



## EXECUTIVE COMMITTEE MEETING MINUTES

May 8, 2017

3:00-4:30pm

Facilitator:	Karen Tjapkes		
Meeting Attendees:	Rebecca Rynbrandt, Beverly Ryskamp, Matthew VanZetten, Kwan McEwen, Jim Talen, Jesica Vail, Bree Butler, Wende Randall		
Time Convened:	3:04 pm	Time Adjourned:	4:49pm

<b>Approval of Minutes</b>		<b>April 10, 2017</b>	
Motion by:	Beverly	Support from:	Rebecca
Discussion	None		
Amendments	1) ESP Funding Update: Under action items change "Denny" to "everyone" 2) Diversion and Coordinated Entry: Last Paragraph change "Suggestion" to "Decision"		
Conclusion	Motion passed, minutes approved.		
<b>Funding Review Committee Appointment</b>		<b>Jesica Vail</b>	
Discussion			
<p>Vote on appointing two new members to the Funding Review Committee. The two candidates are Madeleine Clapp and Jennifer Grostic. Madelaine is with the Fair Housing Center of West MI and Jennifer Grostic is the Program Manager at Degage. Paul LeBlanc from United Way will be attending meetings in the future. Discussion has occurred between the CoC and United Way around staffing. Paul LeBlanc is a grant writer with United Way, due to a conflict of interest he would not be a voting member, but would be present at the Funding Review Committee meetings to ensure United Way has the ability to take on the application process if current CoC staff were unavailable.</p>			
Conclusions			
<p>MOTION by Matthew to approve two candidates, seconded by Rebecca.          Motion passed all in favor</p>			
<b>Update Development Endorsement Policy per MSHDA's Current Requirements</b>		<b>Jesica Vail</b>	
Discussion			
<p>Most recent language with QAP is "support" not "endorse", therefore the language will be changed to reflect that.          Vote to change "endorse" to "support", motion passed.</p>			
<p>Discussion about the 120 day notice required from developers to apply for CoC funding. Currently to apply for the October round developers need to present the project proposal in April. To qualify for April, they would need to present in October. There was the question if this is too long of a wait for developers or if it is an acceptable policy. Developers currently have access to the current policy on the CoC Website: endhomelessnesskent.org. It is in the CoC's best interest to make sure this policy is well known to developers so that the 120 notice does not become a hindrance and they know what process is expected to be followed. One solution may be to have a special tab on the CoC website for developers and more information available through social media. One suggestion is a media release</p>			



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or information spread to state wide agencies, this could help make the public aware of the CoC as well.		
<b>Conclusions</b>		
Steering to vote on changes to the Developer Policy at the next meeting.		
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
Put policy vote on Steering agenda		
<b>ESP Funding Update</b>	<b>Karen Tjapkes</b>	
<b>Discussion</b>		
<p>a. Continued Advocacy</p> <p>This discussion was mainly about the concerns over DHHS funding changes not allowing ESP funds to support the HARA any longer. Following the meeting of the Chair, staff, and HARA staff with DHHS staff, the information learned led the group to believe that any case towards making changes to their funding and process would be difficult. The funding allocation had not been revised in more than a decade and was done so this time with an effort to be transparent and logical, following population and poverty data. While DHHS staff had initially asked to have the funding be more flexible and go towards prevention-type activities, the leadership decided that this funding is to be for shelters exclusively.</p> <p>There is a current need to find funding for the HARA. One source may be to ask MSHDA to allow the full funding amount go to HARA activities. Kent County CoC can make a very strong case that Kent County CoC has enough rapid rehousing (RRH) to satisfy MSHDA requirements and therefore petition with MSHDA to allow Kent County CoC to put entire allocation towards HARA rather than RRH. Kent County CoC could make an argument to put in a bid to have funding go towards infrastructure. Staff has met with Mel Trotter and discussed this with Degage and ICCF as well. There will be a meeting to get all shelter providers together later this month to discuss in more detail.</p> <p>If other funding (like ESG) is moved to cover the HARA, there is an issue of gaps resulting from this reallocation. The conversation needs to include what potential losses are in ability to house people.</p> <p>Advocacy regarding anticipated loss of funding:</p> <p>In discussion around advocacy for Kent County regarding loss of funding, the pros and cons of heightened advocacy were weighed. Any advocacy will require some finesse and understanding of protocol if any action is decided to be taken by the Executive Board. Longer-term we should look at HARA and record exactly what the numbers look like and complete a 365-degree review. The short-term plan is to look at what a funding reshuffling would look like. One step currently in motion is touching base with other CoCs and discussing their HARA functions and how their HARA is funded. Potential steps moving forward, clarify the role of DHHS and MSHDA in supporting local efforts. Also clarify: current policy at DHHS, who initially received notice, alignment between the Salvation Army and the CoC/Community.</p>		
<b>Conclusions</b>		
<p>One step may be a letter to representatives, keeping them informed of the situation.</p> <p>Immediately get in touch and work with Salvation Army, address with them what the next steps are over the next two weeks.</p> <p>Executive Members showed interest in a one-pager to show where funding is currently and where it will be shifting including the impact of such a shift.</p>		



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Action Items	Person Responsible	Deadline
Meeting with Executive and HARA meeting to plan next steps: Working Lunch Meeting scheduled for Wednesday, May 10 <sup>th</sup> .		
<b>Appointing Ad-Hoc Work Groups for PSH &amp; Prevention Service Standards</b>	<b>Jesica Vail</b>	
Discussion		
Work groups appointed by Chair, Karen Tjapkes: PSH Service Standards Work Group: Jeff, Alonda, Deanna, and Hattie Prevention Service Standards Work Group: Christina, Kwan, and Anna		