

# Grand Rapids Area Coalition to End Homelessness

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## Executive Committee Agenda

April 4, 2016

1:00pm-2:30pm

1. Review and approval of February 8, 2016 minutes
2. HUD/MSHDA Policy Alignment Ad-Hoc Committee
  - a. Recommendation to form by Steering Committee
  - b. Potential appointees
3. Health Net Letter of Endorsement
4. Staffing Plan Ad-Hoc Committee
  - a. Seeking 1 – 2 Executive Committee members to lead this work with Tracie Coffman and staff
  - b. Purpose is to work with staff to review current job descriptions
  - c. To evaluate and recommend the number of hours or FTE needed to perform the work as outlined in the job descriptions for current needs and projection for future (3-5 year horizon)
  - d. Wage review (note Tracie Coffman has started this work)
  - e. Identify staff training needs
5. CoC Budget
  - a. Update on United Way & ENTF Budget Process
  - b. Establish budget review monthly, beginning at May Executive Committee
  - c. Set special meeting week of April 18
  - d. Identify budget and recommend budget items for consideration
6. Communications Plan
  - a. PIT Count reporting – when complete? Media release plan?
  - b. Website Launch Update
7. Charter/Policies
  - a. Community definition of “Housing First” verses HUD definition
  - b. Governance Charter Change – HARA
8. CoC 2016-2017 Grant Update
9. Public Inebriant Program Meeting (Jesica)
10. Ad Hoc Funding Review Committee Process Evaluation Update (Jesica)

11. CSH Report – Work Plan for Next Steps (Jesica)
12. Strategic Plan Review (Jesica)
  - a. Identify areas that we are not on target and discuss plan for remediation
13. Steering Committee Annual Calendar Review
14. April Steering Committee Draft Agenda
15. Meeting Schedule Updates