



STEERING COUNCIL MINUTES- UNAPPROVED

Friday, September 6, 2016

8:30-10:00am

**Present:** Rebecca Rynbrandt, Laurie Craft, John Wynbeek, Shannon Bass, Vera Beech, Christina Soulard, Karen Tjakpes, Kwan McEwen, Erin Banchoff, Hattie Tinney, Denny Sturtevant, Cheryl Schuch, Matthew Van Zetten, Beverly Ryskamp, Yvonne Jackson, Marla Baldwin, Deborah Armstrong

**Also Present:** Jeffrey King (Community Rebuilders), Jan van der Woerd (ICCF), Tracie Coffman (ENTF Director), Jim Talen (HMIS Administrator), Jessica Vail (CoC Coordinator)

**Not Present:** Julie Clossen, Tom Cottrell, Nancy Marshall

1. Call to Order: The meeting was called to order by the Chair, Rebecca Rynbrandt at 8:31 am

2. Approval of the Agenda: Additions to the agenda were made: 6.a. Data Quality Report Received; 7.b. Diversion Proposal; 12. HMIS Joint Governance Charter MOU. MOTION to approve amended agenda by Beverly, seconded by Shannon. All in favor, motion passed.

3. Approval of the Minutes

a. MOTION to approve the August 19, 2016 minutes by Matthew, seconded by Karen. All in favor, motion passed.

4. Public Comment on Agenda Items: None

5. Consent Agenda Items: None

6. Petitions and Communications

a. Data Quality Semi-Annual Monitoring Report was distributed and reviewed. Highlights are that the numbers have improved. MOTION to approve submission of the report by Beverly, seconded by Cheryl. All in favor, motion passed.

7. Presentations

a. Youth Demonstration Project: Staff explained what has been learned regarding the Youth Demonstration Project to Steering and the conversation regarding it that occurred in the Youth Provider meeting earlier in the week. The committee feels strongly about applying and given the CoC size and history of collaboration in the community, the odds seem good. The application process will be a significant undertaking, however. A group is watching the HUD webinar together at Arbor Circle, staff will share the invite with Steering.

b. Diversion Proposal: Jeffrey King and Christina Soulard

Lisa Cruden of Family Promise was planning to present with this group but was unable to attend this date. She was able to contribute to the information that will be presented.

Background: Currently when families present for shelter and it is full, HAP is limited in the type of support that is available. Diversion funding would allow to provide more assistance in helping families without them needing to enter the homeless system fully. A smaller group broke out of the larger group meeting around family shelter space to develop a proposal for diversion services. They have spoken with funders about process and timing and need to move quickly, although there are still details to work out collaboratively. The group is looking for support from this body on the collaborative effort to move forward and apply.

Discussion: Need to have a component that allow for evaluation such as, outcomes—did this person enter the homeless system again? Many communities have looked at safety as the first concern, and diversion is considered successful if people don't re-enter in four months. Preventing entry to the system is the success. This is set to give brief, individualized resources. It requires a good screening process to ensure diversion is catching the right families. Consumers would have to elect in to diversion at the front door. Any agency that wants to have diversion specialist would be able to be part. There have been preliminary conversations about the Salvation Army being the applicant given their experience and capacity to distribute funding. The process for a consumer starts at 2-1-1 phone call, then goes to a call at HAP, if the person identifies that they are open to diversion. Collaboration comes after the screening at HAP, they refer people to whatever agency has an available Diversion Specialist. The group would like to see an evaluation piece where people can tell us how they felt it went, part of the design would incorporate soliciting consumer feedback. This group has been working with DHHS to expedite the application for State Emergency Relief (SER) funds.

Summary: Need a motion to allow moving forward in seeking funding; Steering will expect to see a finalized diversion plan next month that has a strong evaluative component, MOTION by Laurie to approve this group seek funding for the proposal seconded by Marla. All in favor, motion passed.

#### 8. LIHTC Endorsement Requests

a. ICCF: Presenting project for 501 Eastern, 66 units to 65, this has been submitted three times previously, but there was a change in the number of units, so it needed to come back to CoC to update. Proposed to have 2 buildings, with ground floor live work units. 17 units for PSH for homeless youth. Applicants will be identified at HAP, BCS commits to 16 hours minimum on site each week. MOTION to support the applicant by, Laurie, supported by Shannon, all in favor, motion passed.

b. Genesis: Last round this project was approved for vouchers. However, it was thrown out of the process for environmental concerns because they were outside the 100 year flood plain but not the 500 year flood plain. Since then, Genesis has increased the number of very low income units. Target population is persons with a disability, do not need to be homeless. MOTION to support by Hattie, supported by Laurie, all in favor, motion passed.

#### 9. Approval of Policies Deferred from August 12 Meeting

a. Reallocation Policy: There is a motion on the floor from the last meeting to approve the updated Reallocation Policy by Matthew, with support from Erin. Since then, the policy with additional updates has been shared via email with the committee. No further discussion. All voted in favor, motion passed.

10. MI 506 Project Priority Listing and CoC Application Approval

a. MOTION to approve the Project Priority Listing and CoC Collaborative Application by Karen, seconded by Laurie. All in favor, motion passed. Abstained from the vote: Matthew Van Zetten, Vera Beech, Deborah Armstrong, Erin Banchoff, Hattie Tinney. Denny Sturtevant was absent at this time and Christina Soulard's seat is not yet a voting one.

11. MSHDA ESG Budget Approval

a. MOTION to approve the budget as recommended by Funding Review by Beverly, seconded by Cheryl. Discussion: MSHDA does cap various items at specific percentages. The HMIS funding on this budget would be to pay for staff time in HMIS entry and maintenance since staff time in this budget is limited. Steering feels it is time to have more conversation about strategic use of ESG in the system since the county ESG was cut. At Funding Review Outreach was also discussed and how we better outline what that is and does. Reminder that we need to think of services at HAP as a direct service to consumers.

All in favor, motion passed, with abstentions from Erin Banchoff, and no vote from Christina Soulard.

12. HMIS Joint Governance Charter

This is an update to an agreement that has been signed for many years. MOTION to approve the Chairperson sign this agreement by Vera, seconded by Shannon; all in favor, motion passed.

13. Any Other Matters:

a. Steering Council would like to see a presentation on how the Coordinated Entry system works in relation to consumers for next month.

b. Cornhole Tournament: Community Rebuilders and United Way have an event this Saturday to raise money for ending Veteran homelessness. Staff will send via email.

c. Reminder to all to "like" the Coalition Facebook page. Staff just received the log on to the old Coalition FB page and will be able to shut it down.

14. Adjourned: 9:53am