



STEERING COUNCIL MEETING MINUTES

February 19, 2021

8:30-10:30

Facilitator:	Karen Tjapkes		
Meeting Attendees:	<u>Steering members present:</u> Tom Cottrell, Cheryl Schuch, Rebecca Rynbrandt, Casey Gordon, Karen Tjapkes, Elizabeth Stoddard, Melissa Barnes, Erin Banchoff, Susan Cervantes, Heather Bunting, Scott Orr, Cathy LaPorte, Alonda Trammell, Lauren VanKeulen, <u>Steering members absent with notification:</u> Adrienne Goodstal, Victoria Sluga, Amanda Tarantowski <u>Steering members absent without notification:</u> <u>Community Members:</u> Michelle VanDyke (HWMUW), Kevin Doyle (HOT Team), Jessica Johnson (HOT Team), Wende Randall (ENTF), Tammy Britton (City of Grand Rapids) <u>Staff:</u> Courtney Myers-Keaton, Brianne Czyzio Robach		
Time Convened:	8:34	Time Adjourned:	10:02

Approval of Agenda			
Motion by:	Tom Cottrell	Support from:	Cheryl Schuch
Discussion			
Amendments	Pull shelter counts from the consent agenda (6a) Executive decided to table the statement on encampments until March (remove 8)		
Conclusion	All in favor, motion passes.		
Approval of Minutes		January 15, 2021	
Motion by:	Tom Cottrell	Support from:	Casey Gordon
Discussion			
Amendments	Typo on page 2 under shelter count trends – correct to ‘first time homeless’		
Conclusion	All in favor, motion passes.		
Public Comment on Any Agenda Item			
Discussion			
Approval of Consent Agenda			
Motion by:	Cheryl Schuch	Support from:	Cathy LaPorte
Discussion			
Amendments			
Conclusion	All in favor, motion passes.		
Petitions and Communications			
Discussion	None.		
<u>Shelter Counts</u>			
Casey asked to pull this out of the consent agenda to discuss trends and any concerns. Courtney shared that there has been an increase in length of stay (LOS) with families. Capacity for families increased when shifting to the hotels, but there is still limited space at the hotels. An increased LOS			



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leads to less flow through the system. Families are working with solutions specialists to find housing, but Cheryl shared that they are not seeing openings for housing. She is concerned as demand typically increases during the summer months which will likely be around the time that they are phasing out stays at hotels. In addition, the ability to divert families has significantly fallen due to COVID. There is need for further discussion in this area. Staff will send scheduling poll for the Family Homelessness Task Force with specific charge to address flow in the system. Tom shared that in the domestic violence (DV) space, they are seeing an increased length of stay due to lack of affordable housing. While they aren't seeing a huge demand for shelter, they expect this is due to apprehension with fleeing and staying in shelter due to COVID.

Conversation around what additional data would be helpful to review. Data Analysis Committee recently reviewed shelter data from 2019, staff will provide this with the minutes. In addition, staff will discuss how to best share shelter data from previous years that is inclusive of DV data.

Action Items	Person Responsible	Deadline
Schedule Family Homelessness Task Force meeting	CoC staff	
Develop report with shelter data from previous years, inclusive of DV data	CoC staff	

Funding Updates

Discussion

CERA Funds

These are COVID relief funds for financial assistance with rent and utilities from the package passed by the federal legislature in January. The funds have not yet been appropriated to the community yet, our allocation is an estimated \$38.5M. 65% of the allocation has to be expended by end of September. There is a hold up in appropriations as state legislatures disagree on relief funding and restrictions. In addition, both the House and Senate have recommended that the full amount is not allocated from the start which would make full implementation difficult. Staff will share advocacy information. In the interim, there is some prevention funding available through MSHDA ESG. TSA is prioritizing those who are most at risk of eviction for funds
(Scott Orr left the meeting)

To administer these funds locally, Salvation Army (TSA) will set up their own department and hire 20-25 case workers. KCCA will also set up a department and will hire 17-20 case workers. The funding application will be based through a web portal set up by MSHDA. The check-cutting process is still being worked out. TSA had planned to use HMIS for this process, but MSHDA will not allow to agencies to use an alternate process so TSA is unable to fulfill this duty. KCCA, United Way, and others are having lengthy conversations.

Partners are concerned that if the funding comes into the community and MSHDA's software isn't available, they will have to train staff on 2 separate processes in a short amount of time. In addition, agencies are not sure what the software looks like so hiring and training is difficult. MSHDA has instructed agencies to use the same process as used for the Eviction Diversion funds if the software isn't ready, but this was extremely manual and heavy on staff-time.



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FY2020 Program Update

All projects were renewed for FY2020 and should receive a grant agreement that rolls over from the previous year. The CoC's planning grant amount will increase this year. There has not been word around what the upcoming FY2021 program competition will look like so staff will plan for a typical program competition.

Action Items	Person Responsible	Deadline

Budget and Match Discussion

Discussion

Courtney overviewed changes in the proposed FY21 budget which include increasing the Associate and HMIS Support positions to 1 FTE. In addition, there are funds that could be available for implementing areas of the strategic plan once finalized.

With the increase in the planning grant amount, there is a shortfall in matching funds. If the CoC cannot identify match, it will not be able to receive full amount of the HUD Planning or HMIS grant. There is a few options to pursue for match including: using outside agency providing facilitation of action boards, and tracking Steering Council time as in-kind match. Lauren indicated that AYA may be able to provide facilitation support for YAB. For in-kind match of Steering time, there would need to be concrete processes. It would be under the assumption that members are not being paid for their attendance at Steering and if they are that they are not being paid for federal grants. With Planning grant increases likely in the future, it could be beneficial to look into process for Steering time as in-kind match.

The budget goes to United Way's Finance Committee for approval in March. The CoC could approve a conservative budget for approval at UW and then adjust as match is identified. Staff to provide updates as they are available.

Action Items	Person Responsible	Deadline

Built for Zero

Discussion

The Built for Zero (BF0) initiative was brought to the full CoC in December who delegated the final decision to Steering Council. The GR Chamber is willing to cover the fees for the community to participate in this initiative which would help our system look at data and processes in a different way with the goal of reaching functional zero for specific populations. Courtney spoke with staff at Washtenaw County and CSH who both recommended moving forward with BF0. She feels that there is community momentum and buy-in from the business community and recommends moving forward.

Lauren moves that the community moves forward with the Built for Zero initiative. Casey second. Cheryl shared that Family Promises' across the country have had positive feedback. Tom asked how the initiative will approach strategies if there is a lack of affordable housing resources in the



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community. Courtney feels that the initiative may help shift the community's perspective for scarcity and may also increase the relationship with those who may contribute to systems resources. Recognizing that there are similar projects are currently underway, this will likely shift the structure which may help us move faster and will work to increase buy-in across the board to ensure collaboration. Cheryl noted that it would be important to start based on what we have instead of starting from scratch.

Courtney shared that the CoC's (Non-Profit Technical Assistance) NPTA funding request was tabled for now as they wanted to address how the funding will result in the CoC functioning better. To Courtney, this indicated that there is a narrative in the community that the CoC is not functioning well. Agreement that BFO would be valuable in helping shape the external narrative around the CoC.

Casey indicated her support for the initiative and is encouraged by staff indicating that would be able to take on this work. Internally, there has been conversation around having a project manager dedicated to this effort 20/hrs a week. Staff could bring forward budget models and could engage with business sector and philanthropy to fund an internship position. This position wouldn't need to have in place before accepting participation in the spring cohort. **All in favor, motion passes.** Staff will connect with BFO team and work to move forward with the initiative.

Action Items	Person Responsible	Deadline

Reallocation Discussion

Discussion

This is a Steering calendar item for February. The Reallocation Policy was sent to Steering. Courtney recommended forming an ad-hoc group to look at the policy and create a process which includes project performance to ensure we are better prepared for the reallocation conversations when they arise. She has asked to CoCs across the country to share their processes. Conversation around next steps. Tom asked that reallocation is tied to consolidation as they often work in tandem. Courtney can convene a small group (Elizabeth, Tom?) to review and recommend change with the hope of bringing a process forward at the March meeting.

Action Items	Person Responsible	Deadline

Strategic Priorities and Goals

Discussion

This will be a standing item on the agenda for now to ensure that we are making progress in identified action areas.

For the coordinated review of disaggregated data, Data Analysis will be asking CoC providers to share data on their projects and who they serve to explore whether there are disparities in outcomes and discuss strategies to address disparate outcomes. The group recently heard from Dwelling Place who shared how they looked at disparities in their projects. The group hopes to use this data to bring a recommendation to Steering.



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For engagement with private landlords, staff plan to connect with partners who are currently connected with landlords through outreach.

The gaps analysis to identify where additional resources are needed will start towards end of Q1 with an overview of funding coming into community. It can also include a longer-term view in anticipated gaps a few years out as well as at present.

Action Items	Person Responsible	Deadline

Strategic Planning Update

Discussion

Mission Matters recently send a survey to CoC members and will be scheduling one-on-one interviews with some folks. If you have suggestions on who to include with interviews, please connect with Brianne or Courtney. The Planning Committee (Executive, Lee Nelson Weber, and D.L. McKinney) will begin meeting every other week to ensure the CoC is staying on track and to help with iterating with the plan.

Mission Matters will also be presenting at the full CoC meeting to discuss the process and what members can expect.

Action Items	Person Responsible	Deadline

Other Matters from Steering Council members

Discussion

Casey thanks the Coordinated Entry Committee - she attended their recent meeting and was impressed and excited by the information that was shared!

Public Comment on Any Item

Discussion

Wende Randall shared that she has been working with Adrienne, MCAH, and MLPP around advocacy for source of income protections. They are hoping to hold an informational webinar around this topic in early March, information will be shared once finalized.

Adjourn

Motion by:	Lauren VanKeulen	Support from:	Tom Cottrell
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