



## EXECUTIVE COMMITTEE MEETING MINUTES

February 6, 2017

3:00 – 4:30 p.m.

Facilitator:	Karen Tjapkes		
Meeting Attendees:	Karen Tjapkes, Rebecca Rynbrandt, Kwan McEwen, Beverly Ryskamp, Matthew VanZetten Staff: Jesica Vail, Jim Talen, Bree Butler		
Time Convened:	3:00 p.m.	Time Adjourned:	4:40 p.m.

<b>Approval of Agenda</b>			
Motion by:	Beverly Ryskamp	Support from:	Matthew VanZetten
Discussion	None		
Amendments	None		
Conclusion	Motion Passed – Agenda Approved		
<b>Approval of Minutes</b>			
Motion by:	Beverly Ryskamp	Support from:	Rebecca Rynbrandt
Discussion	None		
Amendments	None		
Conclusion	Motion Passed – Minutes Approved		
<b>Review Strategic Plan – Executive Committee</b>		<b>Jesica Vail</b>	
Discussion			
<p>The Executive Committee reviewed the items on the Strategic Plan that they are responsible for seeing be accomplished. The most pressing of these action steps was to increase the income for project participants by increasing the number of SOAR applications completed each year. The committee strategized how to better use Social Security and Social Security Disability Insurance Outreach, Access, and Recovery (SOAR) in relation to the CoC. Victoria Sluga is the SOAR Lead for the community, it would be helpful for her to speak with Executive.</p> <p>SOAR income helps the CoC to serve more people who are chronically homeless by increasing income for those in programs so they can exit the programs and open more permanent supportive housing. There is an annual report available to see how we compare with other counties in Michigan and show how many SOAR applications are successful.</p> <p>Along with compiling this data, it may be helpful to look at other models.</p> <p>The reason our shelter system is taxed right now is because of a lack of permanent housing solutions. The best way to solve homelessness is focusing on permanent housing. One comment to this is the disparity between budgets across state and national systems. Currently, housing receives a low budget comparatively.</p> <p>The group would like to see a movement towards using data to support the effort to raise funds instead of just focusing on the small amount of resources that we are given and struggling to make ends meet.</p> <p>The focus should not be on the entry into the shelter system but the exit to permanent housing. There are some problems with creating new permanent housing which include LIHTC scoring and zoning issues and the cost to build in Kent County currently.</p>			



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<p>The data seems to show an increase in the number of homeless in the Grand Rapids area. One suggestion to approach building cohesion in messaging is creating a list of core policy values that the entire group can get behind so the group is unified in message. Can look at funding like TANF and advocate for alignment with local work and processes. ENTF has been participating in these conversations in relation to permanent housing, therefore we do not need to create duplicate groups. Coalition needs to look at the TANF funds, there was mention of need for a short term AdHoc committee that can craft policy positions for funding advocacy.</p>		
<b>Conclusions</b>		
<p>The other Strategic Planning items listed may be reviewed by each member for future discussion. An In a future meeting there can be discussion about the next steps such as forming an AdHoc committee.</p>		
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
Ask Victoria to join Executive to discuss SOAR	Jesica Vail	
<b>MSHDA ESG</b>		
<b>Discussion</b>		
<p>MSHDA required a corrective action plan this year last minute to approve an extension despite there being no formal notice of any issues.</p>		
<b>Conclusions</b>		
<p>Going forward MSHDA ESG wants regular reviews and closer management of MSHDA resources. Staff would like to use the same reporting process for MSHDA and City ESG funding. MOTION to allow staff and Chairperson to finalize and sign Corrective Action Plan made by Karen, with support by Matthew; all in favor, motion passed.</p>		
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
Finalize draft of Corrective Action Plan	Jesica Vail	March 31
<b>Monitoring of CoC Funded Projects</b>		<b>Jesica Vail</b>
<b>Discussion</b>		
<p>The last AdHoc group had some ideas about the mid-year monitoring. Do a Desk Monitoring process with a survey tool. The goals will be to check for red flags. This will be a mid-year report taking place about Jan/Feb each year. This is an abridged version of the much larger HUD grant application each year.</p>		
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
Put together survey for mid-year monitoring for Executive review	Jesica Vail & Bree Butler	March 6
<b>Emergency Shelter Program Funding Anticipated Changes</b>		<b>Jesica Vail</b>
<b>Discussion</b>		
<p>ESP Grant through DHHS, this grant provides money to shelters and historically has only gone to Salvation Army and the ICCF. Under State of Michigan DHHS, this funding is currently being reviewed. They are working on new service standards for shelters who apply. They are changing the standards these shelters must meet, meaning more resources needed to meet these standards, but at the same time they are not raising per diem given. This funding must go to just shelters and not towards</p>		



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infrastructure. Salvation Army can no longer apply for this fund for infrastructure, even if enough shelters don't apply in which case it would then go to other communities in the region. Salvation Army's Housing Assessment Program (HAP) is anticipated to lose a significant amount of funds. It might be a good idea to figure out how to get on the distribution lists in the state offices to see what is being done at the state level and be in the loop of upcoming and critical legislation.

### Conclusions

The CoC may wish to take the steps to petition legislators. Because Denny Sturtevant is on the Interagency Council on Homelessness, he should be consulted to see if he has heard more about this funding change.

Create a white paper highlighting the issues that can be handed out in conversations.

Should work with the ICCF and Salvation Army going forward about potential results of loss of funding.

Start now to look for solutions to loss of funding, CoC has already relocated funds to HAP to better serve survivors of domestic violence in the last HUD CoC Program Competition but more may need to be done.

Action Items	Person Responsible	Deadline
One page information sheet highlighting what this is about exactly and potential outcomes.	Jesica Vail	High Importance

### ENTF/CoC MOUs and Charter Update Karen Tjapkes

#### Discussion

AdHoc Committee is suggesting changes to the charter, as well as creating MOUs between the United Way and ENTF and the CoC and ENTF.

### Draft Steering Committee Agenda and Determine Location (2/17/17) Karen Tjapkes

#### Discussion

Staff and Chair will compile Steering Agenda.

As to a meeting location, Wyoming location is liked but it takes a long time to get there by bus. ICCF might be a good option.

#### Conclusion

Next Executive meeting is on March 6<sup>th</sup> at the Eagle Crest location.

Action Items	Person Responsible	Deadline
Book ICCF for Steering Council	Jesica Vail	

### Miscellaneous Jim Talen

#### Discussion

Jim's presence at meetings needs to be decided on. The group may need Jim's data but he may not need to be physically present, his time might be better spent at work than present at these meetings.

#### Conclusions

We will have the February meeting without Jim and revisit conversation.