



EXECUTIVE COMMITTEE MEETING MEETING MINUTES

August 6, 2020

1:00-2:30

Facilitator:	Casey Gordon		
Meeting Attendees:	Casey Gordon, Cathy LaPorte, Lauren VanKeulen, Erin Banchoff Staff: Courtney Myers-Keaton, Brianne Czyzio Robach		
Time Convened:	1:05	Time Adjourned:	2:36

Approval of Agenda		August 6, 2020	
Motion by:	Lauren	Support from:	Cathy
Discussion			
Amendments	Include CE Policies and Procedures under CoC Updates as 4b		
Conclusion	All in favor by acclamation with no dissent		
Approval of Minutes		June 4, 2020	
Motion by:	Lauren	Support from:	Cathy
Discussion			
Amendments	None		
Conclusion	All in favor by acclamation with no dissent		
COVID-19 Response			
Discussion			
<u>Isolation Update</u> Kent County taking the lead in identifying an isolation location. They will be moving forward with scattered sites model with 5 units. More space may be available in the coming months. As a result of no isolation location, group testing at shelters has halted. CoC staff can provide advocacy support if requested by providers.			
<u>HOT Team</u> City of Grand Rapids created this team for homeless outreach with police and fire department personnel. There have been concerns around engagement approach of on the team. Courtney has been in conversations around purpose of team and how they view for collaboration moving forward. Potential Steering Council presentation on the HOT Team.			
Action Items		Person Responsible	Deadline
General CoC Updates			
Discussion			
<u>Meeting Guidance</u> Recommended that meetings continue virtually through January 2021. For general membership meetings, would prefer live voting if possible. If not email ballots can be used. Staff will review software/methods for e-voting. Other logistical things how do we ensure voting at full CoC. Staff will provide updated meeting guidance document to Steering for review.			
<u>CE Policies and Procedures review</u> Coordinated Entry committee has discussed updating Policies and Procedures language to ensure required language is present. The group is also looking into participating in HUD TA. HAP has been providing a weekly report of openings, referrals, and calls. This shows that RRH referrals have			



EXECUTIVE COMMITTEE MEETING MEETING MINUTES

August 6, 2020

1:00-2:30

dropped significantly over the past few month. Conversation around whether provider capacity is impacting the system.		
Action Items	Person Responsible	Deadline
Provide updated Meeting Guidance document to Steering	CoC staff	
Anticipated Upcoming Funding		
Discussion		
<p><u>MSHDA ESG-CV2</u> Anticipate funding information will be released around September.</p> <p><u>CoC Program Competition</u> FY2020 grant inventory worksheets (GIWs) were recently released. HUD indicated that they working to provide guidance on CoC Program Competition funds. All funding from the consolidated CE grant was present in the GIW. Conversation around updated plan funds. Cathy can share. Note that it would be helpful for Steering to understand the total being spent on centralized intake. Cathy can provide a breakdown of cost of central intake.</p> <p>Grand Rapids City Commission will be receiving an update on City funding next week. They anticipate issuing an RFP for funds next week.</p>		
Action Items	Person Responsible	Deadline
Provide information on cost of centralized intake	Cathy LaPorte	
Current Strategic Plan		
Discussion		
<p>Courtney working to flush out outline for current strategic plan. The draft includes 3 areas recommended by Executive – decrease unsheltered homelessness, increase access to housing, coordinate prevention resources – as well as communication and coordination of other funding sources. Language, outputs, and metrics need to be flushed out. Desire to focus on areas that would be most fruitful in shorter timeframe. Courtney will share draft with the group, Executive members can provide thoughts on items to highlight, and may be open to meeting to discuss.</p> <p>Strategic Plan draft: https://docs.google.com/spreadsheets/d/1lc7iAN-1e3BhnK6izfsFCHerFibKbtcsZG-GicRhFA4/edit?usp=sharing</p> <p>Erin stepped away from the meeting at the end of this conversation.</p>		
Action Items	Person Responsible	Deadline
Provide thoughts on draft strategic plan	All	
Strategic Visioning		
Discussion		
<p>Following conversations with references, concern that consultant will not be a good fit. Staff indicated that the CoC may have to release the RFQ again with targeted outreach to specific consultants. Conversations around whether it is realistic to re-release. Suggest structured conversation at Steering around whether there is capacity right now to go through strategic planning, use some type of concept board to facilitate discussion.</p>		



EXECUTIVE COMMITTEE MEETING MEETING MINUTES

August 6, 2020

1:00-2:30

Action Items	Person Responsible	Deadline
Structured conversation at Steering around re-releasing RFQ		
Governance Charter Changes		
Discussion		
Suggested edits in the action board section will be brought to Steering Council at the August meeting.		
Action Items	Person Responsible	Deadline
August Steering Agenda		
Discussion		
<ul style="list-style-type: none"> - City of Grand Rapids HOT Team presentation - Potential LIHTC presentations - Strategic Plan - Strategic Visioning Conversation - General CoC Updates - Funding Updates 		
August Full CoC Agenda		
Discussion		
<ul style="list-style-type: none"> - Governance Charter Changes - Current Resources - CE flow (provide data and talk through decrease) 		
Erin returned to the meeting towards the end of this discussion item.		
Adjourn		
Motion by:	Cathy	Support from: Erin