**MUSKEGON COUNTY HOMELESS CONTINUUM OF CARE NETWORK**

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**Coordinated Entry Committee**

**Meeting Minutes**

**March 22, 2023**

***10:00 AM – 11:00 AM***

**United Way of the Lakeshore**

**31 E Clay Ave Muskegon, MI**

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| --- | --- | --- | --- | --- | --- | --- |
| **Representatives** | **Present** | **Absent** |  | **Representatives** | **Present** | **Absent** |
| Brandon Baskin Health West, Chairman |  | x |  | Melissa White, EWP |  | x |
| Dan Skoglund, Rescue Mission | x |  |  | Dan Moran, HMIS Administrator | x |  |
| Cherri Swanstra, Mid-Michigan Community Action Agency |  | X |  | Miranda Paggeot, CoC Coordinator | X |  |
| Kristen Turgeon, Mission for Area People |  | x |  | Diana Stubbs, Mission for Area People | x |  |
| John Peterson, Planning Consultant |  | x |  | Angela Mayeaux, Muskegon Housing Commission | x |  |
| Mike Baauw, Veterans Center |  | X |  | Yolanda Hall, Rescue Mission |  | X |
| Madison Butler Community enCompass | X |  |  | Kristy Smith, Family Promise |  | X |
| Cherelle Hughley, Community enCompass | x |  |  | Shaunna Turner, EWP |  | x |
| Alicia Cox, VA | X |  |  |  |  |  |

**Minutes**

1. Call to Order –

Meeting was called to order at 10:05 AM.

2. Approval of January and February Minutes

A motion was made to approve January 2023 minutes by Cherrelle Hughley and 2nd by Angela Mayeaux. Motion passes.

A motion was made to approve the February 2023 minutes by Alicia Cox and 2nd by Angela Mayeaux. Motion passes.

3. DV Shelter and CES

A meeting with the EWP Director, Jillian Pastoor and Miranda took place to discuss the DV shelter and the CES. Information was provided on how the CES currently operates. Currently DV clients are referred to Community enCompass for a screening and VISPDAT. To stream line this process the DV shelter could assess their clients and refer the Empower Client ID number along with the VISPDAT score and a few other non-identifying data elements to ensure clients are being added to the BY-Name-List in a more timely manner. Currently the MOU is under revision and out of date. John and Miranda are working together to get these documents more aligned and then we will be inviting all agencies to sign up for the role of one of the CES functions (Access, Assessment, Referral and Housing).

5. Reports from Committees

i. Outreach Subcommittee-

Miranda Paggeot reported that Cherrelle Hughley has accepted the nomination of the Outreach Chair.

Cherrelle Hughley announced the quarterly PIT has been scheduled for April 262023. The HUB will be at Fresh Coast Alliance as it was in January. Nancy Todd and Cherrelle have taken lead on creating maps of known “Hot Spots” they will also be working with Stephen Thiele from the Red Project. Cherrelle intends on contacting smaller groups such as church organizations to help with the Outreach portion for the Muskegon CoC.

The Veterans Stand Down is scheduled and they would like to participate with the CoC as they have done in the past. Previously MCAH had created a fund for this event and names it Project Homeless Connect. Discussions around the name of the event as well as the location took place. It has been noted that advertisement needs to be out well in advanced for increased participation.

ii. Special Populations Sub-Committees (By-Name List)-

Dan presented the Monthly BY-Name-List report. He explained that this document was in Draft mode as creating an excel spreadsheet will be better to show trends from month to month.

There were some discussions on the elements that were being captured. The report shows that there are currently 146 clients on the By-Name-List. The report will show the inflow and outflow of clients entering into the CES.

7. New Business/Old Business-

Dan Skoglund reported that the Community Resource Center was open and anyone can utilize the building. A calendar is on the website. Currently VA, CenC are utilizing the space 2 days a week. Secretary of State is also scheduled to be on site. The Daycare is open to the community and accepts the DHHS daycare payment. Free lunch is also provided on a daily basis. Case managers can log clients in to the computers to complete any online tasks.   
May 19th VA is having the 2K Walk- Taking donations -Muskegon Airport  
May 19th Mission for Area People is holding the Tee Party-Golf Outing.

8. Adjournment

Meeting adjourned at 11:00 am