

HOUSING FIRST SOLANO COC COORDINATED ENTRY STANDING COMMITTEE MEETING

Wednesday, August 2, 2023 | 10:00 am – 12:00 pm

MEETING SUMMARY

1. Introductions and Quorum Call

DeAndre Richard introduced the Coordinated Entry Standing Committee and conducted a quorum call of Fixed Members including the newest member, Ashley Banta.

Fixed Members

DeAndre Richard – Co-Chair
Ashley Banta
Kari Rader
Lynna Magnuson
Sarah Peters
Tamara Murphy

DeAndre Richard proposed moving Items 3.5 and 3.6 to the next meeting agenda and moving Item 3.3 down to 4.1. adding to the agenda, Item 3.4c – Referral Response, Item 4.1 – No Place Like Home Updates, and Item 5 – Case Conferencing Feedback. The Fixed Members voted unanimously in favor of the additions.

2. HMIS Updates

The next meeting is August 29, 2023, from 1-3. Invites would go out for this mandatory meeting.

3. RCS Administrative Items

DeAndre Richard announced that Greg Papish moved to finish his education and was no longer with Resource Connect Solano (RCS), Christine Wetzel would be joining the RCS team in the role of System Administrator, and Matteo Cunanan would be joining Caminar's Forensics team as a Case Manager and would be working closely with RSC in multiple areas.

3.1 Vacancy Tracker

Meeting attendees were reminded to fill out the Vacancy Tracker on the 1st and 3rd Mondays of the month and the importance of this for sending out referrals.

3.2 CES 101 Update

Resource Connect Solano is providing training to community providers and those interested. Please contact DeAndre Richard to schedule a training.
DRichard@Caminar.org

3.3 Pilot Program Update – moved down the agenda to be Item 4.1

3.4 Project Highlights

- Blue Oak Landing – the project is 99% full
- Fair Haven Commons – the project should be leased up by August 30, 2023
- Solano House Endurance – the project should be leased up by August 30, 2023
- LSS Crossroads – 11 referrals have been submitted and 6 more are coming in. The elevator stopped working but it should be fixed by August 15, 2023.

3.5 Navigation Center Update – moved to the next meeting agenda

3.6 Outreach Update – moved to the next meeting agenda

3.7 Policies & Procedures Update

Edits to the Policies and Procedures from the April meeting were shown in the [public folder](#) and recapped. The language for the Client Denials was still in progress, and the HMIS Denial Codes finalization will be available as soon as they are received. The rest of the edits will be presented for a vote at the next CoC Board meeting.

4. CES Updates

4.1 Pilot Program Update

SHELTER, Inc has become an access site for those staying at their shelter. The process has required training and data monitoring and it has been going well. A potential access agreement was shown for feedback regarding requirements for those wishing to become an access site once the transition to Clarity has taken place. Please email DeAndre Richard at DRichard@Caminar.org for feedback on the document provided in the public folder.

4.2 VI-SPDAT Assessment

With the need for more Coordinated Entry Access Sites and more Assessors, staff needs to know when it is appropriate to conduct a VI-SPDAT assessment or when it is not a necessity for their placement. Communities around the country are starting to utilize different assessment tools other than the VI-SPDAT. Currently, Pain into Purpose the TA provider for the Racial Equity Action Lab has been helping the Solano County Core Team look at addressing ways to create a more equitable assessment tool, including the suggestion of having policies that ensure people with lived experience guide the processes of helping redesign it. Proposed edits in the Policies and Procedures were displayed for feedback. A discussion was had on the importance of not thinking the VI-SPDAT is just a list of questions you can ask people without preparation. Assessors need to be very aware of the environment of the clients and even practice before asking as there are some very sensitive questions.

Two success stories were shared that highlighted the effort required to help those in the community and the benefits that clients can achieve when they are treated equitably and with respect and empathy.

4.3 Doc-Ready Documentation

The documents and naming conventions were discussed and shown on the website for providers to find. A discussion was had on the importance of having these documents uploaded into HMIS so that clients were not given false hope prior to placement and they could be moved through the system of care with fewer delays.

5. Case Conferencing Feedback

The next By-Names-List Case Conference will be August 14, 2023 from 10 am – 12 pm. There is a collaboration with the Veterans Affairs, and Pathways, the HMIS Administrator, to improve the Veterans Case Conferencing process and August 29, 2023, will be the next time that meeting is held. Feedback was given on the importance of inviting Room and Board providers to be more involved in the processes.

6. Open Forum

Nicole Palmer asked for clarification on Clarity and how or if clients are being serviced by multiple providers. Kenya Rawls explained the process of client tracking in Clarity stating that all service records will be attached to the clients regardless of service provider.

There were no additional comments and the meeting was adjourned at 11:38am.