



**Grand Rapids/Wyoming/Kent County CoC  
Youth Committee  
MEETING MINUTES**

January 24, 2020  
9:00-11:00am

Facilitator:	Shandra Steininger		
Meeting Attendees:	Julie Cossen, Melissa Ware, Kendra Avila, Casey Gordon, Shandra Steininger, Li Kaplan, Drea McKinney, Becky Diffin, Jameela Maun, Max Barrigear, Finn Marcks, Regina Archie, Lauren VanKeulen, Courtney Myers-Keaton, Brianne Robach		
Time Convened:	9:05	Time Adjourned:	10:10

<b>Introductions</b>			
<b>Approval of Agenda</b>			
Motion by:	Casey	Second:	Li
Discussion	Reorder 5 and 6, add Voices of Youth Count		
Amendments	5. Leadership Roles/Job Descriptions/Terms Discussion 6. Voices of Youth Count 7. Design Activity: Youth Committee and Youth Action Board		
Conclusion	All in favor by acclamation with no dissent		
<b>Approval of Minutes</b>			
Motion by:	Max	Second:	Melissa
Discussion			
Amendments	No changes		
Conclusion	All in favor by acclamation with no dissent		
<b>Workgroup Structure: Recommendation and Conversation</b>			
Discussion			
Shandra shared that the group has tried out the workgroup structure for the past year. She and Kendra have received feedback around challenges that several of the workgroups faced including changing participation and low turnout for some groups. Shandra's recommendation is that newly elected leadership is tasked with evaluating workgroups and restructuring as needed. Members agreed that there has been challenges over the past year and that restructuring or potentially combining workgroups may make the process more effective.			
Action Items		Person Responsible	Deadline
Evaluate and restructure workgroups as needed		Drea, Kendra	
<b>Leadership Roles/Job Descriptions/Terms Discussion</b>			
Discussion			
Current leadership has been reflecting on the position descriptions and made a few recommended changes. The largest change is that the vice chair will have an active role in communicating with YAB and Youth Committee. Vice chair would not necessarily facilitate or attend YAB meetings but would ensure that there is a clear connection and regular communication between the two groups. There was agreement that this change would be beneficial in ensuring Youth Committee provides YAB support as needed.			



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At the November YAB meeting, YAB discussed the ideal structure moving forward. YAB members had discussed holding their own meetings, instead of meetings run by professionals. There would be assistance from staff and a facilitator with agenda setting for alignment with CoC and Youth Committee goals. Max expressed that members feel that they have an understanding of their roles and are able to take on this additional responsibility. From Brianna’s perspective voiced at the YAB meeting, there could be professional development built into the YAB experience allowing for members to potentially become facilitators after they are over the age of 24 and no longer eligible to serve as a YAB member. Julie noted that this change reflects a shift in language around self-governance as members are growing into their roles and YAB is transitioning with them.

YAB is still in the process of recruiting new members. If you know of interested youth, please tell them to connect with YAB members. Brianna can make the connection to YAB members.

Action Items	Person Responsible	Deadline
Connect potential YAB members with current YAB members	All	

**Relationship between Youth Committee and Youth Action Board**

**Discussion**

This ties into the previous conversation. Kendra has been researching youth action boards across the country. In research, she found mentorship roles from those with lived experience are common. Many YABs across the country tackle specific projects and in doing so, learn to self-govern. Professionals provide support and structure to these projects but let YAB members lead. Facilitators then advocate for support from Youth Committee, something that would be helpful for this Youth Committee. Casey noted that professional development is a great idea as many members on the board may be serving on a board for the first time. It was suggested that the vice chair could also work to support recruitment of potential new action board members.

**Casey moved to support the proposed updates to position description for leadership. Lauren seconded. All in favor by acclamation with no dissent.**

Courtney noted that support may tie into additional funding for the action board. Stipends are only available for only action board meetings, perhaps Youth Committee can help identify funding sources to bridge the gap in funding. This change occurred due to limited planning grant dollars that must fall under allowable expenses from the HUD Planning Grant. Currently, action board funds are limited to action board meetings. Max expressed that additional funding may encourage other YAB members to attend committee meetings.

Julie wondered if it would be helpful to develop the cost of a full functioning youth action board and then show how much can be funded by HUD. Then, Steering Council could recommend how to bring additional funds into the community. YAB can develop an ideal budget for the year with facilitation help from the vice chair.

Action Items	Person Responsible	Deadline
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Finalize suggested changes to position descriptions	CoC staff	
Help facilitate development of YAB budget	Kendra Avila	
<b>Voices of Youth Count</b>		
Discussion		
<p>Courtney shared that she has not heard back from members whether they are willing to help plan the count which is concerning as a committee in needed to help move the planning work along. Lauren and Kendra talked with Old National Bank regarding potential funding. Their contact is in a GVSU honors program that completes a project every semester, so there may be funding and support through GVSU if not through the bank.</p> <p>Courtney shared that the Outreach workgroup for the CoC discussed a summer point in time count, so there may be an opportunity to make a summer count more youth focused. If this was the case, would still need to have a workgroup to flush out purpose and count strategies. Max shared that an effective count would be important to understand what homeless youth are experiencing in the Grand Rapids area. From his perspective, late spring or summer would be a good time to provide a robust count. Connecting with the outreach workgroup may also help ensure a consistent planning approach to each year's count. In addition, collaborating may help extend the reach and create additional capacity. On the other hand, connecting with outreach may limit the scope if the focus is only on unsheltered youth if there is not intentionality in planning.</p> <p>Courtney reiterated the need for help in planning the count. If you are interested in committing to this process, please connect with Courtney. Shandra suggested that a top priority for the new chair is to reach out to organizations and ask for commitments to VoYC planning. Agreement.</p> <p>Salvation Army staff were not about to attend today's meeting to provide an update on the youth by-name list. Information will be shared via email following the meeting.</p>		
Action Items	Person Responsible	Deadline
Forward youth by-name list information via email	CoC staff	
Connect with agencies regarding VoYC commitments	Drea	
Connect with Courtney if interested in helping with VoYC Planning	All	ASAP
<b>Voting</b>		
Discussion		
<p>No nominations were received via email. Courtney called for nominations from the floor. The following committee members were nominated:  <u>Chair:</u> Drea McKinney  <u>Vice Chair:</u> Kendra Avila  <u>Secretary:</u> Maxwell Barrigear and Finn Marcks (co-secretaries) with support from Brianne</p> <p>After three calls for nominees, Courtney closed nominations. <b>Lauren moved to accept the slate of nominees as presented. Shandra seconded. All in favor by acclamation with no dissent.</b></p>		



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<p>HQ offered to support Max's participation as secretary for up to 12 months to ensure he can fulfill his role in attending and participating in meetings.</p>		
Action Items	Person Responsible	Deadline
<b>Agency Updates</b>		
Discussion		
<p><b>Silence the Violence project:</b> In response to gun violence in GR. Created by youth NAACP. Partners include NAACP and GRPD. They will be having an informational launch on February 10. The project will use virtual reality to present daily challenges from a youth perspective.</p> <p><b>HQ:</b> has a full-time advocate position posted. Please share this information with anyone who may be interested.</p> <p><b>CoC:</b> Recently released an RFQ for strategic visioning and values</p> <p><b>ENTF:</b> is hiring for a data analyst</p>		
<b>Adjournment</b>		
Motion by:	Lauren	Second: Julie
Conclusion	All in favor by acclamation with no dissent	