**VCEH Coordinated Entry Committee**

**Agenda**

**May 16, 2017, 12:30 – 3pm**

**Randolph**

*Attendees:*

Adam Sancic, Field Services, Laurel Chen, VCEH Specialist, Daniel Blankenship, VSHA; Renee Weeks, UVH; Pete, JG; Ari Kisler, VCRHYP; Deb Hall, HPC; Brooke Jenkins, Good Samaritan Haven; Doug Sinclair, Charter House; Heather Burrows, Groundworks, Kara Casey, VNADSV; Sarah Phillips, OEO; Ashley Lowe, GA; Robert Ostermeyer, CVOEO;

Which CoCs are we missing at our Committee meeting today? Lamoille, Bennington, Springfield, Northeast Kingdom South & North

**Questions/Discussion from Local Implementation?**

* Shelter + Care Partners – Communication with these folks on mandated CE Participation
* Who are mandated partners in CE?
  + RHY, VA-funded, HUC CoC, HOP-funded
* Clarification: an agency doesn’t need to be in HMIS to be an assessment partner
  + Assessment forms maintained where (for non HMIS agencies/clients)?
* When does the assessment happen? Does it need to happen or all clients receiving prevention and RRH?
  + Yes, the assessment tool is a decision-making tool; we can improve the assessment tool and make adjustments
* What if a partner doesn’t sign on as a referral partner – can they still refer clients?
  + Sure
* 2-1-1 Participation
  + Sarah will reach out to MaryEllen to confirm their role/participation, local Lead agencies and referral tool
* How is signing onto the agreement going?
  + If some partners have questions, they can reach out to Sarah or to their respective funder/statewide association
* Outreach to community partners
  + Need to be clear about expectations, but helpful for informing folks on how/who to make a referral

**Questions/Discussion from Veteran’s Committee review of the VCEH assessment tool?**

* Sarah will email Jim to follow up

**Workgroups Report Back**

Timeline for each group?

* **Policies & Guidance in addressing the needs of those fleeing/attempting to flee DV/SV**

This group looked at the process map if a DV agency was a referral partner or an assessment partner, and discussed the implications of confidentiality and survivor safety on each. In a lot of ways, assessment partner will work will for survivors.

The VNADSV Members use “Osnium”, which is their HMIS comparable database. Osnium creates a unique ID for each client and that unique ID can be used to add clients anonymously to a community by-name/prioritization list.

This group also looked at how to discuss and explain confidentiality to clients; and the staff review tool. The group reviewed the existing forms and discussed the CE process in general.

* **Rapid Re-housing - Access, Referral & Prioritization**

This group will focus on determining $/length and prioritization of RRH assistance. We have reached out to some folks to expand this group’s membership. And, Melany Mondello (TAC) will be joining this group to provide some technical assistance.

* **Assessment Tool, Training**

This group is reviewing the housing referral and assessment tools for compliance. And discussed training resources and tools for Lead Agencies to support training assessors.

* **HMIS/DATA MANAGEMENT for CE Implementation**

This group looked at when and how information from the assessment would be entered into HMIS, and how to refer to/from a list in HMIS. We also discussed the need for training on HMIS coordinated entry and HMIS data sharing in general. There was also discussion on how multiple providers enter data in HMIS.

\*\*Sarah will send out meeting dates to the group.

**If there is time, review and discuss Nondiscrimination and equal opportunity provisions.**

*To be convened – Still assigning members:*

**\*\*Emergency Shelter & Street Outreach – Access & Referral**

Renee will convene this group in June.

Heather B, Deb H, Brooke, OEO, ESD GA

* CE Grievance/Appeal Process
* CE Evaluation
* Training
* Prevention – Access, Referral & Prioritization