



STEERING COMMITTEE MEETING MINUTES

December 15, 2017

8:30-10:00am

Facilitator:	Karen Tjapkes		
Meeting Attendees:	Karen Tjapkes, Shannon Bass, Christina Soulard, Laurie Craft, Beverly Ryskamp, Tom Cottrell, Lauren VanKeulen, Jeffrey King, Lisa Cruden, Hattie Tinney, Matthew VanZetten, Erin Banchoff, Rebecca Rynbrandt, Kwan McEwen Also Present: Deanna Rolffs, Cheryl Schuch, Amber Troupe, Tim Beimers, Nancy Oliver, Kenya Brown, Matt Kuzma, Bree Butler, Wende Randall, Jessica Vail Not Present: Julie Clossen, John Wynbeek, Dennis Sturtevant, Erin Crison, Brandi Sones		
Time Convened:	8:37	Time Adjourned:	10:04

Approval of Agenda			
Motion by:	Matthew	Support from:	Shannon
Discussion			
Amendments			
Conclusion	Motion Passed		
Approval of Minutes			
Motion by:	Christina	Support from:	Tom
Discussion			
Amendments	Any other matters: change wording of “decisions are being made immediately” to – “there will be opportunities for other input”		
Conclusion	Motion Passed with amendment		
Approval of Consent Agenda			
Motion by:	Shannon	Support from:	Tom
Discussion			
Amendments			
Conclusion	Motion Passed		
Public Comment			
Discussion			
None			
MI Dept. of Health and Human Services (DHHS) Emergency Shelter Program (ESP)		DHHS Staff Amber Troupe; Tim Beimers	
Discussion	<p>The MI Dept. of Health and Human Services (MDHHS) has administered the Emergency Shelter Program (ESP) since its inception in 1991. ESP is operated statewide and provides funding for emergency overnight lodging to households experiencing homelessness in Michigan. The Salvation Army Eastern MI Division (TSA) manages the ESP on behalf of MDHHS. MDHHS has spent a lot of time studying the best practices of shelter operations nationally and tried to incorporate those in its work.</p>		



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In 2015 the Michigan Homeless Action Council was formed. The goal was to have a diverse geographical group represented and have a mix of those funded and not funded by ESP present. There are 2 Kent County representatives on the MHAC.

One of the accomplishments of the MHAC was assisting in the development of a new allocation formula for the ESP. This is a need based formula used to determine ESP funding allocations to each region of the state. 30% comes from the regional poverty rate in the US Census, 30% comes from the regional population from the US Census, and 40% comes from the literally homeless rate from HMIS. Moving to this formula meant a huge shift which caused both negative and positive outcomes. One positive outcome is that Region 4 now receives about 1 million more in funding than previously. Unfortunately, one negative outcome is that the funding can now only be spent specifically for shelters and that may not reflect best practices or identified gaps for Kent County. Another change was a per diem increase going into effect FY 18, it increased from \$12 to \$16 per night per bed. The MHAC helped format the application, every ESP funded organization both previous and new had to apply. There were 120 applicants, 102 were funded this year statewide. Kent County increased from two funded providers to five.

ESP is putting more emphasis on low barrier shelter practices and they are committed to supplying training and technical services to achieve this.

ICCF and HAP have historically received ESP funding. Around 2007, ESP launched a prevention pilot with HAP. Less than \$10,000 of the prevention funding was used for motel services. In the summer of 2016, \$58,200 was provided to assist with meeting the family shelter need in Kent County via motel stays. In addition, \$242,000 was provided to assist with administration/infrastructure costs. After 2016 it was decided to close the pilot, so the funding would align with ESP funding statewide. Motel funding will be available ongoing. After October 1st, 2017 the administrative support funding will continue at a reduced rate until September 2018. In Kent County, Mel Trotter, Degage, Community Rebuilders, Salvation Army and ICCF receive funding for a total of about \$939,799. There are requirements to receiving this funding. All regions in the state are meeting with ESP staff. The meetings are focused on ESP funding, but anyone is welcome to attend. Low barrier and not requiring sobriety for entry are considered a minimum standards for funded shelters.

Questions/Comments:

The formula will change every three years. Because this is the first change in 26 years, changes were more pronounced.

Funding is strictly for motel services or shelter per diems i.e. shelter expenses, nothing else.

One comment noted that nationally the trend is to move away from increasing motel and shelter and inquired why this funding is not being used for permanent housing or a more sustainable solution.

Kent County has need for funding in other areas that could have benefited from the extra funding.

The reply from DHHS was that ESP is the single largest funder of emergency shelter in Michigan and there is still a need for shelters, since they act as a point of entry, there always will be.

There was concern expressed around what funding focuses should be to better work towards ending homelessness. There was expressed interest in having the interagency council involved and a statement that a one size fits all funding system is not the best in Michigan with such varying communities. We are very thankful for aid given, but believe it could be better and the hope of the committee is that the representatives here today take that message back to their leadership.

One suggested work around from the DHHS representatives to covering building costs is if a shelter



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was given an increase of \$12 to \$16 per diem raise, they could technically use the extra \$4 for building costs.

One comment regarding the lack of capacity added by this funding increase is that Kent County has more than 100 families on wait list and there is limited shelter space being created with this funding. The DHHS representatives made clear that right now there is a shelter need in every county in the state, and the request for funding was much higher than what was available. There were applications that couldn't be approved and other organizations that couldn't meet minimum requirements. They also stated that funding can be pulled anytime from shelters that don't meet their minimum requirements.

One comment was that with a 400% increase in funding for FY 18 the CoC and MDHHS should study the data to learn how the funding increase is realized in the community; if additional capacity is created elsewhere, if people move into housing more quickly and frequently.

Conclusion

Petitions and Communications

Jesica

Discussion

Annual Steering Orientation meeting is coming up, committee members will be sent an email regarding scheduling a date and time.

Point in Time Count

Jim

Discussion

The Point in Time planning group has met twice and will continue to meet until January 31st, the date chosen for PIT count day. The group has made a push to try to break down barriers to get more into shelter. There have been significant changes at the Mel Trotter Ministries shelter to help get more sheltered. It is hoped that the unsheltered number which went up 15% last year will be down this year.

Contractor Updates

Jesica

Discussion

- a. Coordinated Entry Evaluation
Executive Committee talked about the diversion intake process, see if there are overlaps or synergies with the RFP process to decide if it should be included in the 360-degree evaluation. The goal is to use the money most efficiently. It needs to be clear what would be covered in the "Coordinated Entry Evaluation". It was explained that the evaluation wanted to cover the functional aspects of Coordinated Entry, the idea of looking at the Diversion component is where the idea of adding CQ came from. It was general consensus that Diversion and Coordinated Entry are too separate to be covered under one evaluation and will most likely not be covered by this RFP.
- b. CSH Report
Jim and Jesica met earlier this week with the group convened to fact check and went over the CSH numbers and their validity. This was extremely helpful to put the report in the appropriate framework. There are limitations on how dynamic this report can be. The next



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step is to get the comments and information gathered at that meeting to the contractors and get it integrated into the report.		
Public Policy Statement Draft		Jesica
Discussion		
A draft Legislative Agenda was presented today to demonstrate a framework that may be used as a community hand out in the future. Priorities details any items that require immediate attention. Monitor details any issues that may need monitoring in Kent County. Collaborate is a section for common interest with other systems, coalitions, and counties. All feedback is encouraged, please email Jesica. Once feedback has been received, Executive Committee will make the necessary changes. Nothing will be sent out or handed out with approval from the Steering Committee first.		
Action Items	Person Responsible	Deadline
Jesica to send out electronic version of draft out to the Steering Committee		
Other Matters		
Network 180 is facing a difficult financial situation, they are facing a revenue issue of a deficit of about 10 million dollars. There were reimbursement changes in Medicaid last year that resulted in this difficult situation and there will have to be cuts for Network 180 continue to run. Network 180 is currently working with the County to try and build an action plan. This is a statewide problem, Region 4 has about a 20-million-dollar deficit and similar experiences are being felt across the state. There is a meeting planned on Thursday with legislators to address the statewide problem.		
Public Comment		
Cheryl Schuch commented on the MDHHS presentation regarding ESP. She stated that she felt the information was very helpful and there is no one size fits all solution, also that conversation is encouraged. She is very thankful for the reallocation of funds from ESP, there is a shelter crisis across the state. There are zero other CoC dollars, so the shelter system has tried to be creative. She stated that Family Promise is doing RRH. She wants to think bigger than bed count and talk about creative housing options. Committee comments regarding that: If organizations are doing RRH, that information should be entered into HMIS. Data also needs to be seen to show what funding ESP has given and where it has gone and what effects it has had. It may be a useful to verify what additional ESP would aid and if they could release RRH funding.		
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Motion by:	Shannon	Support from: Beverly