



## EXECUTIVE COMMITTEE MEETING MEETING MINUTES

May 1, 2023

1:30-3:00

Facilitator:	Casey Gordon		
Meeting Attendees:	Casey Gordon, Elizabeth Stoddard, Ryan Kilpatrick, Lauren VanKeulen Staff: Courtney Myers-Keaton, Brianne Robach, Ronan Parmenter		
Time Convened:	1:37pm	Time Adjourned:	3:11pm

<b>Approval of Agenda</b>			
Motion by:	Elizabeth Stoddard	Support from:	Lauren VanKeulen
Discussion			
Amendments	Staffing updates added under Director's Report		
Conclusion	All in favor, motion passes.		

<b>Approval of Minutes</b>		<b>April 10, 2023</b>	
Motion by:	Elizabeth Stoddard	Support from:	Lauren VanKeulen
Discussion			
Amendments	None		
Conclusion	All in favor, motion passes.		

### **Director's Report**

#### Discussion

##### Community Engagement

Courtney shared an update on discussions with the City of Grand Rapids regarding community engagement. This committee discussed existing services, coordination across organizations, and communicating initiatives between the CoC, partners and the community. It was noted that a hub with many services is available at Crossroads Church on Tuesdays, and it was proposed that Tyler Kregel (Outreach Director at Mel Trotter) could meet with Chief Brown to outline these services and explore further coordination.

Courtney referenced the Strategic Plan's goals around comprehensive communication and there was discussion about further opportunities for this to take place. Ryan Kilpatrick offered technical support in this process.

##### Staffing & Funding

Courtney announced that the new HMIS Administrator will be onboarding soon. She updated members of the status of other open positions (Data & Analytics Manager, Youth Homelessness Coordinator) which are in the interview process, and noted the Coordinated Entry Program Manager position will be posted in May.

Lauren inquired about the timeline for the approved pay raise for Courtney.

Action Items	Person Responsible	Deadline
Schedule meeting with Chief Brown and Tyler Kregel (Mel Trotter) to discuss available resources		
Create document outlining the current response and how the community can stay engaged	Courtney	



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Follow up with HWMUW about approved budget and timeline	Elizabeth, Casey	
<b>Community Housing Connect Update</b>		
Discussion		
Courtney reviewed changes made to CHC 1.0 and support for training community partners on managing the assessment. There was discussion around work that is underway on 2.0, and concerns were raised around conflict of interest, procurement policy, and definitions of roles.		
Action Items	Person Responsible	Deadline
Follow up with HUD around concerns for CHC 2.0		
<b>MSHDA ESG Exhibit 1</b>		
Discussion		
This committee agreed to move this item to the June Steering Council meeting.		
Action Items	Person Responsible	Deadline
<b>Reallocation</b>		
Discussion		
Courtney shared that a meeting open to all providers and Steering Council will be scheduled prior to discussing reallocation for the upcoming CoC Program Competition. It was determined that a hold would be put on updating the Coalition's Reallocation policy for now.		
Action Items	Person Responsible	Deadline
<b>June Steering Council Agenda</b>		
Discussion		
This committee reflected on May's Steering Council meeting and determined that clarification may be helpful to understanding the roles of the various committees and the process of support. Discussion and training around engaging people with lived experience was also considered. Courtney recommended identifying mandatory trainings for Steering Council and suggested asking Monique Jackson (CSH) to support training.		
<u>Items to include on the June Steering Council Agenda:</u>		
Training around engaging with individuals with lived experience		
Fair Housing Policy		
CHC Updates		
Community Engagement Updates		
Staffing Updates		
MSHDA ESG Exhibit 1		
Reallocation		
Action Items	Person Responsible	Deadline



GRAND RAPIDS AREA  
COALITION TO END  
HOMELESSNESS

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<b>Adjourn</b>			
Motion by:	Lauren VanKeulen	Support from:	Elizabeth Stoddard