



NC Balance of State Continuum of Care

BoS Coordinated Assessment Workgroup

January 12, 2015

3:00 PM

Welcome

- Roll Call
- Reminders
 - *6 to mute/unmute line
 - Please do not put us on hold
 - Hold music is disruptive



Today's Agenda

- Reminders
 - 211 Updates
 - Oct. - Dec. outcome report due Jan. 15
- CA Lead job description
- VI-SPDAT review
 - Change to VI-SPDAT version 2
 - Discrepancies
 - Scores, staff time to administer, agency-to-agency
- Tips & Tools
- Challenges & Questions



Reminders

CA outcome report due Jan. 15, reporting on Oct.-Dec. 2015

- All Regional Committee implementing coordinated assessment December 2015 or earlier
 - Expecting 16 reports
 - AHRMM, Alamance, Beaufort, Burke, Caswell, Catawba, DISSY, Down East, Henderson, Johnston, Onslow, Pitt, Randolph, Rockingham, Southwest, Wilson Greene

NC Coalition to End Homelessness



Staff working on improvements for reporting form & tally sheet

- Goal: implement new form and training for April 2016 report
- Incorporate feedback from Regional Committees and CAC
- For January report, use same form
 - <http://goo.gl/forms/QESzakx4xH>
- NCCEH has resources posted to help complete the form
 - Online training: <http://bit.ly/1Mi8WqZ>
 - Tally sheet: nccch.org/files/5741

NC Coalition to End Homelessness



NC 211 updates from your Regional Committee due Jan. 31

- Directories sent to Regional Committee lead and CA lead in October
 - NCCEH will contact United Way to get plans for Regional Committees with plans approved in December
- Process for review
 - Review the information in the provided 211 directory
 - Determine if local listings are complete and accurate
 - Update information as necessary
 - Record the number of updates made by your Regional Committee using this Google form:
<http://goo.gl/forms/cmeOEPeQZw>



CA Lead Job Description

Regional Committees will elect/appoint CA Leads this month

- BoS staff created a Coordinated Assessment Lead job description to help with process
- Incorporated into Local Leadership Roles & Responsibilities
 - Regional Lead
 - Regional Committee
 - Coordinated Assessment Lead
 - <http://www.ncceh.org/files/3117/>



Roles & responsibilities of Coordinated Assessment Lead

- **OVERALL:** Monitor, continuously improve, and report on the local coordinated assessment system

Duties	Timeframe
Understand how the coordinated assessment process works <ul style="list-style-type: none"> • Agencies' roles in system • How individuals and families access homeless services <ul style="list-style-type: none"> ◦ To solve immediate housing crisis (shelter) ◦ To return to permanent housing (program referral or other means) 	As outlined in local coordinated assessment plan
Facilitate coordinated assessment implementation <ul style="list-style-type: none"> • Evaluate effectiveness of BoS assessment tools <ul style="list-style-type: none"> ◦ Prevention/Diversion screen ◦ VI-SPDAT ◦ Case management tool • Manage referral process between agencies • Manage and troubleshoot the waitlist system 	As outlined in local coordinated assessment plan

Roles & responsibilities of Coordinated Assessment Lead

Duties	Timeframe
Attend coordinated assessment workgroup meetings	Monthly (second Tuesdays, 3-4:00 pm)
Submit quarterly outcome reports to BoS Coordinated Assessment Council (CAC) using outcome form	Quarterly (January, April, July, October)
Share information with BoS staff and other Regional Committees about successes and challenges of coordinated assessment in your Regional Committee during <ul style="list-style-type: none"> • Monthly coordinated workgroup call • Quarterly outcome report • Other calls/emails as needed 	Regularly
Manage local grievance process for coordinated assessment for <ul style="list-style-type: none"> • Households that do not agree with program referrals • Agencies that do not want to accept program referrals 	As outlined in local coordinated assessment plan

Roles & responsibilities of Coordinated Assessment Lead

Duties	Timeframe
Submit coordinated assessment plan change requests to CAC	As needed
Recruit other community partners to participate in coordinated assessment	As needed
Provide coordinated assessment updates at Regional Committee meetings	As outlined in local coordinated assessment plan
With other members of the Regional Committee, identify system gaps and develop plans to address these gaps	As outlined in local coordinated assessment plan
Answer questions about coordinated assessment from local stakeholders	As needed



Feedback from group much appreciated

- Anything to add/re-word/re-think?



VI-SPDAT review

BoS will be changing from version 1 to version 2 of VI-SPDAT on Jan. 1, 2016

- More detail about the changes
 - ncceh.org/files/6130
- Step-by-step instructions posted
 - ncceh.org/files/6366
 - Regional Committee tasks
 - Agency tasks
- BoS CA trainings have changed to reflect new version
 - Send out by email
 - Post on NCCEH website



As change to version 2, check in on how VI-SPDAT working locally

- Overall – effective at scoring households for program referral?
- How have you addressed VI-SPDAT discrepancies in your community?
 - Scores
 - Seeming inaccurate
 - Increasing over time
 - Different from agency to agency
 - Staff time to administer higher than 7-9 minutes



Tips & Tools; Challenges & Questions

It is helpful for you to share info from your Regional Committee

- Tips & Tools
 - What is working well
 - New innovations
 - Any documents, processes, etc. to share?
- Challenges & Questions
 - What are you working on now?
 - Questions for the group/NCCEH staff?



Wrap Up

- Reminders
 - Change to VI-SPDAT version 2
 - CA outcomes form due Jan. 15
 - October – December 2015
 - NC 211 updates due Jan. 31
- Next meeting
 - Tues. Feb. 9, 3-4 pm
 - Register on NCCEH website
 - ncceh.org/events/947
- Keep in touch
 - bos@ncceh.org
 - (919) 755-4393

