



## CoC Youth Committee MEETING MINUTES

March 1, 2019

9:00-10:30am

Facilitator:	Courtney Myers-Keaton		
Meeting Attendees:	Julie Cnossen, Kendra Avila, Pam Spaeth, Ashley Pattee, Anna Diaz, Lauren VanKuelen, Shandra Steininger, Noelia Garcia, Rebecca Diffin, Arielle Goodson, Lisa Cruden, Regina Archie, Shannon Vinson, Tiffany Clarke, Lesly Johnivan, Brittani Barkley, Stephanie Myers, Samantha Pennington, Catherine LaPorte, Courtney Myers-Keaton, Brianne Czyzio,		
Time Convened:	9:35	Time Adjourned:	11:10

<b>Introductions</b>			
<b>Approval of Agenda</b>		<b>March 1, 2019</b>	
Motion by:	Lisa Cruden	Second:	Julie Cnossen
Discussion			
Amendments			
Conclusion	All in favor by acclamation with no dissent		
<b>Approval of Minutes</b>			
Motion by:	Lauren VanKuelen	Second:	Sam Pennington
Discussion			
Amendments			
Conclusion	All in favor by acclamation with no dissent		
<b>Committee Structure</b>			
Discussion			
<p>There has been discussion about how lead agency and chair interact for a population specific committee. Conversations at Steering Council were to clear up some of the confusion. A chair is charged with moving the work forward, and if a NOFA or other funding opportunity is released, then the lead agency would be decided for that funding source. The chair would continue to move work forward, working closely with the lead agency. Both will be guided by the group's consensus. Steering voted that the lead agency of a committee and the chair do not have to be the same, but it is fine if they are the same, unless mandated by the funding source. Ending Veterans Homelessness Committee decided that the chair and lead agency would be the same because of all the requirements in the NOFA. RFQ process will determine lead agency if/when a NOFA is released. Last year, it was decided that Arbor Circle will be the lead agency for 12 months. But this was never specifically voted upon by Steering or Executive. For Arbor Circle, it was decided that whether or not the community receives funding, they would be lead agency for 12 months until another RFQ happens.</p> <p>It was noted that having lead agencies coming in and out could create confusion. Plus, if the chair changes every year, that may not be good for relationship building with youth. By keeping it separate, it allows the committee to drive the work forward in the community. Another concern, is that if multiple funding streams become available, is the lead agency/chair, if they are the same, would be responsible for managing all those funding sources. If this group is being requested to elect officers, then Steering needs to provide descriptions for those positions. For most committees, this is not a</p>			



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discussion because there is not lead agencies. The description of the lead agency is often defined in the NOFA. Steering talked about using generally understood guidelines from Robert’s Rules for chair, vice chair, and secretary. It would be helpful to have some type of description so that everyone knows what they are signing up for.

Conclusion: Lauren moves that Youth Committee holds a vote during the April meeting, pending draft descriptions and following already established nominations process used for Steering Council nominations. A communication will be sent out so all committee members know when the group will be voting. Descriptions will also be provided to youth Action Board so that members are be able to get involved if they are interested. Pam seconded. In in favor by acclamation with no dissent.

Action Items	Person Responsible	Deadline

### HAP – Functional Zero Page: Report Out

#### Discussion

During the Voices of Youth count, youth who completed the TAY assessment were identified and put on a by-name list. Youth were screened and prioritized based on vulnerability. There was about a month when reach outs were happening. What was lacking is information on how data is reported out to ensure that connections are being made, how information is shared with youth, and how many youth are on the list. From there, this group can dig into length of time on the list.

Youth by-name list: There are currently 41 (unduplicated) youth that are on there. 31 are category 1, 10 are at-risk (category 2). 16 are unsheltered, 15 are in shelter. They used the TAY-VI-SPDAT, but no one is currently using this, HAP uses the VI-SPDAT. There are many more youth on other lists who have never completed a TAY. During the VoYC, there were 18 youth referred to programs. Some are now unreachable. About 50% of the total were not able to be contacted, even though there was a lot of work done by different organizations to do outreach. As a group, this is space where we can do better for the community’s youth. This ties into coordinated entry in the youth space. This could be an opportunity for the group to do case conferencing on a weekly basis. Housing resources, outreach resources, drop-in places, and HAP could come together and look at what resources can go to which youth, who has a relationship and can reach out to the youth.

There is not one solution, it is a larger conversation about the Coordinated Entry system. For example: How are youth who are coming into youth being added? Are they? How does the scores from the TAY-VISPDAT and VISPDAT compare? How does it look for youth when they come into HAP? Youth that come in are completing the VI-SPDAT and are put into the general waiting list. Most resources in the community go to chronic individuals and families. HAP is willing to take on doing the TAY assessment. HAP does not have housing resources, and if no resources are coming into central intake, then the singles prioritization list just keeps growing. The system could be more robust. Part of expanding coordinated entry for youth is that making sure all youth providers are invested in the work. Courtney can provide information about how coordinated entry works in communities around the country through email following this meeting.



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### **Workgroups:**

- Coordinated Entry: Will look how to improve the system and make it more accessible for youth.
- Discharge Planning: Will look at policies for youth who are aging out of foster care, adult and juvenile systems, and health systems.
- Resource Capacity & Housing First: Will look at what resources are available that can house youth and how to coordinate resources that are available. Case conferencing could fall here. .
- Data/HMIS: Will look assessment, how youth are entered into system, and the outcomes. How does the group align different data sources to develop a more comprehensive picture? What does success look like? Evaluation could fall under this. Through YHDP, all projects need to use HMIS. This could also help move the youth count forward.
- Youth Count – needs to be connection with schools

Unspoken expectation is that there is a lot of teamwork happening between the groups. This is an opportunity for everyone to have a voice and to bring more to the table. The meetings become report-outs of the work that committees are doing. Also, the committee needs to look at infrastructure pieces and getting workgroups assigned, as well as onboarding folks as they join the committee.

Conclusion: Julie moved that the above groups form. Lauren seconded. All in favor by acclamation with no dissent.

Action Items	Person Responsible	Deadline
Email workgroups that have been created to all committee members	CoC staff	
<b>Future Meetings</b>		
Discussion		
Meetings will be the fourth Friday of each month from 9-11:00am.		
Action Items	Person Responsible	Deadline
<b>YHDP – Traverse City Visit</b>		
Discussion		
Traverse City was awarded the YHDP in the first round, they are coming to talk with this group about what they have been doing on March 6 <sup>th</sup> at United Way from 12-1:30. Come prepared with questions or send questions to Lauren and Courtney ahead of time.		
Action Items	Person Responsible	Deadline
<b>Agency Updates</b>		
Discussion		
PineRest is creating a program for those who have aged out of foster care. They plan to open the doors in July, they received grant funds from the Masonic Temple.		
Action Items	Person Responsible	Deadline