



**GRAND RAPIDS/WYOMING/KENT COUNTY
CONTINUUM OF CARE – MI 506
GENERAL MEMBERSHIP MEETING MINUTES**

February 27, 2020

9:30-11:00am

Facilitator:	Casey Gordon		
Meeting Attendees:	Casey Gordon (Kent ISD), Lauren VanKeulen (3:11), Rashida Mitchner (MV Homeless liaison), Michael Towns (Mercy Health), Michael Bohnsack (Bohnsack & Assoc.), Brianna Miranda (FHCWM), Catherine Landers (North Kent Connect), Laura St. Louis (DAKC), John Bosma (GRPL), Felicia Clay (GRHC), Alexandria Nix (GRHC), Randall Leneau (VOA), Caleb Rudd (VOA), Amber Jones (Hope Network), Mary Engle (Mel Trotter), Alisha Pennington (MDHHS), Jessica Altenbernt (MDHHS), Cathy LaPorte (Salvation Army), Lauren Cross (ICCF), Wende Randall (ENTF), Wendie Preiss (FROM), Sherrie Gillespie (KCCA), Dreyson Byker (community member), Katherine Besaw (Genesis), Emily Schichtel (HWMUW), Julie Kendrick (Degage), Alisa White (LINC UP), Stephanie Gingerich (LINC UP), Jennifer Brozowski (HealthNet), Jose Capeles (City of Grand Rapids), Cheryl Schuch (Family Promise), Tim Beimers (Salvation Army ESP), Jeffrey King (Community Rebuilders), K'Quiana Griffia Knowling (Community Rebuilders), Emily O'Brien (Salvation Army ESP), Courtney Myers-Keaton (CoC), Brianne Czyzio Robach (CoC)		
Time Convened:	9:38	Time Adjourned:	10:51

Approval of Minutes			
Motion by:	Lauren VanKeulen	Support from:	Michael Bohnsack
Discussion	None		
Amendments	None		
Conclusion	Motion Passed		
Homeless Vital Documents			
Discussion			
<p>Jessica Altenbernt of MDHHS overviewed the process for reimbursements for aiding individuals experiencing homelessness in obtaining vital records. Slides are available by clicking here. On October 1, 2019, funding became available for birth certificate reimbursements for community members experiencing category 1 homelessness. Agencies aiding individuals experiencing homelessness should pay up front for individual's records and then send form MDHHS-5832 to MDHHS to reimbursement. Individuals must apply for a birth certificate in the county in which they were born. The process differs from county to county. Some counties may provide financial assistance. There are a few situations where clients may apply for state birth records (e.g.: if the individual is unable to travel to their county of birth). Rush processing is available for state requests, Jessica encouraged agencies to select this option to reduce wait times.</p> <p>To request reimbursement, agencies must be a public service agency and have a Sigma Vendor ID. In addition, the client must be in HMIS (for individuals surviving domestic violence situations, a homeless verification form is available). Currently, this program is written into legislation to service only category 1 homelessness. However, there is an amendment in the works to expand the program beyond category 1. If there are issues with documentation, Jessica encouraged members reach out to</p>			



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Shelly and her team and they will work with client directly to find ways to verify identity. Reach out to Jessica (altenberntj@Michigan.gov) or Shelly (woodm@Michigan.gov) with questions.

Strategic Visioning and Planning Update

Discussion

In January, the CoC released an RFQ strategic visioning and received 4 proposals. Courtney indicated the Steering Council may decide to form a small group to review proposals. An update will be sent after the Steering Council meeting. If you are interested in being part of this small group, if it is authorized by Steering, please connect with Courtney (cmyers-keaton@hwmuw.org) or Brianne (brobach@hwmwu.org).

Courtney indicated that there will likely not be a finalized strategic plan before April 30, when the current plan expires. The next meeting may include an ask to extend the strategic plan.

Coordinated Entry Grant Discussion

Discussion

FY2019 Tier 1 funding awards were announced in January and the Coordinated Entry (CE) grant amount was decreased. Courtney provided the group with a timeline and background information and summarized the document. In FY2017 Salvation Army applied for an additional CE grant with the intention to apply for consolidation in FY2018. They were awarded the new grant with expectation that the grant agreement (GA) would be executed prior to 12/31/2018. There were issues with executing the GA in esnaps and troubleshooting conversations with HUD to resolve these issues. During this time, HUD shutdown and leadership changed at TSA without awareness of conversations with HUD. With the FY2018 awards, TSA was conditionally awarded the consolidated CE grant based on the execution of the GA. In the spring of 2019, TSA staff accidentally executed the grant agreement for the new CE grant while executing other grant agreements, releasing the funds. During the FY2019 CoC Program Competition, TSA applied for the consolidated grant amount. Since then, there has been communication between the CoC, TSA, and HUD on next steps. HUD has advised that if TSA waited until February 2020 to expend the funds, they would be available for renewal.

One outstanding question is whether the community’s Annual Renewal Demand (ARD) will be affected. To ensure CoC staff are aware of potential issues so that this does not happen again, staff will begin asking agencies to provide grant agreements and quarterly screenshots of expenditures. In addition, Steering Council will be asked to develop a process for monitoring.

There was a question about the impact of either scenario. Courtney noted there have not been concrete plans determined for either scenario yet. TSA has been operating without these funds until now, so there will not be a difference with on-the-ground operations. If funds are included in the ARD, there is an opportunity for conversations with the community to discuss strategies for expanding the Coordinated Entry system.

CoC staff will keep members updated as more information becomes available. Contact Courtney (cmyers-keaton@hwmuw.org) or Casey (caseygordon@kentisd.org) with any questions.

System Performance Measures



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Discussion	
<p>Performance measures are tracked in HMIS each year. The FY2019 draft measures were compiled by the HMIS System Administrator and will be submitted to HUD on 2/28. Courtney overviewed the data from the measures. Data Analysis Committee will also be reviewing these measures to determine potential reasons for changes.</p> <p>Length of time homeless: Courtney noted that mid-way through 2019, it looked as if length of time was increasing, however it evened out during the second part of the year. One area that saw an increase was the average days in shelter, transitional housing, and permanent housing prior to move in. This measure is typically indicative of wait times for PSH. One potential reason for the increase is the renovation of Ferguson apartments decreasing the number of available PSH beds.</p> <p>First time homelessness: System entries increased from FY2019 to FY2018, however the percent of those experiencing first-time homelessness remained very similar. A potential reason includes increased access to the system through Fulton Manor. In addition, there were increased efforts in capturing data in HMIS and through diversion efforts.</p>	
MSHDA Homeless Preference HCV Waiting List	
Discussion	
<p>Courtney shared the latest HCV waitlist data from MSHDA, from January 10. The ongoing trend remains the same with a fairly high number of households added to the list and few or no drawdowns.</p>	
Family Homelessness Update	
Discussion	
<p>Courtney shared that Fulton Manor closed in December. With lower shelter capacity in the community, there is currently a waitlist for families seeking shelter. Family Promise staff recently went through the waitlist and were able to identify support for about a quarter of the families through a rapid resolution conversation. Family Promise also placed families staying in an unsafe space into hotels.</p> <p>The Diversion pilot released their final report which highlights that the diversion method was successful. There is still funding left for this project and the team is working on spending it down.</p> <p>Courtney noted that there will be future conversation and collaboration to address the issue of family homelessness and best practices for the community. Providers will continue conversations with Community Rebuilders around plans for their Day One funds and integration with Coordinated Entry, as well as how current diversion efforts will integrate with rapid resolution. The hope is to have an update to present at the next full CoC meeting.</p> <p>For agencies who receive calls asking for resources for families, they should encourage families to contact Salvation Army HAP. Cathy asked that any agencies seeing trends connect directly with her (Catherine.laporte@usc.salvationarmy.org) or Sam (Samantha.westhouse@usc.salvationarmy.org) so</p>	



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they are aware. Cheryl noted that providers in the family space have been having daily conversations, agencies can bring families in need to HAP or Family Promise’s attention.

Courtney indicated that this an opportunity for further conversation around the need for housing as well as the need for shelter in the community to eliminate any bottlenecks. There are a few different options for what this may look like, but the CSH Financial Modeling report from a few years ago will provide a resource as will the upcoming strategic visioning process.

CoC Coordinator Updates

Discussion

Courtney provided updates from across the CoC:

- An update to the Coordinated Entry Policies and Procedures is underway. Those interested in engaging with this process should attend the Coordinated Entry Committee meeting on March 3.
- Funding Review Committee has been discussing the local application process for the CoC Program Competition. If providers would like to share feedback, please connect with Courtney. Information on an updated process will likely be shared at the next full CoC meeting.
- Michigan Homelessness Advocacy Day is March 11 in Lansing. Connect with Courtney if you are interested in carpooling. Local talking points will be shared with the full CoC ahead of time.
- Providers that receive CoC HUD funding should be conducting Environmental Reviews for all projects. Reach out to Courtney for more information. In addition, local projects should expect a reach out from CoC staff in the next few months to schedule monitoring.
- PIT Count was January 29th. Preliminary numbers are not yet available but outreach teams reported an increase in unsheltered individuals than 2019, likely due to the warmer weather.

Announcements and Updates

Discussion

Membership Meetings: some of the 2020 membership meetings will be shifting to training focused, please pay attention to the weekly newsletter for updates.

Disability Awareness Day: March 27th Please help spread the word! Vendor booths are also available.

Rapid on Demand: is ending mid-March for GoBus users.

Kaizen Health: The app will begin off on March 16th and will focus on GoBus users in the neighborhoods of focus. Please share with any participants who are GoBus users. Participants should reach out to Laura (laura.s@dakc.us) with questions.

Utility Assistance: Wende noted that funding that comes into the community for utility assistance has dropped over the past few years. KCCA’s Walk for Warmth is this Saturday, the 29th at 8:30am. This is an awareness event around the need for utility assistance which also helps raise funds for assistance.

Executive Committee: officers were elected in January. Casey Gordon remains on as chair; Lauren VanKeulen was elected as vice chair; Karen Tjapkes will serve as secretary; Erin Banchoff as treasurer; and Cathy LaPorte as member-as-large.

Community Rebuilders: applied for a DV Bonus Project in conjunction with Safe Haven. They were awarded funds. This project will provide support for families fleeing domestic violence situations.

Adjourn

Motion by:	Cathy LaPorte	Support from:	Wende Randall
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