Butte Countywide Homeless Continuum of Care

Homeless Management Information System / Coordinated Entry Committee
Monday, April 11, 2022 1:00 p.m. – 3:00 p.m.
Butte County Employment and Social Services – Zoom Virtual Meeting
Zoom Link: https://us02web.zoom.us/j/87349327870?pwd=TW9CZlhQa0ZvSzVsVHN3U3grUHZMdz09
Phone: (669) 900-9128   Meeting ID: 873 4932 7870   Passcode: 619024

HMIS/CE COMMITTEE MEMBERS (CHO Administrator, or designee):

Angie Little, HACB	Keesha Hills, OSCIA	Elisa Rawlinson, DESS
Christy Taylan, Caminar	Shelly Watson, Jesus Center	Ashley Husted, True North Housing Alliance
Nancy Jorth, Youth for Change	Josiah Vasey, Butte 211	Annie Terry, Oroville Rescue Mission
Susan Wilson, Safe Space	Rick Jackson, BCDBH	Sara Sweaney, Nation's Finest
Stephan Spirk, CAA	Carolina Cruz, Catalyst	Deborah Taylor, Veteran's Administration
Amanda Gaylord, CHAT	Debbie Villasenor, Consultant	Melissa Jamison, United Way
Laurie Maloney, Point of Contact	Cynthia Pesheck, Ampla	

First Chairperson: Elisa Rawlinson, DESS HH   **Second Chairperson:**   Sarah Frohock, BCDBH

AGENDA

1. Call to Order   Elisa Rawlinson

2. Approval of Minutes - ***ACTION***   All
   a. HMIS/CES Committee Meeting, February 7, 2022

3. Introductions/Agency Updates   All

4. Updates   Elisa Rawlinson
   a. Open Office Hours for HMIS End Users

5. HMIS/CES Training/Office Hours   Elisa Rawlinson
   a. Re-opening Program Enrollment
   b. New CES enrollment page questions

6. Community Queue and CE Assessment- ***ACTION***   Elisa Rawlinson

7. Next Meeting: Monday, May 9, 2022; 1:00 – 3:00 p.m.   Elisa Rawlinson

8. Adjourn   Elisa Rawlinson

Butte Countywide Homeless Continuum of Care

BUTTE COUNTYWIDE HOMELESS CONTINUUM OF CARE
HMIS/CES COMBINED COMMITTEE MEETING MINUTES
MONDAY, February 7, 2022 at 1pm-3pm
Zoom Meeting

COMMITTEE MEMBERS PRESENT:
Debbie Villasenor, Housing Consultant
Elisa Rawlinson, DESS Housing & Homeless
Christy Taylan, Caminar
Shelly Watson, Jesus Center
Melissa Jamison, United Way
Josiah Vasey, Butte-Glenn 211
Susan Wilson, Safe Space
Nancy Jorth, Youth For Change
Amanda Gaylord, CHAT
Angie Little, Housing Authority – Butte County
Sarah Frohock, BCDBH

OTHER ATTENDEES:
Javi Pinedo, Housing Authority- Butte County
Michael Wright, DESS Housing & Homeless
Deborah Taylor, Veteran's Administration
Jennifer Zellers, Nation's Finest
Moriah McGill, NCIHA
Bryan Hester, CHAT
Jay Coughlin, DESS Housing & Homeless
Michael Wright, DESS Housing & Homeless
Taylor Storey, True North Housing Alliance
Briana Harvey-Butterfield, DESS Housing & Homeless
Isabel Alaniz-Alvarado, DESS Housing & Homeless
Ann Winters, Catalyst Domestic Violence Services
Kaitlyn Sherrill, DESS Housing & Homeless
Lorena Reed, BCDBH
Pahua Thao, DESS Housing & Homeless
Shelly Storkan, BCDBH
Erin Murray, DESS Housing & Homeless
Sawyere Lamontage, CHAT

COMMITTEE MEMBERS NOT PRESENT:
Stephan Spirk, CAA
Keesha Hills, OSCIA
Susan Dolan, Ampla
Joy Amaro, True North Housing Alliance
Annie Terry, Oroville Rescue Mission
Sara Sweaney, Nation's Finest
Masaki Hirayama, Veteran's Administration
Laurie Maloney, Point of Contact
Carolina Cruz, Catalyst
Rick Jackson, BCDBH

RECORDING SECRETARY:
Kyle Prieto, DESS Housing & Homeless

ORDER OF BUSINESS:

1. **CALL TO ORDER:** The meeting was called to order by Chair Elisa Rawlinson at 1:03 P.M.
   Roll call taken

2. **APPROVAL OF MINUTES - ACTION:** The minutes for the HMIS/CES Committee Meetings for January 3rd, 2022, were approved with no corrections.

> **Motion to approve:** Angie Little
> **Seconded:** Sarah Frohock

3. **AGENCY UPDATES:** Jennifer Zellers with Nations Finest announced that she will be stepping down as Program Support to take another position. Susan Wilson with Safe Space informed the committee that the Winter Shelter is still operating in differing locations in Butte County. Debbie Villasenor reported the application for 'No Place like Home' was submitted for approval. If approved the grant funding would be used to add 38 affordable housing units in Chico, CA. Nancy Jorth with 'Youth for Change' reported a federal site review happening in two weeks. Ann Winters with Catalyst stated that there is a cottage becoming available for rent, details are on the Catalyst website. Elisa Rawlinson provided an update on the HMIS/CES committee regarding the agency CHO agreements, they will be going out to the participating agencies soon. These agreements will be valid through the end of this year with follow-up agreements being sent out in October.

4. **Updates: A) Community Queue Workgroup. B) Longitudinal Systems Analysis (LSA):** The first Community Queue Workgroup will be on Tuesday, February 22nd, 2022 from 1:00-2:00 and an e-mail request was sent out. Anyone who did not receive and invitation or would like to be added to the workgroup should contact Elisa Rawlinson. Work is continuing on the LSA preparations, Elisa is working with the participating agencies to correct any identified issues in HMIS/CES.

5. **HMIS/CES Training/Office Hours: A) HUD Move-in Dates**: Elisa Rawlinson provided a quick guide from Bitfocus in the agenda packet for FAQ's on HUD Move-in Dates. She spoke about the importance of accurate information and noted that overlapping or missing move-in dates causes errors on Federal reports and decreases the reliability of the data within the system. For more information on this please see the agenda packet or contact Elisa.

6. **Priority Points:** There was a discussion and examples shown regarding the process for adding priority points to clients and whether the point system was adding too high of priority points for certain client types and if points should be stacked. To see the different options for the priority point system please see the agenda packet. Elisa called for a committee vote to approve the new proposed "Stacked Priority Points System"; **Motion:** Debbie Villasenor, **Seconded:** Sarah Frohock. Motion was approved. An additional motion was made in regard to how many points each sub-population would receive. After a lengthy conversation and explanation the committee decided to change the priority point system to be the following; Households with Children- 1 point, Unaccompanied Youth- 1 point, Chronically Homeless- 2 points and At Risk of Chronically Homeless- 2 points. These additional priority points will

be added to the VI-SPDAT score and all categories will only be able to have a maximum of 4 additional points available to them. This change will only be effective after the CoC approves and the policy and procedure is changed, possibly by April of this year.
Motion: Sarah Frohock, **Seconded:** Susan Wilson. Motion was approved. There was a discussion regarding HUD definitions and requirements and how these can affect the new proposed stacked priority point points.

7. **ANNOUNCEMENTS/NEXT MEETING:** *The next HMIS/CES Committee Meeting will be on* **Monday, March 14th, 2022; 1:00-3:00 p.m.**

8. **ADJOURNMENT:** The meeting was adjourned at 2:42 P.M.

Summary of Community Queue Workgroup and Recommendation

What we learned from Bitfocus and MA-506 (a Massachusetts community that uses Community Queues):

- Queues set up for housing program type (generalized queues like; PSH, TH, Shared Housing) are helpful and functional.
- Fewer queues are better as it allows for less, but more focused work, on the part of the 'matchmaker' or Housing Navigator who will be providing referrals to programs, housing and community partners.
- Ability to search queues based on "Tracked Characteristics".
    - o Tracked Characteristics allow for finding clients appropriate for programs based on program rules/needs; providing the appropriate questions are in our HMIS enrollment.
    - o Tracked Characteristics are built into system by IT staff. They pull from profile page and assessment page, NOT from the enrollment page.
    - o Tracked Characteristics can be used to search one queue at a time, or all queues at the same time.

How it will change CE:

- Enrollment page will be simple, minimal questions, and very quick. Allowing End Users and clients to immediately move to the Assessment. (Less likelihood of people enrolling in CE and not completing assessment)
- Assessment will have to be redone, but will include all information needed to determine queue placement and gather information needed to provide referral to programs.
    - o Example, BH questions, Veteran questions, etc. will be on assessment.
- Assessment will include all questions related to priority points, which will be scored and included in assessment score, meaning everyone will be scored the same, priority points will be given automatically allowing for equity, and only one score. (No more SPDAT score and total score.)
- Everyone who completes an assessment will be entered into General CE Queue allowing for using tracked characteristics.
    - o In addition there will be three other Queues.

Queues that were approved by the Workgroup.

- General CE
- PSH
- TH
- Shared Housing