**Vermont Coalition to End Homelessness - Coordinated Entry Workgroup**

**Monday, November 24, 10:30 - Noon**

**MINUTES**

NEXT MEETING: Monday, December 15th

10:30 - 10:40am Introductions, Review Agenda, Updates

Sarah Phillips, OEO; Deb & Sarah, Rutland Homeless Prevention Center; Cynthia, Clarina Howard Nichols Center (Lamoille); Renee Weeks, Upper Valley Haven; Elizabeth, BROC; dawn, Capstone Community Action; Richard, DataRemedies; Lily Sojourner, AHS

Deb shared thoughts from their most recent CoC-level conversation – It’s difficult to understand what Coordinated Entry will mean in practicality, even if folks generally feel supportive. What will it mean for how things change (especially for me)? And what about the question of sharing data/shared HMIS?

10:40 – 11:00am Coordinated Entry – Where we are at – Review Draft Document

Sarah walked through a draft meant to synthesize our work-to-date, particularly with Vt principles and questions our group is trying to address:

* What is coordinated entry?
* Why coordinated entry?
* How will a coordinated entry system re-orient our work?
* Safety Issues (DV/SV)
* Core Componenents:
  + Access
  + Assessment
  + Referral/Assignment

In general, the group thought this document would be useful. Feedback:

* Visuals (not just narrative) helps – e.g., the comparison between current system & coordinated entry system
* Vt lens is good – think about housing review teams, and what this would mean
* Safety/DV piece should include our ongoing questions and concerns about HMIS/data and confidentiality
* A section on concerns/limitations the workgroup holds
* Add a section on the resources needed
* Where we haven’t had much discussion, it can include the questions we have raised/will address (e.g., Referral/Assignment)
* Timeline?

Next Steps:

* Sarah will finish flushing it out based on past minutes and the tools we have been using (NAEH tasklist and USICH doc)
* Elizabeth, Lily & Renee agreed to review/track changes, and conference only if needed
* Present a “final” version for workgroup around 12/7 to be discussed and vetted 12/15, and then distributed

11:00 to 11:15am Screening Tool

* Sarah mentioned the smaller group that took a deeper dive with the various tools, created a summary on the purpose and scope of Vt’s tool, and then the draft version (by Brooke Salls) that is being considered by Homeless Prevention Center & Good Samaritan Haven
* The goal is to “beta test” a screening tool this winter in order to make adjustments
* Next Steps:
  + Deb will connect with Brooke to take the draft tool to a useable place; Sarah will help if needed
  + Share the beta version at December mtg (12/15)?
* Rapid Re-Housing Triage Tool: <http://www.endhomelessness.org/library/entry/rapid-re-housing-triage-tool1>
  + This was discussed by the screening tool group as one way to differentiate between levels of rapid rehousing assistance – since what is available for rapid re-housing can vary greatly by local CoC, the group felt our tool might differentiate between short, medium or longer term.
  + Next Steps:
    - More time needed to review
    - Many thought it could be helpful, especially for sharing with partner orgs and systems (like DOC)
    - Some concern that it doesn’t provide enough flexibility
    - Put on the agenda for discussion at December’s Meeting

11:15 – 11:45am Whatcom Homeless Service Center Model

We quickly and breifly discussed the model and the elements that stood out as different. Rural WA model. Seems similar to what we have been discussing in Vt. Helpful to have a practical application to consider.

Questions we had:

* What tool are they using?
* Can we learn from the barriers they identified?
* Look at other resources about the WHSC model?
* What is the communication system between providers – accountability and referral process that also works quickly (thinking about our HRTs) – what does it look like day to day/logistically?

Next Steps:

* Sarah will forward this link and other WHSC materials to the group for more thorough review
* Sarah will see if we can have someone present at our January Meeting – December could be used to generate questions
* Rutland Homeless Prevention Center will use this model to think about a Rutland-specific model – what elements are in place or would need to be identified

11:45 - Noon **NEXT STEPS**

**Coordinated Entry –Summary of Work Document**

* Sarah will finish flushing it out based on past minutes and the tools we have been using (NAEH tasklist and USICH doc)
* Elizabeth, Lily & Renee agreed to review/track changes, and conference only if needed
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**Screening Tool**

* Deb will connect with Brooke to take the draft tool to a useable place; Sarah will help if needed
* Share the beta version at December mtg (12/15)?
* Beta test tool this winter

**Rapid Re-Housing Triage Tool:** <http://www.endhomelessness.org/library/entry/rapid-re-housing-triage-tool1>

* Sarah will email it to group again
* Put on the agenda for discussion at December’s Meeting

**Whatcom Homeless Service Center Model**

* Sarah will forward this link and other WHSC materials to the group for more thorough review
* Sarah will see if we can have someone present at our January Meeting – December could be used to generate questions
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