



STEERING COUNCIL MEETING MINUTES

March 20, 2020

8:30-10:30

Facilitator:	Casey Gordon		
Meeting Attendees:	<u>Steering members present:</u> Adrienne Goodstal, Alonda Trammell, Amanda Tarantowski, Casey Gordon, Cathy LaPorte, Cheryl Schuch, Elizabeth Stoddard, Erin Banchoff, Hattie Tinney, Karen Tjapkes, Rebecca Rynbrandt, Susan Cervantes, Thomas Pierce, Victoria Sluga, <u>Steering members absent with notification:</u> Shannon Bass, Scott Orr <u>Steering members absent without notification:</u> Brianna Lipscomb, Kwan McEwen, Lauren VanKeulen, Shontaze Jones, Tom Cottrell <u>Community Members:</u> Connie Bohatch, Rosalynn Bliss <u>Staff:</u> Courtney Myers-Keaton, Brianne Czyzio Robach		
Time Convened:	8:38	Time Adjourned:	10:11

Approval of Agenda		March 20, 2020	
Motion by:	Karen	Support from:	Cheryl
Discussion	Courtney asked the group to consider which items are time sensitive as she anticipates the COVID-19 updates will be a lengthy discussion. The Coordinated Entry grant update is time sensitive if Steering is looking to appeal. ESG Prevention Management Funds is important for process to continue to move forward.		
Amendments	Cheryl moves to strike Consultant Recommendation and HMIS Lead Agency. Adrienne support.		
Conclusion	All in favor, motion passes.		
Approval of Minutes		February 28, 2020	
Motion by:	Karen	Support from:	Becky
Discussion			
Amendments	<ul style="list-style-type: none"> - Coordinated Entry Grant Discussion should specify that work on the ground will not be impacted as <i>FY2017 funds</i> have not yet been expended. - CoC Program Monitoring discussion should specify that <i>grant agreements</i> and quarterly <i>eLOCCS</i> screenshots will be requested. 		
Conclusion	All in favor, motion passes.		
Approval of Consent Agenda		March 20, 2020	
Motion by:	Karen	Support from:	Cheryl
Discussion			
Amendments			
Conclusion	All in favor		
Public Comment on Any Agenda Item			
Discussion	None.		
Petitions and Communications			
Discussion	None.		
COVID-19 Updates			



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Discussion

Courtney previously updated Steering via email regarding the situation. Currently, there are meetings twice a week with housing/shelter providers and the Health Department. Courtney is serving as the liaison between providers (each agency was asked to designate a point of contact), the health department, Kent County and City of Grand Rapids emergency operations center. Conversation has focused on innovative ways to maintain social distancing in a shelter space, screening protocols, and supply needs. Conversations will continue with City of Grand Rapids and Kent County officials around providing space for those who need to be quarantined or isolated while ensure trauma-informed care.

Adrienne shared that Mel Trotter has been tapping onto best practices and instituted temperature checks for all staff and guests and developed a three-prong response protocol. She noted that spring is time of transition as the weather gets warmer and many move out of the shelter. Health Department guidance regarding masks indicates that staff should use masks when doing temperature checks and when taking care of someone who is ill.

Becky asked if there is guidance from the Health Department for those in encampments. There is not guidance yet, Courtney will bring this request to the Health Department. StreetReach is a resource and is still triaging and providing support. Courtney will connect with outreach staff regarding changes in operations.

Any are welcome to join the housing and shelter provider calls on Mondays and Thursdays at 10:30am. Register at: <https://attendee.gotowebinar.com/register/318476147609168653>

Coordinated Entry, diversion, prevention, and Rapid Re-Housing (RRH)

Cathy shared that HARA staff are working remotely. Referrals are being sent to agencies that provide them. Intake specialists are taking calls regarding prevention/evictions. They have halted Eviction Prevention (EPP) representation at the courthouse and are trying to work over the phone with landlords.

Diversion: most clients are calling with questions. Staff is at full capacity for diverting/sheltering. Currently, there are a lot of doubled up families, who would likely be asked to leave the host site if they begin showing symptoms. Staff are helping them navigate health department resources.

Coordinated Entry (CE): if the community needs to move folks out of shelter, there was a question around whether it would be possible to prioritize those who need to move out of shelter to maintain social distancing. Cathy noted that TSA is flexible and will act on whatever Steering decides. Conversation around hoteling or a different space. Hotel costs cover paper products, cleaning, meals, and other services. In past conversations with colleges and universities, agencies ran into legal and insurance barriers.



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Alonda noted for their PSH at Harrison Park, second party verification from Friend of Court and employers has been a barrier to move-in. A directive would have to come from MSHDA to allow people to move in prior to verification.

Evictions:

63rd District adjourned everything that is not a criminal matter until May.

A Supreme Court order stops in-person hearings until April 3, but video/tele conferencing is allowed. Different courts may react differently to cases on the pipeline. Karen noted that for judgements already entered, writ of evictions may still be entered. Karen will work to develop talking points. Advocacy for an eviction moratorium on HUD properties is in place.

Cathy noted that they have not heard definitive plans from EPP and housing partners, previously they heard that partners were moving forward to filing by mail. Hattie noted that ¾ of Grand Rapids Housing Commission clients are Section 8. Eviction proceedings would be up to individual landlords. For their properties, they have suspended eviction action until sometime in May.

Courtney will bring the potential of a shelter in place to the conversation. It was noted that agencies may not have staff capacity for sheltering in place and may need to seek additional support from the City of Grand Rapids and Kent County.

Action Items	Person Responsible	Deadline
Connect with Health Department around guidance for those staying in encampments	Courtney Myers-Keaton	
Connect with outreach agencies regarding changes in operations.	Courtney Myers-Keaton	

MSHDA ESG Homelessness Prevention Management Funds

Discussion

The CoC was notified of additional funds available for homelessness prevention case management in early March. To select a subgrantee, an email with a proposed RFQ process and timeline was sent last week with an ask for approval. Following Steering's approval, an RFQ was issued. Proposals are due Monday (3/23) at noon. Courtney will be working to convene Funding Review Committee (FRC) to review proposals and develop a recommendation. Expect a request from an email vote on FRC's recommendation by the end of next week. MSHDA will be notified by April 1.

Action Item	Person Responsible	Deadline
Convene Funding Review Committee to review	CoC Staff	
Request email vote on FRC's recommendation	Casey Gordon	

CE Grant Updates

Discussion

Courtney has been in conversation with HUD to discuss this topic further. Tier 1 and Tier2 awards were announced. All projects applied for were awarded aside from the ICCF DV bonus project and CE award. This likely means that the \$210,000 will not be included in the community's Annual Renewal



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Demand (ARD), but we will not know for sure until NOFA is released. HUD is framing this as a recapture, but this is not in alignment with previous communications.

Salvation Army (TSA) will continue to push forward to amend the grant agreement and develop a plan for how to expend the funds. Community-wide conversation will likely be important when developing an expenditure plan.

Thus far, most conversation with HUD has been through email. Appeals to HUD need to be submitted by April 27. TSA is taking the lead on conversations with HUD; Courtney can provide support as funds support the community. Agreement to support filing an appeal. Courtney will reach out to TSA and ask to collaborate to go through appeal process.

Action Item	Person Responsible	Deadline
Collaborate and support TSA through the appeal process	Courtney Myers-Keaton	

Any other Matters by Steering Members

Discussion

KCCA is holding a TEFAP food distribution on Thursday, the 26th from 1-6 as a drive thru/walk up with all distancing precautions. Items will include shelf stable food, freezer food, and fresh food. The flyer will be shared widely.

Elizabeth asked about March Steering Calendar items and items stricken from the agenda. Anything that was not time sensitive will be tentatively added to the April agenda. CoC asked committees to cancel/postpone meetings in March. Staff/chair can make the recommendation for committees to work remotely or determine whether there are any time sensitive matters

Data Analysis will plan on meeting virtually in March. They will review the preliminary annual count and preliminary PIT Count. To keep an eye on these measure as the NOFA will likely be available soon.

Public Comment on Any Matter

Discussion

None

Adjourn

Motion by: Cheryl

Support from: Adrienne