**MUSKEGON COUNTY HOMELESS CONTINUUM OF CARE NETWORK**

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**Coordinated Entry Committee**

**February 24th, 2021**

***9:30 am – 11:00 AM***

**Via**

**GoToMeeting**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Representatives** | **Present** | **Absent** |  | **Representatives** | **Present** | **Absent** |
| Brendon Baskin Health West, Chairman | x |  |  | Kim Dimmett, EWP |  | x |
| Kiara Scott, Community enCompass, Co - Chairman | X |  |  | Dan Moran, HMIS Administrator | X |  |
| Alicia Cox, Coordinated Entry Coordinator | X |  |  | Michael Ramsey, Community enCompass | X |  |
| Marian McDermed, Family Promise |  | x |  | Judy Kell, CoC Coordinator | X |  |
| John Peterson, Planning Consultant |  | x |  | Chris Shepherd, Pine Grove Housing |  | x |
| Mike Baauw, Veterans Center |  | x |  | MariSue Ingersoll, Pioneer Resources |  | x |
| Yolanda Hall, Rescue Mission |  | x |  | Amiya Ezell-Taylor, EWP |  | x |
| Angela Mayeaux, Muskegon Housing Commission |  | x |  | Dan Skoglund, Rescue Mission | X |  |
| Ebony Crane, VA | x |  |  | Josh Kell, Intern | X |  |
| Diana Stubbs, Mission for Area People |  | x |  | Arturo Puckerin, Muskegon-Oceana Community Action Partnership |  | x |
| Cherri Swanstra, Mid-Michigan Community Action Agency | x |  |  |  |  |  |

**Meeting Minutes**

I. Call to Order

Call to order made at 9:34 AM.

II. Approval of Minutes of January 27th, 2021

A motion to approve the meeting minutes was made by Mr. Dan Skoglund. Mr. Brandon Baskin provided support, and the motion passed.

III. Coordinated Entry Coordinator Report

See new business.

IV. Reports from Committees

A. Outreach Subcommittee

1. Ms. Judith Kell discussed having Mr. Joshua Kell, Mr. John Peterson, and Ms. Alicia Cox work on reinvigorating the Outreach Committee and Discharge Planning. Mr. Michael Ramsey offered support.

B. Special Populations Sub-Committee (By-Name List) – veterans, chronic homeless, youth/young adults, and homeless families

By- Name List Concerns-Meeting Minutes

Mr. Dan Moran reported that Ms. Alicia Cox has been running the list and that there have been some updates made regarding active/inactive participants. There is a provision that if a name is on the list and they are enrolled in the rapid re-housing program, they will remain on the By-Name List to provide the participant an opportunity to become housed with PSH. Ms. Alicia Cox reiterated and reported **14 families, 25 singles** on the PSH list, and **14 active veterans** that are not housed. Ms. Alicia Cox asked how many openings were available in the respected programs. Mr. Brandon Baskin reported having seven spaces with two spots vacating shortly, opening the total to nine. Ms. Amiya Ezell-Taylor was not present to report. Mr. Brandon Baskin said that he is having difficulty filling the program because there are not people open to his organization on the list. Mr. Dan Skoglund stated that the Mission is not seeing the spike in shelter residents it usually sees in the winter months. Individuals stay under the cold weather, but they may not have the VI-SPDAT due to the amount of time they are staying in the shelter. Ms. Kiara Scott reported that Community Encompass hired a new AmeriCorps position to assist with screening and the VI-SPDAT.

Data Committee

Mr. Dan Moran reported on competition of the LSA and System Performance measures.

Discharge Planning Sub-Committee

No updates at this time.

V. Eviction Diversion Program Report

Mr. Michael Ramey reported that CERA (COVID Emergency Rental Assistance) would be replacing the Eviction Diversion program. The funds have not been released at this point. The work will include the HARA and three other community partners (Mission for Area People, Muskegon-Oceana Community Action, and Mid-Michigan Community Action). These funds will assist eligible households with rental arrearages and utility assistance. The HARA will be hiring new employees to help with the project.

VI. MOUs

Ms. Alicia Cox reported that work is being done to complete the MOUs. They will be distributed by the next meeting.

VII. Old Business

1. Point in Time (PIT)

No new business at this time.

VIII. New Business

1. Coordinated Entry List

Ms. Alicia Cox reported on the new Coordinated Entry Process. A flowsheet was presented to provide an overview of how the process works. Access points, including the HARA, Rescue Mission, and Family Promise will be entering a referral in HMIS on any participant that scores over a four on the VI-SPDAT. Ms. Alicia Cox will connect with the individuals making the referrals in HMIS to ensure they are trained and aware of entering the referral. The referral will go to Ms. Alicia Cox, Coordinated Entry Coordinator, to contact the participant and confirm various programs' eligibility. The data elements will be completed at this time as well. The participant, if eligible, will be entered onto the respected waitlist based on their VI-SPDAT score and the identification start date. There will be an added list for eligible for Rapid Re-Housing, and anytime a project has an opening, they will pull the participant from the list.

The process needs to be voted on by the Executive Committee, which will occur in the coming months.

Ms. Judith Kell reported that two new policies would be brought to Executive Committee regarding the MOUs and the appeal process.

Ms. Ebony Crane discussed the Veterans Stand Down. Ms. Judith Kell offered an offline conversation with Ms. Alicia Cox and Mr. Joshua Kell to begin developing a committee to start the process once social distancing measures are in place.

2. How to engage active non-housed on the by-name lists

VIII. Adjournment

Ms. Alicia Cox made a motion to adjourn, and Mr. Dan Skoglund provided support. The meeting adjourned at 10:07 AM.

**The next meeting will take place on Wednesday, March 24th, 2021**.

Respectfully Submitted,

Alicia Cox,

Coordinated Entry Coordinator