

## Re-imagine CE, December 8, 2023

Attendees: Torrie Kopp Mueller, Sarah Lim, Patrick Duffie, Zach Stephen, Karen Andro, Rachel Litchman, Francesca Atkinson, Maureen Quinlan, Nicole Christen, Jessica Oswald, MacKenzie Byer, Maria Tran, Brenda Konkel, Jennifer Pryor, Takisha Jordan, Jen Ripp, Liz Duffie, Melissa Mennig, Kristina Dux

Reviewed Notes from November 10, 2023, focusing on decisions made.

### Reimagine CE Workgroup Goal

- Original goal had this group presenting to the Board a recommendation in December 2023
- Reviewed proposed timeline of discussions to have at each meeting, present recommendation to Board in March
- What discussions are missing?
  - Redesign of full assessment
  - What does an interim step look like
  - Think we need to go into March with our meetings
  - May not want to go into details on implementation plan until after presenting recommendation to Board
- Will add 2 meetings for March and move implementation to last meeting after meeting with Board

Reviewed Objective for Change Statement

### Proposed approach to create a prescreen (see slides for full details on each topic)

1. Define target ratio
  - a. Thought HUD said to do no more than 2-3 times what is available, but can't find any documentation on this
  - b. Important to set this so we aren't wasting the time of people in need of housing and the staff who do the screening/assessments
  - c. Should be based on how many openings happen over the course of the year OR however we decide to define that for our community
2. Develop a RRH prescreen first, then review & adjust for PSH
  - a. Review existing HMIS data that is already collected at shelter and outreach intake
    - i. Any data points that will automatically make someone eligible or not eligible
    - ii. Other data points that should be considered for vulnerability threshold
  - b. Determine if there are gaps in info currently collected that we need for prescreen
  - c. Determine ways to use prescreen data
3. Test the draft prescreen with a sample group.

### Using Existing HMIS Data & Fair Housing

"Except in cases where it has been expressly authorized by a program statute (e.g., in statutorily authorized housing programs for persons with disabilities or youth), a participant's legally protected characteristic(s) should never be used as a basis for determining their housing needs or as a factor to determine qualification for housing."

**"Is it okay to collect required data for HMIS, even if it includes information about a household's protected characteristics?"**

**Yes.** Often, intake and assessment are the same process. This means that a CE staff person collects certain Universal Data Elements for intake such as race, ethnicity, and gender to include in HMIS, while at the same time assessing the participant's vulnerabilities, needs, and barriers. Some of the data that a CE staff person collects for HMIS is protected characteristic information. Remember that while it is okay to have the information, staff must be cautious not to use that information to prioritize certain participants above others. This would be a violation of fair housing and civil rights laws."

How do we handle disability since that is part of the chronic definition? Can we consider that in our screening since HUD requires that. Falls under the section about authorization of program statute. Can be part of eligibility, but not part of vulnerability. How the disability affects someone's life can be considered? How does gender factor in? Can consider if there are shared spaces.

When we look at the data points that are already collected we don't have to automatically exclude something because it may go against Fair Housing, but need to come up with a different way to get at it.....looking at experience. Will definitely run what we come up with by HUD and possibly the City Attorney or something.

#### Data Already Collected in HMIS during Shelter and Outreach Intake

People can always say they don't want to answer questions.

##### **Demographics**

- Name
- SSN
- Date of birth (Age)
- Gender
- Race and ethnicity
- Sexual orientation
- Veteran status
- Household size
- Translation assistance needed
- Date of engagement

##### **Prior living situation**

- Type of residence (For night prior)
- Length of stay in prior living situation
- Date this episode of homelessness started
- Number of times on the streets, in ES, or Safe Haven in the past 3 years
- Total number of months homeless on the streets, in ES, or Safe Haven in the past 3 years
- In the last 12 months, have you had to temporarily live with someone else for any number of days to avoid spending a night on the street, in a car, or at a shelter?
- In the last 12 months, have you had to self-pay at a hotel/motel for any number of days to avoid spending a night on the street, in a car, or at a shelter?

### **Disability and vulnerabilities**

- Disabling conditions (Y/N)
- Physical disability
- Developmental disability
- Chronic health condition
- HIV/AIDS
- Mental health disorder
- Substance use disorder
- Survivor of domestic violence
  - Fleeing Domestic Violence
- Formerly a ward of child welfare or foster care agency
- Previously in kinship care or out of home care

### **Income and benefits**

- Income from any source (Y/N)
- List of income (e.g. earned income, SSI, child support, etc.)
- Total monthly income for individual
- Non-cash benefits (Y/N)
- Covered by health insurance
- List of insurance type (e.g. Medicaid, Medicare, VHA, etc.)

### **Prior homeless services**

#### **system utilization in Wisconsin**

- Prior shelter usage Prior outreach program enrollment
- Prior housing programs

Other HMIS Data points – Length of time in program, what is the first time someone was entered into HMIS

Which enrollment will information come from when someone is enrolled in multiple programs? We will need to define this. Could be which was most recently updated? Could include which programs are included. The Beacon may not make sense to use for a variety of reasons.

### Additional Question Examples

- Have you had a consistent income in the last 6 months? What has been your average monthly income?
- Have you ever experienced homelessness in the past or is this your first time experiencing homelessness? (HMIS information regarding homeless services program enrollment history could be used instead.)
- Have you been involved in any legal issues that may affect your housing situation?
- Are there any children under age four in your household?
- Have you or anyone in your household been impacted by or discriminated against due to racial or ethnic bias?
- Have you or anyone in your household been impacted by or discriminated against due

to gender identity or sexual orientation?

● How many times have you or anyone in your household been arrested, cited, or been in jail/prison/juvenile detention?

● Others?

- Emergency hospital stays or recent hospital stays, have you had to use the ambulance
- Have you been in any crisis programs/facilities
- ER use
- Struggling with what factors are used for prescreen vs. full evaluation; there isn't anything that gets at needing supportive housing, but maybe the full assessment does that
- We are not trying to find everyone who qualifies for the housing, but have a smaller number of those who most need it. Prescreen can't be too broad.

Chat: It makes sense that there is almost 100% overlap between HUD intake questions and federally protected classes because one goal of the data collection is to monitor for discrimination

Madison's 28 Protected Classes:

Age

Arrest Record

Building Code Complainant

Citizenship Status

Color

Conviction Record

Credit History

Disability

Domestic Partners

Familial Status

Gender Identity

Genetic Identity

Homelessness

Less than Honorable Discharge from Military

Marital Status

National Origin/Ancestry

Non-Religion

Physical Appearance

Political Beliefs

Race / Ethnicity

Receipt of Rental Assistance

Religion

Retaliation

Sex

Sexual Orientation

Social Security Number Disclosure

Source of Income

Student

Unemployment

Victim of Domestic Abuse, Sexual Assault, and/or Stalking

Ways to Use the Prescreen Data

- Can determine who will more likely be able to self-resolve and then refer to other resources.
- Identify a set of factors of those who are most likely to experience significant harm from homelessness and create a point system and threshold.
- Could combine the two options – Have a couple of criteria that makes someone automatically ineligible and then have vulnerability threshold criteria

Who or what will calculate this? Is there a person doing an assessment or is some automatic work happening in HMIS? – The data we use will influence this answer. This is likely a conversation for next meeting once we decide what data to use.

Will need to consider if there are HMIS software limitations and any additional workload that comes with new approach.

Need to decide where we pull data from. Maybe from the most recent program entry. Maybe from a CE enrollment. This depends on what we choose to include and how things are asked.

Next meeting is on December 22<sup>nd</sup> at 10 AM.