



MINUTES
Coordinated Entry Committee
Wednesday November 8, 2023 10:00 AM

Department of Social Services
1701 High St, 4th Floor
Portsmouth, VA 23704

Members Present:

Ursula Murphy (PSO / CES Co-Chair)	Shannon Riddick (PVH/ CES Co-Chair)
DeAnna Valentine (DSS)	Kimberly Carmichael (PCI)
Annie White-Guertin (PARC)	Jean Jones (Policy & Planning Co-Chair)
Shirley Brackett (ForKids)	Michelle Plastor (ForKids)
Symone Stewart (HER)	Madison Gray (PFD/EMS)
Lucretia Chapman (VSH)	Olisha Sawyer (VBCDC)
Consuela Knight (PRHA)	Jay Hendricks (Hendricks Living)

Other Attendees:

Karen Joyner (TPC Liaison)

Members Absent:

Sherry Johnson (DBHS)	Kathi Cuffee-Moore (DBHS)
Marti Chick-Ebey (HVAMC)	Mary Clark (Eggleston)
Beck Barfield (Eggleston)	V. Jenkins (PRHA)
Tanisha Davis (VBCDC)	Gladys Baker (STOP)
V. Clay (Endeppence Center)	Pat Chambers (PCOM)

The meeting was called to order by the Chair Ursula Murphy (PSO) at 10:05 AM. Attendance was captured with the assistance of Karen Joyner (TPC). Minutes from previous meetings are pending.

Coordinated Entry System (CES) Process Review

The chair shared presented the compilation that showed each providers criterion. Annie White-Guertin (PARC) requested that Non-Chronic Households be included for SUTR Plus and SABRE 2 projects. No other edits were requested.

Assessment Point Providers (PATH, PCI, VSH, VA, HER/Restore) were asked to keep an eye out for the doodle poll so that the review can take place 1st week of December.

PCAN – 2024 Calendar

The PCAN calendar was presented and the committee agreed to hold PCAN meetings on the 2nd and 4th Mondays as these presented less conflicts with holidays across the year. Effective date will be January 2024 with no changes to Off-Week Referral processes.

PHAC ROI – Revised 10/12/2023

PHAC Executive Committee members approved the revised PHAC Release of Information (ROI). Agencies should update their packets. The Chair asked Karen Joyner (TPC) if the PHAC page on HamptonRoadsEndsHomelessness can be updated.

ForKids - HCH Reports;

Shirley Brackett (ForKids) presented the Hotline reports for October 2023. She reported a 25% increase in total callers. Housed but seeking service was primarily for utilities.

The Chair has asked if ForKids could present what the “Youth” callers are facing. Such as Homeless (street/shelter), Fleeing DV, Imminent Risk, At-risk, etc.

Resource 757 – Individuals seeking rental assistance can add themselves to the rental assistance waitlist.

The Chair asked what Code Red meant as she had seen it in some clients call records. Shirley reported, Code Red – Not eligible for Housing Crisis Hotline services.

Ms. Valentine reported that her staff was unable to reach the unsheltered parenting youth w/ a 2-month-old child as requested. The Chair stated she would look to see if the household had reached out again.

Shirley also reported that nobody is doing security deposits for housing and that Tenant Based Rental Assistance (TBRA) is being used for security deposits for Housing Choice Voucher (HCV) holders.

Referrals are coming directly from PRHA.

Ms. Knight reported that the 11 Family Unification Program (FUP) vouchers have been accounted for. All 11 households came from the HER Shelter.

With no further business the meeting adjourned at 11:15 AM with an announcement that the next CES Committee meeting scheduled for December 13, 2023 at 10:00AM has been canceled due to conflicts with funders.

Prepared by: Ursula Murphy, CES Co-Chair

The remainder of this page is left intentionally blank