**Coordinated Entry Committee Meeting Minutes**

Wednesday, May 26th 2021  
**3:00 – 4:30**

**Attendees**: Owen Wallace, Calpurnyia Roberts, Kathy Keeser, Stacy Parsons, Michele LaFleur, Shaundell Diaz, Brooke Murphy

**Introductions /welcome to new members**

**Committee Membership Check-In**

* Looking for members to co-chair the committee
  + Please email Brooke at [bmurphy@communityaction.us](mailto:bmurphy@communityaction.us)
* Engaging more members with lived experience of homelessness or housing instability
  + Please email us if you know of anyone who is interest in joining this committee or who we can send information to. Will schedule meetings to talk about their interests and fit.

**Committee Work Recently Done or In Progress**

* CE Trainings in April
  + Held trainings in April, relatively well attended
* Implicit Bias Training
  + 3 series workshop facilitated by Lisa Markland
  + Will be held in June, RSVPs have been sent out

**Coordinated Entry Updates**

* Case Conferencing
  + Franklin County YYA Case Conferencing Updates - Weekly on Tuesday’s from 2p-3p through Zoom
  + Veteran’s Case Conferencing- Updates - Monthly, Every Third Thursday from 3p-4p

**Committee Topics to Discuss/Things to Work On-**

* Transitional Housing and Coordinated Entry – Updates and Feedback
  + Working on protocol and policy – will send to committee
  + Background:
    - TH Not needing to use the same pathway
    - Will work out a plan and talk to each other
    - First told have to go through CE system and then didn’t have to
* Landlord Engagement/ Housing Partner Recruitment
  + CoC staff, YHDP projects, and TAC moving forward landlord engagement and housing recruitment plan
  + Creating list of landlords, flyer, outreach, tips list
  + Going to convene larger group to pull in more partners
  + Need for YHDP projects and EHV vouchers
  + Discussion
    - Landlords very hard to mind
    - Many don’t want to work with programs or subsidies
    - Even when they are, hard to keep relationships going
    - How will list work?
* Emergency Housing Vouchers
  + MAHASA trying to understand better how they can give guidance around prioritize people for homelessness, will discuss at next CoC Quarterly meeting
  + Discussion
    - Eligibility for vouchers: Literally, At-Risk, Fleeing DV, Move on
    - Thoughts on prioritization? Who we should be asking into discussion?
    - Kathy: We’ve got quite a few people who are going to end in the motels, so could try and connect those to the vouchers
    - Can we use it for Move-on? Leaves off people who are on the street and not chronic
    - Could we only have some for move-on and some for the others? Yes.
* Youth Action Board –
  + Barriers to participation
    - Compensating?
    - Time of meeting
    - Asking how YAB members want to be involved?
  + Being thoughtful – so few YAB members – asking a lot of them to do the work
  + Sort through this is where our time and attention could be
  + Here’s what we’re working on and how do you want to be involved?
  + Board members also sit in meetings and are not necessarily knowing what’s going on
* Domestic Violence Partner engagement in CE and Safe Housing Initiative
  + Discussion around how to engage DV providers in CE
    - If we did, we’d have to get Elizabeth Freeman Center
    - A lot of problem is confidentiality
    - Concerns is sharing with Berkshire County
    - Will send name but basic issues
    - Need to get more than just Heather there, actually from the office who are sending them
    - They can’t break confidentiality at all

***Issues to Discuss***

* Case Conferencing Attendance
  + Stacy: struggling and trying to get back to in-person, done looking at each other’s tiles, any personal relationships carrying to Zoom. Personal connection, personal tend to be hanging on virtually
  + Kathy: distance so for some of CoC things, going to want to stay on Zoom ; people we don’t get in there are the ones that we don’t really know; part of it is not in sharing network of things
  + Calpurnyia: Alternating Zoom and in persons
* Technology barriers?
* Ideas around Zoom and in-person:
  + Technology better with Zoom
  + Would go occasionally
  + Takes a different level of facilitation
* Housing Connections
  + One of the things that will have to think about – critique and criticism- time it takes to place someone
  + If can’t place them quickly
  + Need to pace people faster
  + We have restrictions on how we have to get people… week to week, slower process
  + Emergency Housing Vouchers
  + Housing complexes have to work differently
  + How do we work more closely to housing authority
  + How do we take geography into those areas
  + How do you say which funder goes first?
  + Community is paying for 60% of it
  + Stacy:
    - Amber at the Coalition
    - Nothing is jumping to mind
    - Good job getting more resources in North Berkshire around YYA
    - Lots of labor and boots on the ground

**Assessment Tool**

* Next steps – work with Racial Equity Partners, TAC, YAB
* Piloting? How would this work?
  + When ready to launch the tool?
  + August might be done?
  + Maybe three months to pilot it
  + To get an idea of whether or not intensive and easy to understand
  + Small pilot to get some feedback before you launch
* Using that year to flush out the racial equity makes sense – maybe do shorter period of 6 months and then test it out
* Comment: if able to see any racial disparities up front

***Plan for next quarter – schedule date August***

* Racial Equity data/CE - next steps and planning
  + Assessment Tool – Finalizing tool and piloting plan
* Finalize assessment/update on HMIS system integration and type
* Trends/Data
  + What’s going on?
* Funding and Resources
  + Emergency Housing Voucher
* System Improvement
  + Housing connections and services: Map of coverage
  + Policy and protocol for Transitional Housing
  + Landlord Engagement/ Housing Recruitment
  + YAB