



Grand Rapids/Wyoming/Kent County – MI 506  
Continuum of Care Membership Meeting Agenda  
August 26, 2021 □ 9:30-11:00 am □ Zoom Meeting link:

<https://us02web.zoom.us/j/86785111647?pwd=M1NvLOY4Nmc5eEhKK21oY05aanBWZz09>

Or dial +1 929 205 6099 Meeting ID: 867 8511 1647, Passcode: 40145

1. Call to Order
2. Approval of June 24, 2021 Minutes\*
3. Approval of the Consent Agenda\*
  - a. MSHDA Homeless Preference HCV Waiting List - *last update recieved April 2021*
4. CERA (COVID Emergency Rental Assistance) Update
5. CoC Program Competition Update
6. CoC Committee Overview
7. Emergency Housing Vouchers
8. CoC Initiatives Updates
  - a. Family Functional Zero
  - b. Built for Zero
9. Strategic Plan
10. Community Partner Announcements and Updates
11. Adjournment

Next Meeting: Thursday, October 28<sup>th</sup>, 2021, 9:30-11:00am

*\*indicates potential action item*



## CoC MEMBER MEETING MEETING MINUTES - **DRAFT**

June 24, 2021  
9:30-11:00am

Facilitator:	Lauren VanKeulen		
Meeting Attendees:	<p>Erik Ryder (HOT), Hattie Tinney (GR Housing Commission), Dave Gantz (Pine Rest), Casey Gordon (Kent ISD), Todd Furlong (The Salvation Army), Lisa Cruden (Family Promise), Anna Diaz (Community Rebuilders), Dan Baker (network180), Teresa Newmarch (Covenant House), Mary Engle (Mel Trotter), Marcia Patrick (Senior Neighbors), Elizabeth Stoddard (Fair Housing Center), Hilary Ortiz (HealthNet), Paula Brown (Great Start Collaborative), Bryan Holt (Pine Rest StreetReach), Mary Dyke (Family Life Center), Nicole Beagle (MSHDA), Joana Leatherman (Bethany), Lauren VanKeulen (AYA Youth Collective), Julie Kendrick (Degage), Kathy Besaw (Genesis), Lauren Fitzmaurice (Bethany), Barbara Howard (Grand Rapids Democratic Socialists of America), Brian Bruce (Dwelling Place), Catherine Landers (North Kent Connect), Wanda Couch (GR Housing Commission), John Wynbeek (Genesis), Lindsey Reames (GR Housing Commission), Monica Light (FROM), Yejae Kim (Calvin Center for Social Research), Connie Bohatch (City of Grand Rapids), Gaby Guzman (ICCF), Shaun Lee (Mission Matters), Crystal Kitten (AYA Youth Collective), Joe Olwig (Mission Matters), Mario (LINC UP), Jinnifer Ortquist (MSU Extension), Tammy, Tom Cottrell (YWCA), Amanda Tarantowski (network180), Katie VanHevel (Alternative Directions), Maureen Kirkwood (HealthNet), Emily O'Brien (The Salvation Army), Victoria Sluga (Pine Rest), William Weld-Wallis (Community Member), Dreyson Byker (Community Member)</p> <p><u>Staff:</u> Courtney Myers-Keaton, Brianne Czyzio Robach</p>		
Time Convened:	9:34	Time Adjourned:	10:51

<b>Approval of Minutes</b>		<b>April 29, 2021</b>	
Motion by:	Tom Cottrell	Support from:	Hattie Tinney
Discussion			
Amendments	None		
Conclusion	All in favor, motion passes.		
<b>Approval of Consent Agenda</b>			
Motion by:	Victoria Sluga	Support from:	John Wynbeek
Discussion	A consent agenda is used when a group approves a set of documents without reviewing each one during the meeting.		
Amendments	None		
Conclusion	All in favor, motion passes.		
<b>Strategic Planning: Process Update and Feedback Session</b>		<b>Shaun Lee and Joe Olwig</b>	
Discussion	<p>Shaun and Joe from Mission Matters have been leading the CoC through a strategic planning process over the past 6 months. They are in attendance this morning to review their progress and share the draft annual goals as well as what is needed for implementing the goals. They emphasized that making progress towards the vision established in the plan is how the CoC will drive impact, not just</p>		



## CoC MEMBER MEETING MEETING MINUTES - DRAFT

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by developing a great plan. As such, they have been focusing on actionable tools and resources that will help the CoC achieve its goals.

Based on feedback from stakeholders, Mission Matters developed a Coalition Compass which defines the CoC's mission, beliefs, values, capabilities, vitals, and key objectives. This document was created to be easily digestible for all stakeholders and can be easily updated if the environment changes. The mission and beliefs will serve to guide the CoC's work and provide a way for members to come together around a common cause. After developing the core compass areas, they delved into creating the strategy needed to make achieve the vision and developed 4 core objectives for 2024:

- Be a thriving coalition
- Use data to drive continuous improvement and systems learning
- Strengthen the effectiveness of services and programs
- Become the destination (education/resources) and vehicle for change (advocacy)

From these objectives, they identified the areas the CoC needs to focus on in the next 18 months to reach the 2024 objectives to create a draft of 2022 annual goals. In breakout rooms, groups overviewed the draft of the annual goals and provided feedback in the [form](#). Feedback included the need to ensure there is capacity to meet these ambitious goals and excitement around the hiring of a data analyst and implementation of data rhythm.

### Implementation

Mission Matters is now shifting focus from developing the plan to implementing the plan. The first step is to shift the mindset – the plan will not sit on the shelf; it is a live document that needs to be implemented to drive to the desired impact. To ensure success with implementation, the CoC needs:

- Engagement and buy-in from all CoC and community partners
- Understanding and alignment across all partners. If you have questions, please continue to seek clarity.
- Ownership and accountability for moving the goals forward.
- An operating system or tenants, tools, and rhythms that will allow the plan to be effectively implemented. The operating system should align with governance structure, so the CoC will likely be looking to update the Governance Charter in the next few quarters. Over time, the operating system will likely evolve.

At the end of 2024, Joe asked the group to imagine that the plan was complete and successfully implemented and think about the one thing that was the greatest in contributing to the success. Add your suggestions to the [input form](#).

### Next steps:

- Provide feedback in this [input form](#), submit feedback by 7/2.
- Attend the kickoff session on July 20<sup>th</sup> at 3:00p. Register [here](#). After registering, you will receive a Zoom link and option to download a calendar invite via email
- Contact Joe ([joe@missionmattersgroup.com](mailto:joe@missionmattersgroup.com)) and Shaun ([shaun@missionmattersgroup.com](mailto:shaun@missionmattersgroup.com)) at any time with feedback or questions.



## CoC MEMBER MEETING MEETING MINUTES - DRAFT

June 24, 2021  
9:30-11:00am

CoC Updates	
Discussion	
<p><u>Youth Homelessness Demonstration Project</u> The Notice of Funding Opportunity (NOFO) for the YHDP (Youth Homelessness Demonstration Project) was released recently. To select a lead agency to lead community planning efforts if selected, the CoC released an RFQ and AYA Youth Collective was selected as the lead agency. Courtney is very excited since the community was very close to being selected in the last round and stands a likely chance in scoring very well this round. The group will be discussing the application at tomorrow's Youth Committee meeting. Let Brianne know if you would like a meeting invite.</p> <p><u>Family Functional Zero</u> A group of community partners has been meeting to develop a process to reach functional zero for family homelessness. Lisa Cruden and Anna Diaz have been leading this work. The goal is to identify all families experiencing homelessness, ensure they are on a byname list, and quickly connect them to resources to resolve their episode of homelessness. They are in the beginning stages and are getting baseline data identified and the strategy solidified. They recognize that it will take the entire community to end homelessness for all families in Kent County. A <a href="#">Community Partnership Agreement form</a> is available for organizations who are interested in joining this work. Please feel free to share this link within your teams and with others who would be interested in this work. This group will continue to provide updates to the full CoC as the work progresses.</p> <p>If you are interested in learning more about the work, complete <a href="#">this Doodle poll</a> for an upcoming orientation session.</p> <p><u>MSHDA ESG FY2021</u> The NOFA for the MSHDA ESG funds was recently released, but CoC has not received their allocation yet. MSHDA has indicated that we should receive it by the end of the month. In previous years, the CoC allocated these funds to the HARA (The Salvation Army). Last year, this shifted to an RFQ process. The RFQ process will be used again to allocate these funds next year. Once allocation is known, the RFQ will be released. Courtney anticipates that it will be a quick turnaround as the application is due at the end of July. Based off the different pools of funding currently in the community, staff and Steering Council will determine what types of services will be prioritized by these funds.</p> <p><u>Built for Zero</u> Courtney shared that this is national movement that is led by Community Solutions. The CoC has opted into being a cohort with this program for the next 4 years and will be focusing on reaching functional zero for chronic homelessness. With this work, staff are seeing significant alignment with the Family Functional Zero and the work if the CoC is selected as a YHDP community. There are a lot of exciting opportunities for ending homelessness in the community. The CoC is envisioning a communication that discusses these initiatives as well as the rollout of the strategic plan later this summer or early fall.</p>	



**CoC MEMBER MEETING  
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June 24, 2021  
9:30-11:00am

**Emergency Housing Vouchers**

The community has received an allocation of a total of 100 vouchers. 42 were allocated to Grand Rapids Housing Commission and 58 from MSHDA. For the MSHSA allocation, the CoC is looking to select service providers who will assist with applications, housing search, and landlord outreach. The Salvation Army has indicated that they will be serving as one of the service providers.

In addition, there are Mainstreams Vouchers available for those between the ages of 18-62 with a disability and the CoC just received word that the community will be receiving 30 Moving Up vouchers. Courtney recognized that in our community it can be difficult for households to lease up quickly and find landlords willing to accept those vouchers. Strong landlord outreach will be essential to getting folks into housing; there will be meetings around this topic moving forward.

**Community Partner Announcements and Updates**

**Discussion**

Barb with Grand Rapids Homes for All and Grand Rapids Democratic Socialists of America. She shared that they are working on millage proposal for 2022 to create a dedicated stream of funding which will create stable and permanent housing for low-income households. They feel that there is a strong need permanent low-income housing in the community and a basing this off a recommendation from the Housing Next report. For further info or to join their working group, email Barb at [bbh1015@gmail.com](mailto:bbh1015@gmail.com)

Mary shared that Family Life Center in Allendale is now open and they are taking applicants. Women must be pregnant with no other children to be eligible. Please let her know if there are questions.

Elizabeth shared that the Fair Housing Center is currently hiring for 2 positions – a Test Coordinator and an Office and Intake Coordinator. Please share with your contacts and networks!  
<http://www.fhcwm.org/jobopenings>

Jinnifer shared that MSU Extension just launched their quarterly program and also has financial capability webinars (spending plan, homeownership, etc.) available.

CERA (COVID Emergency Rental Assistance) Update: A total of around \$3M has been processed so far. 817 applications are in review, with a total of 2,007 apps received. The average assistance is about \$7200/household

**Adjourn**

Motion by: Tom Cottrell

Support from: Lisa Cruden

**Region 4**  
**Number of Homeless on MSHDA HCV WL 4/13/2021**

Please see below the number of individuals on the Homeless Preference Waiting List for your county compared to the number of homeless reported or added to the Homeless Preference Waiting List during August, and the number of individuals the Housing Agent has pulled from the Homeless Preference Waiting List as of April 13, 2021.\*

**\*NOTE: These are ‘moving’ numbers. It may appear a housing voucher is vacant (not leased), however it may be ‘under contract’ – i.e. the household is looking for a rental unit. A household has 60 days to locate housing. The HARA would have to check with the MSHDA Housing Agent for precise information. ALL service providers in the community - this is a great opportunity to focus efforts on helping households in locating housing! You may have access to leads that others are not aware of.**

County	# Added to HP List in March of 2021	# of Homeless on Homeless Preference List	# Pulled by Housing Agent in March	MSHDA Voucher Allocation	MSHDA Voucher Lease-Up
Allegan	5	3	0	200	192
Barry	2	7	0	76	74
Ionia	12	14	0	87	71
Kent	64	252	0	1,336	1,245
Lake	7	8	0	24	23
Mason	8	11	0	58	46
Mecosta	8	12	0	130	115
Montcalm	4	5	0	104	76
Muskegon	22	19	0	520	460
Newaygo	5	8	0	106	100
Oceana	1	9	0	26	24
Osceola	0	0	0	42	36
Ottawa	16	88	0	391	391

**Tips for keeping your waiting list full:**

- Work with/at local shelters so that chronically homeless people are entered onto the waiting list;
- If there are zero shelters in your county, speak to your MSHDA Homeless Assistance Specialist regarding counting doubled-up as homeless (for purpose of placement on the HCV waiting list);
- Work closely with your Housing Agent to know when/where turnover is occurring;
- **Ask your Housing Agent about their pull ratio.** Do they pull two names for every vacant voucher available—or three names, or four? Compare that to your ‘waiting list’ numbers.

- Direct persons who are experiencing homelessness or may qualify for the homeless preference to the HARA agency in your community.
- Work with your Housing Agent to help locate persons or identifying housing options.

## **Housing Agent Contact Information**

### **Allegan, Kent and Ottawa:**

#### **Sandra Burky, Community Housing Advocates**

1362 84 <sup>th</sup> Street, SW Byron Center MI 49315	Ph: (616) 277-1272 Fax: (616) 277-1520	Robin Acton <a href="mailto:robin@hcv.comcastbiz.net">robin@hcv.comcastbiz.net</a> or <a href="mailto:sandy@hcv.comcastbiz.net">sandy@hcv.comcastbiz.net</a>	Monday – Thursday Walk-Ins 9:00 am – 5:00 pm Friday – 9:00 am – 2:00 pm
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### **Lake, Ionia, Mason, Mecosta, Montcalm, Newaygo, Osceola and Oceana:**

#### **Molly Bopp, Community Management Associates**

203 S Third Ave # 1 Big Rapids MI 49307	Ph: (231) 796-8883 (877) 796-8883 Fax: (231) 796-1242	<a href="mailto:Staff@cma-inc.org">Staff@cma-inc.org</a>	Monday – Thursday 9:00 am – 4:00 pm Friday 9:00 am – 12:00 pm
311 W Broadway # 11 Mt Pleasant MI 48858	Ph: (231) 796-8883 (877) 796-8883 Fax: (231) 796-1242	<a href="mailto:Staff@cma-inc.org">Staff@cma-inc.org</a>	Tuesday- Thursday 9:00 am – 4:00 pm

### **Barry and Muskegon:**

#### **Christina Shepard, Pine Grove Housing Services**

5040 Meredith St Portage, MI 49002	Ph: (269) 343-7230 Fax: (888) 779-8933	<a href="mailto:info@pinegrovehs.com">info@pinegrovehs.com</a>	Tuesday & Thursday 9:00 am – 3:00 pm Wednesday 9:00 am – 5:00 pm
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