



**CoC MEMBER MEETING
MEETING MINUTES - DRAFT**

February 25, 2021
9:30-11:00am

Facilitator:	Karen Tjapkes		
Meeting Attendees:	<p>Casey Gordon (Kent ISD), Kathy Besaw (Genesis), Hattie Tinney (Grand Rapids Housing Commission), Dave Gantz (Pine Rest), Adrienne Goodstal (Mel Trotter), Sherrie Gillespie (KCCA), Jeffrey King (Community Rebuilders), Lisa Cruden (Family Promise), Hayleigh Deur, Elizabeth Stoddard (Fair Housing Center), Joe Olwig (Mission Matters Group), Karen Tjapkes (Legal Aid), Melissa Hoesee (Fountain Street Church), Abby Seaser, Alisa White, Annemarie McEiheny, Audrey Hutchinson, Becky Diffin (YWCA), Bill Stapleton, Catherine Landers (North Kent Connect), Cathy LaPorte (Salvation Army), Cecilia Rush (VA), Dan Lee, Dorian Williams (Mission Matters Group), Doug Booth (HealthNet), Erin Banchoff (City of Grand Rapids), Emily O'Brien (Salvation Army), Gayle Witham (VA), Irene Kim, Mike Waldron (HOT), Kim (HOT), Dreyson Byker (Community Member), Jameela Maun (Community Rebuilders), Jeffrey King (Community Rebuilders), Jenn Boerman (Grand Rapids Housing Commission), Jennie Compagner (Hope Network), Jinnifer Ortquist, John Wynbeek (Genesis), Julie Cnossen (Arbor Circle), Katie VanHevel (Alternative Directions), Lauren VanKeulen (AYA Youth), Lindsey DeShetler (Salvation Army), Laurie Morse-Dell (GLIDE), Lee Nelson Weber (Community Member), Lyndsey Schab (Alternative Directions), Marcia Patrick (Senior Neighbors), Mary Vann (City of Grand Rapids), Maureen Kirkwood (HealthNet), Melissa Barnes (InterAct), Crystal Nance-Panek (Community Member), Nicole Beagle (MSHDA), Nicole Palmerton, Patrick Buhay (Community Rebuilders), Bryan Holt (Pine Rest), Paul Lobsiger (Hope Network), Rachel Guikema, Shaun Lee (Mission Matters Group), Tammy Yeomans (Community Member), Tammy Britton (City of Grand Rapids), Tom Mulligan, Wende Randall (ENTF), Zach, Monica Light (Flat River Outreach Ministries), Wanda Couch (Grand Rapids Housing Commission)</p> <p>Staff: Courtney Myers-Keaton, Brianne Czyzio Robach</p>		
Time Convened:	9:33	Time Adjourned:	11:01

Approval of Minutes		December 17, 2020	
Motion by:	Lauren VanKeulen	Support from:	Adrienne Goodstal
Amendments	None		
Conclusion	All in favor, motion passes.		
2021 Executive Committee			
Discussion			
<p>Karen introduced the 2021 Executive Committee members:</p> <ul style="list-style-type: none"> - Chair: Karen Tjapkes of Legal Aid of Western Michigan - Vice Chair Lauren VanKeulen of AYA Youth Collective - Secretary: Adrienne Goodstal of Mel Trotter Ministries - Treasurer: Erin Banchoff of the City of Grand Rapids - Member at Large: Elizabeth Stoddard of the Fair Housing Center of West Michigan 			



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Strategic Planning: Introduction and Overview		
Discussion		
<p>In late 2020, the CoC released a Request for Qualifications to select a consultant to facilitate the CoC through a strategic planning process. Mission Matters Group was selected due to their extensive experience with strategic plan development and with CoCs. Shaun Lee, Joe Olwig, and Dorian Williams are in attendance today to share more about themselves and the strategic planning process. They asked the group to reflect on and share their 'why' behind doing this work. Reflections include the importance of all members of the community having access to housing, housing as a human right, a desire for an equitable system, and the ability of the community to work collectively to provide housing for all.</p> <p>Mission Matters will be working with the Coalition to develop a 5-year strategic plan and an implementation plan. Their approach has 3 main components: Clarity, People, and Execution. A lens of clarity to ensure shared understanding between all stakeholders, honoring people is at the center of the process, and preparing for implementation throughout the process to ensure the plan is actionable once it is developed. The process starts with a discovery phase through interviews and surveys. In April and May, they will move into developing the plan through multiple rounds of iteration with multiple opportunities for feedback. The third phase, anticipated for June will be adopting the plan and preparing for implementation. The final step is implementation which will also be iterative.</p> <p>They asked the group to share what they think will be most important to ensuring successful development and implementation of the strategic plan. Responses include clear and actionable goals, cross-sector participation, and involvement of those with lived experience.</p> <p><u>Next steps:</u> Mission Matters is currently in the discovery phase, CoC members should continue to submit surveys and participate in interviews. Updates will be shared at the next full CoC meeting on April 29th. If you have any questions or comments to share, contact Joe Olwig at: joe@missionmattersgroup.com.</p>		
Action Items	Person Responsible	Deadline
Breakout Groups		
Discussion		
<p>The group broke into breakout rooms to discuss the strategic planning process and the following questions. Notes were sent to staff and consultants to inform process.</p> <ol style="list-style-type: none"> 1. After listening to the consultants' plans, what are the 3 top priorities that you feel we should be addressing through this process? 2. Do you have any questions and/or thoughts for the Strategic Planning Committee to consider while moving forward with this process? 3. Once a strategic plan is developed by the Coalition, how can we increase community buy-in? <p>Groups shared the following items as important to the strategic planning processes:</p>		



CoC MEMBER MEETING MEETING MINUTES - DRAFT

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9:30-11:00am

- Defining clear roles for all types of organizations and services
- Intentionality with addressing systematic barriers
- Prioritizing those with lived experience in the process
- Looking at evidenced based practices and data driven practices
- A common definition of community when asking community for feedback
- Listening sessions
- Ensuring there is space to have hard conversations
- Conveying a clear and consistent message about the CoC's end goal

Action Items	Person Responsible	Deadline

CoC Updates

Discussion

Funding Updates:

CERA (Coronavirus Emergency Relief Assistance) Funds – It is estimated that the community will receive \$38.5M for rental and utility assistance. United Way will be the fiduciary. KCCA and Salvation Army will be hiring around 20 case workers each to process applications. Conversations continue to ensure a smooth process. MSHDA is developing an online application process. Applications will be available in multiple languages and paper copies will also be available. After all details are finalized, there will be clear messaging around the application process, eligibility, contact information.

The funds are currently being held up in the state legislature as part of the budget negotiations, even though they have been allocated for this specific purpose. 65% of funds must be spent down or committed by September 30th, the longer funds are held up, the less time agencies are able to get funds to community members. There is a good advocacy opportunity. Talking points from MCAH have been shared in the weekly CoC newsletters.

FY2020 CoC Program Funds – All projects were renewed for FY2020. There was not a program competition due to the pandemic. If agencies have not heard from their HUD CDP representative about grant agreements, they should expect to hear from them soon. The Coordinated Entry project discussed last fall was renewed. The CoC's Planning grant amount also increased for FY2020 which increases the amount of match needed. Steering Council and Finance Committee have been discussing ways to increase match funds. There has not yet been news on what the FY2021 Program Competition will look like. Staff are planning and preparing for a 'normal' program competition

CoC Committee Updates:

Staff shared the dates and times of upcoming meetings. Steering Council recently decided to re-engage the Family Homelessness Task Force to address flow through the system for families.

- Youth Committee: Friday, February 26th | 9:30-10:30am
- Family Homelessness Task Force: Tuesday, March 2nd | 10:00-11:00am
- Coordinated Entry Committee: Tuesday, March 2nd | 2:00-3:00pm
- Data Analysis Committee: Thursday, March 11th | 2:00-3:30pm



CoC MEMBER MEETING MEETING MINUTES - DRAFT

February 25, 2021

9:30-11:00am

If you would like invitations for any of these committee meeting, please contact Brianne (brobach@hwmuw.org)

Jeffrey King shared an update from the Ending Veterans Homelessness Committee. The committee completed orientation for new partners in January. They also began interviewing members for the Veterans Action Board. Larger committee meetings are held quarterly, and workgroups meet monthly. Data dashboards also available on Community Rebuilders website. If you are interested in getting involved, contact Jeffrey (jking@communityrebuilders.org) or Anna Diaz (adiaz@communityrebuilders.org).

Built for Zero Update:

This topic was discussed at the last CoC meeting and was delegated to Steering Council. Courtney received positive feedback from other communities around their participation. As a result, Steering Council decided to move forward. Staff will be meeting with Built for Zero staff tomorrow to discuss the process and whether our community is a good fit for this spring's cohort.

Data Reports:

Emergency Shelter Counts:

Courtney overviewed data on the number of individuals and households staying in emergency shelter since the onset of the pandemic. She noted that flow through the system has stagnated in some places. Providers have shared that has been difficult for households to find available affordable housing and to access natural supports. Staff and providers are working to address issues related to flow, especially in the family space. Staff are hoping to engage with landlords through those who already have existing relationships in the next month. If you are interested in participating with the outreach campaign to landlords, please connect with Courtney (cmyers-keaton@hwmuw.org) or Brianne (brobach@hwmuw.org).

Coordinated Entry Report:

Each quarter, Salvation Army's HAP develops a report with the number of calls and referrals from that quarter. In Q4 of 2020, HAP received 3839 calls, the majority of which were call back inquiries or updates. They are hoping to update the format of this report over the next few quarters.

Draft FY2020 System Performance Measures:

The draft system performance measures are for October 1, 2019 – September 30, 2020. Measures will be submitted to HUD and finalized by HUD over the next few months. The draft measures do not include numbers from the prior fiscal year, but staff will request these numbers and share an updated draft report in the CoC newsletter once available.

Draft PIT Count Numbers

Draft numbers from HMIS, domestic violence agencies, and the unsheltered count show 969 individuals experiencing homelessness in Kent County on the night of January 27th which is an increase from 2020 numbers. Numbers still have to go through several data quality checks before being finalized and approved by HUD. This year's unsheltered count was observational which is a change



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from the survey-based approach that has been used in previous years. Unsheltered numbers lower than expected, especially based on a count this summer which identified over 100 individuals staying outside in the City of Grand Rapids. Winter weather and the removal of an encampment site downtown in December after which some folks moved into shelter and others may have moved to avoid being displaced again may be leading to lower unsheltered numbers.

Action Items	Person Responsible	Deadline
Community Partner Announcements and Updates		
Discussion		
Elizabeth Stoddard shared that the Fair Housing Center of West Michigan will hold its Fair Housing Workshop Series virtual this year on April 22, 2021 featuring a keynote from George Lipsitz. Learn more at: http://www.fhcwm.org/lws		
Adjourn		
Motion by:	Tammy Yeomans	Support from: Cathy LaPorte

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