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

**Monday, December 15, 10:30 - Noon**

**MINUTES**

**Introductions, Review Agenda, Updates**

Sarah, OEO; dawn, Capstone Community Action; Karol, Circle; Brian, Dept of Mental Health; Cynthia, Clarina Howard Nichols; Deborah & Sara, Rutland Homeless Prevention Center; Renee, Upper Valley Haven; Richard Rankin, Data Remedies

**Screening Tool (update from Rutland HPC & Good Sam’s Work, added to agenda)**

Brooke (Good Samaritan Haven), Sara & Deb (Rutland HPC) – Met to discuss the draft screening tool. Notes from mtg to advance the tool:

* They want to make sure the tool is appropriately titled (i.e., not “intake”)
* They want to add Pets in the housing screening
* They do want to include a score to the Barriers assessment

It was affirmed that they should move forward with making changes in line with what has been discussed previously by the full group about tools.

They/we discussed other issues related to fully piloting or implementing coordinated entry:

* To actually use this tool, shared database feels important – but needs work to make this do-able (MOU, protocols, IDs, duplicate clients in existing closed system)
  + Richard could share examples of policy documents
    - HIPAA; 42 CFR requirements
* Release form

What questions are we trying to consider with a “beta test”? What type of feedback, data or information would this workgroup be looking for?

* Right now: order of questions, wording of questions, flow, people’s reaction to questions, does it seem to work as an assessment tool?

Bigger questions:

* How standardized does this need to be – how much do we leave for changing or editing locally? How much control do providers have over this?

Remember, the goal is to have a standard way to help determine the level of housing and services required to help people regain stability in permanent housing.

Eventually, we want to be able to see if referrals result in program enrollment/housing and then to see/measure success.

We agreed that we are RIPE for the data sharing conversation – which will be February

**Rapid Re-housing Triage Tool**

<http://usich.gov/usich_resources/toolkits_for_local_action/retooling_crisis_response/rapid_re_housing_triage_tool/>

We discussed this in relation to the SSOM. How is this different? Well, the SSOM doesn’t specifically help calibrate the plan (level of assistance/housing/services) – it acts more like a guide. Also, this tool is much more specific to housing, housing barriers, and housing interventions. The SSOM does not include interventions. We re-affirmed that all providers will continue to use their own case management and assessment tools, like the SSOM. And the SSOM is particularly good at identifying incremental changes.

**Whatcom Homeless Service Center**

Greg Winters from WA will present in January, questions for Greg?

<http://usich.gov/usich_resources/solutions/explore/whatcom_homeless_service_center>

<http://www.buildingchanges.org/images/documents/library/2012%20Coordinated%20Entry%20Case%20Studies.pdf>

<http://www.whatcomhsc.org/>

Topics we want to be sure to include:

* + - * Data sharing?? Any documents that could be shared
      * How do they manage the coordinated/centralized waitlist(s)?
      * What did it take to get it off the ground – resources and partnerships?

Folks are encourage to review the links and send Sarah other topics/questions to prep Greg.

Brian – might we invite other people? We agreed that it would be valuable to specifically invite VCEH and Chittenden CoC members to listen in to understand this coordinated entry model.

**Workgroup Paper**

Folks would still like time to review this document and respond as to whether there is additional content, and whether it accurately reflects our work to date. Will regroup in January. Folks agreed that this will be a helpful document to keep local conversations going.

**Next Steps –**

HOMEWORK!

* + - * Review the draft “Workgroup Summary Document” and bring questions or thoughts to January mtg.
      * Review the Whatcom Homeless Service Center model & send questions to Sarah to help prep Greg (our January presenter)
* January Mtg:
  + - * Greg Winters present on Whatcom Model
      * Final review of workgroup document
    - February Mtg:
      * Data sharing needs and methods – what do we need? What do we need to do?

**NEXT MEETING: Monday, January 26th**