Hennepin County Singles Coordinated Entry System (CES) Leadership Committee

**Tuesday, April 6th 11:30-1:30 via Microsoft Teams**

**Attendance:**

**Committee Members**: Kim Lieberman, Susannah King, Tim Deen, Mark Miller, Lucy Bullock. Stacy Sweeney. Cherita Tenhoff

**Hennepin County Staff**: Eric Richert, Amy Donahue, Tracy Schumacher, Reneea Stewart,

**ICA staff:**

**Not in Attendance:**, Travis Earthwerner, Qually Neal, Zarita Hester,

### *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**
 | **Agency Updates**: * Health Care for the homeless has given over 1000 vaccines so far. They are moving to pop-up models.
 |
| 1. **Shared Google drive**
 | * Review shared drive
* If you haven’t received access to the shared drive
* Discuss use of shared drive
 |
| 1. **CES Team updates**
 | * Assessment Revamp
	+ HUD TA & Equity Demo update
	+ Power Mapping sessions helped identify agenda setting to share power.
	+ Training sessions were helpful
	+ Unfortunately, the actual focus on the assessment never came to fruition
	+ C4 is now taking lead on developing a new assessment
		- 2 listening sessions so far: PSP and Street Voices for Change. Another youth listening session is being planned.
		- A core stakeholder group is going to be established to work on further developing client choice within the assessment process.
* Race and Equity Data update
	+ March Scoop covered the changes seen since the decision to remove the Vi-SPDAT from the assessment process.
	+ Story was picked up by MPR
* CES 101 training update
	+ First session held by Convene in March
	+ These will be held quarterly
	+ A recording will be eventually shared
 |
| 1. **Board & Lodge**
 | * Approaching CES to join system
	+ Some projects are having difficulty filling their units so they approached the CES team to be eligible to receive referrals
	+ New policy will be needed to guide this work
	+ A sub-committee has been created to help facilitate this addition
 |
| 1. **Policy Discussion/Updates**
 | * Youth Transfer policy update
	+ The policy was released in the Scoop and is being presented at HCYC and the youth case conferencing meeting.
	+ It will be evaluated in 6 months
* Multiple Declined Referral policy – review data (Reneea)
	+ Currently 54 people have been removed from CES
	+ It would be worth capturing why people have been removed (using Chronic data). Include an article in the Scoop.
* Assessor Update – review current guidance
	+ Current guidance was focused on reducing assessors due to inequitable coverage, difficulty to manage and oversee the large number of assessors
	+ Current ratio for assessors being for shelters is 20-1.
	+ A small sub-committee is needed to develop guidelines around who should become assessors.
 |
| 1. **Brainstorming Future Agenda Topics**
 | Discussion: Reminder on the purpose of having a committee of a wide representation of people. How can the committee have more involvement/focus on developing policy? What can we do differently?* Committee voiced they would like to see more data presented
* Creating better communication such as one pagers
* Could there be more focus on Housing Stabilization Services?
* Committee is encouraged to provide additional ideas as they have them
 |
| 1. **Workgroup Report out**
 | * Evaluation Workgroup (Tim)
	+ See earlier update on
* Intersystem workgroup (Stacy)
	+ Increase efficiency of the CES process – focus on collecting documents
	+ Need to be able to evaluate
	+ Work with ICA to develop a useful workflow – include a section or selection that indicates if a client has their “vital documents”
	+ Pondering the idea if housing referrals should be prioritized for people with vital documents.
* Communications Workgroup (Kim)
	+ Joint committee with the family’s leadership committee
	+ First focus is on creating a CES basics video
* Community member participation in workgroups
	+ Discussion on the pros and cons
	+ First few additional community members have reached out in the past.
	+ Is there need for more formal process?
 |
| 1. **New Members**
 | * Two seats open
* Looking for new members
* Review application received
* Recruiting individual with lived experience
* Due to low numbers of members this vote/discussion will happen by mail
 |
| 1. **System report**
 | * Data discussion – To be sent out with the minutes
 |
| 1. **Other business**
 |  |
| **Future Agenda Items** | 1. Communication strategies
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| **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