, Tenzin Banari

**Hennepin County Staff:** Amy Donahue, Eric Richert, Lindsay Anderson, Reneea Stewart

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

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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
	1. Welcome to new Family Assessor Laura Lipscomb and welcome back Tracy!
2. 2021 goals, review and finalize
	1. See the Family CES 2021 Goals doc.
	2. 2021 Goals:
		1. Communication: Improve communication with stakeholders across CES
		2. Intersystem: Shorten time between referral and housing
		3. Evaluation: Evaluate CES with a racial equity lens and share widely the data about the health of CES
		4. Assessment: Support continued efforts in assessment revamp with a focus on the needs of the whole family.
		5. Intersystem: Use data to share the need for supportive housing to the community.
3. 2021 workgroups
	1. Family Leadership CES members signed up for subcommittees to work on the 2021 goals
4. Committee leadership transitions
	1. Charlotte K. and Charlotte M. have both been in the Co-Chair role for a year. Looking for a new co-chair. The chair positions will be staggered so there is an overlap in leadership. In March a new Co-Chair will be selected. Members are to email the Co-Chairs if they are interested.
5. Update on performance and trends
	* 1. Assessor Data (Presentation by Nora Cronnin)
			1. 26 total referrals in December 2020, 26 assessments complete
			2. 3 days between referral and assessment
		2. DAP – Domestic Violence Assessments (Presentation by Hayden)
			1. No Front Door Referrals. Most referrals are from shelters or direct contacts
			2. 71% showed up for appointment
	1. HC Data (Handout sent out with the minutes)
6. Transfer Policy revisions (Charlotte M/Amy)
	1. RRH to PSH – Advisory Committee Meeting
		1. New Transfer policy was presented to the committee
		2. It was well received – Policy and transfer form are on website
	2. Youth transfer policy work
		1. Working on the issue of youth reaching the age of 25 in a youth housing program. This group worked on outlining a policy to guide this transition.
		2. Benchmarks were suggested.
		3. Next steps including cleaning up the draft. The subcommittee will finalize their suggestion. It will be brought back to this committee. The group would like to have a 6-month pilot to review data and assess.
7. Assessment Revamp (Amy)
	1. C4 – meeting with assessors
		1. Group is reviewing medical fragility as a criteria for prioritization as opposed to blanket disability.
		2. Met with assessors to incorporate their perspective on client choice in housing.
		3. Current acceptance rate of referrals is 30%-40% (lots of room for improvement).
	2. HUD TA – focus
		1. Focus on front end questions of who should be assessed and dynamic prioritization. This work could continue until October (previously thought to end in March).
	3. State effort
		1. Metro area CoC’s are meeting for 6 months to figure out what can be shared in CE process.
8. Data/Evaluation Update (Amy)
	1. BI Team reports
		1. Committee members now have access to BI reports
	2. Provider level data
		1. These reports are going to be continued to run.
9. Diversion Update (Amy)
	1. ASC Single Diversion Program – up and running
		1. This program is diverting single adults from shelter through financial and other support
		2. Catholic Charities and St. Stephen’s both have Diversion programs for families
			1. A big change is that even families that aren’t eligible for shelter can receive diversion funds

 b. REMINDER- Community Wide Diversion Training, Thursday, February 4th 9:30-10:45

1. Housing Stabilization
	1. There are 5 eligibility questions that could be potential added to the assessment
	2. There is work to rework some of the questions so they don’t have a large impact on the current assessment.
2. Assessor Re-certification (Katie/Amy)
	1. Out of 57 assessors, 50 completed the annual renewal
	2. The process reportedly went well. It will evolve in future years to incorporate updates to the assessment.
3. Assessments for families in hotels (David/Amy)
	1. Question raised if 15-20 families that are staying in a hotel payed for by a community non-profit should be eligible for coordinated entry.
	2. Committee decided they would coordinate with this group to offer CE assessments and other homeless response system resources to those eligible.

**Future Agenda items**

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

Elders for Infants, Mary Kay (March, 9:30-9:50)

**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