How are decisions made about coordinated entry for Alameda County?

Phase 1: Initial Design
January – June 2016

Designers & Recommenders

Coordinated Entry System Committee
Open committee; anyone can join at any time

Role/responsibility #1 from Governance Charter:
"Develop and recommend policies, practices, and tools for the coordinated entry system." (p. 22)

January through June 2016 meetings, including subcommittee meetings:

- Refine and adopt Guiding Principles
- Recommend referral mechanisms, handoffs and connections, geographical considerations, interface with DV system
- Set goals for assessment and prioritization
- Define triage and assessment, prevention and diversion (processes, tools, results)
- Recommend Intake/Prioritization and program navigation
- Recommend Timeline, Logistical and Coordination Needs, Training Needs
- Incorporate considerations for TAY, Vet, and persons fleeing DV subpopulations

CES Funders Collaborative
Includes reps of Cities of Berkeley, Fremont, Livermore, Oakland and Alameda County Housing and Community Development, Health Care Services Agency, Social Services Agency

Meeting regularly, October 2015 to Present

Responsibilities:

- Develop initial recommended Guiding Principles for CES Committee to begin its work
- Develop plan for resourcing coordinated entry
  - Identify/assess current resource allocations and assess reallocating or modifying contracts to bring activities within CES
  - Identify and pursue additional funding sources (e.g. Boomerang funds)
  - Determine number of HRC's and initial scope of services and capacity that can be supported by resources available
- Establishing universe of programs that will participate in Alameda County
  - Identify all programs with state/federal mandate to participate in CES
  - Identify all programs that local jurisdictions expect will participate in CES
  - Communicate with agencies/programs expected to be included
- Ensure local funding contracts include participation in Coordinated Entry

Work of the CES Committee and CES Funders Collaborative is facilitated and supported by the Bay Area Housing People consulting team and EveryOne Home staff, including developing meeting agendas, background research, memorializing and refining recommendations, facilitating input across planning bodies as needed, and drafting an initial design plan based on the recommendations of the CES Committee and CES Funders Collaborative.

Design Recommended To:

Reviewers & Approvers

HUD CoC Committee

Responsible for ensuring our Continuum of Care is operating in compliance with all regulations established by the federal Department of Housing and Urban Development (HUD). (paraphrased from pg. 16-17 of Governance Charter)

June 2016: HUD CoC Committee will review all recommendations established by the CES Committee and Funders Collaborative to verify the design is compliant with the CoC Interim Final Rule. If so, forwards design to Leadership Board for adoption.

EveryOne Home Leadership Board

Role/responsibility #5 from Governance Charter: "Establish and oversee operations of a centralized assessment system." (p. 11)

June 30, 2016: Leadership Board will vote to approve the initial design, funding strategy, and plan for oversight of on-going operations.

Local Funders: Cities and County Departments

Local funders working together to align resources and funding plans with the system design

Phase 2: Nuts & Bolts Design for Implementation
July 2016 – June 2017

Designers & Recommenders

Local Funders/CES Funders Collaborative

- Develop and coordinate on funding plans and select ion of Housing Resource Center operators and partners
- Enter into new contracts and/or amend current local funding contracts with programs that will participate in CES to include CES expectation
- Address service and program needs to ensure CES, including prioritization of high need clients, can be effective

HUD CoC Committee

- Identify changes/additions needed to the EveryOne Home Governance Charter to include coordinated entry and draft recommended language.

Coordinated Entry System Committee

Build on work of Phase 1; develop more detailed procedures and forms to prepare for implementation

- Develop implementation timeline
- Establish Implementation and Learning Collaborative(s)

Performance Management Subcommittee
(Subcommittee of HUD CoC Committee)

- Develop performance measures, standards, and indicators for new system expectations, including for coordinated entry, in local contracts.
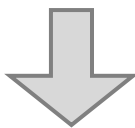
Reviewers & Approvers

Local Funders/CES Funders Collaborative

- Select Housing Resource Center operators and partners
- Adopt performance measures developed through the design process and incorporate in contracts

EveryOne Home Leadership Board

September 2016: Role/responsibility #7 from Governance Charter: "Approve recommended changes to updates to the Governance Charter developed by the HUD CoC Committee before forwarding to the membership for ratification." (p. 11)

EveryOne Home Membership
Open to any individual interested in and committed to ending homelessness in Alameda County.

October 2016: Full membership will vote on all proposed updates to the Governance Charter, including those pertaining to coordinated entry.

Phase 3: County-wide Implementation
Fall 2016 – Ongoing

Implementation will include ongoing evaluation and adjustment of all aspects of the coordinated entry system. The initial design will be based on our community's best thinking, but we know we will learn through implementation and will make changes in order to continually improve.

Coordinated Entry System Committee

Upon implementation of coordinated entry, the focus of this group will shift to roles/responsibilities 2 and 3 as outlined in the Governance Charter. It's membership and operations will reflect any amendments to the Charter resulting from the design process:

"#2. Monitor and revise system-wide policies and practices for operating the coordinated entry system to improve effectiveness and support system outcomes.

#3. Convene stakeholders as a learning community for operating an effective coordinated entry system." (p. 22)

Click here to view the EveryOne Home Governance Charter, which provides detailed information on the membership and roles & responsibilities of each committee. Page numbers indicated in this document refer to the Governance Charter.

May 2016