**Coordinated Entry System Committee**

**Minutes-5/06/19-1:00-2:00 p.m.**

**Committee Members Present: Bill Brown, Adam Cheshire, Natasha Garcia, Derek McGinnis, Kay Ruhstaller, Leslie Serna (new member).**

**Introductions were made by all in attendance.**

* **Feedback from Technical Assistance session with Margaret and meeting notes she provided**

Discussion focused on the importance of the committee working through all of the elements of Coordinated Entry versus just producing a document.

**Review & Discuss:**

* **Coordinated Entry Process Self-Assessment**-The group reviewed the Self- Assessment and decided to focus on the required items at this time. Both Derek and Leslie discussed elements of models that are working well in other counties in which they work (Stanislaus Co.-dedicated HMIS Administrator; Merced-Centralized Intake). The committee had a lengthy discussion on HMIS and CES being a separate program within HMIS.
* **Coordinated Entry System Operations Manual**-Ft. Worth/Arlington/Tarrant Co. Continuum of Care-Thanks Adam for review/revisions

**Next Steps:** The committee will review the edited CES Operations Manual in advance of the next meeting and be prepared to provide recommendations regarding whether it incorporates all the required components and suggestions for additions if elements are missing.

**Other:** The group discussed who else should attend the meeting that is not currently at the table. Debbie Rinaldo from Dignity Health will join the CES committee next month.

**Future Meeting Dates:** Decide: Sept. 2-Labor Day….alternative date or no meeting?

**Next Meeting: June 3, 2019-1:00-2:30 p.m.**