

HSC Committee to End Youth Homelessness  
Meeting minutes  
Monday, March 11, 2019 1pm  
First United Methodist Church

Attending: Robin Sereno, Casey Behrend, Heather Crowley, Ulysses Williams, Allison Grant, John Brown, Amy Noble, Jenna Schmitt, Sylvia Webster, Elvin Webster, Qianna Abanukam

1. Reviewed the three month goals
  - Support Youth Action Board
  - Support YHDP grant
  - Community awareness
    - The Committee/HSC will do a press release after the youth surveys get tallied. Will also work on social media with the press release.
    - [The local documentary on youth homelessness](#) aired on Wisconsin Public Television- Jenna and Robin will work with the filmmaker to host a film showing in Madison.
2. Review committee member progress
  - Robin, Allison, and Sarah met with Annalee, co-director, Wisconsin Evaluation Collaborative (WEC) on 2/21. WEC is willing to provide a letter of support for YHDP as a potential evaluation partner.
  - More than 170 surveys have been received. Robin and Sarah are tallying the information gathered through the survey.
  - Heather is working on finding out whether JRC does homelessness screening.
  - Robin hosted a meeting for the Youth Action Board. None youth wanted to join the YAB. Five youth attended. Amy from the committee attended as well.
  - Amy and Robin met with Haywood Simmons, C4CS, about potential partnership in developing YAB. They have resources to develop YAB. C4CS asked Robin to come and speak about YAB (next Thursday).
  - Robin and Jenna (HSC Education and Advocacy committee chair) discussed how the two committees can work together.
  - Casey Becker is preparing a brief on the role of YHDP lead agency and how the programs will be sustained after 2 years of grant period to present to the County leadership (Children Youth and Family). County is considering whether they can serve as a lead agency for the YHDP grant.
  - Robin and Allison will present about youth homelessness and youth count at April HSC meeting.
  - YHDP update (Torrie)
    - NOFA may be announced in the next week or two.
    - To-do list based on the last year's NOFA
      - Need to reconnect with stakeholders already committed and newly engage with some
      - Need to define a vision --include youth in creating a vision statement
      - Develop a youth action board; select a lead organization -- in progress
      - Analyze and improve the current data infrastructure - youth count tallying in progress; need to explore how to get data from juvenile justice, child welfare
      - Need to identify and define program models and create benchmarks

- System mapping and need analysis needed
  - YHDP workgroup will work on writing the application and the Committee and YAB will review it.
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- Prevention must be an essential part of our efforts to end youth homelessness.

Respectfully submitted by Sarah Lim

**Committee to End Youth Homelessness**  
**Minutes**  
**May 13th, 2019 1:00pm-2:30pm**  
**First United Methodist Church ● 203 Wisconsin Ave, Madison, WI 53703**

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**Mission:**

- Prevent and end homelessness among all youth in Dane Co. ( including Transition Aged Youth (TAY) ages 18-24)
  - Determine scope of youth homelessness in the community through accurate data collection
  - Develop plan to end youth homelessness based on the scope of need
  - Build stronger connections with child welfare and criminal justice agencies
  - Ensure youth needs are met through Coordinated Entry System (CES)
  - Develop and provide technical assistance to Youth Action Board (YAB)
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● **Introductions**

- Robin Sereno, Sarah Lim, Torrie Kopp Mueller, Tyler Schueffner, Alex DeSena, Amy Noble, Jani Koester, Uly Williams, Rachel Hernandez, Allison Grant

● **YAB Update**

- YAB decided to split from the HSC and be their own group and work in partnership with HSC
- Helping with YHDP and committed to this work
- MOU between YAB and HSC has been signed
- Have held off on bringing in new people while working on YHDP
- Celebration this weekend and can bring new people in
- 5/21: Film screening (see below for details)

● **YHDP Update**

- Final draft is out for comments, comments due 5/14 at Noon
- Torrie will incorporate comments and work with City staff to put documents together
- City will work on press release regarding youth count and YHDP application

● **Create action items for next 3 months based on mission**

- Youth Count, Youth Needs Assessment, Point in Time: look at PIT methodology, develop survey for Youth Count that includes Youth Needs Assessment questions, need to decide how often youth count will happen, ensure that youth are giving feedback, attempt to have things figured out for Youth Count by September in order to develop formal partnerships
- Partnering with the justice system: Amy will start conversations with County, Tyler will start conversations with Briarpatch Restorative Justice, Rachel will connect with YWCA Restorative Justice, will find out if they are asking about housing stability at intake
- Torrie will look into communities doing who incorporate youth into Coordinated Entry and thinking about evaluation of our current system: YAP Tool - Canada, let Torrie know if you have heard about communities that she should look into
- Alison is working on how The Salvation Army can better serve youth, putting together a survey to get some feedback on policies
- Would really like to work on Youth Plan to Prevent and End Homelessness. Is the YAB willing to work on this regardless of receipt of YHDP funds? Torrie will send Alex some thoughts on what the Plan might include.

● **Other business**

- Currently some legislation at the State level to house 17 year olds in shelter and TH that is currently geared towards 18+

- TEP is about to pull together the “Who we are: Voices in our community.” Youth Action Board members can submit a piece to be included.

**Upcoming engagement opportunities:**

- ★ **YAB Cook Out** 5.18.2019 1:00pm-4:00pm 633 N Sherman Ave (if driving there is parking in Manna Cafe parking lot)
- ★ **Film Screening: No Place Like Home** 5.21.2019 6:30pm-8:30pm Central Library
- ★ **LVN Conversations** <https://lvn.org/madison>

LVN Madison is a collaboration between the non-profit Cortico, Madison Public Library and a growing number of individuals and institutions in the greater Madison area. While some parts of LVN have been piloted in other parts of the country, this is the first implementation of the full public conversation network.

Our goal is to bring the perspectives and concerns of ordinary citizens to light, as a way to connect members of a community to one another; to promote civic engagement; and to encourage journalism that reflects and responds to local issues.

## Committee to End Youth Homelessness

### Minutes

July 8, 2019 1:00pm-2:30pm

First United Methodist Church ● 203 Wisconsin Ave, Madison, WI 53703

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#### Mission:

- Prevent and end homelessness among all youth in Dane Co. ( including Transition Aged Youth (TAY) ages 18-24)
  - Determine scope of youth homelessness in the community through accurate data collection
  - Develop plan to end youth homelessness based on the scope of need
  - Build stronger connections with child welfare and criminal justice agencies
  - Ensure youth needs are met through Coordinated Entry System (CES)
  - Develop and provide technical assistance to Youth Action Board (YAB)
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**Attendees:** Sarah Lim, Rachel Hernandez, Torrie Kopp Mueller, Allison Grant, Robin Sereno, Sawyer Johnson

- **Introductions**
- **Updates from last month's meeting**
- **Call for new Committee Chair (This will be the last month that I can commit to Chairing the Committee)**
  - Allison is willing to co-chair and will ask around for someone to work with her, Please contact Alison if you are interested in being a co-chair with her
  - YAB is meeting and moving forward on some things surrounding the youth drop-in center also working on infrastructure of YAB
- **Youth Count – Sarah Lim**
  - When will we do the Youth count? One night or anyone experiencing instability during the report period. How often do we do the count? Yearly?
  - Who to count? Last count: youth ages 12-24, experiencing homelessness or housing instability, HUD guidance says to take out those who indicate they are staying in a potentially permanent location
  - How do we reach these youth? Involves more planning time, last count worked with non-profit an Dane County agencies that work with you, staff decided who to ask the questions to based on what they know about folks
  - How should the survey be administered? Self-administered? Do agency/volunteer need to ask questions? Electronic self-administered?
  - Do we want to change survey questions?
  - How do ensure that young people are involved in these decisions? Ensure youth are able to engage entirely in the dialogue.
  - Went through this past year's questionnaire and suggested updates to the questions as a 2<sup>nd</sup> draft for review by the YAB
  - Possibly do magnet events next year to go where people are gathered
  - Next year, train youth to administer the survey
  - What can we offer for compensation for youth completing the survey?
- **Feedback on committee description**
  - Torrie asked for feedback on this committee's description as changes are being suggested for the by-laws so now is an ideal time to make updates.
  - Please let Torrie know if you have any suggested changes
- **Committee to End Youth Homelessness**

**Meets 2<sup>nd</sup> Monday of the Month 1-2:30 pm**

There must be at least two (2) people with lived experience of youth homelessness on this committee. Duties - Prevent and end homelessness among unaccompanied youth under age 18 and youth ages 18-24; Determine

scope of youth homelessness in the community through accurate data collection; Develop plan to end youth homelessness based on the scope of need; build stronger connections with child welfare and criminal justice agencies; ensure youth needs are met through Coordinated Entry system; develop and provide technical assistance to Youth Action Board.

- **Youth CE Presentation and Dialogue - Torrie**

- Reviewed the information Torrie provided
- Decided that we will wait to see the results of the YHDP NOFA to inform our work going forward
- Could provide training on developing relationships with youth and administering assessments

## **Coordinated Entry and Youth**

### **Access**

- youth-centered
- safe, inviting and accessible access points
- comprised of knowledgeable and trained staff
- developmentally appropriate, trauma informed, culturally appropriate, inclusive
- Young people are often unaware that they qualify as homeless or refuse the label and services
- Youth focused street outreach
- Drop In Centers
- Mobile Capabilities: be able to access HMIS and complete assessment wherever you are with the youth
- Examine youth experience with CE entry points and processes and make changes based on their feedback
- Address racial and ethnic disparities in the system

### **Questions to Consider**

- How will youth providers communicate with access points?
- Where should access points be located, and are they near areas youth are likely to congregate?
- How accessible to youth are the access points in terms of transportation and proximity to schools?
- When should access points be open, and are they open during times youth are likely to be around that location?
- Are the existing access points' location and room arrangement safe and inviting for youth, or will there be access points specifically for youth?
- Are staff at access points trained to meet the needs of youth experiencing homelessness, positive youth development, and trauma-informed frameworks?

### **Assessment**

- Can be separate assessment process for youth, but not required; policies and procedures must account for separate process
- Some youth may need to access services for other populations too (i.e. families)
- TAY-VI-SPDAT is most widely used assessment tool for youth coming into homeless systems in the US
- Ensure language is youth friendly

### **Questions to Consider**

- Do youth have to answer the same questions during multiple assessments?
- Do all youth have to be asked questions that do not apply to them, such as veteran status for those under age 18?
- Are questions asked in a developmentally appropriate manner reflecting the youth's age?
- Do assessors receive training for interacting with and guiding youth experiencing homelessness?

### **Prioritization**

- Can have prioritization that accounts for unique experience of youth as compared to adults
- Consistently applied. May use the following factors

- significant health or behavioral health challenges or functional impairments which require a significant level of support in order to maintain permanent housing
- high utilization of crisis or emergency services, including emergency room, jails, and psychiatric facilities to meet basic needs
- the extent to which people, especially youth and children, are unsheltered
- vulnerability to illness or death
- risk of continued homelessness
- vulnerability to victimization, including physical assault, trafficking, or sex work
- other factors determined by the community and based on severity of needs
- Consider unique needs of youth experiencing homelessness who are particularly vulnerable: trafficked, Native American, LGBTQ, youth with special needs, pregnant & parenting youth

#### **Questions to Consider**

- How do youth connect to other resources if they are not prioritized high enough for a dedicated homelessness resource?

#### **Referral**

- Youth who do not rank high should be referred to non-homeless specific resources
- Ensure they know what program they are being referred to, what will be expected of them and what they can expect from the program
- Family reunification: if safe and stable environment, should be primary referral for youth under age 18, family options should be broadly defined
- Consider using rapid rehousing to get youth out of homelessness quickly and then move to PSH if necessary
- Developmentally appropriate menu of services: collaborate with other providers
- Understand how age and developmental issues impact how youth experience homelessness and their pathways in and out of homelessness: reunify youth (particularly those under age 18) with family or other natural supports, broad set of interventions: short-to longer-term housing with varying levels of support
- Ensure RHY resources are fully integrated into coordinated entry

#### **Questions to Consider**

- When is Family Reunification an appropriate referral?
- Is the process and information that is provided to youth regarding the referral developmentally appropriate for youth?
- Are referral staff trained to interact with and guide youth?
- Do referral staff know the best project options for youth, including eligibility and documentation requirements?
- What is the responsibility of the CE and other stakeholders to ensure that you are referred to a project actually access the project?

#### **Stakeholders**

- youth experiencing homelessness
- youth homeless assistance providers including those funded by the Runaway and Homeless Youth Act
- child welfare systems and their providers including independent living programs



- school district McKinney-Vento liaisons
- representatives from the juvenile and adult justice systems
- employment programs
- human trafficking providers
- law enforcement
- health providers
- out of school time programs
- LGBT Providers
- early childhood providers for pregnant and parenting youth

## **Community Example**

### Connecticut

- Access Coordinated Entry by calling 211, basic assessment questions, including diversion, then referred to Coordinated Access Network (CAN), also refer to DV or Veteran services if appropriate, if person identifies as LGBTQ will connect to a LGBTQ provider and ensure a warm handoff
- 8 CAN sites, referral based on geographical location

### **Pre-CAN appointment**

- CAN staff call youth to confirm appointment and be sure they have transportation, answer any questions they have and share the purpose of the meeting

### **CAN appointment**

- meet with staff, there are youth specific navigators at each CAN
- Continue shelter diversion conversation, identify community based supports
- Collect information to determine needs and eligibility for services
- CAN worker will make connections to the following services, if appropriate: mental health, substance use, child welfare, developmental disabilities, education, LGBTQ, benefits, domestic violence/trafficking/sexual assault, Veterans, legal aid, healthcare and dental, employment
- Identify natural supports, possible alternatives to shelter and begin to link to services
- If family conflict is a source of instability, ask if someone can contact the family to share resources with them

### **After CAN appointment**

- Youth Navigator connects them to services and ensures service connections are working
- Connect to emergency housing if needed and ensure plan for permanent housing
- Administer assessment and refer to by-name list, follows youth to know if they have self-resolved

Youth Engagement Team Initiatives (YETIs): collaborative of people concerned about youth homelessness, includes youth and young adult providers, housing providers, homeless services, Runaway and Homeless Youth providers, government, education, street outreach, people with lived experience, any community member interested in working on youth homelessness

## **Resources Used**

Youth Specific FAQs for Coordinated Entry

<https://files.hudexchange.info/resources/documents/Coordinated-Entry-and-Youth-FAQs.pdf>

Coordinated Entry for Youth Experiencing Homelessness

<https://files.hudexchange.info/resources/documents/coordinated-entry-for-youth-brief.pdf>

Toward a System Response to Ending Youth Homelessness

<https://www.chapinhall.org/wp-content/uploads/Chapin-Hall-Youth-Collaboratory-Toward-A-System-Response-To-Youth-Homele....pdf>

How to Adapt Coordinated Entry and Rapid Re-housing for Youth Homelessness

<https://bitfocus.com/wp-content/uploads/2017/02/How-to-Adapt-Coordinated-Entry-and-Rapid-Re-housing-for-Youth-Homelessness-White-Paper.pdf>

Preventing and Ending Youth Homelessness: A Coordinated Community Response

[https://www.usich.gov/resources/uploads/asset\\_library/Youth\\_Homelessness\\_Coordinated\\_Response.pdf](https://www.usich.gov/resources/uploads/asset_library/Youth_Homelessness_Coordinated_Response.pdf)

Young Adult Coordinated Entry Toolkit

<http://www.cceh.org/wp-content/uploads/2018/06/Young-Adult-Coordinated-Entry-Toolkit-6-7-18.pdf>

National Alliance Webinar on Coordinated Entry and Youth

[https://www.youtube.com/watch?v=lpQ\\_BNfpqJ0&feature=youtu.be](https://www.youtube.com/watch?v=lpQ_BNfpqJ0&feature=youtu.be)

## Committee to End Youth Homelessness

Minutes

October 14, 2019

**Attendees:** Allison Grant, Ron Burford, Amy Noble, Kim Stalker-Herron, Rachel Hernandez, Torrie Kopp Mueller, Casey Behrend, Sarah Lim, Rodney Saunders Jr.

### Committee Action Items and Updates

- **Updates:** Amy Noble has changed positions with MMSD, she will be the community social worker for the Memorial attendance area (new position), Kim Stalker-Herron will start attending these meetings, changes at TEP: now down to 2 support people (Kim and Jani Koester), Jani supports elementary schools, Kim supports middle and high schools. They will cover alternative programs for the age ranges they are covering, provide support to schools so they can provide direct support to families, attend community meetings, do big picture work, there is more support in the office for clerical work, services should remain the same, but may need to pull back from some community meetings, How can case managers support TEP/schools? Communication about how to support students/families, think about the implications of permanent housing and how that affects school
  - **Briarpatch TLP:** closing at the end of October, did not receive federal funds to continue, will be able to provide case management through the end of this year, the program operated for 5 ½ years, only 18 projects nationwide were funded,
- **YHDP 2020:** Just got the debrief document and haven't had time to go through in detail, will schedule meeting to go through and discuss
- **Attend HSC Committees/Workgroups to help set youth priorities**
  - **Doubled Up Workgroup:** Ron attended the meeting, working on putting together list of regular attendees, working on survey to gather information on households who are doubled up, discussing families who are evicted due to doubled-up situations, use the information to prove that people are losing housing
  - **Education and Advocacy Committee 10/16** – no one is planning to attend this meeting
  - **Core Committee 10/17** – the group has been discussing RRH standards, currently the standards prioritize youth ages 18-21, Allison will go to this meeting to advocate for prioritizing youth, needs to ensure that education is provided to youth around being a good tenant and understanding a lease, there are many youth who do not go to shelter and are doubled-up and are not on the priority list in order to be picked up by RRH, this entity should be advocating for youth
- **Create legislative events calendar and talking points:** no updates on this
- **The Safe House (YAB) Update:** hoping to keep who we have to create a space for youth ages 18-24, find more people with lived experience to help out, would like to create a paid position for this, still need a meeting space, meeting the 4<sup>th</sup> Sunday of the month, want to ensure that youth know what resources are available to them
- **Youth in Shelter:** Allison is still working on this, will send to service providers for immediate feedback and then will work on getting the survey to youth in November, possibly ask during the Youth count: Are you staying in shelter? If not, why?, Sarah can look at responses from the July PIT to see what were the answers from youth
- **Youth Count 2020:** Sarah provided some information and questions to think about

- **Other Communities:** Voice of Youth Count: this is more than just a count, they do a youth count, brief youth survey, in-depth interviews with youth and providers and analysis of existing data, Chapin Hall put this on and did it in 22 Counties
  - Look at extent, characteristics, how do they survive, how are they faring, what factors are associated with how long and how often homeless, what services do they use, how are they influenced by policies, why do they become homeless
  - Cook County: PIT approach, street count, organizational count and community count, surveyed over 1000 youth, didn't just target those that looked homeless, talked to all young people, gave \$5 gift certificates for completing the survey
- **Questions**
  - What is the target population scope: Literally homeless or youth experiencing category 1 youth homeless + housing instability
    - The group would like to focus on youth experiencing category 1 homelessness and housing stability;
    - the group will need to really help out with planning and implementation of this
    - folks have agreed to help out with this
  - When to do it? PIT and 2-3 days following the count (ask about PIT night) or two weeks period (asking about last night)
    - Makes sense to do this the same time as January PIT,
    - Group is leaning towards doing a two week period and asking about where you slept last night
  - What would be the methods? All three or one or two?
    - Street count
    - Organizational count
    - Community count
  - Survey Questions
  - Survey administration method – interview or youth self-administration
  - Planning
    - For each method selected, who do we contact?
    - How do we recruit volunteers?
    - How do we train the volunteers?
      - Hard for school staff to leave the building, may be helpful to do a web-based training or some type of module they can go through

New Business

-Youth Count 2020 Planning - Sarah Lim

-Other Announcements/Updates?

## **Committee to End Youth Homelessness**

### **Meeting Minutes**

November 11, 2019 1-2:30pm

**Attendees:** Allison Grant, Amy Noble, Kim Stalker-Herron, Casey Behrend, Sarah Lim, Rodney Saunders Jr.

#### **Other Committee/Community Updates**

##### **Core Committee**

Core Committee discussed revision to RRH standards at the last meeting. Prioritization for youth has been taken out, as it was not being used. TRC plans on prioritizing youth and transgender and may be able to serve all youth on the singles priority list.

##### **Voice of Youth DCYA Research Summit**

Some committee members attended the summit. Amy Noble and Tyler Schueffner presented at one of the breakout sessions-Needs of Youth Experiencing Homelessness, which included information on the 2019 youth count as well as Dane County Youth Assessment.

##### **The Safe House Updates**

No updates

##### **YHDP 2020 Debriefing**

There is strong interest in applying for Round 4 of YHDP when it is released. We had some great discussion about next steps at the debriefing meeting. Some applications from similar size awarded communities will be reviewed at the next meeting, scheduled on Tuesday, December 10<sup>th</sup> at 1:30 PM at Briarpatch.

##### **Youth Count 2020**

- A subgroup will meet on Monday, November 18, to develop plans for the youth count, including drafting a survey to send to the youth action board for feedback.
- Full survey for outreach and shelter (HMIS clients) as well as non HMIS clients
- Add DOB for duplication and age calculation
- Age 12-24 (age 12 is the lowest age for youth shelter and outpatient service)
- Zip code –it may be useful, but define what zip code. Put it after where you stayed last night.
- Housing questions to the beginning.
- Put the personal questions later.

Briarpatch will re-evaluate transitional housing RFP next year. There is a need for that age group 18-24. Briarpatch may consider studio or SRO apartments with on-site staff or 24-hour staffed group home options.

### **Other Updates**

Catholic Charities will be adding about 10 hours of housing navigation services, specifically to serve youth, and received feedback from the attendees. Mobile service is meaningful. Neighborhood centers (including Goodman), high schools, Goodman library or Urban League were suggested.

Amy heard that the County Housing Authority has about 10 FUP vouchers for youth, they are applying for additional vouchers.

Briarpatch will re-evaluate transitional housing RFP next year. There is a need for that age group 18-24. Briarpatch may consider studio or SRO apartments with on-site staff or 24-hour staffed group home options.