

**LONG BEACH CONTINUUM OF CARE  
COORDINATED ENTRY SYSTEM SUBCOMMITTEE MEETING MINUTES  
DATE: 11/3/2022  
TIME: 1:00pm**

**I. CALL TO ORDER**

Meeting via teleconference called to order at 1:05pm by Chair Sharon Wie.

**II. ROLL CALL**

Roll call taken by Secretary Melanie Martins.

**MEMBERS PRESENT:** Sharon Wie (Interval House), Marjorie Solorzano (Mental Health America), Melanie Martins (Long Beach VA), Jaylene Eatherly Westfall (Century Villages of Cabrillo)

**GUESTS PRESENT:** John Sutton (First to Serve)

**CITY OF LONG BEACH STAFF PRESENT:** Christian Artizada, Joel Reynoza

**III. REVIEW and APPROVAL of MINUTES for MEETING HELD ON August 4, 2022**

Motion to approve the minutes as submitted made by Member Melanie Martins. Meeting voted on. Motion passes. No opposition or abstentions.

**IV. NEW BUSINESS**

- CES Policies & Procedures
  - Melanie Martins provided an update of the review status of the CES Policies & Procedures. Review Committee has almost completed the review of the Policies & Procedures. Awaiting domestic violence CES updates.
  - Next steps Ad Hoc sub-committee will meet to review and approve final draft of PNP.
- Serving Special Populations
  - Reviewed this topic as previously lead by Jordan Wynne. Discussed role of CES Sub-Committee in reviewing this topic. Will present to larger group as it may not be a topic to be reviewed by this committee.

**V. FUTURE AGENDA ITEMS**

- Purpose of CES Sub-Committee
  - Identified role is to review PNP and update it regularly and to create evaluation and monitoring criteria. Discussed pulling up original purpose from governance. Idea of including a short blurb in agenda.

- Overview presentation of evaluation and monitoring
  - Joel Reynoza will present overview of evaluation and monitoring at next meeting.

VI. **ANNOUNCEMENTS**

None

VII. **PUBLIC COMMENT**

None

VIII. **UPCOMING MEETINGS**

Special CES subcommittee meeting TBD to approve PNP prior to December Board Meeting

Next meeting:

February 2, 2023 1:00pm

For more information please visit the [Long Beach CoC website](#).

IX. **MEETING ADJOURNED**

Chair Sharon Wie adjourned the meeting at 1:48pm.