



In attendance:
Noah Werthaiser, Devin Flores, Sean Fletcher, Tanner South, Cheryl Hurd, Tina Stevens, Amanda Doemland

1) **Call to Order:** Meeting was called to order by Noah Werthaiser at 10:02 am

2) **Housing First Checklist**

- a) The Housing First Checklist is what the CoC uses during quarterly check-ins as an evaluation tool for our programs. The workgroup will review, and update as needed.
- b) The group agreed that the Housing First approach does not mean permanent housing must be the immediate outcome, but rather that people experiencing homelessness are connected to housing as quickly as possible, including transitional housing.
- c) The model is not meant to replace more rigorous assessments but to help service providers align with key Housing First approaches.
- d) detailed discussion around the requirement that "service and treatment plans are voluntary, not required as a condition of accessing housing."
 - i) They agreed that eviction should not be a reason for exiting the program, but rather a violation of the service plan.
 - ii) Discussed the importance of adjusting plans if participants are not making progress.

3) **Annual Workgroup Plan**

- a) Noah showed the workgroup Coc Annual work plan, which needs to be reviewed and updated by each workgroup.

4) **Review CoC Program Monitoring Tool**

- a) The group debated how to define the "always" threshold on the monitoring tool.
 - i) The word "always" implies 100% of the time, which is not feasible with possible human error.
 - ii) Amanda expressed concerns about the feasibility of achieving 'always' in smaller programs due to the limited number of participants.
 - iii) The group discussed a few possible solutions.

- (1) Not weighing the different criteria (understand, document, do, report) and instead use a percentage-based scoring system, with the goal of striving for 100% on all measures while acknowledging some flexibility.
- (2) Change the scale from “always” it to "often" and to define "somewhat" and "most" more clearly.
- iv) The group discussed the importance of documentation and reporting, with some suggesting that these should be weighed more heavily than understanding.
 - (1) The team agreed to work together to create a list of these factors, with "do it" being the most important.

5) **Annual Meeting Schedule**

- a) The group agreed to change the workgroup’s meeting schedule from bi-weekly to once monthly.

6) **Q4 Performance Evaluation**

- a) The group agreed to begin Q4 systems performance evaluation at the next meeting.
 - i) Each program to be reviewed by at least two people.

7) **Adjournment:** adjourned the meeting at 11:27 am

Next Meeting: 02/04/2025