



Steering Council Meeting Agenda  
January 15, 2020 ▫ 8:30 – 10:30 am ▫ Zoom

1. Call to Order/Introductions
2. Approval of the Agenda\*
3. Approval of December 11, 2020 Minutes\*
4. Public Comment on Agenda Items (Limit 3 minutes ea.)
5. Approval of Consent Agenda\*
  - a. Steering Calendar
  - b. ESG Financial Assistance Report
  - c. Committee Updates
  - d. Budget Report: Statement of Activity
  - e. Data Reports: COVID-19 Shelter Counts, CE Report Q4 2020
6. Petitions and Communications
7. Executive Committee Elections\*
8. General CoC Updates
  - a. COVID-19 Planning and Response
  - b. Shelter Count Trends
  - c. Action Boards
9. CoC Position Statement on Encampments – *staff to send draft ahead of meeting*
10. Funding Updates
  - a. HUD NOFA Update
  - b. FEMA Reimbursement – *context/background will be shared ahead of time*
11. Steering Council Orientation
12. Budget Model
13. Prioritized Goals and Activities
14. Strategic Planning: Next Steps
15. Any other matters by Steering Committee Member(s)
16. Public Comment on Any Matter (Limit 3 minutes ea.)
17. Adjournment

Next meeting: Friday, February 19<sup>th</sup> 2021, 8:30 – 10:30am

\* denotes potential action item



## STEERING COUNCIL MEETING MINUTES - **DRAFT**

December 11, 2020

8:30-10:30

Facilitator:	Casey Gordon		
Meeting Attendees:	<u>Steering members present:</u> Casey Gordon, Elizabeth Stoddard, Adrienne Goodstal, Hattie Tinney, Tom Cottrell, Erin Banchoff, Rebecca Rynbrandt, Susan Cervantes, Karen Tjapkes, Scott Orr, Cathy LaPorte, Amanda Tarantowski, Cheryl Schuch (late), Alonda Trammell (late) <u>Steering members absent with notification:</u> Lauren VanKeulen <u>Steering members absent without notification:</u> Brianna Lipscomb, Shontaze Jones, Shannon Bass, Kwan McEwen, Thomas Pierce <u>Community Members:</u> Wende Randall, Allison (MCAH) <u>Staff:</u> Courtney Myers-Keaton, Brianne Czyzio Robach		
Time Convened:	8:34	Time Adjourned:	10:35

<b>Approval of Agenda</b>			
Motion by:	Tom Cottrell	Support from:	Hattie Tinney
Discussion			
Amendments	Add PIT Count under general CoC Updates (10c)		
Conclusion	All in favor, motion passes.		
<b>Approval of Minutes</b>		<b>November 20, 2020</b>	
Motion by:	Karen Tjapkes	Support from:	Tom Cottrell
Discussion			
Amendments			
Conclusion	All in favor, motion passes.		
<b>Public Comment on Any Agenda Item</b>			
Discussion			
None			
<b>Approval of Consent Agenda</b>			
Motion by:	Tom Cottrell	Support from:	Adrienne Goodstal
Discussion			
Amendments			
Conclusion	All in favor, motion passes.		
<b>Petitions and Communications</b>			
Discussion			
None.			
<b>LIHTC Letters of Support</b>			
Discussion	<p>Projects were presented at the August and November meetings and project descriptions were provided in the agenda packet. Steering Council is being asked to approve letters of support.</p> <p>Last month, Steering noted that Bradley Commons had lower rent than other projects and wanted to ensure that calculations are correct. Staff have not heard back from Woda Cooper about this discrepancy. Given the timing, members agreed it is important to move forward now given that rent is capped by MSHDA for all LIHTC projects.</p>		



**STEERING COUNCIL  
MEETING MINUTES - DRAFT**

December 11, 2020  
8:30-10:30

**Hattie moved to provide a letter of support for Woda Cooper’s Bradley Commons LIHTC project. Second provided by Adrienne. In favor: 12, Opposed: 0. Motion passes.**

**Tom moved that CoC provide a letter of support for Woda Cooper’s Stockbridge Landing LIHTC project. Hattie seconded. In favor: 12, Opposed: 0. Motion passes.**

**Tom moved to provide a letter of support for Woda Cooper’s Breton Grove LIHTC project. Adrienne seconded. In favor: 12, Opposed: 0. Motion passes.**

**Hattie moved to provide letter of support for both phases of Hope Network’s Eastpointe Commons LIHTC project. Tom seconded.** Last month, the project team shared that there are submitting 2 separate LIHTC applications as the project is in phases. They may need 2 distinct letters. Motion amended to provide for two letters of support, one for each phase of the project. **In favor: 12, Opposed: 0, Abstentions: 1 (Susan Cervantes due to conflict of interest) Motion passes.**

Action Items	Person Responsible	Deadline

**MSHDA ESG-CV2 Prioritization**

Discussion

Courtney noted that the community’s allocation has funding requirements from MSHDA - 35% of funds must go to RRH and 25% to prevention. If funding is allocated to emergency shelter, the amount is capped at 25%. Funding must also cover one Housing Navigator and one Housing Resource Specialist position. She recommends that Housing Navigator position is housed at the HARA and that prevention funds go to the HARA as the community has been working to implement a coordinated process for prevention funding. Staff recently released a survey to community members asking for suggestions for prioritizing this funding. Many of the responses were in support of the need for additional prevention and emergency shelter resources. If Steering decided to allocate funds to the maximum amount allowable for emergency shelter, \$57,127 would remain in the allocation. Based on the survey and need, Courtney suggested this amount be directed towards prevention.

Cheryl noted that Data Analysis Committee recently reviewed reports and saw a significant decrease in the number households served by prevention, indicating that prevention should be prioritized. In addition, reports showed that numbers are increasing in family and individual spaces, indicating the importance of emergency shelter.

Conversation around how to select sub-recipients for these funds. The CoC could go through an RFP process or allocate funds directly.

**Victoria moved to support staff recommendation for ESG-CV2 prioritization – to issue an RFP for the minimum RRH and maximum emergency shelter amounts with the remaining funds allocated to the HARA for prevention and the Housing Navigator position. Karen seconded. In favor: 12, Opposed: 0, Abstentions: 1 (Cathy LaPorte due to conflict of interest). Motion passes.**



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MEETING MINUTES - DRAFT**

December 11, 2020  
8:30-10:30

Action Items	Person Responsible	Deadline
<b>Strategic Planning Next Steps</b>		
Discussion		
<p>The CoC has secured a strategic planning consultant. Staff will be meeting next week to discuss next steps. Anticipate communication from Mission Matters and staff will be released in early 2021.</p> <p>At Executive, the group discussed timeline and responsible entities for interim strategic priorities and goals. Committees have been working on moving forward with action steps.</p> <p>Staff will be applying to Non-Profit Technical Assistance (NPTA) for up to \$10,000 to supplement where had to make changes in budget to support strategic planning. Conversations of moving admin time 1.0FTE have been tabled for now. In addition, professional development, community inclusion, and parking expenses have been decreased as well. Community inclusion funds are sufficient to include those with lived experience in strategic planning. There is an opportunity to seek additional funding to support adjusted areas.</p>		
<b>General CoC Updates</b>		
Discussion		
<p><u>Planning for Winter</u></p> <p>In looking at projections, Courtney noted concern that there may be increases in numbers in January and February. Data is showing longer lengths of stay in all programs and fewer exits than in the past. The pilot count at the end of September identified 156 individuals staying outside. Current Mel Trotter capacity is 430 and Degage is 40 when a typical PIT Count reflects around 600 single adults staying in shelter in January.</p> <p>Cheryl noted that at Family Promise, they are not seeing the drop in number that would typically see during the holiday season. Adrienne noted that they have not yet seen shelter numbers reaching capacity, likely due to warmer than normal weather. They identified an overflow shelter location at the Purple East building for the next 6 months. The first floor will operate as overflow warming space.</p> <p>Warming centers are still an area of need since many spaces are not open or available for warming this winter. We are beginning to move into colder weather that we did not have at the onset of the pandemic. Members feel that it would be important to ensure that general public has information around which locations are available for warming centers. Staff will develop and share widely.</p> <p><u>Eviction Diversion Program Update</u></p> <p>Funding is available through the state and Kent County. Funding through the state is slated to be spent down by the end of December. Kent County funding has to be spent by the end of the month as well. Salvation Army has limited staff capacity, so other CoC agencies have stepped up to provide temporary case management supports so funding can stay in the community and provide housing</p>		



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support to community members. There have been conversations in the community around how much funding would be needed to support a coordinated prevention system. Staff will continue these conversations and will work to bring something to funders group. Cathy noted that the cohort for MSHDA EDP project have been meeting weekly and are interested in keeping momentum going moving into 2021.

Mel Trotter is hearing that the City of Grand Rapids plans to stop allowing folks to camp in Heartside after the overflow shelter is open. They have developed flyer with FAQs around staying in shelter and will begin engaging with folks. Attendees noted concern as cleaning or sweeping encampments goes against recommendations from HUD, CDC, other agencies in the country as it displaces folks and can potentially increase spread of COVID.

PIT Count

Outreach workgroup moving forward with planning for January PIT Count. They will resume weekly planning sessions and utilize same planning process as used previously. They anticipate asking for the HOT Team to support planning efforts. HUD guidance allows the unsheltered count to be modified to limit face-to-face exposure. The teams will be deliberate in ensuring there is not duplication of those staying in emergency shelter and in identifying locations/quadrants throughout the City. Next outreach meeting on Tuesday, 15<sup>th</sup>. If you are interested in assisting with the count, please connect with Brianne ([brobach@hwmuw.org](mailto:brobach@hwmuw.org))

Action Items	Person Responsible	Deadline
Develop and share warming center information	Brianne Robach	

**Ad-hoc MOU And Staffing Review Update**

Discussion

Fiduciary MOU

The ad-hoc group felt that this document was ready to bring to Steering for approval. The majority of conversation and suggest changes from the ad-hoc were around the employer of record section.

**Tom moved to approve revised language in MOU between CoC and Heart of West Michigan United Way. Hattie supported. In favor: 12, Opposed: 0. Motion passes.**

Job Descriptions

These were reviewed and staff are ensuring that duties from HUD are encompassed. They will be sent to Steering as informational items. The CoC director position will include ensuring compliance with 24CFR.

Action Items	Person Responsible	Deadline
Provide job descriptions to Steering to view	CoC staff	

**Community Solutions Built for Zero**

Discussion

Community Solutions Built for Zero (link: [Built For Zero - Community Solutions](#)) is an opportunity that provide extensive TA and support for communities to reach functional zero, beginning with veterans and chronic populations and then expanding to other populations. The Chamber of Commerce and



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City of Grand Rapids are offering support and continued investment to this 3 year commitment. The next cohort begins in March, so staff are hoping to bring this to the full CoC as a presentation next week to discuss and make a decision.

Conversation around how this connects with the Housing Stability Alliance. Staff have been working to connect with the HSA Steering Committee to learn their next steps. They hope the HSA group would be interested in being involved with this work. Courtney will provide slides with more information to Steering prior to CoC meeting. Think that part would be revamping committee work to fit into these roles,

Action Items	Person Responsible	Deadline

**Updated Documents**

Discussion

Documents with suggested changes were provided in the agenda packet.

- LIHTC – updated to include an ask for occupancy information
- Meeting Guidance – clarifies verbal versus chat voting
- Committee Expectation – updated guidance on roster and attendance.

**Karen moved to adopt all documents with presented suggested changes. Victoria seconded. In favor: 14, Opposed: 0, Motion passes.**

Action Items	Person Responsible	Deadline

**Other Matters from Steering Council members**

Discussion

Victoria asked to continue the conversation around a sweep in Heartside Park. She shared that the StreetReach team has been going into the park and is working with those staying there to provide supports and connections to resources. Conversation around recent communications regarding a sweep/clean-up, CoC staff and the outreach workgroup were not looped into this conversation. It seems that the City of Grand Rapids has planned to sweep for tents once the overflow shelter is open. Attendees expressed concern that will only serve to displace folks further. Work is being done to increase access to shelter, but it is also important to respect individual choice.

Tammy Britton, with the City of Grand Rapids, joined the call and indicated that when new shelter capacity is available, more time will be spent enforcing no camping in Heartside Park. Tammy will continue to communicate to CoC staff whenever the City will be posting for a sweep.

Conversation around whether the CoC should prepare a statement on best practice information. Victoria expressed support and noted that a statement like this would be supportive for outreach teams on the ground. Cheryl suggested the need for further conversation around the HOT Team structure.



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City of Wyoming: Becky shared that recommendations for their Master Plan will be presented at a Planning Commission meeting on Tuesday. Recommendations around housing policy include increasing housing density and LIHTC projects. They anticipate lengthy discussion by the planning commission encourage community participation. Folks can submit comments ahead of time or during the meeting.

Grand Rapids Housing Commission – Hattie shared that they recently signed an MOU with various partners for Foster Youth to Independence voucher program. This program is for youth ages 18-24 who were in foster care programs. It provides section 8 vouchers to youth. Partners include WMPC, Kent County, DHHS, and others.

Full CoC meeting next week on December 18<sup>th</sup>. Steering Council elections will be held during the meeting with nominations accepted from the floor.

Executive Committee elections will happen at the January Steering Committee meeting.

<b>Public Comment on Any Item</b>			
Discussion			
None.			
<b>Adjourn</b>			
Motion by:	Tom Cottrell	Support from:	Victoria Sluga

DRAFT



GRAND RAPIDS/WYOMING/KENT COUNTY  
STEERING COUNCIL ANNUAL CALENDAR  
Updated August 2020

**January**

Steering Committee Orientation  
Executive Officer Elections  
Point in Time Count  
Draft Budget Presentation  
Steering Council Annual Conflict of Interest  
Forms Completed

**February**

City of Grand Rapids Emergency Solutions Grant  
Application  
Strategic Plan Update  
Reallocation Discussion  
Budget Approval

**March**

Data Quality Committee Report  
Strategic Plan Progress Review  
CoC and ESG Mid-Term Monitoring

**April**

LIHTC Developer Presentations to Steering  
(October Round)  
Point in Time Count Submitted to HUD  
Budget Review

**May**

Strategic Plan Annual Review  
Nomination Committee forms

**June**

Steering Council Funding Process Review  
Governance Charter Recommended Changes to  
CoC membership  
Open Call for New CoC Members  
PIT Data Released

**July**

NAEH Annual Conference  
System Performance Measures Review  
Strategic Plan Update

**August**

HUD CoC Program Funding Vote (Anticipated)  
System Performance Measures Reported to CoC  
CoC, Fiduciary, HARA MOU for ESG Execution

**September**

Data Quality Committee Report  
MSHDA Emergency Solutions Grant Application  
HUD CoC Program Application Due (Anticipated)  
PIT Planning Begins

**October**

LIHTC Developer Presentations to Steering  
(April Round)  
Governance Charter Review, including ENTFF  
relationship affirmation & Fiduciary MOU

**November**

Strategic Plan Progress Review  
Staff Evaluations Initiated by Fiduciary  
Strategic Plan Update

**December**

Steering Council elections (at CoC meeting)  
Staff Evaluations Concluded by Fiduciary  
Budget Preparation Begins





The Salvation Army Social Services, Housing Assessment Program (HAP)

### ESG Financial Assistance Report

1/11/2021

Financial assistance funds are paid on an on-going basis as invoices are received from all partners. Staffing funds are invoiced quarterly (April, July, October, January).

Grant Name	Financial Assistance Amount	Grant Term	% of FY Complete	Tentative Amount Spent**	Tentative % Spent	Amount Spent	% Spent	Referred by HAP	Referrals Accepted
ESG - City of Grand Rapids - The Salvation Army - 61st District Court Eviction Prevention Pilot FY19	\$50,000	1/01/2019-12/31/2019	100%	\$50,000	100%	\$50,000	100%	37	37
ESG - City of Grand Rapids - The Salvation Army - 61st District Court Eviction Prevention Pilot FY20	\$61,420	7/1/2019-6/30/2020	100%	\$61,420	100%	\$61,420	100%	35	35
ESG - MSHDA - The Salvation Army - Prevention	\$23,363	10/01/2019-09/30/2020	100%	\$22,473	96%	\$22,473	96%	10	8
ESG - MSHDA - The Salvation Army - RRH	\$55,624	10/01/2019-09/30/2020	100%	\$55,615	100%	\$55,615	100%	43	28
ESG - City of Grand Rapids - The Salvation Army - 61st District Court Eviction Prevention Pilot FY21	\$82,354	01/2020-06/30/21	25%	\$0	0%	\$0	0	0	0

\*MOUs were completed in March

\*\*Tentative Amount Spent dependent on participant's continued eligibility in the program.



## Grand Rapids/Wyoming/Kent County CoC – MI 506 Steering Council Committee Reporting – January 2021

### **Data Analysis –**

Since the last update dtd Nov 2020, the Data Analysis Committee has held one regularly scheduled meeting in December. The meeting included a presentation on FUSE (Frequent User System Engagement), a cross-systems data matching project to target 50-100 most frequent system users for optimum engagement with appropriate services. Review of available data demonstrated more individuals and households coming into system for longer stays and fewer leaving. The committee invited Dwelling Place to share its research regarding tracking applicant/resident information related to diversity at a future meeting.

### **Outreach Workgroup –**

The workgroup has been meeting weekly to plan for the 2021 Point-In-Time Count. The count will be Wednesday, January 27<sup>th</sup>. To reduce COVID risk, the count will be an observational head count instead of a survey.

### **Youth Committee -**

The biggest update is be around the structuring of the Youth Committee. Elections and restructure of Youth Committee:

1. Lead and support the revitalization and activities of the Youth Action Board. Know importance of the voice of those with lived experience in decision-making and has been conversation at Executive around what would be best. Anna suggested looking at action boards across the CoC. Conversation around how-to best support action board members. Suggestions include mentor-type relationships with Steering members and an internship-type opportunity to support members.
2. Increasing participation in Coordinated Entry to ensure consistent communication

### **Ending Veterans Homelessness Committee & Veterans Action Board –**

- The Ending Veteran Homelessness Committee has completed orientation for new partner members. EVHC work groups are meeting monthly and the EVHC larger committee is meeting quarterly.
- EVHC work groups met to discuss 2021 goals, which include reviewing outcomes from the By Name List to inform processes and address any critical areas in maintaining functional zero that would result in a benchmark not being met.
- Community level dashboards are available at Community Rebuilders' website which provides monthly data on the USICH benchmarks.
- The Veteran Action Board will begin completing interviews for new members in January 2021.

## CoC FYTD November Statement of Activity

	Admin (HWMUW)	MSHDA ESG	GR CDBG	Wyoming CDBG	HUD - CoC Program Funds	Kent County CUNP-HMIS Match	HMIS (Sal. Army)	TOTAL Actual	Annual Budget	Budget Remaining	% Remaining	Notes
City of Wyoming CDBG	\$ -	\$ -	\$ -	\$ 2,314	\$ -	\$ -	\$ -	\$ 2,314	\$ 5,000	\$ 2,686	54%	
City of GR CDBG	-	-	9,620	-	-	-	-	9,619.58	20,000	10,380	52%	
HUD Planning	-	-	-	-	73,041	-	-	73,041.31	175,334	102,293	58%	
Salvation Army HMIS	-	-	-	-	-	-	33,399	33,398.58	78,412	45,013	57%	
Kent County CUNP	-	-	-	-	-	4,978	-	4,977.60	18,224	13,246	73%	
MSHDA ESG - Passthrough	-	73,403	-	-	-	-	-	73,403.00	244,478	171,075	70%	1
HWMUW	5,082	-	-	-	-	-	-	5,081.54	16,885	11,803	70%	
<b>TOTAL REVENUE</b>	<b>\$ 5,082</b>	<b>\$ 73,403</b>	<b>\$ 9,620</b>	<b>\$ 2,314</b>	<b>\$ 73,041</b>	<b>\$ 4,978</b>	<b>\$ 33,399</b>	<b>\$ 201,835</b>	<b>\$ 558,333</b>	<b>\$ 356,498</b>	<b>64%</b>	
Personnel Costs	\$ 2,298	\$ -	\$ 8,802	\$ 2,124	\$ 54,784	\$ 3,215	\$ 1,944	\$ 73,168	\$ 189,954	\$ 116,786	61%	2
Professional Fees	1,100	-	-	-	8,000	-	30,000	39,100	75,780	36,680	48%	3
Community Inclusion Activities	-	-	-	-	83	-	-	83	5,000	4,917	98%	
Supplies	-	-	-	-	85	-	509	594	600	6	1%	
Printing/Copying	-	-	-	-	-	-	-	-	600	600	100%	
Conferences/Travel	-	-	-	-	250	-	-	250	5,365	5,115	95%	4
Meetings	-	-	-	-	350	-	-	350	1,200	850	71%	
Technology (meeting service subscription)	-	-	-	-	912	-	-	912	1,000	88	9%	5
Parking/Transportation	-	-	60	-	1,449	72	46	1,626	4,825	3,199	66%	
Grant Passthrough	-	70,285	-	-	-	-	-	70,285	234,998	164,713	70%	1
Miscellaneous	-	-	-	-	858	-	-	858	-	(858)	N/A	6
Indirect	1,684	3,118	758	189	6,270	1,690	900	14,609	39,011	24,402	63%	
<b>TOTAL EXPENSES</b>	<b>\$ 5,082</b>	<b>\$ 73,403</b>	<b>\$ 9,620</b>	<b>\$ 2,314</b>	<b>\$ 73,041</b>	<b>\$ 4,978</b>	<b>\$ 33,399</b>	<b>\$ 201,835</b>	<b>\$ 558,333</b>	<b>\$ 356,498</b>	<b>64%</b>	
<b>Revenue Over(Under) Expenses</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>		

<b>Fund Balance @ 10/31/20</b>	8,000
Strategic Planning Costs	(8,000)
<b>Fund Balance @ 11/30/20</b>	-

### Notes:

1. Passthrough grant

2. CoC staff time:

- 1 FTE - Courtney - CoC Coordinator/ Program Manager (84% HUD Planning, 11% City of GR CDBG, 3% City of Wyoming CDBG, 2% HMIS)
  - .77 FTE - Brianne - Administrative Assistant (CoC- 74% HUD, 13% GR CDBG, 13% CUNP)
  - .20 FTE - Wende - Program Director ( 41% HUD, 16% GR CDBG, 11% Wyoming CDBG, 18% HMIS, 14% HWMUW). Note: Nov time was .1199 FTE
- Staff Total 1.89 FTE

Note: Brianne is a full time employee, who spends 77% of her time on CoC and 23% of her time on ENTF administration.

3. Professional fee budget includes:

HMIS Consultant fee + Travel expenses	\$66,000
Strategic planning (HUD Planning)	\$9,780

4. Conf/Travel budget includes:

HMIS travel and mileage & HUD Planning conference expenses

5. Technology budget includes:

Meeting service subscription-Go To Webinar

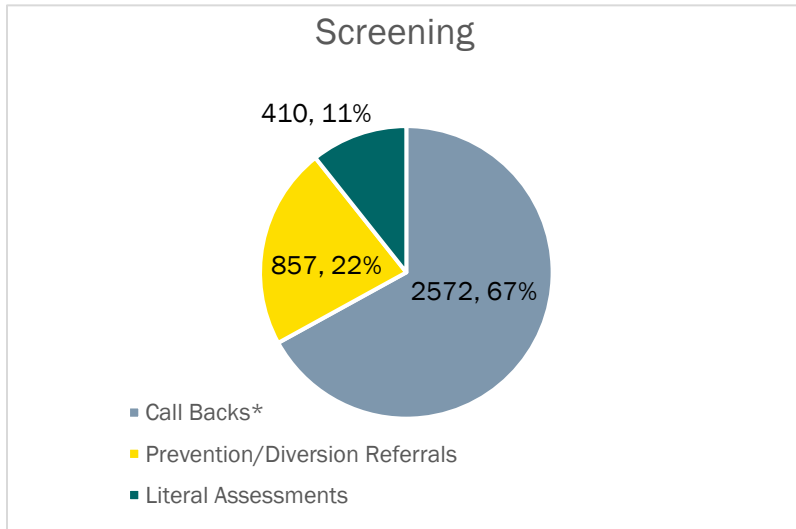
6. Misc actual expenses: PIT count expenses



The Salvation Army Social Services  
Housing Assessment Program (HAP)

## COORDINATED ENTRY SYSTEM REPORT QUARTER 4- OCTOBER, NOVEMBER, DECEMBER 2020

### SCREENING



**3,839 Total Calls**

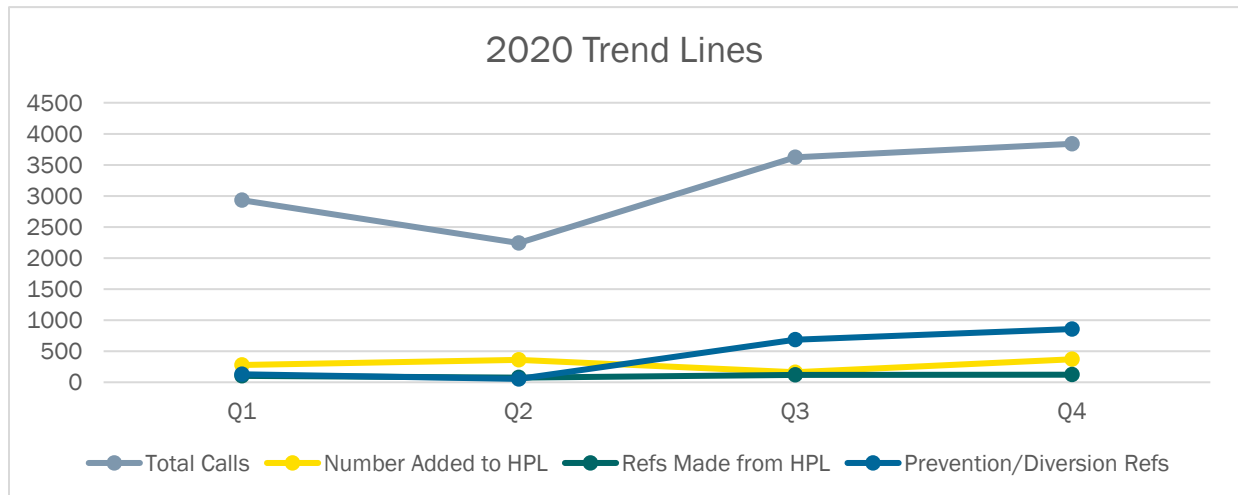
\*up 1.06% from Q3

**51 RRH/PSH openings**

**122 referrals sent for RRH/PSH**

**88 Accepted referrals**

\*follow ups, status inquiries, situation updates



### ASSESSING HOUSING PRIORITY LIST (HPL)

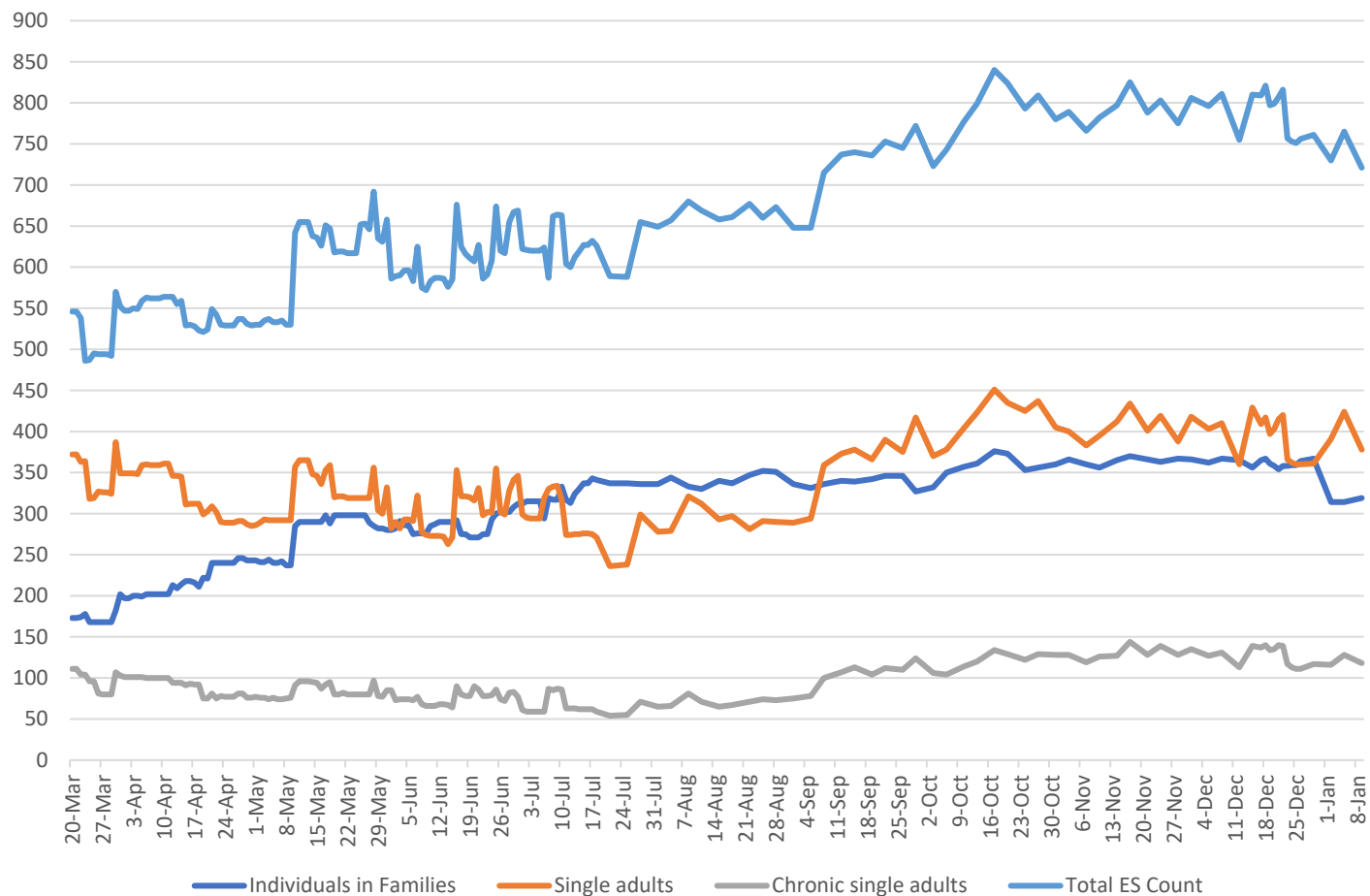
**111** singles added to HPL\*      **259** families added to the HPL\*\*  
**43** chronic singles

\*Use of the VI-SPADT tool is used to screen for resources

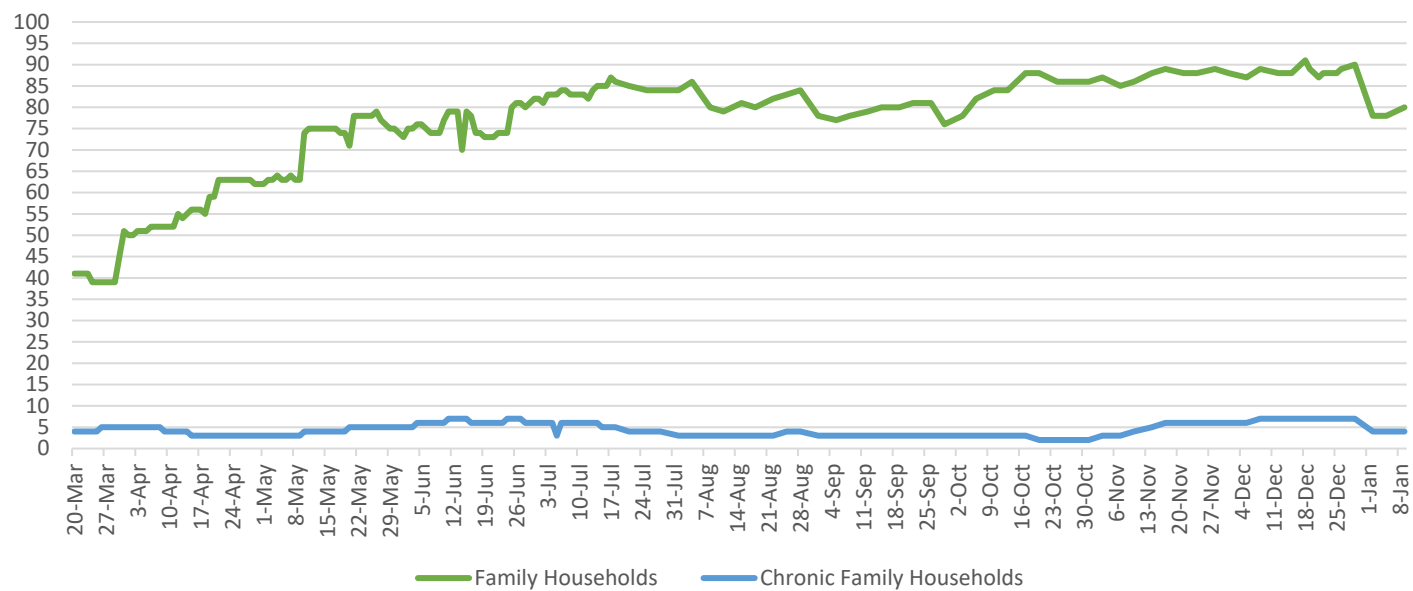
\*\*Use of COVID Prioritization tool is being used to screen for high/low risk

# Emergency Shelter Count during COVID-19

## Number of individuals in emergency shelter – March 20 to Jan. 9

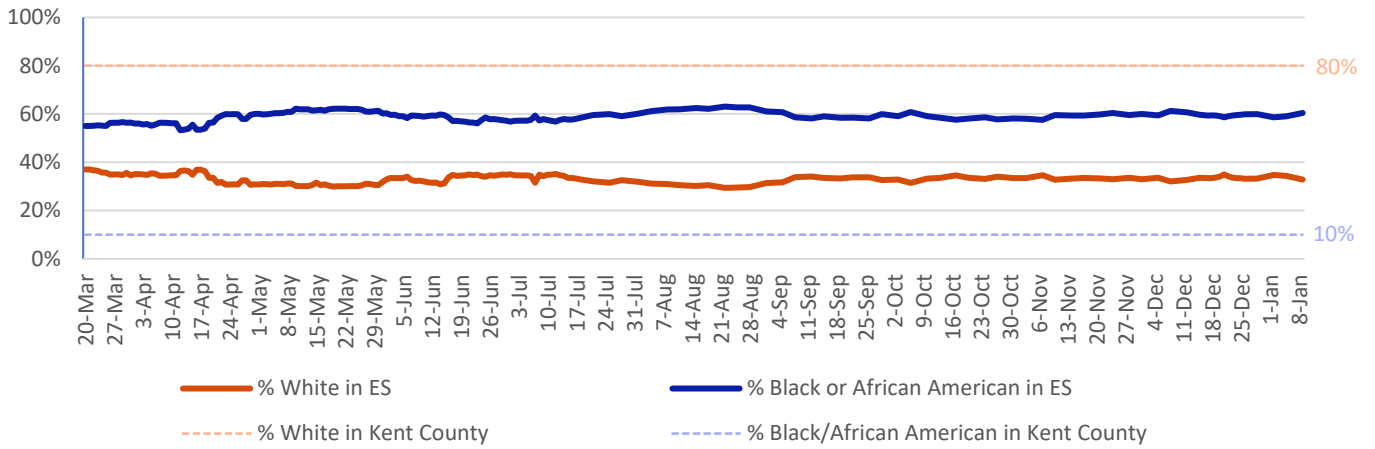


## Number of households in emergency shelter – March 20 to Jan. 9

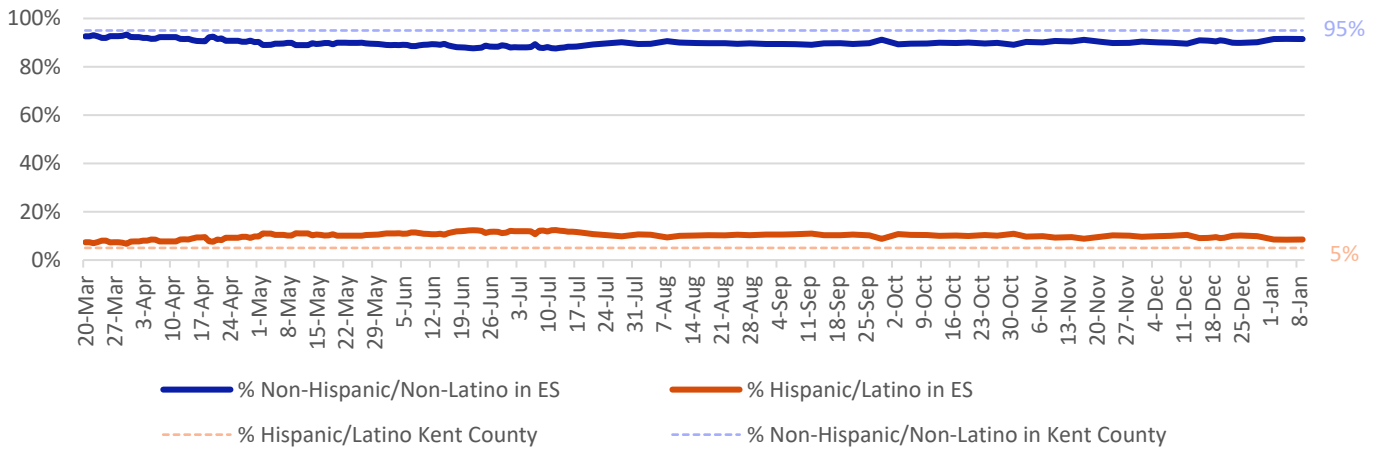


# Demographics: Emergency Shelter Count during COVID-19

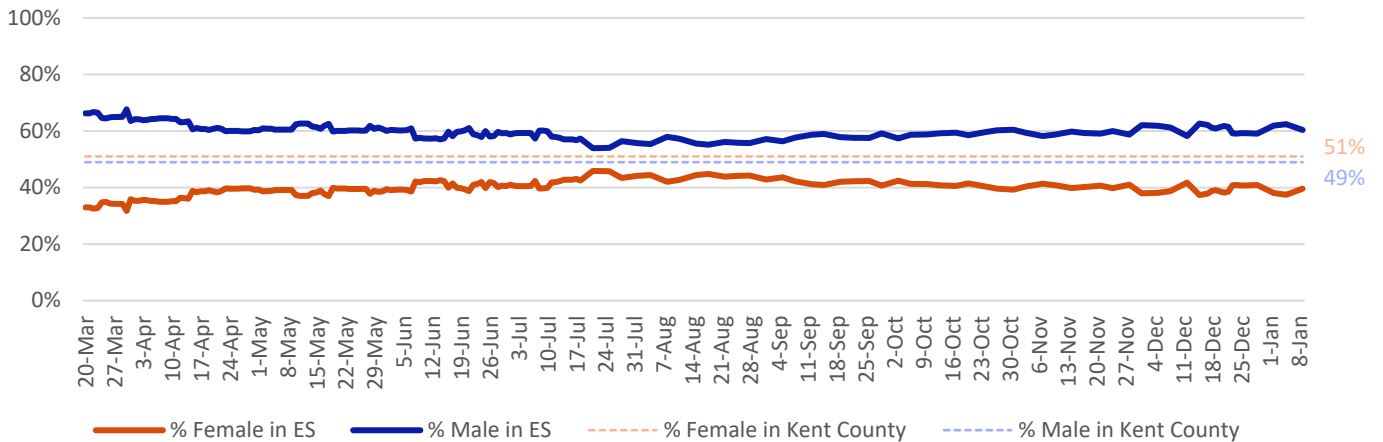
% of emergency shelter count by race – March 20 to January 9<sup>1</sup>



% of emergency shelter count by ethnicity – March 20 to January 9



% of emergency shelter count by gender – March 20 to January 9



<sup>1</sup>Percentages may not total up to 100% as all race categories are not be included.  
All Kent County demographic data is taken from 2018 America Community Survey data  
All emergency shelter data pulled from Kent County's Homeless Management Information System



## 2021 Executive Committee Nominations Slate

### **Chair:**

Karen Tjapkes, Director of Litigation at Legal Aid of Western Michigan

Karen has served on Executive this past year and understands the ins and outs of the CoC, Steering Council, and Executive. Her legal background makes her well-suited to the Chair position.

### **Vice Chair:**

(I) Lauren VanKeulen, CEO at AYA Youth Collective

Lauren is a leader in our community in the area of youth homelessness and has served as Vice Chair previously. She has extensive knowledge of our CoC and a great vision of where our community should be heading.

### **Secretary:**

Adrienne Goodstal, VP of Community Engagement and Advocacy at Mel Trotter Ministries

Adrienne is a long serving Steering Council member with extensive knowledge of our CoC. She is keenly aware of the current needs within the community and is a respected leader.

### **Treasurer:**

Alonda Trammell, Director of Supportive Services at Dwelling Place

Alonda is a long serving member of the Steering Council with significant knowledge of our CoC. Her connection to community needs within housing programs and expertise in the area of supportive housing services is critical at this time.

(I) Erin Banchoff, Community Development Manager at City of Grand Rapids

Erin has served on Executive Committee for years, on and off. Her attention to detail and her knowledge of federal grant procurement and administration makes her voice incredibly important.



## 2021 Executive Committee Nominations Slate

### **Member at Large:**

#### Cheryl Schuch, Family Promise of Grand Rapids, CEO

Cheryl has significant knowledge of our CoC and is a community leader in the area of ending homelessness and emergency shelter. Her expertise and knowledge will be critical during our transition into extended pandemic response and strategic planning.

#### Elizabeth Stoddard, Director of Advocacy at Fair Housing Center of West Michigan

Elizabeth provides a unique perspective on how the CoC can support fair and equitable shelter and housing practices. She also has a deep understanding of how our CoC functions and the federal requirements it is obligated to meet.



## CoC Budget Modeling

	HWMUW fye 6.30.21		NEW Proposed
City of Wyoming CDBG	\$	5,000	\$ 5,000
City of GR CDBG		20,000	20,000
HUD Planning		175,334	175,334
Salvation Army HMIS		77,458	77,458
Kent County CUNP		19,000	19,000
HWMUW		17,000	17,000
<b>TOTAL REVENUE</b>	<b>\$</b>	<b>313,792</b>	<b>\$ 313,792</b>

Personnel Costs	191,130		<b>179,810</b>
Professional Fees-HMIS	62,500		62,500
Professional Fees - Strat Plan	14,000		<b>32,000</b>
Community Inclusion Activities	5,000		<b>3,860</b>
Supplies	700		700
Printing/Copying	750		750
Conferences/Travel	5,000		<b>2,500</b>
Meetings	625		545
Technology	2,000		<b>1,000</b>
Parking/Transportation	1,960		-
Miscellaneous (PIT Count)	1,600		1,600
Indirect	28,527		28,527
<b>TOTAL EXPENSES</b>	<b>\$</b>	<b>313,792</b>	<b>\$ 313,792</b>

	Proposed Cuts	Proposed NEW Cost
Admin (.8 instead of 1.0 FTE)	11,400	38,200
Parking passes (no longer need)	1,960	-
Technology (Reduce from 2,000)	1,000	1,000
Community inclusion (reduced from \$5,000)	1,140	3,860
Conferences/professional development (reduced from \$5,000)	2,500	2,500
<b>Total</b>	<b>18,000</b>	



Grand Rapids/Wyoming/Kent County CoC-MI506  
Strategic Priorities and Goals Update – January 2021

**Q1 2021 Action Areas**

Action Area	Updates (if applicable)
Coordinate review of disaggregated data with Data Analysis Committee.	Data Analysis Committee will begin reviewing data documents at their January meeting. The committee will also hear from Dwelling Place staff who recently analyzed disaggregated data to identify disparate outcome.
Outreach campaign to private landlords regarding program participation, forms of rental housing assistance, Housing Choice Vouchers, etc.	Not yet started
Utilize Coordinated Entry for prevention resources (action goes into Q2)	CoC and HAP staff working closely with organizations that provide preventions funds to encourage utilization of CE system.
Increase transparency around available housing resources and eligibility criteria	HAP staff developing sheets with eligibility requirements and required documentation for all PSH, RRH, and prevention resources. Documents will be posted on the CoC website once finalized.
Increase staff/capacity for individualized assessment and case management and/or increase support for those experiencing unsheltered homelessness	MSHDA ESG-CV2 and CERA funding provide funds specifically to increase staffing for case management.

**Q2 2021 Action Areas**

Action Area	Updates (if applicable)
Perform a gaps analysis to identify where additional resources are needed	Not yet started
Coordinated approach for consumers to access prevention resources established	Solutions Specialists are using a shared Google sheet to view available prevention resources and make referrals.

**Q3 2021 Action Areas**

Action Area	Updates (if applicable)
Prioritize the mitigation of root causes of racial disparities into the upcoming strategic planning process	Not yet started
Test recommended strategies to decrease disparate outcomes	Not yet started



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**Ongoing Efforts**

Action Area	Updates (if applicable)
Use data in meaningful way to identify disparities	
Coordinate with organizations not receiving CoC funds and/or not currently engaged	Executive Committee recently discussed building capacity for additional community organizations as an area of focus for the upcoming strategic planning process.
Strategic pairing of an appropriate housing resource at the time of crisis bed intervention	
Process established to share available resources and made publicly available (i.e. public google doc/resource dashboard made available)	Solutions Specialists are using a shared Google sheet to view available resources and make referrals.
Collaborate with the Housing Stability Alliance to identify root causes of racial disparities in the system	TBD

**Completed Efforts**

Action Area	Updates
Updated Coordinated Entry Policy adopted by Steering Council	Adopted on October 16 <sup>th</sup> , 2020