



Coordinated Entry Committee Regular Meeting Minutes

Roll Call - 2/26/2026

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

- Roll Call – 8 members present – 4 members absent
- Quorum - 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 January Meeting Minutes – Kelsey Beckmeyer
- Second – Devin Konick-Seese
- Vote: Passed via voice vote

Public Comment - No public comment provided

Meeting Topic: CE Manager Updates - Tom Regan

Here are a few updates for February as we move through quarter one.

First, some exciting news from our colleagues on the Research and Data team at KCRHA. They hired a new staff person at the end of last year to expand their data analysis capacity. I've been in conversation with them about leveraging that additional capacity to support this committee—specifically to bring you more regular, quarterly data updates. There are some irons in the fire there, and I'm really excited about what we might be able to collaborate on as we head into 2026.

Next, a quick update on the Assessment Pilot Workgroup. We don't have a big formal presentation this month, but we're continuing to meet. Lately, we've been centering the conversation not just on what we want the assessment itself to be, but on the broader goals of our Coordinated Entry system—and letting that drive what the assessment should look like. It's been great to have Shante and Kanisha from ABT Global supporting that work and helping steward those conversations. More to come there in the months ahead.

Another update is around onboarding new agencies into HMIS. Hero House Northwest is a new addition this quarter, and we're working through a backlog of applications from when we didn't have a policy in place to bring in non-funded or non-contracted agencies. A big focus here has been housing navigation. We don't just want to assess people and bring them into the system—we want to make sure there's capacity to help them get housed. That means having providers who can help with packet readiness, unit matching, and walking folks all the way from case conferencing to move-in. Those conversations have been really promising, and we're looking forward to building that additional capacity this year.

On lease-ups—it's honestly been a lease-up bonanza from the back half of last year through this first quarter. Lots of projects opening and getting folks off the streets into permanent supportive housing, which is something we should all feel proud of as a community.

We had two big lease-ups with DESC: Stevens Place, which wrapped up at the end of last year, and Clover Place, which is still wrapping up now. Sweetgrass Flats with Chief Seattle Club have also been leasing up. That one has had some complexities around Apple Health and Homes



funding and coordinating with FCS providers, but our team has been working closely with partners to make sure we're connecting our homeless Native neighbors to that resource and getting everything squared away.

And I also want to make sure we don't forget the Pacific Apartments lease-up. That was huge. Not only did we fill those units with people who were literally homeless or chronically homeless at entry, but we were also able to house nearly all the folks from the closing Catholic Community Services Bridge Shelter there. About 73 people who were homeless and living in that emergency shelter, and who potentially would have had nowhere to go once the bridge closed, all got housed. Nearly every single person moved into Pacific Apartments.

Huge hats off to the CCS case management team for the incredible work getting documents and paperwork ready—that's no small lift. And Elliot, huge thanks to you and your team for accommodating and working with us to make sure that happened. That was a major undertaking, and truly a huge accomplishment for our community.

Meeting Topic: Coordinated Entry - Tom Regan, Surya Aguilar, Nicole Fillmore-Meshesha, Korrinna Jordan Hernandez, Lia Fakhouri

You probably noticed there are more of us here today than usual. One of our team members, Autumn, is out sick this week, which is a bummer because we're presenting on a project we've been working on for the last few months—and it's really been a team effort. So shoutout to Autumn. Maybe she'll watch the recording later. We're thinking of you and thank you for all your amazing contributions to this work.

What we're here to talk about today is what we've been calling our **unit posting, office hours, and case conferencing operations shift**. These are really the daily mechanics of Coordinated Entry.

Right now, we post available units every single day in Teams to CE assessors and housing navigators. That's been our practice since 2023. We also hold office hours and do case-conferencing mostly on an as-needed basis. Over the past year, we've been working closely with providers to get feedback on how this is functioning and how it might better meet community needs. So today, we're presenting where we've landed—and we're asking you to vote to endorse an option.

To be clear, this committee isn't making the operational decision itself, but we really value your role as our policy advisory group. We want to make sure whatever we implement is aligned with your expertise and guidance.



Surya walked through some key terms so we're all using the same language—things like nomination window (how long providers have to submit nominations), tie-breaking (how we prioritize households), referrals (the formal connection through HMIS and email), office hours (time to ask questions), and case conferencing (client-specific conversations and coordination space).

Nicole shared the bigger “why” behind all of this. Nomination quality has been a challenge, and we've taken a three-pronged approach: training, policy, and now looking at our nomination cadence—the rhythm of how often we post units and process referrals.

Before 2023, units were only posted once a week. During COVID, we had the priority pool model, and when that ended, we shifted to posting five days a week to keep nominations and referrals flowing. That was a huge change, and it didn't come with widespread provider input. Over time, we heard clearly that the daily churn wasn't working well. There's also been a narrative that Coordinated Entry doesn't send good referrals, and we really want to address that head-on.

So, we developed three options based on community feedback:

Option 1: Post units twice a week (Tuesdays and Thursdays), with 24-hour nomination windows, unified office hours, and weekly subpopulation case conferencing. This gives providers more time to thoughtfully match clients and gives our team more administrative time to improve quality and follow up on referral issues. The downside is it's a big drop from daily posting, and units could sit longer.

Option 2: Post three times a week (Monday morning, Tuesday afternoon, Thursday morning), each with a 24-hour nomination window. Unified office hours follow postings, and we keep subpopulation case conferencing. Fridays become admin time. This strikes more of a middle ground—units don't sit as long, providers get the 24-hour window they've asked for, and we still gain administrative breathing room. The challenge is that Tuesdays become busy and the mixed morning/afternoon posting times could feel confusing.

Option 3: Also post three times a week, but all in the morning. To make that work, Monday would have a 12-hour nomination window, and the other days would have 24-hour windows. This creates more consistency in posting time but could be confusing because providers have explicitly asked for 24-hour windows.

In terms of stakeholder feedback: providers were split between Options 1 and 2. The Coordinated Entry team and KCRHA leadership both prefer Option 2.

So, here's why we're recommending Option 2.

We've been calling it the “day-and-a-half cycle.” It feels like the happiest middle ground between daily posting, which is frankly becoming unsustainable—and dropping down to just two days a week, which housing providers are understandably nervous about.



There's real tension in this system. Housing providers need speed. Units need to be filled quickly to maintain funding and performance. But at the same time, we're often talking about folks who've been chronically homeless for 5, 10, and 15 years. Getting someone ready for permanent supportive housing is not a snap-your-fingers process. It's complex, relational, and deeply human work.

Right now, we're sending hundreds of referrals a week. It's living in HMIS, it's in inboxes, and there's simply too much room for human error. Units sometimes get posted that aren't available. Referrals fall through the cracks. A case manager might tell someone they're finally getting housed, only to find out the unit wasn't available. That causes real harm.

If we slow this down just a bit, we can reduce mistakes, reconcile inventory properly, follow up on denials, and ensure we're not creating unnecessary trauma in the name of speed. Our performance has improved under the daily model—units are filling faster than in the early CE days—but we've learned lessons. We think we can preserve efficiency while becoming more person-centered and trauma informed.

Option 2 gives us that balance. It keeps units moving roughly every day and a half, gives providers the 24-hour nomination window they've asked for, and gives our team enough capacity to manage the system responsibly.

We've really racked our brains—and so have providers—trying to find a simpler three-day model that works within a five-day week and still allows time for tie-breaking and admin work. This Monday morning, Tuesday afternoon, Thursday morning cadence is honestly the best middle ground we've come up with for now.

Q&A

Finn Rogers started by thanking the team for all the work that went into developing the options and shared excitement about moving away from the daily churn. He noted that any of the proposed changes would likely be a net benefit, especially in giving providers more time to make thoughtful nominations.

That said, Finn reflected feedback from the single adult team, which leaned toward **Option 1 (posting twice a week)** because of its consistency and simplicity. The appeal was that having the same cadence each week would be easier for both service providers and housing providers to remember and operationalize. He asked whether, if Option 1 were selected, the team could select multiple clients during tie-breaking to create built-in backup nominations—so units wouldn't need to be reposted, and the reduced posting frequency wouldn't become a bottleneck.

Tom responded by clarifying that backup nominations would be part of the process no matter which option is chosen. However, he explained that the larger concern with Option 1 isn't reposting previously posted units—it's newly available units. For example, if a unit turns over on



a Thursday after postings have already gone out, it wouldn't be posted until the following Tuesday under a twice-a-week model. There wouldn't be backups in that scenario because the unit hadn't been posted yet.

Tom shared that this drop from five days a week to two still feels like too steep of a reduction. While there was a preference for Option 1 in some provider groups, follow-up conversations with housing providers—including partners like DESC and CCS—surfaced concerns about units sitting too long under a twice-weekly model. That feedback reinforced the team's leaning toward a three-day cadence as a more balanced approach.

Comment from Elliot Hart

Elliot started by thanking the team for a strong presentation and acknowledged that, given everything happening at his agency, he's thinking about this from a very practical lens.

He said the real “punchline” for him isn't just the posting cadence—it's whether outreach staff and assessors have the right tools, training, and information to help clients understand what they're being referred to. Do they know what the building is like, what services are offered, where it's located, what amenities are nearby? Are clients' documents ready and prepared to respond within a 24-hour window?

He noted that he brings a specific perspective as someone from Plymouth Housing. Unlike some other providers, Plymouth doesn't do outreach or operate shelters—they're purely a landlord. That means their primary concern is vacancy rates, because that's what funders and investors care about.

From that standpoint, he said he could “rock, paper, scissors” between Option 1 and Option 2. He sees pros and cons in both and believes either could work—if the groundwork is done well. That includes landlords clearly communicating what their programs are and what applicants can expect, and outreach staff being equipped to prepare clients appropriately.

He reflected on pre-Coordinated Entry days when Plymouth requested referrals within three business days and maintained their own backup pipeline. That allowed them to move quickly if someone dropped out. Under the current one-to-one referral model, there are benefits—like being able to share the exact unit number up front—but it's riskier for landlords if someone declines or falls through.

Importantly, he said he's less worried about losing a day in referral time than losing an applicant a month into the process. In his experience, denials for ineligibility are rare; most lost referrals happen because someone declines or doesn't complete the process. That makes preparedness and transparency upfront even more critical.

Ultimately, his takeaway is that both options could work. The key question is: what can landlords and referring agencies do to be fully ready on both ends? How do we make the process



transparent, trauma-informed, and supportive, recognizing that even good news, like a housing referral, can be destabilizing and emotionally complex for clients?

Summary of Options 1, 2, & 3

Option 1 would have Monday as a CE Admin Day for us to verify units, follow up on denials, and prepare postings. We'd post Tuesday and Thursday mornings, host unified one-hour office hours after each posting and use 24-hour nomination windows. Wednesdays would be tie-breaking and subpopulation case conferencing. Fridays would close the Thursday window and focus on tie-breaking and admin. This option posts twice a week.

Option 2 posts three times a week—Monday morning, Tuesday afternoon, and Thursday morning—with 24-hour nomination windows each time. We'd hold unified office hours after each posting and weekly subpopulation case conferencing. Fridays would largely be admin time. This keeps things moving about every day and a half.

Option 3 also posts three times a week, always in the morning, but uses a 12-hour nomination window on Monday and 24-hour windows the other days. The structure is otherwise the same.

Across all three options, we'd keep unified office hours and weekly case conferencing. The main difference is how often we post and how long nomination windows stay open.

Vote 1

- Motion: Endorse Option 1 – Finn Rogers
- Second – Martha Lindner
- Vote: 3 in favor, 5 opposed. – Motion Fails

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



Vote 2

- Motion: Endorse Option 2 – Zsa Zsa Floyd
- Second – Elliot Hart
- Vote: 6 in favor, 2 opposed – Motion Passed

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

Next Steps & Adjourn

Motion to adjourn meeting – Zsa Zsa Floyd
 Second – Kelsey Beckmeyer

- **Next meeting: March 26, 2026; 10:00 AM – 11:00 AM**

