Hennepin County Singles Coordinated Entry System (CES) Leadership Committee

**Tuesday, February 2nd 11:30-1:30 via Microsoft Teams**

**Attendance:**

**Committee Members**: Kim Lieberman, Susannah King, Qually Neal, Tim Deen, Mark Miller, Zarita Hester, Cherita Tenhoff

**Hennepin County Staff**: Eric Richert, Amy Donahue, Tracy Schumacher, Lindsay Anderson, Reneea Stewart, David Hewitt

**ICA staff:**

**Not in Attendance:**, Travis Earthwerner, Stacy Sweeney, Lucy Bullock

### *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** |
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| 1. **Intros/community share** | What is some good news you have heard recently? |
| 1. **CES Youth & Single Leadership Committee expectations** | * Members reviewed CES charter to better understand membership requirements * Discussion of attendance and participation expectations * Co-Chairs asked for more participation and ideas on how to achieve more participation * Some members voiced that they didn’t feel they had decision making authority or autonomy to direct what the committee was working on * Review 2021 workplan and workgroups |
| 1. **CES Team updates** | * Assessment Revamp   + C4 – meeting with assessors will continue   + HUD TA- is ending at the end of March. They will have recommendations.   + State Effort – Metro area has asked to coordinate together rather than statewide * Data/Evaluation Update   + BI Team reports – All members have access to BI reports   + Soon dashboards will be available on the CE public website   + Provider level data * Convene update   + Convene is a contracted to provide trainings   + CES 101 is now done by Convene   + Quarterly training for assessors is done by Convene as well   + The assessor training is being redone. ICA will no longer complete the HMIS portion of the training   + Convene will be emailing assessors about errors. They have one month to make corrections.   + Convene also hosts micro-trainings and onboarding trainings * ~~Housing Stabilization~~ |
| 1. **Housing Stability Updates** | * Referral acceptance rate –   + Examining how we can shorten the time housing units stay open and increasing the success of referrals to housing   + The committee discussed the bottleneck effect that people not moving into housing has on shelter.   + Who can help make clients document ready?   + Could we upload documents at initial intake into the shelter system?   + Suggestion to look at housing providers criteria   + Group thought this would be best for the Single Adult providers to focus on this themselves (oppose to with the family system) to start with   + Mark M., Stacy, Cherita, and Tracy will meet on the topic to suggest recommendations * Other updates |
| 1. **Policy Discussion/Updates** | * Youth Transfer policy draft – Will be sent to members to review * ~~Multiple Declined Referral policy~~ * Assessor Update – need a policy?   + Current guidance from the leadership committee is to keep assessor numbers low. Is this still the guidance the committee wants to have? Should we look at a new policy. |
| 1. **New Members** | * Two seats open * Looking for new members * Review application received * Recruiting individual with lived experience |
| 1. **System report** | * Presentation by Reneea Stewart |
| 1. **Other business** |  |
| **Future Agenda Items** | 1. Communication strategies |
| **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