

Iron County  
Coordinated Entry Policy & Procedure

## **LOCAL ADDENDUM**

### **LHCC Membership**

Iron County Local Homeless Coordinating Committee (LHCC) is an impressive group of individuals and representatives of local organizations who are active and intentional in the coordinated effort to eliminate homelessness. The Iron County LHCC Summary Report is reviewed annually and updated as members are added or changed.

### **Sub-Committee**

The Iron County LHCC has created a sub-committee to serve as the Coordinated Entry committee. The LHCC Coordinated Entry Lead is James Jetton from Iron County Care & Share. The other members of this committee are: Cindy Rose (Five County Association of Governments) and Jessica Logan and Jason Taylor (Canyon Creek Women's Crisis Center).

### **Leverage Local Attributes and Capacity**

Leveraging grants: Homeless Services Grant (HSG) for Emergency Shelter, Rapid Re-housing and Street Outreach, Private and Community sources.

### **Centralized Access**

The Iron County LHCC covers a wide geographic area, much of which is rural but there are access points throughout this area and available 24 hours to individuals and families in need of housing and/or services. Those access points are the Iron County Sheriff's Department, Beaver County Sheriff's Department, Iron County Care & Share Shelter, Canyon Creek Women's Crisis Center and IHC Hospitals in Cedar City and Beaver. Each of these access points have posters and advertisement and are in communication with Continuum of Care (CoC) and Emergency Solutions Grant (ESG) recipients able to utilize a comprehensive and standardized assessment tool. Access points are also advertised on the LHCC website, SUU campus, Five County Association of Governments, Southwest Behavioral Health Center, Cedar City Police Department, Iron County Sheriff's Department, Beaver and Millard County Sheriff's Department and by flyers placed in public areas throughout the County.

The general public can drop-in or call the Iron County Care & Share or the Canyon Creek Women's Crisis Center (in cases of domestic violence) for assessment and/or shelter.

## **Communication/Coordination between agencies SSVF-HVF and VA**

Veterans seeking assistance with services and/or housing can be connected to Social Services for Veterans and their Families (SSVF), Homeless Veterans Fellowship (HVF) through the Iron County Care & Share who will then introduce them to the representatives for those organizations. Brad Evans, representing HUD-VASH/Veterans Justice Outreach is available at Iron County Care & Share on a bi-weekly basis. Brad is also a member of the Iron County LHCC.

## **Assessment Process**

Iron County LHCC uses the Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT) and Service Prioritization Decision Assistance Tool (SPDAT) to facilitate our assessment process in achieving fair, equitable, and equal access to services within the community. This tool is consistent with CoC and ESG written standards. Those staff persons and organizations using this tool are trained and required to attend regular trainings to continue to be proficient with the tool and stay updated with changes to the system.

## **Housing Placement Prioritization**

Iron County LHCC Coordinated Entry follows the Housing First model in an effort to effectively serve the most vulnerable in our area through the coordinated entry process. This process determines and prioritizes which individuals and families will receive rapid-rehousing or light touch assistance (ie: deposit assistance only). During the assistance period, the Iron County's ESG- RR grant recipients calculate the client's portion of rent according to their income and ability to pay. Attention to future self-sustainability is always paramount and training the client to budget accordingly includes paying an increasing portion of their rent not to exceed 30% of their adjusted gross income.

Unfortunately, Iron County's rental availability is inadequate for the present population due to an increase of SUU students and ever increasing general population. Students occupy most of the studio and one-bedroom rentals which are the more affordable for the most vulnerable individuals and families. This trend is not likely to change in the immediate future but the Iron County LHCC has among its membership developers, real estate agents, property managers and local city council members who are actively involved in developing future affordable housing.

## **Marketing**

The Iron County LHCC recipients of CoC, HSG ESG grant funds affirmatively market housing and supportive services to eligible persons regardless of race, color, national origin, religion, sex, age, familial status, handicap, chronically homeless, youth, survivors of domestic violence or those unable to physically present to the access points. The Coordinated Entry (CE) Lead is able to drive to outlying areas, domestic violence shelters, hospitals and homes for assessment and subsequent services. This provides fair and equal access to the coordinated entry process.

## **Diversion Assessment Agency & After Hours Diversion Assessments**

Iron County Care & Share is a 24/7 shelter as is Canyon Creek Women's Crisis Center and are designated as diversion agencies. Both of these agencies have individuals trained in diversion assessment and are available at any hour and day. The Iron County CE lead is also available to outlying areas for assessment.

## **Safety Planning**

Iron County LHCC has a crisis shelter and a hotline available 24/7 for individuals or families in a domestic violence situation. Coordinated entry is available at any time and there is in place written policy and procedures that address the immediate issues and the long term stability support. Coordinated assessment with the crisis organization and other resources within the LHCC are treated with the utmost confidentiality. Those individuals and families experiencing domestic violence have safe and confidential access to the coordinated entry process. Names are not used, only client numbers when posted to the housing list. Coordination with other LHCC resources is only through signed release forms (ROI) specific to the client's need.

## **Street Outreach**

Iron County LHCC participates in the annual Point in Time count as required and also reaches out on a regular basis to those living in areas not meant for human habitation. Outreach includes supplying those individuals and families with basic necessities but also an opportunity to be housed through the same standardized process as persons who access coordinated entry through site-based access points. Iron County Care & Share also performs "well-check" for camps to be sure that people are safe.

In addition, ICCS runs an Outreach Program to extend services to vulnerable and homeless populations within the LHCC's are of coverage. This includes locating individuals in the area and connecting them with services. These services include access to meals, food boxes, showers and clothing, in addition to referrals to emergency and domestic violence shelters, Department of Workforce Services, and other social workers.

## **Benchmarks for monthly reports, System Performance Reports, Data Quality Reports**

Prescreen, full assessment and placement in process are within the reasonable range on the HMIS Housing Prioritization List as a result of close communication with the case managers of Iron County Care & Share, Canyon Creek Women's Crisis Center and Five County Association of Governments who meet regularly and discuss client need.

## **Status changes in the Utah Homeless Management Information System (UHMIS)**

The LHCC has agreed that the time period for clients to remain on the housing list will be as follows:

Disappeared/Unknown: 60 days from date of assessment. Diligent attempts will be made to contact the client during that period of time.

Placement in Process: as needed. These clients have secured funding for housing and are in the process of locating and moving into the home.

Inactive: Incarceration, Client self-housed, assessment date exceeds 90 days or a change in the family composition.

### **LHCC Evaluations**

The Iron County LHCC reviews the “LHCC Summary Report” quarterly and makes adjustments as needed. This report is also a tool for adding members and enlarging the pool of resources. Sub-committees are created as projects are initiated. The Iron County LHCC CE Committee will meet annually to review the CE Policies and Procedures and the local addendum.