

Grand Rapids Area Coalition to End Homelessness

Executive Committee Minutes

April 4, 2016

1:00pm-3:00pm

Present: Rebecca Rynbrandt, Vera Beech, Hattie Tinney, Tom Cottrell, Cheryl Schuch

1. Review and Approval of the February 8, 2016 Minutes: MOTION by Tom to approve, seconded by Vera. All voted in favor, motion passed.
2. HUD/MSHDA Policy Alignment Ad-Hoc Committee: MSHDA's process requires all projects to seek a letter of support from the CoC, frequently, the request for support involves projects that may not necessarily involve housing the homeless much less fit local and/or HUD identified priorities. When it comes to endorsing LIHTC projects, it appears that CoCs and MSHDA need to have some alignment with their respective priorities. There needs to be a component of education by MSHDA as to what is the purpose of the endorsement of LIHTC projects. Another concern is that developers come to the CoC at the end of the process and not during the flushing out stage.

This also begs the attention of the HARA. There are two different concerns at the sign off by the CoC and the HARA.

Staff will reach out to MSHDA to ask for education for the CoC on the following: 1) If our process were in line with their best practices, what would it look like? I.e. What is the CoC role in this? 2) How can we best engage with this process? 3) What is the role of the HARA support for projects (especially when not serving populations the HARA does)?

We should seek to have MSHDA staff share this information with any interested CoC members in June or July.

3. Health Net Letter of Endorsement: This was presented in the last Steering Council meeting and the CoC was asked to provide a letter of support. Health Net will seek MOUs with other specific agencies. This item will be discussed in Steering Council in April again. Staff does not currently have an update from Health Net on the letter of support for timeline or content.
- 3.B. KConnect/ENTF Event: Titled Micro to Mosaic, everyone should have received the save the date. This will be the annual convening for both ENTf and KConnect to the community on what they have been doing. For ENTf, Housing and Workforce Development are being highlighted, Rebecca has been asked to speak for the CoC. We want the information shared to be in line with that being shared across the event and there is a professional writer hired to develop each presentation.
4. Staffing Plan Ad-Hoc Committee: Vera volunteered to take on the job analysis component. Tom and Cheryl volunteered to assist. This group will create a work plan to share with the rest of the Executive Committee. Ideas of resources in this work include the Michigan Non-Profit Association. Tracie has begun a wage review for staff and will share that information as well.

5. CoC Budget: The United Way is building a new process for tracking grants and is compiling the information for the FY 2016-17 budget. This group will need to schedule a special meeting in order to have time to review and vote on the agenda before it goes to the ENTF Board for vote. In future years the budget will be scheduled to come to this group in an earlier month so there is more time for input.

6. Communications Plan

- a. Pit Count: Typically after the count is submitted to HUD (May 2) staff prepare a press release and review it with Steering. Following Steering approval, the press release is sent out to media contacts with the help of the United Way's marketing team. Last year staff did approximately five on camera interviews, three or four print interviews and one radio interview.
- b. Website Launch Update: Developers will have a draft to staff April 13, at which point it will be sent to Steering for input. Jessica will double check that all policies on the website are those that have been approved and finalized.

7. Charter/Policies

- a. Discussion of Housing First: The CoC does not have a policy clarifying our definition of Housing First. Many people and agencies across the community define it differently. If funders define it differently, those seeking funding are likely to agree, at least for the programs funded by them. However, HUD created the term and its meaning and would be the authority on it. Perhaps the issues are misinformation and the fear by agencies that if they are not fully aligned they will be penalized. If it could be presented in a way that recognizes all programs may not be fully Housing First but also offers assistance to those interested in making adjustments where they are able, it might go further in the community. Staff feels the need to speak plainly and clearly on Housing First in a way that aligns with HUD in order to have a clear message to the community. Otherwise the CoC has no voice of authority on homelessness.
- b. Governance Change: The HARA should have a voting seat held on Steering Council. This will require a Governance Charter update.

8. CoC Grant Update: Moved to May agenda

9. Public Inebriant Program meeting: Moved to May agenda

10. Ad Hoc Funding Review Update: staff is scheduling a webinar viewing. Will need to set two dates to accommodate everyone. There was also a discussion about bringing in TA from MCAH on APRs.

11. CSH Report: The final report is due from John today but was not yet received.

12. Strategic Plan Review: Staff will update this document for the April meeting. Need to revisit who is listed as the responsible party for each action item.

13. Steering Committee Annual Calendar Review: Bring items to staff to put on the calendar. System Coordination Committee is scheduled to present to the May Steering Council meeting.

14. April Steering Council Agenda: Rebecca will draft the agenda.

15. The July 4, 2016 meeting will instead be held June 27, 2016 and the September 5, 2016 meeting will instead be held August 29, 2016.

16. Meeting adjourned at 3:38pm