



STEERING COUNCIL MEETING MINUTES

June 18, 2021

9:00-10:30

Facilitator:	Karen Tjapkes		
Meeting Attendees:	<u>Steering members present:</u> Tammy Britton (in place of Erin Banchoff), Casey Gordon, Tom Cottrell, Susan Cervantes, Rebecca Rynbrandt (leaving early), Victoria Sluga, Elizabeth Stoddard, Cheryl Schuch, Dreyson Byker, Adrienne Goodstal, Amanda Tarantowski, Scott Orr, Lauren VanKeulen, Alonda Trammell, Karen Tjapkes <u>Steering members absent with notification:</u> Heather Bunting, Erin Banchoff, Melissa Barnes <u>Steering members absent without notification:</u> Hattie Tinney, Pilar Dunning <u>Community Members:</u> Erik Ryder (HOT), Lindsey Reames (GRHC) <u>Staff:</u> Courtney Myers-Keaton, Wende Randall		
Time Convened:	9:01AM	Time Adjourned:	10:29AM

Approval of Agenda			
Motion by:	Tom Cottrell	Support from:	Lauren Van Keulen
Discussion	MSDHA ESG 2021-2022 should state just MSDHA ESG		
Amendments			
Conclusion	All in favor, motion passes.		
Approval of Minutes		May 21, 2021	
Motion by:	Tom Cottrell	Support from:	Casey Gordon
Discussion	None		
Amendments			
Conclusion	All in favor, motion passes.		
Public Comment on Any Agenda Item			
Discussion	none		
Approval of Consent Agenda			
Motion by:	Cheryl Schuch	Support from:	Tom Cottrell
Discussion	none		
Amendments			
Conclusion	All in favor, motion passes.		
Petitions and Communications			
Discussion	none		
Action Items	Person Responsible	Deadline	
MSHDA ESG			
Discussion	Courtney announced the release of the MSDHA ESG NOFA. Last year it was determined that an RFQ would be released locally to incorporate any additional services to be included in the allocation. The allocation amount has not yet been provided, so we are not yet able to determine amounts for prevention and RRH. Exhibit 1 is due the same date as the application (rather than previous years		



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when it was due after the application). Steering Council is asked to be looking out for emails for decision-making and information regarding ESG.

The Salvation Army is currently underspending in the area of prevention due to amount and flexibility of CERA funds and is seeking potential ESG reallocation. Steering Council had voted on ESG-CV priorities, so any reallocation will need to be discussed with a potential vote. The allocation for Mel Trotter needs some additional approval due to line-item discrepancies, or funds need to be reallocated. Community Rebuilders Rapid Re-Housing (RRH) spending is light but they will work on projections.

Cheryl discussed convening a discussion for Coordinated Entry (CE). With tight timeframe, she asked if there is flexibility to allow for some CE changes under ESG-CV reallocation. ESG-CV has longer timeframe for spending, so we would expect other funds to be spent down sooner. Discussion around funding for non-congregate shelter for families. The plan was extended to keep motel for families online to September. Primary funds for hotels came from CARES Act funds from the County and from FEMA (46%). The County has not been paid by FEMA. Family Promise (FP) Board has approved extended funds to support those currently in hotels. FP and Kent County are working to try to extend County funds. If this does not happen, FP will need to shut down hotel for families. FP is already turning people away due to lack of space (need is higher). Reminder that the Governor's rescinding of all COVID-related orders means an end to housing protections. FP capacity will go down to 42 rooms + 10 at hotels (half of current capacity). Suggestion to reconvene Family Shelter Task Force to work on this issue. Some funds that could be reallocated could help families with continuing hotel costs for families. Courtney indicated that the flexibility of CERA funds for prevention means that ESG funds could be shifted for more shelter.

Cheryl noted that she is hearing public officials asking why shelter supports are still needed as COVID vaccination rates are increasing. Over half of individuals in hotel spaces are children who are not able to get the vaccine and often are at higher risk due to other health conditions.

Karen noted that strong reallocation planning is needed for ESG. An amendment will need to be approved once the community develops a plan together. Though it is difficult to have robust discussion via email, there is a sense of urgency and need to move quickly to plan and vote.

Cheryl asked if there are concerns with MSHDA reallocation process in order to amend the allocation. Elizabeth asked if we need to review priorities for the new MSHDA ESG round. Courtney noted that the regular ESG program has different requirements than the CV funding.

Action Items	Person Responsible	Deadline
Youth Homelessness Demonstration Project		
Discussion		



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Courtney shared that the NOFA was released; RFQ for Lead Agency provided; one proposal received. Funding Review will be meeting on Monday and Steering will need to vote on the approval of the Lead Agency		
Action Items	Person Responsible	Deadline
Statement on Encampments		
Discussion		
Discussion was on hold due to timeframe of the Strategic Planning effort		
Action Items	Person Responsible	Deadline
Move to July Steering Council meeting		
Emergency Housing Vouchers: MSHDA MOU		
Discussion		
Courtney indicated that the MOU needs to be signed for the MSHDA EHV allocation. She is asking Steering Council to delegate discussion and authority to sign to Executive Committee.		
Motion by Lauren VanKeulen to delegate authority to Executive committee to review and approve allocation on EHV's. Second by Adrienne Goodstal. Motion Carries – Approved		
Action Items	Person Responsible	Deadline
Strategic Planning Feedback Session		
Discussion		
Shaun and Joe from Mission Matters attended today's meeting to share an update on the strategic planning process with a focus on alignment, review of goals, implementation approach.		
They shared that we are getting close to the end of the planning process. There has been great engagement and range of stakeholders. There was a full CoC meeting presentation on 6/24. They are working through plan refinement and design as well as operating system refinement (tools and systems and rhythms to adopt). A Strategic Plan Kickoff is scheduled for 7/20 3:00pm.		
Towards the end of the process, they are embracing a mindset of our ability to implement with actionable tools. The Coalition Compass includes refined Mission (why and theory of impact statement), Beliefs (considerations for decision-making), Values (core behaviors), and Vitals (measurable indicators). The Scorecard highlighted elements that are <i>always</i> important to the CoC (as opposed to short-term, annual priorities). Together the Compass and Scorecard will ensure alignment among key leaders.		
They indicated that the CoC can expect to go through a "season of adjustment" during first quarter, as the plan is being rolled out with broader community. Attendees reviewed the documents in breakout groups. Questions: What resonates?; What, if anything, might you modify to improve, remove to create focus on other, higher priorities, add to ensure the CoC is achieving the most important things?; Given this set of Annual (17 month) Goals, what should be the CoC priorities?		



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Share-out:

Elizabeth noted that a full-time data analyst and access to data stood out as important; need to discuss reallocation process quickly; should we begin to develop a staffing plan for long-term?

Tom shared that these are great objectives, but do we have the infrastructure to do it all? We need to re-evaluate staffing in order to effectively move forward.

Lindsey suggested adding shelter funding as it is critical to have stable support for families and singles needing shelter as they transition to permanent housing; also focus on prevention for getting people as stable as possible as quickly as possible. Cheryl responded that in general, CoC funds are not placed toward shelter, so are we measuring it? There seems to be no priority around shelter unless it is an emergency situation.

Tom noted that there are multiple references to equity and inclusion in the compass, but not as robustly represented in the priorities. The plan needs to be more reflective in the actions.

What's next:

Transition from planning to preparing for implementation. The ability to execute to drive desired impact will depend on Engagement & Buy-in, Understanding & Alignment, Ownership & Accountability, and an Operating System (tenets, rhythms, and tools).

Action Items	Person Responsible	Deadline

Other Matters from Steering Council members

Discussion

Casey asked where the CoC stands with Coordinated Entry, it would be helpful for a presentation/brief on the reconfigurations, pressure points, and next steps. Tom noted that lots of decision-making is flexing week-to-week due to shifting resources. The larger discussion of structure in general that need to be flushed out. Courtney indicated that progress can be brought back to Steering for presentation and how the group work relates to other initiatives such as Built for Zero, Functional Zero, etc.

Elizabeth shared job opportunities at the Fair Housing Center

Susan – July 8th Food distribution for low income households. Flyers are available to share.

Action Items	Person Responsible	Deadline

Public Comment on Any Item

Discussion

None

Adjourn

Motion by:	Victoria Sluga	Support from:	Cheryl Schuch
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