KEY DECISION POINTS:

I. Guiding Principles for Coordinated Intake and Assessment Process:
   a. Quality Assurance
   b. Access should be:
      i. Easy,
      ii. Fast, and
      iii. Have immediate engagement.
   c. Inter-dependency:
      i. Between programs,
      ii. Programs and Clients,
      iii. Warm handoffs, and
      iv. Move stabilized PSH into permanent housing
   d. Make front line staff around the community feel more successful and rewarding.
   e. Barriers:
      i. Robotic case management
      ii. Housing readiness vs housing first model

II. Access:
   a. Single Point of Access: Would not work in Contra Costa
   b. Multi-Site Coordinated:
      a. Virtual or Telephone-based: Contra Costa is envisioning a virtual telephone based system that is complimentary with current system. This phone system would do triage and funnel people to multi-site centers, based out of natural points in the county. This would combine some sort of model between the multi-site coordinated and virtual/telephone based. Next steps include determining sites and role of 2-11.

III. Assessment Tools:
   a. Choose an evidence-based tool that is already being used in other communities. Unanimous vote for using the VI-SPDAT.

IV. Next Steps:
   a. Monthly meetings every 3rd Friday from 9 – 10:30 to continue the work of planning and implementing a coordinated assessment pilot