

# Grand Rapids Area Coalition to End Homelessness

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## Executive Committee Minutes

June 6, 2016

1:00pm-2:30pm

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

Staff: Jessica Vail, Jim Talen

1a) Reviewed and approved the agenda, MOTION by Tom to approve, seconded by Hattie. Unanimous approval, motion passed.

1b) Reviewed and approved the May 9 minutes. MOTION by Becky to approve, seconded by Tom. Unanimous approval, motion passed.

2a) HUD Application—Anticipated Schedule: Staff expects the application to be released around June 30 and due September 30. A draft timeline is being prepared to demonstrate how quickly this time will go.

2b) Steering June Meeting: Staff have been working on a presentation for this meeting to layout the process and what policy/priority areas are critical for Steering and the wider invitees to address in this meeting.

Discussion: Need to be sure that Steering is setting the final decisions on any policy or priority decisions.

3a) CSH Report Timeline for Final Product Delivery

John Peterson has sent out emails to meet with people. His revised timeline had him sharing a revised draft today, although it has not yet been received.

3b) Update on ESP Dialogue with MDHHS, Motel Stay Funding

There has been an increase in families needing shelter when no space is available. Motel stays have been used with much greater frequency than in the past and the funding available for it has been depleted. A group consisting of shelter providers, HAP and Rapid Re-Housing providers as well as local DHHS leaders has convened to meet and explore the issue and look for solutions.

Discussion: Some people may have experienced the last meeting as challenging, Rebecca received a phone call from someone who had concerns about the tenor of the meeting. Communication should be worked on within the membership. The idea of bringing in a facilitator or counselor to help with the communication was discussed.

4a) HUD/MSHDA Policy Alignment: Jessica resent the request to MSHDA and received a response only from Stephanie Oles. It would be important to have someone more specialized in this area, like Christine Miller.

5) Staffing Plan Ad-Hoc Committee

5a) Update from Vera: Vera had to leave the meeting before this item was reached, tabled to next month.

6) Communications Plan

6a) Minutes Template: tom had provided a template to staff.

6b) Website Process for Postings: Tabled

7) Strategic Plan Review: Tabled

8) Steering Committee Annual Calendar Review: Staff shared a calendar with the HUD CoC Process updated on it.

Discussion: More things should be included on the calendar, such as reports due on various funding streams. Some of these suggestions would require discussion and policy setting at the Steering level before they could be added to a calendar.

9) Next Meeting: July 11, 2016 at 1:00 --- Hattie will host and send out more details on the location.

Meeting Adjourned at 3:25 pm