



Steering Council Meeting Agenda  
March 19, 2021 ▫ 8:30 – 10:30 am ▫ Zoom

1. Call to Order/Introductions
2. Approval of the Agenda\*
3. Approval of February 19, 2021 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
6. Petitions and Communications
7. General CoC Updates –
  - a. Built for Zero Update
8. Funding Updates –
  - a. MSHDA CERA Funds
9. CoC Position Statement on Encampments\*
10. Budget Approval\*
11. HMIS Vendor and System Performance Measures – *See statement from WellSky and Data Analysis Committee recommendation in Steering packet*
12. Steering Council Member Responsibilities
13. Strategic Priorities and Goals
14. Strategic Planning Update
15. Any other matters by Steering Committee Member(s)
16. Public Comment on Any Matter (Limit 3 minutes ea.)
17. Adjournment

Next meeting: Friday, April 16<sup>th</sup>, 2021, 8:30 – 10:30am

\* denotes potential action item



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

February 19, 2021

8:30-10:30

Facilitator:	Karen Tjapkes		
Meeting Attendees:	<u>Steering members present:</u> Tom Cottrell, Cheryl Schuch, Rebecca Rynbrandt, Casey Gordon, Karen Tjapkes, Elizabeth Stoddard, Melissa Barnes, Erin Banchoff, Susan Cervantes, Heather Bunting, Scott Orr, Cathy LaPorte, Alonda Trammell, Lauren VanKeulen, <u>Steering members absent with notification:</u> Adrienne Goodstal, Victoria Sluga, Amanda Tarantowski <u>Steering members absent without notification:</u> <u>Community Members:</u> Michelle VanDyke (HWMUW), Kevin Doyle (HOT Team), Jessica Johnson (HOT Team), Wende Randall (ENTF), Tammy Britton (City of Grand Rapids) <u>Staff:</u> Courtney Myers-Keaton, Brianne Czyzio Robach		
Time Convened:	8:34	Time Adjourned:	10:02

<b>Approval of Agenda</b>			
Motion by:	Tom Cottrell	Support from:	Cheryl Schuch
Discussion			
Amendments	Pull shelter counts from the consent agenda (6a) Executive decided to table the statement on encampments until March (remove 8)		
Conclusion	All in favor, motion passes.		
<b>Approval of Minutes</b>		<b>January 15, 2021</b>	
Motion by:	Tom Cottrell	Support from:	Casey Gordon
Discussion			
Amendments	Typo on page 2 under shelter count trends – correct to ‘first <i>time</i> homeless’		
Conclusion	All in favor, motion passes.		
<b>Public Comment on Any Agenda Item</b>			
Discussion			
<b>Approval of Consent Agenda</b>			
Motion by:	Cheryl Schuch	Support from:	Cathy LaPorte
Discussion			
Amendments			
Conclusion	All in favor, motion passes.		
<b>Petitions and Communications</b>			
Discussion			
None.			
<u>Shelter Counts</u>			
Casey asked to pull this out of the consent agenda to discuss trends and any concerns. Courtney shared that there has been an increase in length of stay (LOS) with families. Capacity for families increased when shifting to the hotels, but there is still limited space at the hotels. An increased LOS			



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leads to less flow through the system. Families are working with solutions specialists to find housing, but Cheryl shared that they are not seeing openings for housing. She is concerned as demand typically increases during the summer months which will likely be around the time that they are phasing out stays at hotels. In addition, the ability to divert families has significantly fallen due to COVID. There is need for further discussion in this area. Staff will send scheduling poll for the Family Homelessness Task Force with specific charge to address flow in the system. Tom shared that in the domestic violence (DV) space, they are seeing an increased length of stay due to lack of affordable housing. While they aren't seeing a huge demand for shelter, they expect this is due to apprehension with fleeing and staying in shelter due to COVID.

Conversation around what additional data would be helpful to review. Data Analysis Committee recently reviewed shelter data from 2019, staff will provide this with the minutes. In addition, staff will discuss how to best share shelter data from previous years that is inclusive of DV data.

Action Items	Person Responsible	Deadline
Schedule Family Homelessness Task Force meeting	CoC staff	
Develop report with shelter data from previous years, inclusive of DV data	CoC staff	

### **Funding Updates**

#### Discussion

#### CERA Funds

These are COVID relief funds for financial assistance with rent and utilities from the package passed by the federal legislature in January. The funds have not yet been appropriated to the community yet, our allocation is an estimated \$38.5M. 65% of the allocation has to be expended by end of September. There is a hold up in appropriations as state legislatures disagree on relief funding and restrictions. In addition, both the House and Senate have recommended that the full amount is not allocated from the start which would make full implementation difficult. Staff will share advocacy information. In the interim, there is some prevention funding available through MSHDA ESG. TSA is prioritizing those who are most at risk of eviction for funds (Scott Orr left the meeting)

To administer these funds locally, Salvation Army (TSA) will set up their own department and hire 20-25 case workers. KCCA will also set up a department and will hire 17-20 case workers. The funding application will be based through a web portal set up by MSHDA. The check-cutting process is still being worked out. TSA had planned to use HMIS for this process, but MSHDA will not allow to agencies to use an alternate process so TSA is unable to fulfill this duty. KCCA, United Way, and others are having lengthy conversations.

Partners are concerned that if the funding comes into the community and MSHDA's software isn't available, they will have to train staff on 2 separate processes in a short amount of time. In addition, agencies are not sure what the software looks like so hiring and training is difficult. MSHDA has instructed agencies to use the same process as used for the Eviction Diversion funds if the software isn't ready, but this was extremely manual and heavy on staff-time.



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### FY2020 Program Update

All projects were renewed for FY2020 and should receive a grant agreement that rolls over from the previous year. The CoC's planning grant amount will increase this year. There has not been word around what the upcoming FY2021 program competition will look like so staff will plan for a typical program competition.

Action Items	Person Responsible	Deadline

### **Budget and Match Discussion**

#### Discussion

Courtney overviewed changes in the proposed FY21 budget which include increasing the Associate and HMIS Support positions to 1 FTE. In addition, there are funds that could be available for implementing areas of the strategic plan once finalized.

With the increase in the planning grant amount, there is a shortfall in matching funds. If the CoC cannot identify match, it will not be able to receive full amount of the HUD Planning or HMIS grant. There is a few options to pursue for match including: using outside agency providing facilitation of action boards, and tracking Steering Council time as in-kind match. Lauren indicated that AYA may be able to provide facilitation support for YAB. For in-kind match of Steering time, there would need to be concrete processes. It would be under the assumption that members are not being paid for their attendance at Steering and if they are that they are not being paid for federal grants. With Planning grant increases likely in the future, it could be beneficial to look into process for Steering time as in-kind match.

The budget goes to United Way's Finance Committee for approval in March. The CoC could approve a conservative budget for approval at UW and then adjust as match is identified. Staff to provide updates as they are available.

Action Items	Person Responsible	Deadline

### **Built for Zero**

#### Discussion

The Built for Zero (BF0) initiative was brought to the full CoC in December who delegated the final decision to Steering Council. The GR Chamber is willing to cover the fees for the community to participate in this initiative which would for help our system look at data and processes in a different way with the goal of reaching functional zero for specific populations. Courtney spoke with staff at Washtenaw County and CSH who both recommended moving forward with BF0. She feels that there is community momentum and buy-in from the business community and recommends moving forward.

**Lauren moves that the community moves forward with the Built for Zero initiative. Casey second.** Cheryl shared that Family Promises' across the country have had positive feedback. Tom asked how the initiative will approach strategies if there is a lack of affordable housing resources in the



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community. Courtney feels that the initiative may help shift the community's perspective for scarcity and may also increase the relationship with those who may contribute to systems resources. Recognizing that there are similar projects currently underway, this will likely shift the structure which may help us move faster and will work to increase buy-in across the board to ensure collaboration. Cheryl noted that it would be important to start based on what we have instead of starting from scratch.

Courtney shared that the CoC's (Non-Profit Technical Assistance) NPTA funding request was tabled for now as they wanted to address how the funding will result in the CoC functioning better. To Courtney, this indicated that there is a narrative in the community that the CoC is not functioning well. Agreement that BFO would be valuable in helping shape the external narrative around the CoC.

Casey indicated her support for the initiative and is encouraged by staff indicating that would be able to take on this work. Internally, there has been conversation around having a project manager dedicated to this effort 20/hrs a week. Staff could bring forward budget models and could engage with business sector and philanthropy to fund an internship position. This position wouldn't need to have in place before accepting participation in the spring cohort. **All in favor, motion passes.** Staff will connect with BFO team and work to move forward with the initiative.

Action Items	Person Responsible	Deadline

### Reallocation Discussion

#### Discussion

This is a Steering calendar item for February. The Reallocation Policy was sent to Steering. Courtney recommended forming an ad-hoc group to look at the policy and create a process which includes project performance to ensure we are better prepared for the reallocation conversations when they arise. She has asked to CoCs across the country to share their processes. Conversation around next steps. Tom asked that reallocation is tied to consolidation as they often work in tandem. Courtney can convene a small group (Elizabeth, Tom?) to review and recommend change with the hope of bringing a process forward at the March meeting.

Action Items	Person Responsible	Deadline

### Strategic Priorities and Goals

#### Discussion

This will be a standing item on the agenda for now to ensure that we are making progress in identified action areas.

For the coordinated review of disaggregated data, Data Analysis will be asking CoC providers to share data on their projects and who they serve to explore whether there are disparities in outcomes and discuss strategies to address disparate outcomes. The group recently heard from Dwelling Place who shared how they looked at disparities in their projects. The group hopes to use this data to bring a recommendation to Steering.



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For engagement with private landlords, staff plan to connect with partners who are currently connected with landlords through outreach.

The gaps analysis to identify where additional resources are needed will start towards end of Q1 with an overview of funding coming into community. It can also include a longer-term view in anticipated gaps a few years out as well as at present.

Action Items	Person Responsible	Deadline
<b>Strategic Planning Update</b>		
Discussion		
Mission Matters recently send a survey to CoC members and will be scheduling one-on-one interviews with some folks. If you have suggestions on who to include with interviews, please connect with Brianne or Courtney. The Planning Committee (Executive, Lee Nelson Weber, and D.L. McKinney) will begin meeting every other week to ensure the CoC is staying on track and to help with iterating with the plan.		
Mission Matters will also be presenting at the full CoC meeting to discuss the process and what members can expect.		
Action Items	Person Responsible	Deadline
<b>Other Matters from Steering Council members</b>		
Discussion		
Casey thanks the Coordinated Entry Committee - she attended their recent meeting and was impressed and excited by the information that was shared!		
<b>Public Comment on Any Item</b>		
Discussion		
Wende Randall shared that she has been working with Adrienne, MCAH, and MLPP around advocacy for source of income protections. They are hoping to hold an informational webinar around this topic in early March, information will be shared once finalized.		
<b>Adjourn</b>		
Motion by:	Lauren VanKeulen	Support from: Tom Cottrell



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 ENTF  
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

3/11/2021

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-CV - City of Grand Rapids - The Salvation Army Eviction Prevention FY 2021	\$358,028	01/01/2021 - 12/30/2021	30%	\$18,428	3%	\$18,428	3%	28	19	
Eviction Diversion Program - MSHDA - The Salvation Army	\$2,801,042	08/01/2020-02/15/2021	100%	\$2,801,042	100%	\$2,801,042	100%	1,343	820	CLOSED
ESG - MSHDA - The Salvation Army - Prevention	\$23,363	10/01/2019-09/30/2020	100%	\$22,473	96%	\$22,473	96%	10	8	CLOSED
ESG - City of Grand Rapids - The Salvation Army - 61st District Court Eviction Prevention Pilot FY21	\$82,354	01/2020-06/30/21	75%	\$11,780	14%	\$11,780	14%	48	14	10 were SER Only
ESG - MSHDA - The Salvation Army - Prevention FY 20/21	\$26,000	10/01/2020-09/30/2021	50%	\$4,062	15%	\$4,062	15%	1	1	

\*MOUs were completed in March

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



**Data Analysis** – The Data Analysis committee has reviewed annual and 4th Quarter data in February and March, drafting a one-page summary of selected data points with comparisons across one quarter, 12 months, and 24 months (included in the following document). The committee has also developed an agency survey to gather data regarding system outcomes, and equity-focused data where available.

*Recommendation: In March, the Data Analysis committee recommended to the Steering Committee that a meeting be arranged with MSHDA to discuss data quality and related issues.*

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

- The Ending Veteran Homelessness Committee work groups continue to meet monthly and the EVHC larger committee meets quarterly.
- Community level dashboards and outcomes from the By Name List are available for public review on Community Rebuilders' website and are updated monthly.
- Veteran Action Board applicants will complete orientation in April.
- Veteran families are able to receive services through the G.R.A.C.E. Network. The Network cooperatively manages consumer needs and utilizes a shared resource bank among Community Based Organizations. Needs, referrals, and outcomes are tracked and Veterans are able to be connected to appropriate resources, including healthcare, nutrition, education, and economic stability.
- A new resource is available to Veterans through the SSVF grant. The Health Care Navigator provides strengths based services to Veterans that include connecting them to VA health care benefits or community health care services.
- A new project serving Veterans started in January 2021 called Beautifully Home, funded by Kent County Veteran Services. Veterans are able to receive emergency housing assistance, household starter packages, and technology assistance with the goal of empowering the Veteran to achieve safe and affordable housing.

**Outreach Workgroup** – The Outreach Workgroup has reviewed the information that was collected during PIT count. We have discussed the things that worked and are in the process of figuring out ways we can do better. In our next meeting these discussions will continue. There are no major updates.

**Youth Committee** – Paige Putans from DHHS recently attended to give an overview of the Foster Youth to Independence Tenant Protection Voucher program. 25 vouchers are available through September 2021 and 25 more vouchers available Oct 2021-Sept 2022. Through this program Grand Rapids Housing Commission (GRHC) can request vouchers for up to 36 months for youth (18-24) who were involved with the foster care system and are experiencing homelessness or at risk of homelessness. Supportive services are also available, but involvement is optional.

**Q1 goals**

1. Revitalize Youth Action Board
2. Connect with Coordinated Entry



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

### **Recent Action Steps**

- Research Successful action board models
- Review learnings from staff who helped with the previous youth action board
- Collect feedback from previous action board members
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Youth Functional Zero List as of 03/09/2021: 91 Unsheltered Youth, 18 Sheltered, 109 Total Youth reporting homelessness in Kent County.

## DRAFT

### Data Notes March 2021

This information regarding the 2020/Q4 period ending December 31, 2020 is presented by the CTEH/CoC Data Analysis Committee.

The Coordinated Entry system received a total of **3,839 calls during this period, representing a 6% decrease from the previous quarter** (12 month decrease of 12%; 24 month decrease of 5%). Of those calls, **1,488 households<sup>1</sup> were served, 7% more than the previous quarter** (12 month decrease of 26%; 24 month decrease of 9%).

*Source: Salvation Army Coordinated Entry Report February 2021*

A total of **857 callers were referred to prevention or diversion**, 46% fewer than the previous quarter (12 month increase of 168%; 24 month increase of 626%).

*Source: Salvation Army Coordinated Entry Report February 2021*

A total of **432 households reported being homeless for the first time** in this quarter, an increase of 14% over the previous quarter (12 month decrease: 37%; 24 month decrease: 33%).

*Source: FY 2020 SysPM Measure 5*

A total of **370 households were added to the Housing Priority List, more than two times the number of households added in the previous quarter** (128% increase). One and two year comparisons are not available.

*Source: Salvation Army Coordinated Entry Report February 2021*

The **average length of time that households were homeless during 2020/Q4 was 79 days, an increase of 3 days or 4% from the previous quarter** (12 month increase: 18%; 24 month increase: 13%).

*Source: FY 2020 SysPM Measure 1*

A total of **12 households exited to housing during 2020/Q4, an increase of 33% over the previous period** (12 month decrease: 94%; 24 month decrease: 95%).

*Source: Coalition to End Homelessness Dashboard HMIS*

**Thirty-three (33) households reported returning to homelessness** over the past 24 months, a 3% decrease in the same measure from the previous quarter (12 month change: 18% increase; 24 month change: 22% increase in households returning to homelessness following an exit to housing during the previous 2 years).

*Source: FY 2020 SysPM Measure 2*

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<sup>1</sup> The term household" may refer to one or more individuals.

CoC FYTD January 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	Comments on forecast
City of Wyoming CDBG	-	-	-	3,092	-	-	-	3,092	5,000	1,908	38%		
City of GR CDBG	-	-	9,554	-	-	-	-	9,554	20,000	10,446	52%		
HUD Planning	-	-	-	-	96,879	-	-	96,879	175,334	78,455	45%		Timing of spend of old grant (conf & comm inclusion). Need to spend an add'l \$5k this fiscal year.
Salvation Army HMIS	-	-	-	-	-	-	44,742	44,742	78,412	33,670	43%		
Kent County CUNP	-	-	-	-	-	10,098	-	10,098	18,224	8,126	45%		Will come in lighter than budget as Wende's time was budgeted here, but will now be spent on non-CoC activities
MSHDA ESG - Passthrough	-	136,759	-	-	-	-	-	136,759	244,478	107,719	44%		1 8 mos of 30 month MSHDA CARES Act; \$113,219 ESF, \$247,500 ESM for 20.21 fiscal year10.20 to 9.21
HWMUW	6,226	-	-	-	-	-	-	6,226	16,885	10,660	63%		
TOTAL REVENUE	6,226	136,759	9,554	3,092	96,879	10,098	44,743	307,350	558,333	250,983	45%		
Personnel Costs	2,334	-	8,599	2,826	73,380	5,412	2,675	95,226	189,954	94,728	50%		2 CoC admin stays at .80 FTE, less HMIS Admin open for 1 mo
Professional Fees	1,100	-	-	-	10,500	1,500	40,000	53,100	75,780	22,680	30%		3 Consultant picks up work from open HMIS position
Community Inclusion Activities	-	-	-	-	83	-	-	83	5,000	4,917	98%		
Supplies	-	-	-	-	231	-	509	740	600	(140)	-23%		
Printing/Copying	-	-	-	-	-	-	-	-	600	600	100%		
Conferences/Travel	-	-	-	-	575	-	-	575	5,365	4,790	89%		4 HMIS - approx \$2,500 to Consulting, HUD \$1,600 to PIT Count
Meetings	-	-	-	-	350	-	-	350	1,200	850	71%		
Technology (meeting service subscription)	-	-	-	-	912	-	-	912	1,000	88	9%		5
Parking/Transportation	131	-	159	-	1,739	609	59	2,698	4,825	2,127	44%		
Grant Passthrough	-	131,483	-	-	-	-	-	131,483	234,998	103,515	44%		1 MSHDA CARES Act
Miscellaneous	-	-	-	-	858	216	-	1,074	-	(1,074)	N/M		6 PIT Count expenses
Indirect	2,661	5,276	796	265	8,250	2,361	1,500	21,110	39,011	17,901	46%		MSHDA CARES Act
TOTAL EXPENSES	6,226	136,759	9,554	3,092	96,879	10,098	44,743	307,350	558,333	250,983	45%		
Revenue Over(Under) Expenses	-	-	-	-	-	-	-	-	-	-	100%		
Fund Balance @ 10/31/20	8,000												
Strategic Planning Costs	(8,000)												
Fund Balance @ 1/31/21	-												

- 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  |

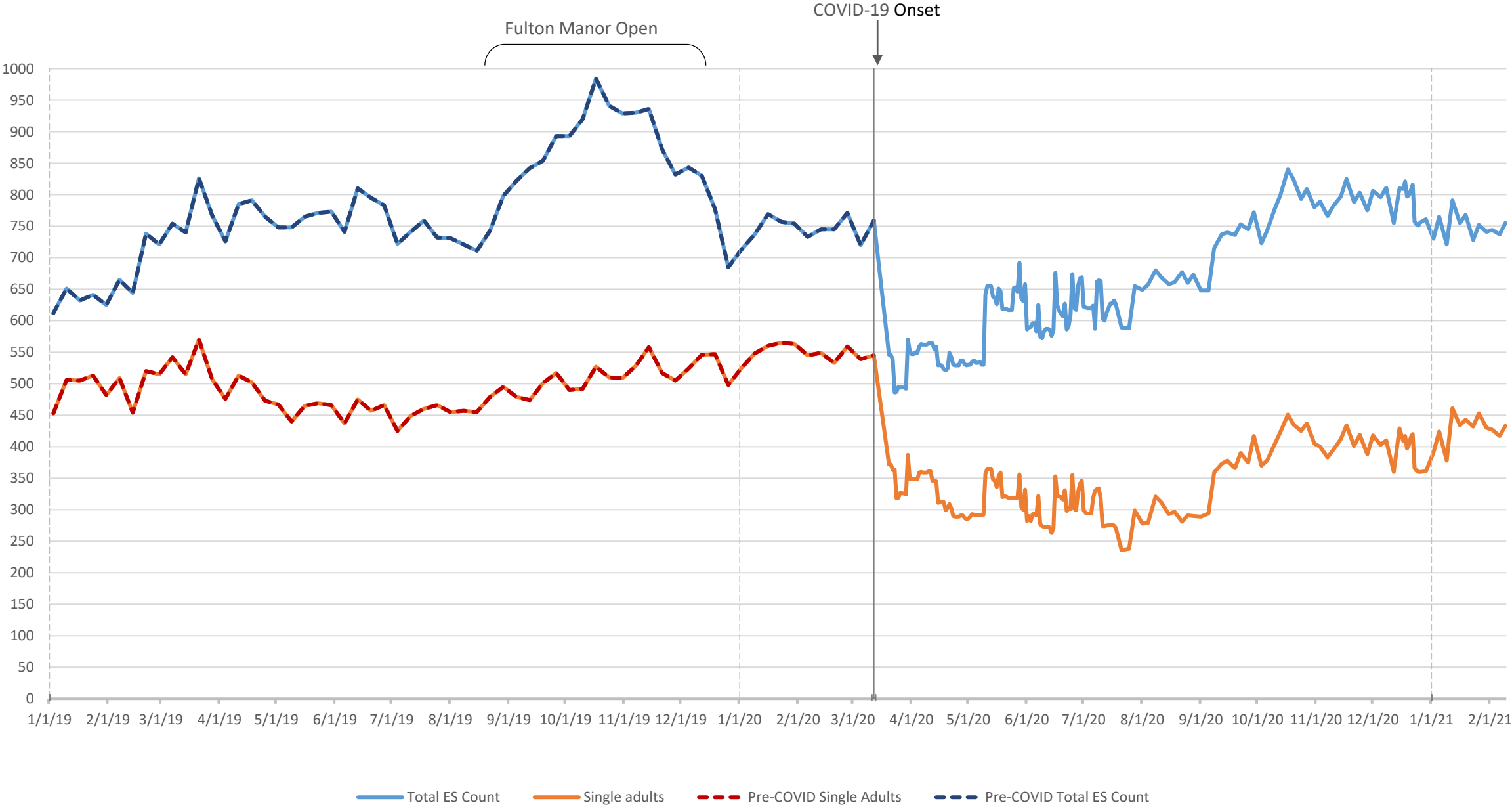
4. Conf/Travel budget includes:
- HMIS travel amd mileage & HUD Planning conference expenses

5. Technology budget includes:
- Meeting service subscription-Go To Webinar

6. Misc actual expenses: PIT count expenses

# Emergency Shelter Counts Comparison: Before and During COVID-19

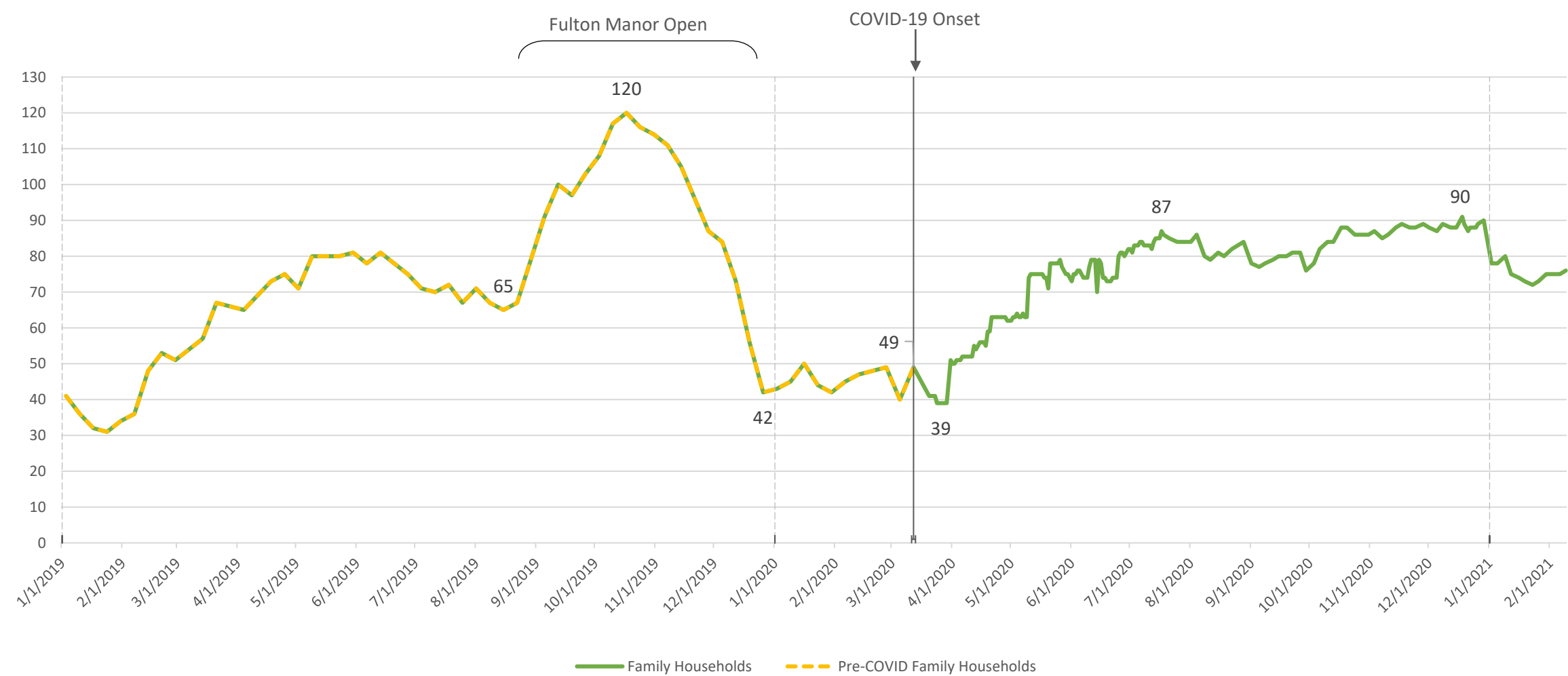
Number of individuals in emergency shelter – 1/1/2019 to 3/6/2021



<sup>1</sup>All emergency shelter data pulled from Kent County's Homeless Management Information System (HMIS).  
<sup>2</sup>Data does not include currently information from organizations who do not use HMIS, staff continue to work to include this data.

# Emergency Shelter Counts Comparison: Before and During COVID-19

Number of family households in emergency shelter – 1/1/2019 to 3/6/2021



<sup>1</sup>All emergency shelter data pulled from Kent County's Homeless Management Information System (HMIS).  
<sup>2</sup>Data does not include currently information from organizations who do not use HMIS, staff continue to work to include this data.



## **Grand Rapids/Wyoming/Kent County Continuum of Care – MI 506**

### **Statement on Encampments**

The Grand Rapids Area Coalition to End Homelessness, also known as the Grand Rapids / Wyoming / Kent County Continuum of Care (CoC), supports solutions to ending homelessness using a housing first approach. To this end, the CoC's strategic priorities are to increase access to permanent housing resources, reduce the number of individuals experiencing unsheltered homelessness, and decrease the overall average length of time homeless. However, limited housing resources, an increase in homelessness, and systemic and situational barriers may lead to an increase in encampments. The CoC recognizes there are various reasons a person may stay in an encampment, rather than sleep in a shelter or elsewhere, and supports individual choice throughout solutions to end homelessness.

The CoC also recognizes health and safety concerns may arise at an encampment that pose significant risks to individuals staying in the encampment and to the community. The CoC works to connect individuals experiencing homelessness, including those staying in encampments, to resources while simultaneously working to ensure they are staying in a healthy and safe environment. This is done through partnership with agencies that conduct street outreach with persons experiencing unsheltered homelessness. The primary focus of street outreach is to connect individuals to available resources and build relationships and rapport to better meet their needs. Outreach providers also work closely with our housing assessment program, to ensure these individuals are prioritized for housing resources as they become available, while developing individualized housing plans to facilitate long-term housing stability and success.

Each municipality in Kent County has different code enforcement processes, and the CoC works with each community's code enforcement division to optimize outcomes for individuals staying in encampments. A municipality can schedule cleanup of an encampment when the location is found to be unsafe, unsanitary, and in violation of their respective ordinances. The CoC often partners with municipalities prior to that body posting a cleanup notice to ensure there is ample time for outreach providers to engage with those staying in the encampment to connect them with community resources, particularly with rehousing services and mental health services, as applicable. The CoC serves as a bridge between our neighbors experiencing homelessness and local enforcement agencies to ensure continuation of services and that established relationships are not paused or severed due to displacement.

The CoC believes housing is the solution to ending homelessness and will continue to engage with community advocates and municipalities to fulfill this goal. You are invited to join the CoC and its partners in this work. Meeting information and a member list is available on the CoC's website at [www.endhomelessnesskent.org](http://www.endhomelessnesskent.org).

## **Background Information: HMIS Vendor and System Performance Measures**

### **Data Analysis Recommendation:**

Data Analysis Committee strongly recommends that Steering Council request a one-on-one meeting with MCAH to discuss vendor concerns and the quality of our System Performance Measure report.

### ***WellSky important update:***

*"WellSky will make no further changes to the Community Services SPM Measure 1 report or the 0700 series of ART Gallery reports for this fiscal year. Please note that Community Service 5.13.13 includes the project type prompt desired by some clients for assistance of submission of DQF information to HUD.*

*We have reviewed the differences between the Measure 1 report available in Community Services and the 0700 and 07001.b ART reports for Measure 1 in ART. There are several differences between the two sets of reports.*

*As mentioned previously, the ART reports could not properly negate overlapping nights of stay. Fairly "clean" overlap data was required to generate the most accurate results. With the move to a Community Services canned report, these measures now follow the logic below:*

- 1. For measures 1a.1 and 1b.1, time spent by clients housed in TH or PH projects negates overlapping time spent in ES and SH projects.*
- 2. For measures 1a.2 and 1b.2, time spent by clients housed in PH projects negates overlapping time spent in TH projects.*
- 3. For all PH projects (project types 3, 9, 10, 13) – use clients' [housing move-in date] to negate overlapping time spent homeless.*

*This logic was not possible under the constraints of using context in ART.*

*The ART reports did not properly account for Approximate Start Date of Homelessness in the calculations for 1b. The Community Services version of the SPM Measure 1 now correctly propagates the Approximate Start Date of Homelessness to all household members with the same project start date.*

*WellSky recognizes that you will likely need to resubmit your FY2019 SPM numbers due to the change in calculations. WellSky will submit the above information to HUD for their awareness."*





## Coalition to End Homelessness Committees and Workgroups



### Steering Council

Serves as the board and primary decision-making entity for the coalition

Meets 3<sup>rd</sup> Friday of each month from 8:30-10:30am

*\*all meetings are open to public viewing\**



### HMIS Data Quality Committee

Purpose: Insure HMIS is administered in compliance with requirements prescribed by HUD

Meets quarterly, 3<sup>rd</sup> Tuesday of the month from 11:00-1:00

Contact [daniel@dgoreconsulting.com](mailto:daniel@dgoreconsulting.com) for more information



### Executive Committee

Meets 1<sup>st</sup> Monday of each month from 2-3:30pm



### HMIS Refresher Trainings (formerly Users Group)

An opportunity for users responsible for HMIS data entry to deepen their knowledge and provide feedback to staff

Meets quarterly, 3<sup>rd</sup> Tuesday of the month from 11:00-1:00

Contact [daniel@dgoreconsulting.com](mailto:daniel@dgoreconsulting.com) for more information



### Coordinated Entry Committee

Purpose statement: To ensure our community experiences equitable access to housing resources, the committee will develop, evaluate and continually improve our coordinated entry system.

1<sup>st</sup> Tuesday of each month from 2-3:00pm



### Nominating Committee

Purpose: Seek and compile eligible candidates for Steering Council and Executive Committee

Meets as needed, contact [brobach@hwmuw.org](mailto:brobach@hwmuw.org) if interested



### Data Analysis Committee

Purpose: regularly review multi-level data to evaluate system-level progress toward ending homelessness

Meets the 2<sup>nd</sup> Thursday of each month from 2-3:30pm



### Outreach Workgroup

Purpose statement: Coordinating services of all persons experiencing housing instability by connecting them with agencies or providers that best suit their needs.

Meets the last Tuesday of each month from 3-4:00pm

*\*this workgroup is intended for outreach staff only\**



### Ending Veterans Homelessness Committee

Meets the first month of each quarter

Contact Maranda VanZegeren [mvanzegeren@communityrebuilders.org](mailto:mvanzegeren@communityrebuilders.org) for meeting information



### Youth Committee

Meets the 4<sup>th</sup> Friday of each month from 9:30-10:30am

To receive calendar invitations for the above committees, please contact Brianne ([brobach@hwmuw.org](mailto:brobach@hwmuw.org)).



### Funding Review Committee

Purpose: Review applications and make prioritized project funding recommendations

Meets as needed, contact [cmyers-keaton@hwmuw.org](mailto:cmyers-keaton@hwmuw.org) if interested



## Grand Rapids/Wyoming/Kent County CoC – MI506 Strategic Priorities and Goals

<b><i>Explore and address root causes of racial inequity in the homelessness response system</i></b>	
<b>a. Outputs</b>	
i.	Coordinate review of disaggregated data with Data Analysis Committee.
ii.	Collaborate with the Housing Stability Alliance to identify root causes of racial disparities in the system
iii.	Perform a gaps analysis to identify where additional resources are needed
iv.	Use data in meaningful way to identify disparities
<b>b. Indicators</b>	
i.	Prioritize the mitigation of root causes of racial disparities into the upcoming strategic planning process
ii.	Test recommended strategies to decrease disparate outcomes
<b><i>Increase access to and supply of permanent housing</i></b>	
<b>a. Outputs</b>	
i.	Outreach campaign to private landlords regarding program participation, forms of rental housing assistance, Housing Choice Vouchers, etc.
ii.	Coordinate with organizations not receiving CoC funds and/or not currently engaged
<b>b. Indicators</b>	
i.	Increase in the number of households accessing permanent housing
ii.	Decrease in the number of households experiencing homelessness
<b><i>Improve Coordinated Entry System</i></b>	
<b>a. Outputs</b>	
i.	Utilize Coordinated Entry for prevention resources
ii.	Increase transparency around available housing resources and eligibility criteria
iii.	Strategic pairing of an appropriate housing resource at the time of crisis bed intervention
iv.	Increase staff/capacity for individualized assessment and case management and/or increase support for those experiencing unsheltered homelessness
<b>b. Indicators</b>	
i.	Coordinated approach for consumers to access prevention resources established
ii.	Updated Coordinated Entry Policy adopted by Steering Council
iii.	Reduce length of time homeless from baseline of beginning of March (onset of pandemic)
iv.	Process established to share available resources and made publicly available (i.e. public google doc/resource dashboard made available)



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

**Q1 2021 Action Areas**

Action Area	Updates (if applicable)
Coordinate review of disaggregated data with Data Analysis Committee.	Data Analysis Committee developed list of data points to request from agencies with the goal of reviewing data in April.
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)	Ongoing - CoC and HAP staff working closely with organizations that provide prevention funds to encourage utilization of CE system.
Increase transparency around available housing resources and eligibility criteria	Ongoing - 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.

**Q2 2021 Action Areas**

Action Area	Updates (if applicable)
Perform a gaps analysis to identify where additional resources are needed	Will start towards end of Q1 and will focus on current funding as well as anticipated gaps in the longer-term.

**Q3 2021 Action Areas**

Action Area	Updates (if applicable)
Test recommended strategies to decrease disparate outcomes	Not yet started

**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 discussed building capacity for additional community organizations as an area of focus for the upcoming strategic planning process.



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

Action Area	Updates (if applicable)
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
Prioritize the mitigation of root causes of racial disparities into the upcoming strategic planning process	Will continue to be included in the strategic planning conversations.

**Completed Efforts**

Action Area	Updates
Updated Coordinated Entry Policy adopted by Steering Council	Adopted on October 16 <sup>th</sup> , 2020
Increase staff/capacity for individualized assessment and case management and/or increase support for those experiencing unsheltered homelessness	MSHDA ESG-CV & CV2 provide funds specifically to increase staffing for case management.
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. CERA fund applications will follow a standardized process.