**Hennepin County**

Coordinated Entry System (CES) Leadership Committee

**Date and Time:** Tuesday, June 1, 2021 8:30am to 10:30am

**Location:** Virtual

[Join Microsoft Teams Meeting](https://urldefense.com/v3/__https%3A/teams.microsoft.com/l/meetup-join/19%2A3ameeting_OTNkMmZiYTgtN2JlYy00MDVjLWE1YjctNmJjYzIwYWRlMWE0%2A40thread.v2/0?context=*7b*22Tid*22*3a*228aefdf9f-8780-46bf-8fb7-4c924653a8be*22*2c*22Oid*22*3a*22317d2633-0208-41be-a30d-5705a9bced4c*22*7d__;JSUlJSUlJSUlJSUlJSUl!!MxD8lHs9xPYQ!ewKrcBfzNwEJVOrHyJFBrg-qlfv5YjKMt0Od-0B1Dzap_njr-8CDSqlY7fnbrCRzFvZe5kHPaTzrGw$" \t "_blank)

+1 612-263-6117   United States, Minneapolis (Toll)

Conference ID: 962 727 644#

**Members in attendance:** Charlotte Moris, Charlotte Kinzley, Ivy Yorm, Jess Nelson, Laurel Lilligren, Lisa Williams-Rolle, Sue Hackett

**Hennepin County Staff:** Amy Donahue, Eric Richert, Tracy Schumacher, Lindsay Anderson, Katherine DeSantis

**Members not in attendance**: Lanairee, Tenzin Banari, Shae Roberts, Hayden Brandt, Laura Knips

### 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
2. Last month action items
* Explore what data we have available on families with prenatal though 3 year olds from PSP/Shelter Team. (Tenzin/Laurel)
	+ About 50% of families have children under 3 at PSP
	+ Data Update: In the last 3 years, there were 668 unduplicated families at PSP who had children 3 or under in the household. This is out of 1,273 unduplicated families so about 52%.
* Report back on incorporating children's needs to the case conferencing process. (Laurel)
	+ This lens has been added to the meeting
* Circle back on if there are more participants denying RRH without an extra prioritization tool (Katie/Amy).
	+ This will be tracked and reported back on by Katie
* Housing provider members will take the idea of "site visits" back to their teams for input on what would be most useful to cover at these visits. (Charlotte M, Shae, Jess, Sue, Ivy, Laurel)
	+ CES chats or CES catch-up
* Subgroup will meet to discuss guidance for assessors re: families involved with Child Protection. (Hayden, Charlotte M, Katie, Tracy)
	+ This item will remain on the list to be discussed at a later date.
* Develop survey that shows where we are now in representation of population we serve on the committee. (Charlotte K)
	+ This will be addressed later in the agenda
* Update application to gather the information we need in meeting goals of representation on the committee. (Eric, Shae, Tenzin & Singles rep)
	+ In progress
* Compile list of committee members bios for the website. (Eric)
	+ Eric will reach out
* Recruit a new child welfare representative on the committee. Post in Scoop (Eric), members connect with any potential applicants (all).
	+ Kristen from child protection has identified someone who will apply
* Members will consider co-chair role and will reach out for information as needed; one co-chair needed for July and one for November 2021 (all)
	+ Still a need..
* Laura will reach out when new evaluators (C4 and Dwell) are ready to be on our agenda. (Laura)
	+ Laura will be invited to attend next meeting to update

1. 2021 workgroups
	1. Communications (Jess)
		1. Group further discussed where the video
	2. Intersystem (Sue)
		1. Focused on getting clients document ready at a minimal level (probably ID, proof of social security)
		2. Need a way to communicate with assessors the added role of assisting with gathering documentation. Also need to communicate with the larger community
	3. Evaluation (Charlotte M)
		1. The group is looking at provider level data – including how to use it with providers during upcoming meetings.
2. Update on performance and trends
	1. Assessor Data – shared with the minutes
	2. DAP data – shared with the minutes
	3. HC Data
		1. Presented by Katie DeSantis
			1. Average days to fill a vacancy is 4 days
			2. Low number of vacancies
			3. Average number of families on the priority list is 10 in the month of May
	4. Priority List
3. C4 update (Tracy/Amy)
	1. Developing client choice questions
	2. Currently meeting with families
	3. C4 is leading this work. Expected conclusion by end of the summer
4. Emergency Housing Vouchers (Tracy/Amy)
	1. Approximately 300 vouchers will be added through Public Housing Authorities, administered through coordinated entry.
	2. These vouchers come from the American Rescue Plan
	3. The vouchers don’t come with long term case management. This will have to be provided.
	4. There won’t be any new vouchers after September 2023.
	5. Still unknown how the vouchers will be distributed between Families and Singles populations. These vouchers will follow Coordinated Entry prioiritization.
5. Resource Box (Tracy/Amy)
	1. The Resource boxes have been deployed and links have been sent for assessors and housing providers.
	2. Reminder to keep the CES updated of staff transitions so they can get you a link
6. Hennepin CE Logo (Tracy/Amy)



* 1. This logo better communicates that the Coordianted Entry System is operated by the Hennepin CoC, not Hennepin County.
	2. This is the firt time that Hennepin Coordinated Entry System has had a logo.

1. RRH to PSH transfer policy review (Tracy/Amy)
	1. It has been 6 months – this committee needs to come back together.
	2. Charlotte M, Lisa, and Laurel will join Amy to do this
2. New member, Brittany Johnson (all)
	1. Discussion on this app
	2. Decision to table until more committee members can participate
3. CES application demographics (Charlotte K)
	1. Discussion around better representing the communities that are served in Coordinated Entry. More will be discussed when the survey is released.
4. Agenda items for next meeting (all) 10:20 am
	1. Denials by housing providers – explore the current data, look at current policy, dig into how we can increase connection between referrals and housing providers

**Future Agenda items**

Policy/strategy around sharing policy changes with the community.

Requirement for youth providers to do HMIS

Transfers between CoCs

**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