**COORDINATED ENTRY COMMITTEE**

**United Way of the Lakeshore**

**31 E Clay Ave Muskegon, MI 49442**

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| **Meeting Date:** | **February 28, 2024** | **Time:** | **2:00 PM – 3:00 PM** |

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| **Representatives** | **Present** | **Absent** |  | **Representatives** | **Present** | **Absent** |
| Brandon Baskin, Health West, Chair  | X |   |   | Angela Mayeaux, Muskegon Housing Commission, Co-Chair  |  | X  |
| Madison Butler, CoC Coordinator |  | X |  | Diolinda Sali, HMIS Admin  | X |   |
| John Peterson, Planning Consultant  | X |   |   | Lisa Reinecke, True North Community Services  | X |  |
| Kristen Turgeon, Mission for Area People  |   | X |   | Jamie Hekker, Public Health |  |   X |
| Dan Skoglund, Rescue Mission  | X  |  |   | Nick Scharlow, Life Align Inc. |  | X |
| Alicia Cox, VA  | X  |  |   | Chisara Butler, EWP  | X |  |
| Amy Witt, HW  | X |   |   | Shanna Turner, EWP  |  | X |
| Rachel Harden, HW | X |   |   | Kristy Smith, Family Promise  |  | X |
|  |  |  |  | Lisa Block, Family Promise  |  | X |
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**Meeting Minutes**

1. Call to Order – 2:04pm
2. Approval of Minutes, January 24, 2024 (AR) - Motion to Approve by Dan Skoglund, seconded by Chisara Butler. All in favor. Motion carried.
3. Report from Subcommittees-
	1. Special Populations Subcommittee (By-Name List) - Diolinda Sali spoke about the BNL committee's last meeting. Diolinda sent out a debrief from the last BNL meeting. This will become a regular email sent out after the meeting ends and will break down the items discussed in the CE BNL meeting. This will give other attendees a second opportunity to ask additional questions or offer clarity to the discussion if needed. Brandon Baskin added that after our last meeting, a client had been put in permanent housing. Additionally, Amy Witt and Rachel Harden were able to connect with the Veteran clients who are currently enrolled in the Veteran PSH program and confirm that they are still wanting to stay in the program and are now working with the Health West staff after having the grant transferred from Community Encompass.
	2. Lisa Reinecke had input regarding the Coordinated Entry System and the best practice when exiting inidviduals who are unable to provide the necessary documentation needed for completing their recertification process for the Housing Choice Voucher program. Every three months, individuals who have been added the HCV list are required to show proof of continued homelessness to stay on the waitlist for a voucher. If a case manager is unable to complete this recertification and is unable to get hold of the client due to not having an active number or no contact information at all, they should be exited from the Coordinated Entry System.
4. CE January Report-Diolinda Sali presented the CE report to the group with the numbers from January 2024.
5. HARA Update – Lisa Reinecke provided an update on the HARA. They currently still have one position open for a Case Manager. And have one slot open for Rapid-Rehousing for qualifying clients. They have a case manager stationed at Every Woman’s Place once a week. One case manager also goes to the Community Resource Center once a week. True North has applied for United Way funding for more Rapid-Rehousing dollars. As well as FEMA dollars and is still waiting to hear back on updates with the LEO Grant that was recently awarded. True North is now completely out of Homeless Prevention funds.
6. Strategic Planning Introduction – John Peterson gave a brief overview of how the Strategic Planning process will go. This plan will go for 2024-2026. There will be four sources of guidance which will be utilized for this plan. Also, there are plans to start the Leadership Planning Committee, which will be a group of the CoC Officers, CoC Committee Chairs and others willing to volunteer who will work together to write for the CoC next grant.
	1. Addressing what was not completed from the previous plan
	2. Federal Plan
	3. State Plan
	4. The overall quality of last year's application for funding and addressing the items that we did not score well on.
7. Other Business - Alicia Cox shared a reminder about the Poverty Simulator that will be March 7th, 2024 from 9am-1pm at Muskegon Community College Collegiate Hall. She reminded the group about the 90s House Party Event; this is a Housing and resource event for new or soon to be homeowners or others wanting to learn about housing resources. This event will be happening on March 9th, 2024 from 1pm-5pm at the Frauenthal.
8. Adjournment – 2:49pm