**Coordinated Entry System Committee**

**Minutes-6/03/19-1:00-2:30 p.m.**

**Introductions:** Committee members present included: Bill Brown, Adam Cheshire, Greg Diederich, Bill Mendelson & Kay Ruhstaller

**Review & Discuss:**

* Coordinated Entry System Operations Manual-Ft. Worth/Arlington/Tarrant Co. Continuum of Care-with edits from Bill Mendelson/Adam Cheshire

Discussion at this meeting centered around writing the operations manual to reflect the current processes. Bill M. presented a *Coordinated Assessment flowchart* that maps how clients access services currently. He will update this for the July meeting. There was discussion regarding a No Wrong Door strategy and prioritizing clients based on VI SPDAT or other Coordinated Assessment Program. Bill M reminded the committee that there is a Community Queue within Clarity that can likely be used for prioritization. There was discussion around scattered site tenant vouchers and how this should be considered since SJC doesn’t have any PSH that is controlled/owned by participating agencies.

**Other:**

**Next Steps:**

Future Meeting Dates: Decide: Sept. 2-Labor Day….the committee decided we will not meet in September.

**Next Meeting: July 1, 2019-1:00-2:00 p.m.**