



**Madison/Dane CoC  
Reimagine Coordinated Entry  
Phase III (1) - 7/3/24**



# Phase III Workgroup Draft Schedule

Date	Topics
6/5	Phased III Orientation, Tier 1 assessment & discuss new data collection
6/19	(No meeting - Juneteenth)
7/3	Tier 1 assessment & discuss new data collection, Accommodation for DV only clients
7/17	Tier 1 and Tier 2 assessment workflow
8/7	Prioritization
8/21	Chronic homelessness documentation for PSH
9/4	Referral and connection to housing program
9/18	Staff training
10/2	Marketing and outreach
10/16	Evaluation
11/6	Implementation plan and review
11/20	Implementation plan and review (if needed)
12/4	Implementation plan and review (if needed)
12/18	Implementation plan and review (if needed)



# Last Meeting Discussion: New Data Collection

[Tier 1 Assessment Link](#)

## Discussion Topics

1. When should we start new data collection for participants newly enrolling in shelter or outreach programs?
2. Do we need to go back and collect data for existing participants? If so, who should be asked these new questions among existing participants? When and how?
3. What communication is needed for shelter and outreach participants regarding the new data collection?
4. What shelter and outreach staff training is needed?
5. Who can volunteer to draft the written policy on this topic?



# Draft Policy to Review and Finalize

[https://docs.google.com/document/d/1oWZc8Skf9hySmwH2mKhhhCpzMfY2FxrqlGs63zVF\\_LU/edit](https://docs.google.com/document/d/1oWZc8Skf9hySmwH2mKhhhCpzMfY2FxrqlGs63zVF_LU/edit)



## **New Topic: Accommodation for Individuals Who Only Access DV Shelters**

**Issue at Hand:** For individuals using DV shelters without current enrollments in other HSC shelters or outreach programs, they will not be included in the Tier 1 report due to the absence of an HMIS entry.

(Individuals who utilize DV shelters alongside current enrollments in HSC shelters or outreach programs will be automatically included in the Tier 1 report. Their responses to DV shelter usage questions at HSC shelter or outreach programs will contribute to their Tier 1 score by adding 60 days of shelter stay for each reported use of DV shelters.)

**Current Process:** Staff from DV shelters in Dane County, such as DAIS, conduct VI-SPDAT assessments for clients who consent to CE enrollment and send the assessments to the CE Manager.



# Discussion Questions (I)

Updated Process Discussion (with initial suggestions in bullet points)

**1. Referral Source:**

- Staff from DV shelters in Dane County

**2. Referral Eligibility:**

- Current guests of DV shelters who agree to enroll in CE

**3. Referral Destination:**

- CE agency staff at the Beacon

**4. Data Collection for Tier 1 Assessment:**

- DV shelter staff will obtain ROI and collect the necessary data points and send them to the CE Manager (on paper? Using encrypted email?).
- DV shelter staff will obtain ROI and provide shelter guest contact information so CE staff can gather information via phone call, in-person meeting, \_(any other method?)\_\_\_\_\_.
- DV shelter staff will provide the CE staff contact information to shelter guests for them to connect with CE staff and provide information.



# Discussion Questions (II)

## 5. Data Entry:

- Tier 1 data collected will be entered into HMIS by CE staff under a CE agency project. Existing HMIS homeless history data for individuals will be automatically pulled into calculate the Tier 1 score. These individual will appear on the Tier 1 report alongside others.
- Upon receiving a referral, CE staff will search in HMIS to review the individual's history of homelessness. CE staff will manually calculate the Tier 1 assessment score based on the available information and identify those needing a Tier 2 assessment.

## 6. Data Exit:

- When individuals leave the DV shelter, they must be promptly removed from the list. Suggestions on how we can do this? Establish regular check-ins with DV shelter to ensure timely updates?

## 7. Any other considerations?