



EXECUTIVE COMMITTEE MEETING MEETING MINUTES

June 4, 2020

1:00-2:30

Facilitator:	Casey Gordon		
Meeting Attendees:	Casey Gordon, Cathy LaPorte, Erin Banchoff, Karen Tjapkes, Lauren VanKeulen, Courtney Myers-Keaton, Wende Randall, Daniel Gore, Brianne Czyzio Robach		
Time Convened:	1:05	Time Adjourned:	2:56

Approval of Agenda		June 4, 2020	
Motion by:	Karen	Support from:	Erin
Discussion			
Amendments	Add MIHMIS Letter (#5) Address meeting request during Fulton Care Center conversation		
Conclusion	All in favor by acclamation with no dissent		
Approval of Minutes		May 7, 2020	
Motion by:	Erin	Support from:	Cathy
Discussion	Strike "fund withdrawal" from CE Grant Update conversation		
Amendments			
Conclusion	All in favor by acclamation with no dissent		
MIHMIS Letter			
Discussion			
<p>Daniel, HMIS Administrator, has been looking into MCAH responsibilities in regard to HMIS vendor performance. Vendor issues have been escalated to MCAH in the past, but the CoC have no say in how vendor is selected. These issues lead to our community's HMIS system not functioning smoothly and can lead to additional staff time. He suggested the CoC revisit the MSHMIS MOU in relation to HMIS requirements. Since it was developed prior to the HEARTH Act, the MOU does not reflect today's standards or best practices. In respect to HEARTH regulations, there is no space in the current MOU for feedback. Daniel suggested that best approach is a letter to MCHA/MSHDA with ask to revisit MOU and HMIS governance.</p> <p>Currently, the Data Quality Committee oversees compliance but is involved in mainly local issues. HMIS staff raise concerns to MCAH but cannot hold the vendor accountable. In Daniel's experience, HUD has highlighted HMIS governance models across the country with avenues for community input. If HMIS governance was opened, CoCs across the state would likely be invited to participate. In the statewide HMIS evaluation, there was a lot of conversation around best practices with governance; however, recommendations from consultant seem to focus on communication framework. Staff could ask that HMIS governance is be addressed in evaluation, including ways in which lack of involvement is impacting us with a desire to be proactive not reactive.</p> <p>Daniel can draft language for a statement to submit to MCHA/MSHDA, send to staff and Exec to review.</p>			
Action Items		Person Responsible	Deadline
Draft statement to send to MCAH/MSHDA, send to Exec		Daniel Gore	
Fulton Care Center			
Discussion			



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There have been discussions with Kent County regarding isolation moving forward. The current plan is that stop intakes at Fulton Care Center (FCC) after June 12. At this point, alternatives for isolation have not yet been identified. There seems to be differing viewpoints of roles and responsibilities in sheltering and providing care for those who test positive with COVID-19. One option that has been discussed is using separate housing units for those in need of isolation. If the community went this route, we would need a way to place into these households into PSH, RRH, HCV. Hotels are a possibility, but hotels management does not want to provide space for those who are in symptomatic.

The county has said they would reactivate the FCC space as needed, but thresholds for reactivations have not been established.

FCC costs are covered by the county. Moving forward, it is uncertain if costs associated with isolation would be covered by the county. Staff and organizations are exploring potential funding available in the community to support isolation in separate units. Thus far, there has been a good response around expanding prevention, but RRH is harder.

Continuous testing is in place at shelters, and outreach is discussing providing continuous testing for those experiencing unsheltered homelessness. This will help identify any potential spike in positive cases. Motels would need to be the fallback if this framework is not put in place. Motels could also be used if a spike occurs.

Courtney will draft numbers and a plan for isolation in lieu of FCC to share with the County Commission. Conversations are continuing.

Action Items	Person Responsible	Deadline

MSHDA ESG CARES Act Funding

Discussion

MSHDA ESG-CV application is due June 19th. All partners and amounts must be identified prior to submission. At Steering, the group discussed prioritizing funds for shelter for families and youth. Conversations indicate that MSHDA will not approve a recommendation with 100% of funding going towards shelter. Additional ESG funds are coming into the community through the City of Grand Rapids and Kent County. With all the funds coming into the community, there seems to be a gap in street outreach funding. Courtney suggested this gap is filled with a percentage of the MSHDA ESG-CV funds. Prevention is well supported by City of Grand Rapids and Kent County. Given the above, the staff recommendation is that 80% of funding go towards sheltering families and youth and 20% of funding be used for street outreach.

Lauren moved to recommend to Steering that the CoC allocate the MSHDA ESG CARES Act Funding, after administrative costs, split with 80% of remaining funds supporting shelter for families and youth and 20% of remaining funds supporting street outreach. Agencies will be selected via a short RFQ process. Karen supported. All in favor: 5. Motion passes.



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Conversation around the process to select providers. As multiple providers are eligible for these funds, Executive members agreed that an RFQ process would be best. Timeline: Casey will ask Steering Council to vote on the above funding allocation recommendation ASAP. Once approved, Courtney will develop an RFQ send to Steering for review. RFQ will be released 6/5 and due 6/15. Brianne and Emily Schichtel will convene Funding Review Committee to develop a recommendation to Steering for e-vote prior to 6/19. Application will be submitted to MSHDA on 6/19.

Action Items	Person Responsible	Deadline
Make recommendation to Steering and ask for an e-vote	Casey Gordon	
Develop RFQ, provide to Steering for review, post publicly	Courtney Myers-Keaton	
Convene Funding Review Committee to develop funding recommendation; send to Steering for review	Brianne Robach; Emily Schichtel	
Current Strategic Plan		
Discussion		
<p>Previously recognized that current strategic plan would need to be extended and recommended three metrics. Discussed and agreed upon by Steering, Steering agreed that interim plan can follow the pandemic's timeline.</p> <p>Discussion around approval by the full CoC as it would be difficult to hold a vote through any virtual platform. CoC staff to draft an interim strategic plan focusing on three areas identified by Executive and affirmed by Steering. The draft will address racial equity. Suggestion for draft to go to Steering for approval and then be put out for digital public comment.</p>		
Action Items	Person Responsible	Deadline
Draft interim strategic plan with focus on racial equity		
Strategic Visioning		
Discussion		
<p>Staff attempted to pull together a group to review proposals and provide feedback. There was not a solid ad-hoc group to provide feedback. Discussion with the group eliminated Blue Sky. Staff and ad-hoc members had conversations with both Design Group International and Candy & Vanessa. Staff will ask for a conversation with SIDE Strategies.</p> <p>Based on these conventions, staff recommendation is be going with Design Group. Concerns with conflict of interest as applicant is employed by same firm as a previous Steering Council member who helped develop the framework.</p> <p>Courtney can provide written update to Steering indicating there was little input, and highlight concerns and strengths of all proposals.</p>		
Action Items	Person Responsible	Deadline
Provide brief write-up to Steering overviewing status	Courtney Myers-Keaton	
Budget Review		



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Discussion			
Courtney will send the updated budget to the group. She is continuing conversations with the finance department around a potential discrepancy.			
Action Items		Person Responsible	Deadline
Provide updated budget to Executive Committee		Courtney Myers-Keaton	
June Steering Agenda			
Discussion			
Mark Washington, City of Grand Rapids City Manager, has asked to present on their Homeless Outreach Taskforce. This will be at the beginning of the agenda.			
Adjourn			
Motion by:	Karen	Support from:	Erin