



Steering Council MEETING MINUTES

August 17, 2018
8:30-10:00 a.m.

Facilitator:	Lisa Cruden		
Meeting Attendees:	Nancy Oliver, Karen Tjapkes, Hattie Tinney, Laurie Craft, Erin Banchoff, Susan Cervantes, Shannon Bass, Jeffery King, Adrienne Goodstal, Beverly Ryskamp, Julie Clossen, Scott Orr (first meeting as a Steering member), Tom Cottrell		
	Staff: Wende Randall, Kyle Johnson		
Time Convened:	8:30 a.m.	Time Adjourned:	10:18 a.m.

Approval of Agenda		July 11, 2016	
Motion by:	Laurie	Support from:	Tom
Discussion			
Amendments			
Conclusion			
Approval of Minutes		July 11, 2016	
Motion by:	Tom	Support from:	Shannon
Discussion			
Amendments			
Conclusion			
Consent Agenda		July 11, 2016	
Motion by:	Hattie	Support from:	Karen
Discussion			
Amendments			
Conclusion	All in favor by acclamation with no dissent		
True Colors Update		Julie	
Discussion	<p>One year ago, Julie shared a partnership with True Colors. True Colors is an organization from New York that deals with LGBTQ+ youth, especially with homelessness LGBTQ+ youth. United Way picked up a human-centered-design project that dealt with those issues. When the funds ran out True Colors provided a largess. Building on the United Way Safe Impact project, this project continued this work. This project aims to improve health and solutions for LGBTQ+ youth, wanting them to feel safe and continue to reside in Grand Rapids. There will be a launch event to push those who are interested to take ownership of this issue in the community.</p> <p>The launch will be at Grand Valley University, September 25 and attendees will need to register. Jeffery brought up that housing was an area of focus for the True Colors project and asked what the CoC can do or will there be an ask after the launch? Julie met with Emily to see how the CoC could incorporate this work. Emily had some concerns with staff transition so after staff onboarding, they will be brought into the fold.</p>		
Conclusions			



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Action Items	Person Responsible	Deadline
Send out information for launch	Kyle	8-20-18
Disability Advocates	Erin Poindexter and Maggie Perino	
Discussion		
<p>Disability Advocates came to Nancy in June wanting to present and make connections with the CoC. Disability Advocates was formed in 1981 and it provides services to disabled populations to live a more independent life. An example of a provided service is conducting hearing tests for people of 60 years of age and older. They have a loan closet that brings in recycled medical equipment to refurbish and give to community members at no charge.</p> <p>Erin and Maggie are outreach specialists who work with senior populations to reintroduce individuals into more independent housing from nursing homes. Individual need to be on Medicaid. The process is lengthy due to the lack of subsidized housing in Grand Rapids. Once a home is found, Disability Advocates have follow-up care and consultations for needs that occur in the first weeks of transition such financial planning and medical concerns. Maggie shared a success story of an individual that was seeking to go back to senior living housing from a nursing home due to a heart problem. An apartment was found, and Disability Advocates helped with the transition, and a weekly follow-up occurred for six months.</p> <p>Tom asked if there is an accessibility concern in a home for an individual, are they able to service these types of cases. Disability Advocates usually take clients from nursing homes but there are services available for those individuals. Nancy asked that with many chronically homeless, there are hospital stays and whether they could get services. Erin responded if it is an “institutional setting,” yes.</p>		
Conclusions		
Action Boards	Johanna Schulte	
Discussion		
<p>Johanna shared information about the Ending Veteran Homelessness Committee. It was formed in 2014 to get to functional zero for homeless veterans. As the committee operated, they felt that there needs to be more Veteran voice and agency within the committee like the Youth Action Board. The committee met with Julie Clossen on the youth side to mirror their operations. Laurie asked if there would be a voting member from the action board. Lisa confirmed that with every action board, there would be a voting member from the action board. Wende shared that when a Steering member leaves, an action board could take their place as a permanent seat. In any case there would need to be a change in the Governance Charter to address seats. Jeffery asked if the CoC should be aware of</p>		



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any issues facing veterans to maintain functional zero. Johanna shared that there are a lot of veteran groups and there have been some initial conversations about keeping that functional zero and keeping the data consistent is an important piece as well.

Lisa brought up that the Youth Action Board language has been on Steering's agenda for several months and proposed to incorporate the Youth and Veteran board language into the Governance Charter. Tom brought up that the current language does not include recruitment. He also brought up whether the language is in line with the veterans and youth. While the language, perhaps purposely, is broad, does it stifle any of their voices? Beverly brought up that both documents have the same language sans their respective populations and, in the future, there would be pages and pages of certain action boards. She posited whether there should be a universal language and list the certain action boards beneath. This is an issue that needs to be considered while anticipating adding more action boards in the future.

Motion by Jeffery to adopt both the Youth and Veteran Action Board language into the Governance Charter and bring to the full CoC to vote into the Governance Charter; support by Shannon. All in favor with acclamation without dissent.

Motion by Jeffery to have the vacant seat to be filled by a Youth Action Board and have the next opening be filled by a veteran action member. Nancy was not comfortable with the second part of the motion without having a broader conversation around seats. There was a discussion around seats and what to bring to the full CoC. Erin brought up that whether this would be brought up by executive with the strategic planning. Laurie offered the plan to "keep" a seat for a veteran board member i.e. to elect "x" number of seats in December and hold one for a veteran.

Updated Motion by Jeffery to take the vacant, standing seat for the youth action board to the full CoC with the language in the governance charter; support by Shannon. All in favor by acclamation without dissent.

There was a discussion around whether to increase the seats or to just hold a seat during an election. Wende looked at the governance charter and there is no language that precludes holding a seat. Tom brought up the long picture when the CoC wants to form all these Action Boards.

Motion by Jeffery to hold one position in December election for a Veteran seat; support by Julie. Nancy opposed.

Karen asked the group to think critically about moving forward with seats whether its 25 or 35.

Conclusions

- Motion by Jeffery to adopt both youth and veteran into the governance charter and bring to the full CoC to vote into the governance charter; support by Shannon. All in favor by acclamation without dissent.



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- Motion by Jeffery to take the vacant, standing seat for the youth action board to the full CoC with the language in the governance charter; support by Shannon. All in favor by acclamation with no dissent.

- Motion by Jeffery to hold one position in December election for a Veteran seat; support by Julie. Nancy opposed.

Action Items	Person Responsible	Deadline

Committee Operations Expectation Document	Lisa
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Discussion

Emily had been tasked with getting the status of all committees. In this, Executive saw a need to form an expectation document to address those standing issues about consistency of operations for committees. Erin drafted a Committee Operations Expectation Document. Tom brought up that there is no acknowledgment of the impetus to form these committees. Jeffery brought up that the language is in the Governance Charter. Laurie asked if Action Board are standing and what the distinction between the other committees. Jeffery responded that action board are standing and Wende said the others are formed "ad-hoc."

Tom asked if this document will be a formal document. Jeffery wondered if this should be brought into the charter or an addendum. Adrienne brought up that she does not know the ad-hoc committees and what is the report back mechanism. Nancy wonders if "ad-hoc" can be incorporated in the document and terms defined to address the difference between standing and ad-hoc. Julie said this should be a procedural document.

Motion by Julie to include this document within the CoC policies and procedures; support by Laurie. Motion of friendly amendment to include edits of "ad-hoc" language by Julie; support of friendly amendment by Laurie. All in favor by acclamation with no dissent.

Conclusions

- Motion by Julie to include this document within the Coc policies and procedures; support by Laurie. Motion of friendly amendment to include edits of "ad-hoc" language by Julie; support of friendly amendment by Laurie. All in favor by acclamation with no dissent.

Action Items	Person Responsible	Deadline

Updates From Steering Committee Members	Steering Council
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Discussion

Hattie wanted to take a moment to thank the circulation around GRCC's family voucher program and the MOU that was approved. The housing commission is looking to augment the voucher program for families and non-elderly disabled persons. Jeffery asked if there is a homelessness preference



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included in these vouchers. Hattie stated that the family unification vouchers are and they use Coordinated Entry. Sue mentioned that their vouchers do not have homelessness preference and get them straight from DHHS.

Nancy stated that HAP's hours have increased to Monday -Thursday 8:30-5:50 Friday 8:30-4:30 they are no longer closed for lunch. They also got more vouchers but there is a dearth of affordable housing. Hattie brought up that it takes so long to get a voucher and must give them back. Laurie wonders what could be done to address this ex. talk to landlords. Shannon confirmed that she knows many folks with vouchers but do not know where to go. Nancy urges getting landlords together and have conversations with them because she knows these groups exist. Shannon brought up landlords do not want formerly homeless due to fear of turnover and damage. Hattie brought up that social workers are now going with clients to help with income, etc. Jeffery is wondering about where the people in the polls are. Adrienne gave an update that 73 people received vouchers but will get the exact number of those people housed. Mel Trotter hired an aftercare specialist to help transition. Julie wants this to be systemic rather than programmatic and it is disheartening to hear that people must give vouchers back.

Hattie brought up that when vouchers are not used it jeopardizes funding. Julie wants to framework this critical issue and get some recommendations leverage resources. Sue has millage funds for 60 and older individuals so refer those folks to KCCA. Lisa suggests getting a workgroup going from the full CoC. Beverly brought up that she owns a couple rental properties and while she would like to take these vouchers they are just too low. The question is broader and needs to be targeted to landlords and social services. Jeffery sees a disconnect in HUD funding versus vouchers and sees it as a social service problem alongside with availability because HUD dollars are not returned. What is the variable?

Wende has an update with KConnect with convening a community-side plan with housing. Once a plan is finalized, they will look at funding and are having conversations around that. They are attending Housing NOW sessions. A 12-20-person community-design team will be a fixture of this plan. This team will hopefully convene in September. Public Agency is being trained to facilitate. Jeffery asked what the topic of this plan is and Wende confirmed it is housing broadly defined and bring recommendations to the community. For example, with homelessness, they will give recommendations and the CoC can address the recommendations.

For staffing, there are two candidates for the CoC coordinator. The HMIS candidate was not found and the two options are consulting and editing the job description. Kyle will also be leaving; his last day will be September 7. The CE report will be delayed until a later date in the fall.

Laurie suggested Disability Advocates present to the full CoC.

Julie would like to see the edits to the Governance Charter

Conclusions



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Send Julie Governance Charter Edits	Kyle	8-17-18