



# 23<sup>rd</sup> Annual Conference on Ending Homelessness

## **Session Proposal Form** **Due by 5PM February 12** **Submit to [kevin@wliha.org](mailto:kevin@wliha.org)**

Please complete all parts of this form. Only complete proposals will be considered. If you are having trouble with the form, please contact Kevin Solarte at [kevin@wliha.org](mailto:kevin@wliha.org) or 206-442-9455 ext. 212.

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*\*select the text in the grey boxes and type or paste your responses. Cut and paste is preferred as form fields are not spellchecked.*

### **1. Contact information**

Submitter Name: Kari Murphy  
Email: [kari.murphy@buildingchanges.org](mailto:kari.murphy@buildingchanges.org)  
Phone: 206.805.6125  
Organization affiliation (if any): Building Changes  
Address: 2014 East Madison, Suite 200, Seattle, WA 98122

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### **2. Session information**

*Title of presentation (exactly as you would like it printed in conference program)*  
A Coordinated Entry Toolkit: Tips on Designing and Implementing a Coordinated Entry System in Your County

*Who is this session primarily designed for?*

Government employees  
If other please describe

*Who else would benefit from this session?*

- ☒ Individuals experiencing homelessness
- ☒ Front line service providers
- ☒ Homelessness program managers
- ☒ Housing providers/developers
- ☒ Executive directors
- ☒ Members of faith communities
- ☐ Nonprofit board members
- ☐ Students
- ☐ General public/advocates
- ☐ Government employees
- ☐ Other Please describe

*Length*

- ☐ 75 minutes  
☒ 90 minutes  
☐ Either

*Format*

- ☐ Panel  
☒ Single presenter  
☐ Moderated debate  
☒ Interactive/hands on  
☐ Other Please describe

*Focus area*

- ☐ Housing Development & Management  
☐ Research & Data  
☐ Communications  
☐ Effective Service Strategies  
☐ Recovery and Consumer Choice  
☐ Integrated Healthcare  
☐ Families and Youth  
☐ Funding Solutions  
☐ Advocacy and Policy  
☐ Forging New Partnerships  
☐ Serving Special Populations  
☒ Other creative & unique approaches to ending homelessness  
☐ Other Please describe
- 

**3. Presenter details**

*Lead presenter:*

Organizational affiliation (if any): Building Changes

Phone: 206.805.6125

Email: kari.murphy@buildingchanges.org

Address: 2014 East Madison, Suite 200, Seattle, WA 98122

Bio: 500 character limit

*Additional presenter 1:*

Organizational affiliation (if any): organization

Phone: phone

Email: email

Address: address

Bio: 500 character limit

*Additional presenter 2:*

Organizational affiliation (if any): organization

Phone: phone

Email: email

Address: address

Bio: 500 character limit

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#### **4. Session description**

*Session mission statement (Upon completion of the session what should participants have learned/gained?)*

- Participants will increase their understanding of funder requirements around coordinated entry and
- Participants will develop an understanding of key elements in planning, implementing, and evaluating a coordinated entry system
- Participants will learn about potential challenges and tips in planning, implementing, and evaluating a coordinated entry system

*Concise description of session (exactly as you would like it to appear in the program)*

Coordinated entry is required for all communities receiving HUD and Consolidated Homeless Grant funding. This session will cover Building Changes' Coordinated Entry Toolkit, including challenges and tips for planning, implementing, and evaluating your system. This is an interactive workshop. Bring questions and information to share with your peers.

*Session outline. Please include the length and focus of each section of the session and a timeslot for questions and answers or discussion.*

- Overview of funder requirements
- Coordinated entry overview (key terms)
- Planning checklist
- Planning challenges & tips
- Implementation Checklist
- Coordinated Entry Systems Management (budget planning, assessment forms, inventory tracking and waitlists)
- Implementation challenges and tips
- Data collection and outcomes
- Data collection checklist
- Database capacity assessment
- Database considerations
- Setting performance measures
- Evaluation Challenges and Tips
- Questions and Answers

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#### **5. Equipment**

*Please describe audio/visual equipment you require (laptop, microphone, projector)*  
laptop, microphone, projector



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### **1. Contact information**

Submitter Name: Kari Murphy

Email: [kari.murphy@buildingchanges.org](mailto:kari.murphy@buildingchanges.org)

Phone: 206.805.6125

Organization affiliation (if any): Building Changes

Address: 2014 East Madison, Suite 200, Seattle, WA 98122

---

### **2. Session information**

*Title of presentation (exactly as you would like it printed in conference program)*

Voices From the Field: Coordinated Entry in Practice

*Who is this session primarily designed for?*

Front line service providers

If other please describe

*Who else would benefit from this session?*

- ☒ Individuals experiencing homelessness
- ☐ Front line service providers
- ☒ Homelessness program managers
- ☒ Housing providers/developers
- ☒ Executive directors
- ☒ Members of faith communities
- ☐ Nonprofit board members
- ☐ Students
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*Format*

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*Focus area*

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☐ Advocacy and Policy  
☐ Forging New Partnerships  
☐ Serving Special Populations  
☒ Other creative & unique approaches to ending homelessness  
☐ Other Please describe
- 

**3. Presenter details**

*Lead presenter:*

Organizational affiliation (if any): Building Changes

Phone: 206.805.6125

Email: kari.murphy@buildingchanges.org

Address: 2014 East Madison, Suite 200, Seattle, WA 98122

Bio: 500 character limit

*Additional presenter 1:*

Organizational affiliation (if any): organization

Phone: phone

Email: email

Address: address

Bio: 500 character limit

*Additional presenter 2:*

Organizational affiliation (if any): organization

Phone: phone

Email: email

Address: address

Bio: 500 character limit

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#### **4. Session description**

*Session mission statement (Upon completion of the session what should participants have learned/gained?)*

- Participants will learn about the outcomes different communities have achieved through their coordinated entry system
- Participants will develop an awareness of the challenges of developing a coordinated entry system and an understanding of potential solutions

*Concise description of session (exactly as you would like it to appear in the program)*

This workshop will feature representatives from different counties across the state who have implemented coordinated entry systems. Presenters will talk about their county's coordinated entry system, highlighting successes, lessons learned, and next steps. There will be time set aside for questions and answers.

*Session outline. Please include the length and focus of each section of the session and a timeslot for questions and answers or discussion.*

- Presenters from each county will provide an overview of their coordinated entry system
  - Presenters will discuss the outcomes they have achieved through implementing a coordinated entry system
  - Presenters will discuss the challenges they have met and how they have addressed them or plan to address them
  - Questions and Answers
- 

#### **5. Equipment**

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### **1. Contact information**

Submitter Name: Brooke Knight

Email: [bknight@seattlemca.org](mailto:bknight@seattlemca.org)

Phone: 206-749-7551

Organization affiliation (if any): YMCA of Greater Seattle

Address: 2100 24<sup>th</sup> Avenue S, #250, Seattle, WA 98144

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### **2. Session information**

*Title of presentation (exactly as you would like it printed in conference program)*

Coordinated Entry for Homeless Young Adults: One Agency's Experience

*Who is this session primarily designed for?*

Homelessness program managers

If other please describe

*Who else would benefit from this session?*

- ☐ Individuals experiencing homelessness
- ☒ Front line service providers
- ☐ Homelessness program managers
- ☒ Housing providers/developers
- ☒ Executive directors
- ☐ Members of faith communities
- ☐ Nonprofit board members
- ☐ Students
- ☒ General public/advocates
- ☐ Government employees
- ☐ Other Please describe

*Length*

- ☒ 75 minutes  
☐ 90 minutes  
☐ Either

*Format*

- ☐ Panel  
☒ Single presenter  
☐ Moderated debate  
☐ Interactive/hands on  
☐ Other Please describe

*Focus area*

- ☐ Housing Development & Management  
☐ Research & Data  
☐ Communications  
☒ Effective Service Strategies  
☐ Recovery and Consumer Choice  
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☐ Families and Youth  
☐ Funding Solutions  
☐ Advocacy and Policy  
☐ Forging New Partnerships  
☐ Serving Special Populations  
☐ Other creative & unique approaches to ending homelessness  
☐ Other Please describe
- 

**3. Presenter details**

*Lead presenter:*

Organizational affiliation (if any): YMCA of Greater Seattle

Phone: 206-749-7551

Email: bknight@seattleyymca.org

Address: 2100 24<sup>th</sup> Avenue S. Suite 250, Seattle, WA 98144

Bio: Brooke Knight has been the Housing Director for the YMCA's Young Adult Services program for six years, over which time the Y's housing inventory for homeless youth and young adults has grown from approximately 50 units to a housing continuum in excess of over 200 units spread throughout King County. Prior to her work with the YMCA, Brooke directed programs serving homeless families and chronically homeless adults in the San Francisco Bay Area.

*Additional presenter 1:*

Organizational affiliation (if any): YMCA of Greater Seattle

Phone: 206-749-7554

Email: kbrennan@seattleyymca.org

Address: 2100 24<sup>th</sup> Avenue S. Suite 250, Seattle, WA 98144

Bio: Kristen Brennan is the Director of Transitional Housing Programs for the YMCA, where she has worked for six years. She has overseen the expansion of housing programs for homeless young adults, and oversees the assessment and screening of individuals interested in our housing programs, as well as the waiting lists. Kristen has an extensive background in youth development and social services.



#### **4. Session description**

*Session mission statement (Upon completion of the session what should participants have learned/gained?)*

Session attendees should leave with an understanding of one model for coordinated entry, including how to layer in contract/eligibility requirements in a seamless way, how to ensure appropriate housing placement, ensure high occupancy levels, and maintain the often delicate milieu dynamic within housing programs.

*Concise description of session (exactly as you would like it to appear in the program)*

The YMCA of Greater Seattle has been conducting a form of coordinated entry into its housing continuum for years, with a single point of entry and a single intake feeding into multiple waiting lists. This session will provide an overview of the YMCA's process as well as some of their key learnings over the years.

*Session outline. Please include the length and focus of each section of the session and a timeslot for questions and answers or discussion.*

15 minutes: Introductions, overview of the YMCA housing continuum including various contracts/eligibility requirements in place.

20 minutes: Entry into YMCA housing from the young adult's perspective. What steps do they take, who do they communicate with, etc.

20 minutes: Entry into YMCA housing from the staff's perspective. What work is happening behind the scenes to ensure contract compliance and appropriate placement.

20 minutes: Questions and Answers/Discussion

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#### **5. Equipment**

*Please describe audio/visual equipment you require (laptop, microphone, projector)*

Projector if available, otherwise we can provide. We will provide a laptop.



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---

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### **1. Contact information**

Submitter Name: Kendra Gritsch

Email: [kendra@wscadv.org](mailto:kendra@wscadv.org)

Phone: (206) 389-2515 ext: 214

Organization affiliation (if any): Washington State Coalition Against Domestic Violence

Address: 500 Union Street Suite 200, Seattle WA 98101

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### **2. Session information**

*Title of presentation (exactly as you would like it printed in conference program)*

Coordinated Entry: How Can Domestic Violence Agencies and Survivors Fit?

*Who is this session primarily designed for?*

Homelessness program managers

*Who else would benefit from this session?*

- ☐ Individuals experiencing homelessness
- ☒ Front line service providers
- ☐ Homelessness program managers
- ☐ Housing providers/developers
- ☐ Executive directors
- ☐ Members of faith communities
- ☐ Nonprofit board members
- ☒ Students
- ☒ General public/advocates
- ☒ Government employees
- ☐ Other Please describe

*Length*

- ☐ 75 minutes  
☒ 90 minutes  
☐ Either

*Format*

- ☐ Panel  
☒ Single presenter  
☐ Moderated debate  
☐ Interactive/hands on  
☐ Other Please describe

*Focus area*

- ☐ Housing Development & Management  
☐ Research & Data  
☐ Communications  
☒ Effective Service Strategies  
☐ Recovery and Consumer Choice  
☐ Integrated Healthcare  
☐ Families and Youth  
☐ Funding Solutions  
☒ Advocacy and Policy  
☒ Forging New Partnerships  
☒ Serving Special Populations  
☐ Other creative & unique approaches to ending homelessness  
☐ Other Please describe
- 

**3. Presenter details**

*Lead presenter:*

Organizational affiliation (if any): Lead Presenter: Linda Olsen: Washington State Coalition Against Domestic Violence

Phone: (206) 389-2515 ext. 205

Email: linda@wscadv.org

Address: 500 Union Street Ste. 200 Seattle, WA 98101

Bio: Linda Olsen is the Housing Program Coordinator at the Washington State Coalition Against Domestic Violence. She has worked in the DV field for over 25 years, as the executive director of two agencies & as a Senior Planner for Seattle's Human Services Department's Domestic Violence and Sexual Assault Prevention Division. She has facilitated the opening of multiple DV emergency shelters, transitional housing and rental assistance programs. Linda holds graduate degrees in Theology and Social Work.

*Additional presenter 1:*

Organizational affiliation (if any): Additional Presenter: Kendra Gritsch: Washington State Coalition Against Domestic Violence

Phone: (206) 389-2515 ext. 214

Email: kendra@wscadv.org

Address: 500 Union Street Ste. 200 Seattle, WA 98101

Bio: Kendra Gritsch has been active in the movement to end domestic violence and

homelessness for over 6 years, working as a domestic violence advocate, housing case manager, and homeless prevention provider. Kendra currently works on the Washington State Coalition Against Domestic Violence's Domestic Violence Housing First Project which identifies innovative approaches to supporting survivors of domestic violence who are facing homelessness. She holds an MSW from the University of Washington.

*Additional presenter 2:*

Organizational affiliation (if any): organization

Phone: phone

Email: email

Address: address

Bio: 500 character limit

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#### **4. Session description**

*Session mission statement (Upon completion of the session what should participants have learned/gained?)*

Participants of this workshop will walk away with 1) Increased understanding of the unique needs of survivors of domestic violence who are facing homelessness; 2) Tools on how to improve housing/homeless providers' response to working with survivors of domestic violence; 3) Strategies on how to collaborate with domestic violence providers to ensure an effective coordinated entry processes for survivors of domestic violence.

*Concise description of session (exactly as you would like it to appear in the program)*

With the implementation of coordinated entry, many communities are deciding how to respond to the housing needs of survivors of domestic violence. This workshop will present strategies on how to incorporate domestic violence providers into coordinated entry processes, and offer practical approaches on what to consider when working with survivors.

*Session outline. Please include the length and focus of each section of the session and a timeslot for questions and answers or discussion.*

Total Time: 90 min

10 min: Introductions/Set the Stage/Workshop objectives

30 min: Part I: Coordinated Entry

1) How's it going in your community?

a) Get participants engaged by asking them to stand up/raise their hands in response to questions around their community's coordinated entry process, and their role in it (case manager, assessment/intake staff, manager/director, etc).

2) History and overview of what's happening with DV providers and the coordinated entry system.

3) How The Coordinated Entry System is working/not working for Survivors

a) Survivors accessing resources through coordinated entry

b) Unique needs of survivors of domestic violence

35 min Part II: Creating Effective Coordinated Entry Processes for Survivors

1) DV Providers and the Coordinated Entry System

a) Challenges

2) Strategies for the Successful Incorporation of DV providers into Coordinated Assessment Processes: Checklist:

a) Location and Accommodation

b) Assessment Process

c) Staffing

i) Practical Approaches to working with DV survivors

ii) What case managers and housing/homeless providers can do to ensure that the needs of survivors are being met.

iii) Training

iv) Partnering with DV advocates

d) Outcomes

3) Case study: Whatcom County's Coordinated Entry System

10 min Part III: How will you move forward?

1) Small activity: What will you do differently to create collaborative relationships with your communities DV providers to ensure that survivor needs are being met?

5 min: Q&A

END

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## **5. Equipment**

*Please describe audio/visual equipment you require (laptop, microphone, projector)*

Projector, laptop, microphone



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### **1. Contact information**

Submitter Name: Sheila Morley

Email: [smorley@spokanecity.org](mailto:smorley@spokanecity.org)

Phone: 509-625-6052

Organization affiliation (if any): City of Spokane Community, Housing and Human Services Department

Address: 808 W. Spokane Falls Blvd Spokane, WA 99201

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### **2. Session information**

*Title of presentation (exactly as you would like it printed in conference program)*

Planning, Implementing and Evaluating Spokane's new coordinated entry program:  
Homeless Families Coordinated Assessment (HFCA)

*Who is this session primarily designed for?*

Homelessness program managers

If other please describe

*Who else would benefit from this session?*

- ☐ Individuals experiencing homelessness
- ☒ Front line service providers
- ☒ Homelessness program managers
- ☐ Housing providers/developers
- ☒ Executive directors
- ☐ Members of faith communities
- ☒ Nonprofit board members
- ☐ Students
- ☒ General public/advocates
- ☐ Government employees

☐ Other Local jurisdictions implementing coordinated entry programs.

*Length*

- ☐ 75 minutes  
☐ 90 minutes  
☒ Either

*Format*

- ☒ Panel  
☒ Single presenter  
☐ Moderated debate  
☐ Interactive/hands on  
☐ Other Please describe

*Focus area*

- ☐ Housing Development & Management  
☐ Research & Data  
☐ Communications  
☒ Effective Service Strategies  
☐ Recovery and Consumer Choice  
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☒ Families and Youth  
☐ Funding Solutions  
☐ Advocacy and Policy  
☒ Forging New Partnerships  
☐ Serving Special Populations  
☐ Other creative & unique approaches to ending homelessness  
☐ Other Please describe
- 

**3. Presenter details**

*Lead presenter:*

Organizational affiliation (if any): Sheila Morley City of Spokane Community,  
Housing and Human Services Department  
Phone: 509-625-6052

Email: smorley@spokanecity.org

Address: 808 W. Spokane Falls Blvd Spokane, WA 99202

Bio: Sheila Morley has been a Program Manager for the City of Spokane Community, Housing and Human Services Department since August 2011. She is responsible for community homeless planning and the administration of federal, state and local homeless grants. Previously, she was a program manager at Catholic Charities for 4 years where she administered the HPRP program and several Community Housing Programs. Sheila has a Bachelors Degree in Business Administration from Northern Arizona University.

*Additional presenter 1:*

Organizational affiliation (if any): ??? Steven LaPointe The Salvation Army

Phone: phone

Email: email

Address: address

Bio: Steve LaPointe received his B.L.S. in Social Services and M.Ed. in Administrative



Leadership from Whitworth University. He has been a Psychiatric Technician, and worked with individuals with disabilities. He worked for Catholic Charities Spokane, and served as Director of Community Services for Easter Seals Washington. Steve currently manages the Homeless Families Coordinated Assessment program at the Salvation Army Spokane.

*Additional presenter 2:*

Organizational affiliation (if any): Cindy Algeo Spokane Low Income Housing Consortium

Phone: 509-325-32345

Email: cindy@slihc.org

Address: 315 W. Mission, Suite 25B, Spokane WA 99201

Bio: Cindy Algeo has been Executive Director of the Spokane Low Income Housing Consortium since 2004. Previously, she was a program manager at the Spokane Housing Authority for nine years. Cindy has a Master of Public Administration and a Master of Urban and Regional Planning, both from Eastern WA University.

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#### **4. Session description**

*Session mission statement (Upon completion of the session what should participants have learned/gained?)*

Participants will learn about Spokane's efforts to make significant systems changes in the delivery of homeless and housing services to at-risk and homeless families.

*Concise description of session (exactly as you would like it to appear in the program)*

The Spokane Community has worked for the past four years to plan, develop and implement a Coordinated Assessment System for homeless and at risk families.

Early developments in our HMIS system, Assessment Tools, System Design, Implementation and Evaluation were done in an intentional, inclusive manner.

*Session outline. Please include the length and focus of each section of the session and a timeslot for questions and answers or discussion.*

2,500 character limit

Early Planning - 10 minutes

-- In 2008, Spokane Low Income Housing Consortium convened a Homeless Reduction Project committee

--Lessons learned from early discussions: The importance of data, HMIS MOU development, etc....

Coordinated Entry becomes a community priority - 20 minutes

--Developed a coordinated entry/assessment planning group

--Took what we learned from HPRP

--Piloted a Common Assessment Tool

Selection of program: Homeless Families Coordinated Assessment (HFCA) - 30 minutes

--Steps in early implementation: screening criteria from housing program, development of in-house processes, HMIS setup, housing inventory, etc.

--Implementation and changes

--Outcomes to date

--What we are learning

Questions - 15 minutes

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#### **5. Equipment**

*Please describe audio/visual equipment you require (laptop, microphone, projector)*

We will be using a power point presentation and will require the equipment necessary to display it, in addition to a microphone.