



SYSTEM COORDINATION COMMITTEE AGENDA

9-12-2018

SCC Members or Alternates Present: Suzanne Warner (HCSA), Jessica Lobedan (CoH), Aisha Brown (SSA), Terrie Light (BFHP), Vivian Wan (Abode), Alison de Jung (EIR), Larry Hill (Roots), Jamie Almanza (BACS), Peter Radu (CoB), Lara Tannenbaum (CoO)

EOH Staff Present: Julie Leadbetter (EOH), Jessie Shimmin (EOH), Elaine de Coligny (EOH), Christina Chu (EOH)

1. Director's Report (Julie) **2:00-2:10pm**
 - a. HUD Compliance Review
 - i. **CE Process Self-Assessment (5 submissions from Committee Members)**
 - ii. **Coordinated Entry Feedback (Website/Email, 40 responses)**
 - b. Membership Recruitment
 - i. **16 applications from homeless/formerly homeless**
 - ii. **Sub-committee reviewed or provided feedback (Vivian, Pattie, Aisha, Peter, Laura, Jessie for HMIS Oversight)**
 - iii. **5 will be interviewed, 2 referred to HMIS Oversight, and others may be contacted for the PIT Homeless Guide Role**
 - c. Prioritization Analysis, August 2018
 2. Urgent Items (Peter) **2:10-3:10pm**
 - a. Reminder to send any urgent items to Director, Chair, Co-Chair in advance (Peter)
 - b. Improving document collection for clients (Peter) (2:10-2:20)
 - i. **Demo of new HMIS functionality for document collection**
 - ii. **Should this item move to discussion calendar for November to brainstorm other ideas for improvement? October is full.**
 1. **Revisit in November**
 2. **Need consistent communication about responsibility of staff to upload documents**
 - c. Overview of State CESH Funds Process and Eligible Uses (Elaine) (2:20-2:40)
 - d. Initial summary of Coordinated Entry Self-Assessment and Feedback (Christina) (2:40-2:50)
 - e. Recommendations for use of Coordinated Entry targeted funds (Peter) (2:50-3:10)
 - i. Minimum Required 20% - \$320,000
 - ii. **Ideas:**
 1. **Affirmative marketing and solutions to accessibility issues**
 2. **HMIS training- to specifically support agency onboarding, new users, and privacy and security - developing a video module for requisite trainings**
 3. **Custom build-out of bed reservation/matching tools**
-

- 4. Overall capacity for CE-related work
- 5. Pilot team for document readiness
- iii. SCC will meet again on Tuesday 9/18/18 to discuss CESH

3. Discussion Items (Peter)

3:10-3:20pm

- a. Client Feedback and Grievance Policy (Julie)
 - i. Committee did not address this topic due to time
 - ii. Have had two work groups, haven't been able to get sufficient direction or input to have this fully baked
 - iii. Would like suggestions from the committee on what's missing, what needs to be considered, who needs to come to the table to finalize the policy

4. Action Items (Jamie)

3:20-4:00pm

- a. Shelter Prioritization/Preference Policy (Peter) (3:20-3:40)
 - i. Committee did not address this topic due to time
 - ii. Presentation of Proposal
 - iii. Comments from Director
 - iv. Call to Vote
- b. Plan of Action (Jamie) (3:40-4:00)
 - i. Committee did not address this topic due to time
 - ii. Work Groups
 - iii. Recommendations from Discussion

5. Consent Items

- a. None