



## Coordinated Entry Committee Regular Meeting Minutes

### Roll Call

Name	
Devin Konick-Seese	P
Noah Fay	A
Eddy Matlock-Mahon	P
Martha Lindner	P
Porscha Anderson	P
Patricia Sam	P
Elliot Hart	P
Kelsey Beckmeyer	P
Zsa Zsa Floyd	P
Sherry Tillman	P
Finn Rogers	P
Mustafa Mohammed	A

- Roll Call – 10 members present – 2 members absent
- Quorum was met

### Land Acknowledgement & Theory of Change

- **Land Acknowledgement:** The King County Continuum of Care Board acknowledges that we work on the unseated traditional lands of the Coast Salish peoples, especially the first peoples of Seattle, the Duwamish people. The original stewards of the land, past and present. We honor with gratitude the land itself and the Duwamish tribe. This acknowledgement only becomes meaningful when combined with accountable relationships and informed action and is the first step in honoring the land that we today sit on and their peoples.

- **Theory of Change** – If we create a homelessness response system that centers people who have lived experience of homelessness, then we will be able to meet needs and eliminate inequities, in order to end homelessness for all.

## Minutes Review

- Motion: Approve November meeting minutes – Dr. Sam
- Second – Devin Konick-Sees
- Vote: Passed by voice vote  
1 Abstention – Zsa Zsa Floyd (Due to not being present at the November meeting)

## Meeting Topic: Update Assessment Pilot

### Update: Assessment Pilot Workgroup

An update was provided on the Assessment Pilot Workgroup efforts to redesign how coordinated entry prioritizes people for housing. The primary goal is to move away from prioritization based mainly on length of time homeless and toward a more holistic, equity-focused assessment that better aligns people with appropriate services and housing resources.

### Key Goals

- Use an assessment-based approach to prioritize households in coordinated entry.
- Strengthen the connection between access points, navigation, and referrals using existing community resources.
- Improve cross-system collaboration with health care, behavioral health, jail health services, and other systems.
- Ensure people assessed are also connected to services needed for successful referrals.

### Landscape Analysis

The workgroup conducted a national review of alternatives to the VI-SPDAT, examining four tools:

- DESC Vulnerability Assessment Tool (VAT)
- Multnomah County Screening and Services Tool (MSST)
- Austin ECHO Prioritization and Assessment Tool (APAT)
- A predictive risk modeling tool developed by the Center for Social Data Analytics (used in Allegheny County/Pittsburgh)

These tools were evaluated using consistent criteria, including equity, homelessness history, health needs, domestic/intimate partner violence, social supports, and the ability to identify high-need individuals.

### Decisions and Outcomes



- Rather than adopting a single external tool, the workgroup decided to incorporate key elements from multiple assessments into a revised version of the existing local housing triage tool.
- The group agreed to pilot a **phased assessment approach**:
  - **Phase 1:** An initial triage focused on problem-solving, diversion, and identifying lower-barrier or rapid interventions.
  - **Phase 2:** For higher-need individuals, use the DESC Mini-VAT to help prioritize access to intensive resources like permanent supportive housing.
- The Mini-VAT was selected due to prior local experience, current use by DESC, and broader community use for shelter prioritization.

### Authority and Tool Development

The workgroup delegated authority to the project lead to:

- Construct the revised housing triage tool using feedback from the reviewed assessments.
- Integrate the Mini-VAT as the second-phase tool.

### Next Steps

- Finalize the new triage tool and subject it to a rigorous review process involving:
  - Assessment Pilot Workgroup
  - HUD Technical Assistance consultants
  - KCRHA executive leadership
  - People with lived experience of homelessness
- Conduct limited pre-pilot testing before any broader community pilot.
- Bring the fully reviewed tool back to the group for a vote on whether to proceed with a live pilot.

### Pilot Evaluation

- Design a formal pilot evaluation alongside tool development.
- Use a mixed-methods approach:
  - Qualitative evaluation led by UW Information School faculty member Pele Tracy (with experience in coordinated entry and homelessness systems).
  - Quantitative analysis is supported by the KCRHA research and data team.
- Identify pilot sample populations, front-door access points, and housing units to be included.
- Establish governance and approval processes, including review by this group and likely the CoC Board.

Overall, the update emphasized a careful, equity-centered, and methodical approach to redesigning assessments, with multiple layers of review and evaluation before any system-wide implementation.



## Meeting Topic: Reviewing Calendar, Timeline, 2026 Objectives

### Summary: Planning and Forecasting for the Coming Year

The discussion focused on planning priorities, timelines, and meeting structure for the upcoming year, with an emphasis on aligning work, data, and governance.

### Assessment/Triaging Tool Pilot

- The top priority for next year is completing preparation for the housing triage tool pilot.
- Most of this work is expected to occur in Q1 and Q2, with a goal of being ready to begin piloting by the end of Q2 2026.
- Upcoming meetings were highlighted as especially important for updates and potential votes:
  - **January 22**
  - **February 26**

### Data Updates and Research Priorities

- The research and data team is currently focused on delivering a successful unsheltered Point-in-Time (PIT) count in late January/early February.
- Quarterly coordinated entry data updates are a priority for 2026 to support the group's decision-making and system improvement work.
- Due to PIT-related workload, meaningful data updates are expected to resume around mid-February, with Q1–Q2 being critical for reestablishing regular reporting.
- January will focus more on advancing the assessment pilot, with February and March targeted for deeper data review and strategic planning.

### Data Feedback from the Group

- CE Manager, Tom Regan plans to gather updated feedback on which data points members want to see regularly.
- This will help build sustainable, recurring data products and incorporate input from newer members.

### System Performance and Governance Alignment

- Coordinated entry data is framed as a measure of system-wide performance, complementing individual program-level performance data.
- The group aims to better align its work with:
  - Contract reporting cycles
  - CoC governance and decision-making timelines
- Awareness of meeting schedules is important:
  - The CEC meets on the last Thursday of the month



- The CoC Board meets on the first Wednesday of each month
- This timing creates a window to bring recommendations and votes from this group to the CoC Board efficiently.
- While no firm deadlines are set beyond the assessment pilot, the goal is to improve coordination so decisions made here can be formally advanced to the CoC Board for approval.

Overall, the conversation emphasized thoughtful planning, realistic timelines, strong coordination with data and governance processes, and positioning the group to make timely, system-level decisions in the coming year.

## Next Steps & Adjourn

Motion to adjourn meeting – Eddy Matlock-Mahon  
Second – Martha Lindner

- **Next meeting: January 22, 2026; 10:00 AM – 11:30 AM**

