

Coordinated Entry Workgroup

9830 Patuxent Woods Drive Columbia, MD 21046

**Minutes of the September 14, 2018 Meeting**

9830 Patuxent Woods Drive, Room 346, Columbia, MD 21046

**Attendance:**

Department of Community Resources and Services Staff: Cara Baumgartner, Jennifer Corcoran, Elizabeth Van Oeveren

Attendees: Donna Blackwell, Jen Broderick, Ayesha Holmes, Linda Zumbrun

**Meeting called to order** by Jennifer Corcoran at 2:10 pm.

**Agenda:**

**The minutes from the August meeting were motioned and seconded.**

**Prioritization for shelter placements**

The group reviewed anonymous examples of several households experiencing homelessness who had recently sought shelter at the same time to illustrate the kinds of vulnerabilities present in the population. The committee agreed that safety should be the top criteria for determining prioritization, thus priority should go to those who are unsheltered and then to those who are sheltered and vulnerable. The committee decided that priority for openings for literally homeless single adults should follow the prioritization scheme previously developed for Rapid Rehousing and Permanent Supportive Housing. This would have the additional benefit of smoothing system flow, as those referred to Rapid Rehousing programs would be easier to contact and serve if they were already in shelter. Concern was expressed for seniors who do not meet the chronic definition, as they then end up at the end of the prioritization. The committee agreed to look at how many chronic vs. non-chronic seniors were seen in the past year during the performance measurement process and to consider revising the prioritization at that point.

The bulk of the meeting was spent in discussing how to prioritize among families who are literally homeless and seeking shelter, as this proved particularly challenging. Members agreed the very young and seniors should be afforded the highest priority, but were also concerned about individuals with disabilities. It proved difficult to arrive at a decision regarding how to account for all of these factors. While the committee was concerned about the use of a scoring tool as the ultimate decision-making factor, it was noted that the issues being considered are all addressed in some way by the F-VI-SPDAT. The committee agreed to review the F-VI-SPDAT again to determine if there are vulnerabilities it does not capture, and a consensus will be reached at the next meeting.

**Managing the CSHS waiting list**

Currently, openings in State-funded Rapid Rehousing programs and in all Permanent Supportive Housing programs are being pulled from the By-Name list, while case management openings are being pulled from the waiting list and focus on households who have called for assistance in the past month. Often, the older the entry, the more difficult it is to make contact with the household. Eventually, the two lists will be collapsed into one and there will need to be a way to keep the list current rather than have people who haven’t been served sitting on the waiting list for years even though they probably don’t need assistance or can’t be contacted any longer. However, many of those who are long-term unsheltered don’t regularly contact CSHS, and we don’t want them to drop off the list. The committee felt households should have some responsibility to periodically check in with the system, but there were also concerns that the most vulnerable may not be able to comply with a check-in schedule. This topic will be revisited once a full prioritization has been developed.

**The group agreed to meet every three weeks for the rest of 2018.**

**Meeting adjourned** by Jennifer Corcoran at 3:15 pm

Minutes submitted by Cara Baumgartner