

Nashville-Davidson County Continuum of Care (CoC)

COORDINATED ENTRY OVERSIGHT COMMITTEE MEETING MINUTES

DATE: MAY 7, 2025

LOCATION: Family Safety Center

TIME: 8:30 – 10AM

CHAIR	DeShaun Reed, Park Center
RECORDED BY	Raquel de la Huerga, Office of Homeless Services
ATTENDANCE	Nicole Piispanen (United Way), Eliza Livingston (CCF), Courtney Berner (Oasis), DeShaun Reed (Park Center), Robert Knight (PWLE), Raelonda Wynn (VA), Jesse Call (Village at Glencliff), Terri Lawson (Step Up)
GUESTS/STAFF	Dr. Monte Talley (OHS), Raquel de la Huerga (OHS), Vai Sreenivasan (OHS), Aubrie Hardy (OHS), Kelsea Combs (OHS), Corey Ellis (Mary Parrish), Allison Cantway (OHS)

AGENDA ITEM	DISCUSSION
PUBLIC COMMENT	None.
VULNERABILITY ASSESSMENT	Dr. Talley shared that the Core Assessment Group is actively working on the Needs Assessment for Stable Housing (NASH). Committee members suggested for the NASH model to still maintain separate assessments for families and youth. Dr. Talley shared that the Core Assessment Group will likely not meet in June and instead the Office of Homeless Services (OHS) Coordinated Entry (CE) team will be working to plan sessions to gather additional feedback from people with lived experience and service providers. The committee discussed strategies for piloting the NASH and noted hesitancy with having two separate assessments used in the community. The committee discussed having a pilot with a specific service provider or sub-population, but worried about potential disparities. A suggestion was made for the NASH to be piloted with people that have already been housed and asking those individuals to answer the questions as they would have when they were still actively experiencing homelessness. Committee members agreed that they would recommend having the NASH pilot be completed with people that have recently been housed.
REWORKING OF THE CE POLICIES AND PROCEDURES	The committee reviewed comments made in the draft CE Manual document. The following amendments to the draft were suggested: Pg 3 • 1st Paragraph – Add “certain” before “available community resources”. Language such as “right” and “certain” were agreed to be too prescriptive. • 2nd Paragraph – Add “certain” before “housing resources and homeless assistance” • Number 1 – Remove the word “right” before “permanent housing”. Remove “before finding the right service”. • Number 2.b. - Remove “right type of” and add that services should be “based on the person’s need” Pg 5

Nashville-Davidson County Continuum of Care (CoC)

COORDINATED ENTRY OVERSIGHT COMMITTEE MEETING MINUTES

	• 2nd bullet – Replace “provide the right amount of support, at the right time, to the right person” with “Provide personalized, appropriate support in a timely manner.” • 5th bullet – Add “and reviewable” before “process” • In the 4th bullet of Roles & Responsibilities, add “these policies and procedures” before “as well as local priorities”
Pg 6	• 9th Bullet – Add “(based on program and care coordination expectations)” • 10th Bullet – Add “(see Referral section for further explanation)” • 12th Bullet – Add “appropriate” in regards to CE Care Coordination Meetings. • Remove the note at the bottom regarding language changing continually as the committee wants to encourage for changes to be made formally in the Manual and other sections of the Manual allow for flexibility for the CE lead.
Pg 7	• Change “RISE” to “an online platform” to ensure the language isn’t too prescriptive if OHS were to change their learning management platform.
Pg 8	• Part A, 2nd Paragraph – Add that CE can be accessed “by any person experiencing homelessness”
Pg 11	• Data Management, 1st Paragraph – Remove “and all HMIS related policies and information” • Data Quality Monitoring – After “may forfeit their ability to access HMIS” add “and thus CE”
Pg 12	• 3rd Paragraph – Remove “Data must not be collected without a client’s consent per the HMIS Policies and Procedures Manual” and replace with “According to policy 5.2 in HMIS Policies and Procedures, clients who refuse to provide consent for data sharing for themselves or their dependent household members in HMIS (i.e. through a signed Release of Information) cannot be denied services from an HMIS Participating Agency on the basis of this refusal.” • Last Paragraph – Add “Households experiencing or fleeing domestic violence may use the standard CE process or the DV-CE process outlined below that provide additional confidentiality protections and a parallel scoring process that accounts for these specific vulnerabilities. All households experiencing or fleeing domestic violence should be provided the opportunity to be entered into either the standard or DV-CE process.”
Pg 14	• Last Paragraph – Add “While a person may get services from a service provider without having to share more information, withholding information may result in the person not being considered for certain housing options that target those populations”. Remove “specific diagnosis or disability information

Nashville-Davidson County Continuum of Care (CoC)

COORDINATED ENTRY OVERSIGHT COMMITTEE MEETING MINUTES

	may only be collected when necessary to determine eligibility for certain programs and to make appropriate referrals.” Pg 17 • 2nd Paragraph – Add “These changes should be disclosed at the following CE Oversight Committee and an opportunity for public comment should be provided”. • Members noted concerns regarding the Encampment Prioritization section, but wanted to gather public comments based on the current language before determining possible changes. • Referrals Section, 2nd Paragraph – Change “24 hours” to “1-3 business days” to create overly restrictive referral windows. Add “All attempted and actual engagements should be noted in HMIS”. Pg 19 • Add “referrals made between meetings will be disclosed at the next CCM.” Pg 22 • 2nd Paragraph – After “providers accepting” add “and making” in regards to referrals. Add that grievances should be “submitted to the CE Oversight Committee Chair(s) and filed according to the agency’s grievance procedures. • Part A – Correct spelling of “nondiscrimination”. Pg 26 • Add definition of mainstream resource. A motion was made to release the revised Coordinated Entry Policies and Procedures Manual, including the outlined amendments listed above, for a 30-day public comment period. Properly seconded. There was no further discussion. Chair Reed called for the vote. All members present were in favor. None opposed. Motion carried.
--	---