RNCoC Coordinated Entry Meeting Minutes

When: August 9th, 2024 10:30 AM

Where: via Teams

Who: Coordinated Entry Committee

Why: To review necessary data for the Coordinated Entry System

Present Members:
Mary Jane Ostrander
Jackee Stewart
Jazzmine Betancourt
Dawn Tann
Lourdes Zuniga-Perez
Brian Gardner
Jessica McCutcheon
Christina Lee
Kelly Robson
Sarah Escartin
Lovia "VI" Larkin
Christie Contreras

Michele Fuller-Hallauer (WWI)
Brandon Hallauer (WWI)
Jordan Ernst (WWI)

In the previous meeting, attendees discussed items on the HUD self-assessment tool. This meeting will focus on necessary data for the Coordinated Entry system.

Data:

The meeting focused on updates and discussions about training modules and data elements that should be regularly reviewed, followed by an in-depth conversation about the data necessary for an effective Coordinated Entry system. Participants discussed various data elements, including demographics, length of time in programs, returns to programs, and the need for regionalized Coordinated Entry for appropriate housing placements.

Challenges with the Coordinated Entry system was highlighted, such as errors in assessment and queue management. Regular checks to remove inactive clients were deemed important, and solutions like establishing policies and procedures for Coordinated Entry were suggested. The group also discussed the need for a grace period before individuals exit the system and its impact on outreach workers.

Several data elements that were requested but not known to exist in a report or a dashboard include the number of assessments completed by each agency and its staff, assessments vs.

successful placements by county, number of assessments completed vs. number of assessments referred to the queue, report expired or exited from the queue, and last check-in date.

The dashboard's functionality was reviewed, with a focus on the ability to drill down into data and the erroneous inclusion of the old VI-SPDAT score instead of the newer CHAT scores. The possibility of updating the dashboard with CHAT scores and evaluating the relevance of certain data elements was considered. The challenges of the current matchmaking process, particularly identifying clients' last check-in and referral criteria, were also addressed.

Brandon spoke on the transition to a new email list using MailChimp for the RNCoC and encouraged sign-ups to receive important notifications. He confirmed that the new system would replace the old Google Group email as the main communication channel. WWI is transitioning for all new RNCoC communications to go through rncoc@wingedwolf.org, phasing out the old ruralnevadacoc@gmail.com email.

Next Steps:

1. WWI will bring back a compilation of the Coordinated Entry Self-Assessment to the next meeting.
2. Everyone will sign up for the new email distribution list. ** New email sign-up** http://eepurl.com/iMAKwE
3. Next meeting will take place **September 13th at 10:30 AM.**