



EXECUTIVE COMMITTEE MEETING MEETING MINUTES

February 5, 2021

9:00-10:30

Facilitator:	Karen Tjapkes		
Meeting Attendees:	Erin Banchoff, Karen Tjapkes, Adrienne Goodstal, Elizabeth Stoddard Staff: Courtney Myers-Keaton, Brianne Czyzio Robach, Daniel Gore (joined at 10am) Community Members: Wende Randall (late)		
Time Convened:	9:02	Time Adjourned:	10:42

Approval of Agenda		February 5, 2021	
Motion by:	Adrienne Goodstal	Support from:	Elizabeth Stoddard
Discussion			
Amendments			
Conclusion	All in favor, motion passes		
Approval of Minutes		January 7, 2021	
Discussion	There is not quorum among the attendees who were also in attendance at January's meeting. The minutes will be sent for approval via email.		
Conclusion			
2021 Meeting Schedule			
Discussion	Friday mornings are not ideal as a recurring time due to quorum concerns over the summer months. The first Monday of each month from 2-3:30 was suggested, but it is also not ideal for schedules. The first Wednesday of each month at 9-10:30am (preferred) 10:30 to noon may work. Brianne will connect with Lauren to see if this timing will work for her schedule.		
April is Spring Break. If the Wednesday time works, the April meeting could be shifted to March 31 st			
Action Items	Person Responsible	Deadline	
General CoC Updates			
Discussion	<p><u>Coordinated Entry Committee</u> – There has been conversation around FUSE and the GRACE network. Want to better understand how the GRACE network will operate in the community. The My Housing Connect platform, which is separate from the GRACE network, is being used as a platform for CE for families. It is currently housed at Community Rebuilders. As implementation of the CE policies continue, there will likely need to be conversation around where this platform will be housed in the future.</p> <p><u>Built for Zero</u> – Courtney talked with staff in Washtenaw County who gave positive feedback on the program. They shared it was helpful for them to have around 20 hours of staff time each week dedicated to the initiative. The CoC could potentially fund a part-time position with proposed budget (though match funding still needs to be discussed).</p> <p>CSH may also be able to provide some TA around Coordinated Entry; their expertise and established presence across state and in community would be beneficial. The TA through Built for Zero and CSH</p>		



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would likely be similar. Conversation around how to move forward. Buy-in would be important for either opportunity. The CSH opportunity seems that is could be valuable but recognize that there is already momentum behind Built for Zero. Courtney will meet with Mercedes at CSH to get more information. Following the meeting, she will share her thoughts with Executive on whether CSH TA may be an option for Steering Council to consider. If CSH TA is brought to Steering, staff can bring concrete talking points to frame the conversation.

Action Items	Person Responsible	Deadline

COVID-19 Planning and Response

Discussion

The contract for isolation is slated to end mid-April. Given low numbers in need of isolation, do not anticipate that Kent County will extend contract. Shelter will need to begin planning for isolation space after mid-April.

Mel Trotter has vaccination clinics scheduled and have seen some engagement in guests. Seems that Cherry Health will be the health system serving homeless service agencies. Continuous testing will continue throughout this time. During the cold snap, outreach teams are going out to encourage folks to come into shelter.

Action Items	Person Responsible	Deadline

CoC Position Statement on Encampments

Discussion

Courtney shared a draft of the statement which overviews reasons folks may stay in encampments and describes how the CoC partners with enforcement. Without identified values, she has found it difficult to frame the statement.

Suggestions:

- Overarching outline: folks choose encampments for many valuable reasons; there may be health and safety issues; it is the CoC's place is to help folks connect to resources and get them into safer situations.
- State that the CoC works with municipalities before notice is posted.
- Include language around concern with health and safety.
- Include ways to connect at the end and/or information around donations

Courtney will send second draft by EOD Wednesday for suggestions and can send a final draft for review by Friday. Final recommendation can be sent to Steering on Monday.

Action Items	Person Responsible	Deadline
Provide draft to Executive members to review.	Courtney	EOD 2/10

Funding Updates

Discussion



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CERA Funds - Funds still being held by the legislature in Lansing. Locally, Salvation Army and KCCA are willing to staff up at least 15 folks each. TSA will serve as the lead agency. The CoC needs to secure a third partner to can staff up 5-10 case workers. Staff are still confirming who will serve as fiduciary.

FY2020 CoC Program Funds

All current programs were renewed but grant agreements have not yet been released. It seems that there will not be a local competition process for FY2020 and instead bonus projects may be included in the FY2021 round.

FEMA Reimbursement

Tabled due to time – Courtney to send update via email.

NPTA

The committee tabled the CoC's funding request for further discussion in April. They stated this was to determine how the CoC aligns with the Housing Stability Alliance (HSA). This is frustrating since the funding would help the CoC function more effectively now when the HSA work seems to have paused. This could be an opportunity to advocate why it is necessary for the CoC to be viewed as a partner of the HSA if it moves forward. Concern that there are folks in leadership positions in the community may be perpetuating a narrative that the CoC is dysfunctional which is resulting in losing out on funding. If needed, Exec can discuss key points to bring to the NPTA board when they meet again.

Action Items	Person Responsible	Deadline
Strategic Planning: Next Steps		
Discussion		
There is a tentative planning meeting on the calendar for next week. Recognize that some Executive members may not have capacity to help with planning. If you feel that you cannot be part of the planning committee, please let Courtney know. The initial meeting can include conversation around who else should sit on the planning committee.		
Action Items	Person Responsible	Deadline
Strategic Priorities Update		
Discussion		
Tabled until Steering Council meeting.		
Action Items	Person Responsible	Deadline
Plan to Replace Steering Council Member		
Discussion		
Executive needs to recommend someone to fill the seat left open by Thomas Pierce. Suggestion to engage with someone with lived experience. CoC staff can put out a call seeking members with lived experience and rely on partner agencies and share through the newsletter.		
Action Items	Person Responsible	Deadline



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HMIS Governance and Vendor Discussion		Daniel Gore	
Discussion			
<p>Last year, Executive agreed to engage with MSHMIS around inclusive governance. Daniel has reached out to MCAH and has met with MSHDA with understanding that they were willing to engage with other CoCs. Since then, he has followed up multiple times with no response. Without inclusive governance, the CoC is unable to participate in discussions around the vendor which hinders our ability to be a high performing community and keep pace with innovation. Daniel asked Executive to consider next steps including potentially pursuing an independent system. Members recognize that this may be low priority for MSHDA because of the amount of recovery funds coming into the state. Even if it is not high on priority list, vendor issues have caused several compliance issues with HUD.</p> <p>This topic will be on the agenda for next month's meeting with sufficient time for discussion of a collaborative and constructive approach to both governance and vendor issues. In the meantime, Daniel will survey providers for feedback.</p>			
Action Items		Person Responsible	Deadline
Include this topic on next month's agenda		Brianne	
Survey providers re: HMIS governance and vendor issues		Daniel	
Budget Model			
Discussion			
Reviewed by Finance Committee; can be tabled to Steering			
Action Items		Person Responsible	Deadline
Reallocation Discussion			
Discussion			
<p>This topic is on the Steering calendar to prepare for the upcoming program competition. At this point, there is uncertainty around what the FY2021 program competition will look like. Courtney can develop draft plan to present to Steering. In the past, the CoC whether agencies are interested in voluntary reallocation, this year's plan would likely be more robust. Staff will include the reallocation policy is with the Steering packet.</p>			
Action Items		Person Responsible	Deadline
Develop draft reallocation plan		Courtney	
February Steering Council Meeting Agenda			
Discussion			
<ul style="list-style-type: none"> - Built for Zero - Budget - Reallocation Discussion - Statement on Encampments 			
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Motion by:	Adrienne Goodstal	Support from:	Erin Banchoff