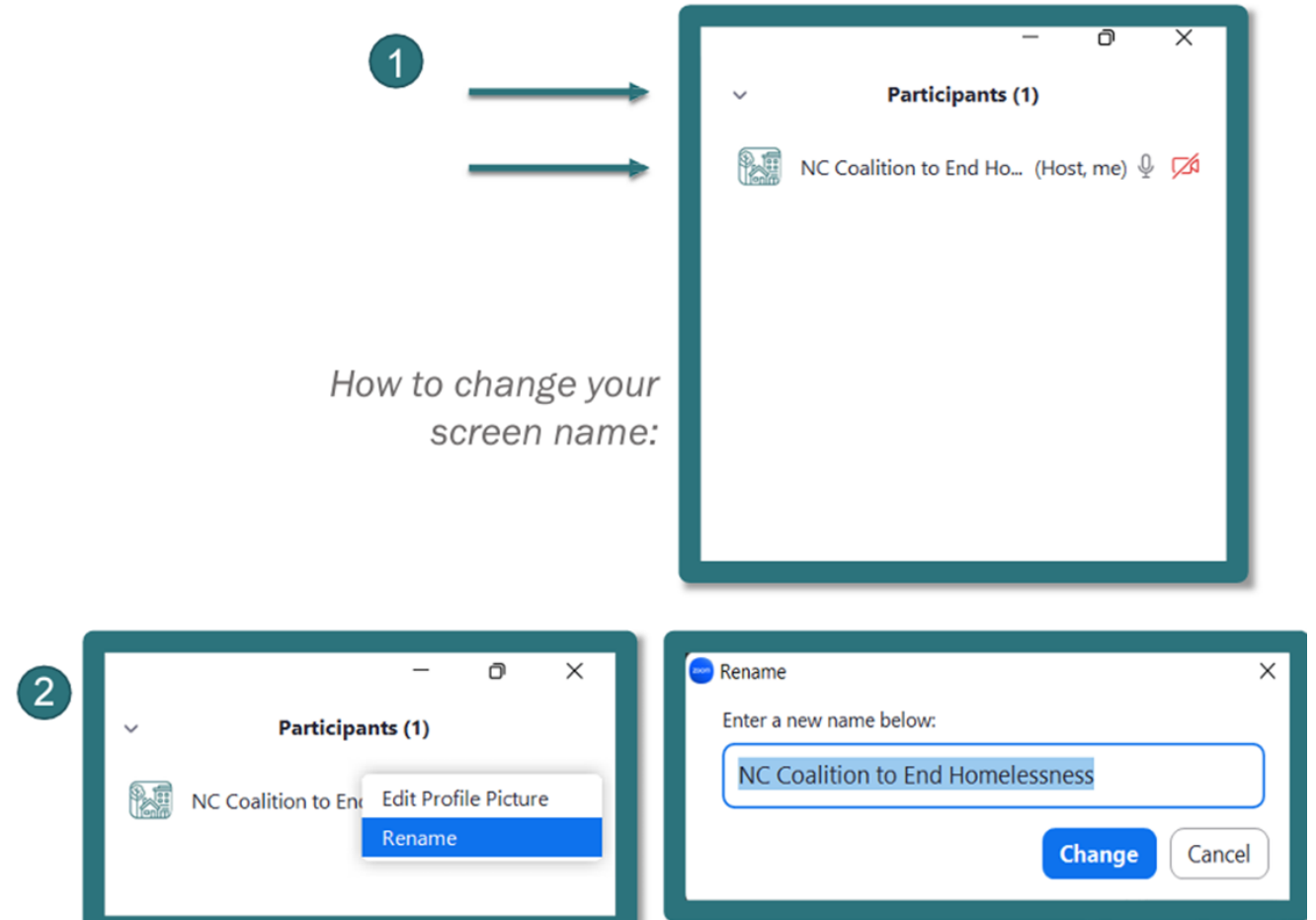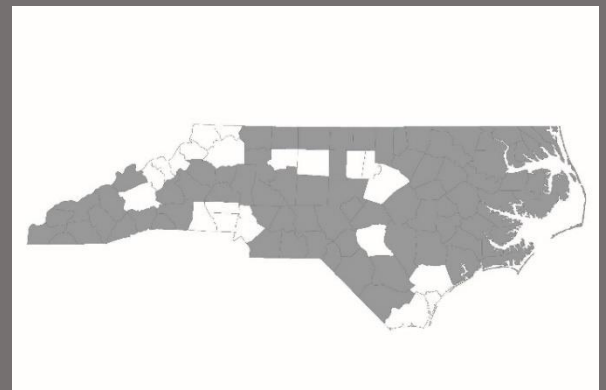# Coordinated Entry Council Meeting
## December 11, 2023

# Roll Call

- We will conduct Roll Call for Regional Coordinated Entry Leads.

- All participants should enter their full names, so we can document their participation in the minutes.
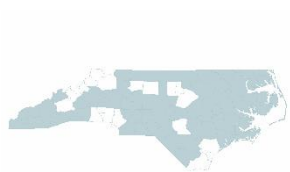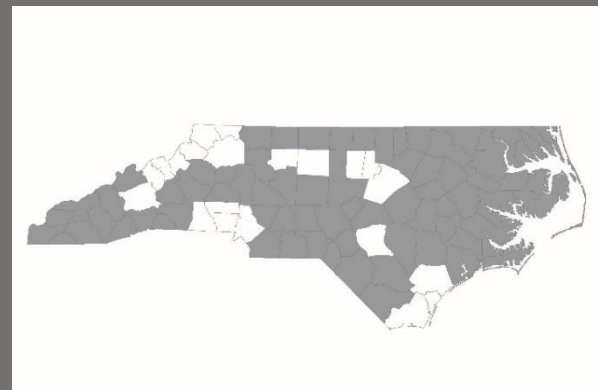


How to change your screen name:

# Agenda

# Agenda

- Coordinated Entry Written Standards
- Unsheltered Coordinated Entry Access
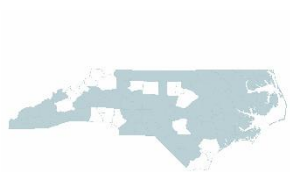- Reminders

# CE Written Standards

# CE Written Standards

Overview of changes and/or updates

- Updated all references to VI-SPDAT to HART (Homeless Assessment and Referral Tool)
- Updated Category 4 to reflect new HUD definition

# CE Written Standards

Order of Priority: Updated to reflect the new order of priority for ESG and/or CoC-funded permanent housing.

- First priority: Most severe service needs, as determined through HART acuity score.
- Second priority: Highest HART acuity score and experiencing unsheltered homelessness.
- Third priority: Highest HART acuity score and longest length of time homeless.
- Fourth priority: Highest HART acuity score and disabling condition.
- Fifth priority: Family with highest HART acuity score.
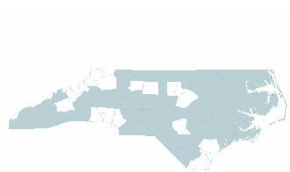
# CE Written Standards

- Updated to reflect HART categories.
    - Housing and Homeless History
    - Risks
    - Health and Wellness
    - Family Unit
- CE Evaluation Procedure: Updated to state the CEC determines the procedure for the evaluation (removed specific steps for procedure as this process will be updated in 2024).

# CE Assessment Timeline

CE Written Standards Approved by CEC (December 2023)

- Motion to recommend updated CE Written Standards to the NC BoS Steering Committee?

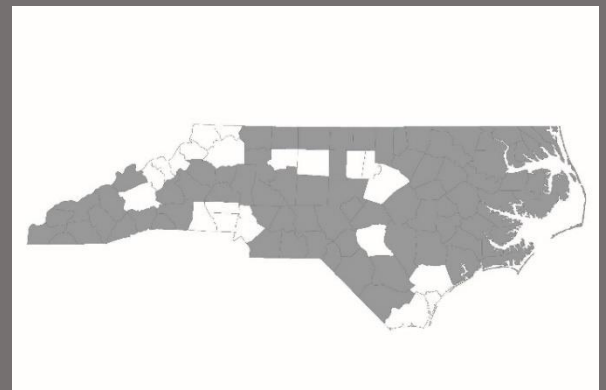# CE Assessment Timeline

- ~~Pilot 2.0 Phase (August – September 2023)~~
- ~~Analysis with Stakeholders (October 2023)~~
- ~~Update CE Written Standards (October 2023)~~
- CE Written Standards Approved by CEC (December 2023)
- CE Written Standards Approved by Steering Committee
- HMIS & By-name List Updates
- Training Phase
- Launch Phase

# Unsheltered Coordinated Entry Access

# Roles and responsibilities

Unsheltered Access Coordinators

- Regional point person for providers
- Coordinate with regional CE Lead
  - Regional plan to connect people experiencing unsheltered homelessness to the CE system and BNL
  - Evaluate monthly progress on connecting people living unsheltered to the BNL
- Ensure data collection happens on all people experiencing unsheltered homelessness
- Engage all providers/organizations/stakeholders to understand the process
- Provide additional training to providers/organizations/stakeholders

# Roles and responsibilities

CE Lead
- Partner with Unsheltered Access Coordinator to help support planning and action as needed
- Help with unsheltered count data entry as needed
- Help leverage relationships as needed

Community Partners/volunteers
- One agency/partner identified per county
- Provide information for planning
- Conduct surveys and collect data
- Enter data into HMIS or get to other party to enter data on their behalf

# Unsheltered PIT Count

- Unsheltered PIT Count will look very similar to last year:

Project Entry **+** PIT night Living Situation **=** Unsheltered PIT Count

# Unsheltered PIT Count

Households on Region By-Name List must have BOTH data elements to be counted for Unsheltered PIT

1. Current Living Situation date of PIT
2. Current Living Situation listed as Place not meant for habitation

Update Current Living Situation for clients on BNL

- Contact clients on BNL with Current Living Situation listed as Place not meant for habitation
- Verify if household was unsheltered on night of PIT
- Update Current Living Situation in HMIS

Survey potentially Unsheltered Clients

- In-person or via phone
- Ask about the PIT night sleeping situation specifically
- Surveys are only valid if completed within 1 week after January 31
- Record in HMIS

# Unsheltered PIT Documents

[Unsheltered Coordinated Entry Access Form](#)

## Unsheltered Coordinated Entry Access

**Release of Information**
☐ **Client signed**
☐ **Client did NOT sign**

1. **Identify yourself and explain the purpose of your questions.**

Hello, my name is _____, and I am helping connect persons experiencing homelessness to resources in the community. Would you like information on shelters in your area or how to get connected to a system in your area for permanent housing?
If the person does not give permission, thank them for their time and move on.

2. If the person gives permission, ask:
    A. Has anyone asked you questions about experiencing homelessness in the last three months? **If the person answers Yes, thank them for their time and move on.**
    B. Where are you sleeping tonight?

3. If the client is sleeping somewhere **unsheltered****, please complete the below contact information with the client (as much information as possible):
    ****Unsheltered means sleeping in places not meant for human habitation, which include:**
    Streets, parks, alleys, parking ramps, parts of the highway system, transportation depots and other parts of transportation systems (e.g., subway tunnels, railroad cars), all-night commercial establishments (e.g., movie theaters, laundromats, restaurants), abandoned buildings, building roofs or stairwells, chicken coops and other farm outbuildings, caves, campgrounds, vehicles, and other similar places.

# Unsheltered PIT Documents

[Privacy Sign](#)

We collect personal information about people we serve in a computer database called the Homeless Management Information System (HMIS). The information we collect helps us run programs, improve services, and better understand your needs. Some of the information we collect may be required by organizations that fund the operation of this program. We only collect information that is needed or required.

Some of your information may be shared with other organizations to coordinate referrals, housing, or services. Those other organizations also have privacy policies to protect your personal information. You have the right to tell us we should not make your information that is entered into the database visible to other agencies in HMIS.

If you have any questions or would like to see our privacy notice, please ask one of our staff.
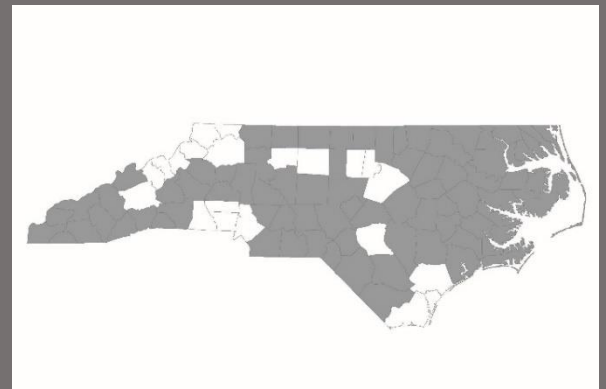
# Next Steps

What should I do now/next?

- Partner with UAC on the following:

  - Review BNL for households currently experiencing unsheltered homelessness

  - Review BNL for households from 2023 PIT count and exit if no contact

  - Start thinking about the unsheltered count and identifying gaps and action steps

  - Outreach known and identify new partners for unsheltered surveys

  - Plan when and how unsheltered surveys will happen
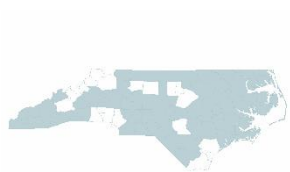
  - Plan when and how data will get into HMIS

# Reminders

# Reminders

- FY21 SSO-CE Match DUE January 5, 2024
- Next meeting: Scheduled for January 15, 2024 (MLK Holiday) will update to January 22, 2024
- Prepare for 2024 Unsheltered PIT Count on January 31, 2024

Contact Ashley Von Hatten
Project Specialist
ashley@ncceh.org
919-755-4393 ex 5009

Contact HMIS Data Center Help Desk
hmis@ncceh.org
919-410-6997

NCCEH