



**Executive Committee  
MEETING MINUTES**

June 5, 2018 ♦ 10:00-11:30 A.M.  
United Way – Steelcase Room

Facilitator:	Lisa Cruden		
Meeting Attendees:	Lisa Cruden, Nancy Oliver, Erin Banchoff, Jeffery King, Michelle VanDyke, Wende Randall, Kyle Johnson. Invited Guests: Pam Parriott, Mark Woltman, Karen Tjapkes, Rebecca Rynbrandt, Denny Sturtevant. Also, a number of public attendees were present.		
Time Convened:	10:03	Time Adjourned:	11:30

<b>Approval of Agenda</b>			
Motion by:	Erin	Support from:	Lisa
Discussion	Jeff has stated that there are some deep concerns with the alleged data breach and code of ethics violations.		
Amendments	7. Time for public comment 1-2 minutes/ Budget talks tabled		
Conclusion			

<b>Approval of Minutes</b>		<b>May 14, 2018</b>	
Motion by:	Jeff	Support from:	Nancy
Discussion			
Amendments			
Conclusion			

<b>Homelessness Action Letter</b>	
Discussion	
<p>Lisa introduced the meeting. The recent letter put out by Mr. Jones and the response letter created a necessity to open this discussion to the public. Michelle from the United Way and the past three committee chairs are present. Pam Parriott from K-Connect is also present. The meeting is intended for data gathering and information sharing. The CoC is not seeking to employ K-Connect to do any work for the CoC, only to seek information from them. Any recommendations made by Executive will be advanced to Steering, and then to CoC membership.</p> <p>Jeff states that we are in new territory insofar as the breaches from members of the Steering and Executive members. He also states that decisions were also made in back door venues. Nancy responded that the letter was simply there to look at the information and a call to action for the community. She also stated that there were no secret agendas being pushed. Jeff wondered why the signees of the “Homelessness Action Letter” that sit on the Executive Committee did not bring this up at executive and went with this letter. Jeff also alleged that there are individuals who breached the code of conduct ethics at this meeting and they should not make these decisions. He went on to say there is work happening outside this room that was inimical to the decisions made in Executive meetings. Erin agreed with Jeff that there is another agenda coming from outside of the executive committee and the optics of these activities are problematic. Denny stated that there are problems that are systematic within the CoC and there have been contentious times in the past. (Example: The</p>	



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shutting down of emergency shelters, intentions were good, but the execution was problematic). He concluded that this is an opportunity to possibly change how things are done in Grand Rapids.		
Conclusions		
Action Items	Person Responsible	Deadline
<b>K-Connect</b>	<b>Pam Parriott</b>	
Discussion		
<p>K-Connect presented about what K-Connect is and their possible role for the CoC. K-Connect formed in 2012 around collective impact to ensure all children in Kent County have an equitable path to economic prosperity within a network of public and private organizations. K-Connect is an independent 501(c)(3). Pam presented a PowerPoint explaining K-Connect’s process framework. “What is it together that we can agree on and move toward?” is the basic framework for troubleshooting. A five-phase process is used to address a particular issue.</p> <p>Karen said a third-party facilitator needs to be involved. She also stated that we need to follow these HUD regulations for better or for ill. She asked how K-Connect deals with this issue in a regulatory framework. Pam responded that they are the process, not subject matter, experts. She is not overly concerned with the HUD regulations. Denny stated that we are not thinking about the bigger question (HUD regulations versus other sources) and prioritizing populations like POC, families, and LGBTQ+. Karen reminded the room HUD provides a large sum that the CoC cannot afford to lose. Pam was asked how long the planning process takes. She responded up to two years – as determined by the group. Jeff stated the CoC has had issues in the past in terms of the staff and their roles. The CoC is a HUD-centric entity and the other \$20 million can be incorporated in another way. He brought a large stack of regulations so K-Connect can appreciate the onerous process that the CoC must follow regarding HUD regulations. Karen asked K-Connect how they convene organizations and avoid these cliques that engender backroom conversations seen in the CoC. Pam explained that there is transparency in the large group and only when there is agreement, do they move to smaller groups. Rebecca is looking forward to the conversation on how K-Connect is talked through Executive and Steering. Denny is concerned about silencing other voices when the CoC or community moves forward with strategic planning. He suggests the conversation be cast as wide as possible to begin – by encompassing the larger issue of affordable housing. Wende brought up that the Executive has broached the subject on how to move forward with a larger strategic planning process and bringing in the whole CoC for input. Jeff wants to follow the procurement policy and bring this to Steering and the CoC as a whole. The scope of work for the planning process is to be determined. It also remains to be determined whether the CoC strategic planning process is the same or different from the K-Connect process.</p>		
Conclusions		



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Action Items	Person Responsible	Deadline
Bring K-Connect to next Steering meeting- Jeff stated that we are going a little too fast with bringing K-Connect to Steering. Wende wants to extend the opportunity to share ideas for strategic planning. <u>The recommendation is now going to Steering with how they want to move forward with strategic planning. If Steering wants to hear form K-Connect offer a meeting prior to the full CoC June meeting.</u>		
<b>CoC Staff Update</b>		<b>Michelle</b>
Discussion		
Emily is temporarily filling Jessica’s role and Paul is now taking care of all grant responsibilities. There is no current solution for HMIS administration. Sierra remains in place for “HMIS support desk.” The HMIS Administrator and CoC Program Manager positions will be posted. Job descriptions will be provided for Steering review prior to posting. Jeff expressed disappointment in the termination of Jessica and Angela. Jeff also stated that Community Rebuilders has 20 years’ experience with HUD applications and offers any guidance and advice moving forward.		
Conclusions		
Action Items	Person Responsible	Deadline
Include job descriptions in the Steering Council agenda packet.	Kyle	
<b>Steering Council Meeting- June 15</b>		<b>[Presenter]</b>
Discussion		
Michelle - Alleged privacy breach Jeff - Loss of funding for MSHDA ESG Pay for Performance needs to be discussed and on the agenda. Wende - 2018-2019 CoC budget		
Conclusions		
Action Items	Person Responsible	Deadline
Distribute 2018-2019 CoC budget	Wende	
<b>Public Comment</b>		<b>[Presenter]</b>
Discussion		
Laurie Craft, Grand Rapids Community Foundation, CTEH Steering Committee: Agrees there are issues and not new. She strongly disagrees with the way things were handled, lack of transparency, and the unethical behaviors she sees. Also, she had no knowledge of the data breach and would call		



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for all people that signed the “Homelessness Action Letter” letter on the Executive Committee to resign.

Janet Irrer, MSHDA: Expressed concern about the set-up of the room.

Vera Beech, Community Rebuilders: The CoC has ethics standards that need to be followed

**Conclusions**

Action Items	Person Responsible	Deadline