



STEERING COUNCIL MEETING MINUTES

October 15, 2021

8:30-10:30

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| Facilitator: | Lauren VanKeulen | | |
| Meeting Attendees: | <u>Steering members present:</u> Lauren VanKeulen, Erin Banchoff, Rebecca Rynbrandt, Tom Cottrell, Mark Contreras, Alonda Trammel, Holly Wilson, Adrienne Goodstal, Cheryl Schuch, Casey Gordon, Hattie Tinney, Victoria Arnold, Scott Orr, Susan Cervantes, Elizabeth Stoddard, Dreyson Byker <u>Steering members absent with notification:</u> Karen Tjapkes, Victoria Sluga, Jose Salinas <u>Steering members absent without notification:</u> <u>Community Members:</u> Tammy Britton (City of Grand Rapids) <u>Staff:</u> Courtney Myers-Keaton | | |
| Time Convened: | 8:30am | Time Adjourned: | 10:30am |

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| Approval of Agenda | | | |
| Motion by: | Tom Cottrell | Support from: | Hattie Tinney |
| Discussion | Courtney added topic on refugee settlement | | |
| Amendments | Remove funding topic | | |
| Conclusion | All in favor, motion passes. | | |
| Approval of Minutes | | September 17, 2021 | |
| Motion by: | Tom Cottrell | Support from: | Casey Gordon |
| Discussion | Erin Banchoff- mention of coordinated entry PowerPoint and that a copy would be provided | | |
| Amendments | | | |
| Conclusion | All in favor, motion passes. | | |
| Public Comment on Any Agenda Item | | | |
| Discussion | | | |
| None | | | |
| Approval of Consent Agenda | | | |
| Motion by: | Adrienne Goodstal | Support from: | Cheryl Schuch |
| Discussion | Adrienne asked for an explanation of a Consent Agenda for new steering members. | | |
| Amendments | CoC/ENTF relationship document included in packet, no need to review. | | |
| Conclusion | All in favor, motion passes. | | |
| Petitions and Communications | | | |
| Discussion- | | | |
| None per Courtney | | | |
| Strategic Plan: Q3 and Q4 Rock Updates | | | |
| Discussion | | | |
| Courtney shared that there is a good prospect from Devos Foundation for increase in COC staffing goal. She has been working with Mission Matters on the staffing roll out. Electronic strategic plan will be finalized soon. Only one goal was not met in Q3 - communicating a data report. | | | |



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| Action Items | Person Responsible | Deadline |
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| Electronic strategic plan will be sent out upon completion | Courtney Myers - Keaton | Upon return to office from vacation |
| CoC Program Competition Update | | |
| Discussion | | |
| Paul is no longer with United Way, so Courtney and Brianne are leading this process. There have been a few learning curves. The CoC received five bonus applications, three general and two DV. Courtney and Brianne will begin to look updating the at the funding review process in November. The full application package is due November 15. | | |
| Action Items | Person Responsible | Deadline |
| Submit application | Courtney and Brianne | November 15 th |
| FUSE Update and Next Steps | | |
| Discussion | | |
| Jessica is no longer with Dwelling Place in the FUSE coordinator role. Courtney has been in conversation about the CoC stepping into the lead agency for FUSE. Adrienne suggested that the transition and current status of FUSE is communicated to agencies that have been involved in various workgroups as the work suddenly stopped. | | |
| Action Items | Person Responsible | Deadline |
| Reach out to Mercedes to ask that she communicate an update to those that have been involved in workgroup | Courtney | |
| Refugee Resettlement Update | | |
| Discussion | | |
| The CoC will now be the entity that is coordinating the funding for hotel placement due to it being through ESG-CV dollars. There has not been a grant amendment and it's been discussed by MSHDA that dollars will be reallocated and then reimbursed to be put back into the projects that receive ESG-CV. Erin brought up the concern that this puts the CoC in a compromising position and would like to see an amendment put in place. Concerns about CV dollars being used for this since it is not COVID related, also question about alien status. Susan suggested that Courtney raise these questions on her call with MSHDA. | | |
| A workflow is being developed. Courtney expressed the concern of capacity for CoC to take on this role. Cheryl asked why MSHDA wasn't contracting directly to refugee agencies. It has to do with access to HMIS since this is needed for ESG-CV funding and reporting. The question was raised if there are admin dollars to support the staffing. Family Promise offered assistance in the hotel process/admin end given their experience in hotel sheltering. Cheryl also stressed the importance of scheduling meetings with MSHDA so that there can be better coordination of funding. Lauren noted that we will need to pull in our networks who are connected with MSHDA for additional advocacy. | | |
| Action Items | Person Responsible | Deadline |
| Follow up meeting with MSHDA | Courtney | |
| Built for Zero Update | | |



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| Discussion | | | |
| Courtney discussed focusing in building out by-name list and looking at using the model that family functional has implemented. The goal is to have a quality by-name list by December. Suggestion for a presentation on BFZ at an upcoming Steering meeting. | | | |
| Action Items | | Person Responsible | Deadline |
| Suggested dates for a BFZ presentation brought to next Executive | | Executive | December |
| Annual Steering Council Election - Nominating Committee | | | |
| Discussion: | | | |
| Two members from Steering, not officers, are needed for Nominating Committee. As member of Executive, Adrienne can no longer be on committee and Hattie's time is set to end. Lauren proposed to have Hattie continued, Cheryl stepped up and said that she would be willing to join the committee. | | | |
| <u>Nominating Committee Appointments</u> | | | |
| Motion by Adrienne and second by Tom to appoint Hattie and Cheryl to co-chair the committee. All in favor, motion passes. | | | |
| Action Items | | Person Responsible | Deadline |
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| Family Shelter | | | |
| Discussion | | | |
| Cheryl brought attention to this group that there is still no funding for hotel sheltering. KCCA did step in with funds for families are outside of Grand Rapids as that is the eligibility for the funding. As a system, 40 households have been turned away since August 16 th . Cheryl has maintained constant communication with MDHHS, they are also over budget for emergency hotel. There seems to be a lack of desire from funders to invest funds for short term solutions, yet this is the crisis we are in as a community and need to address it while continuing to work towards long term solutions. Courtney has recently had other conversations around funding resources with Alyssa from HAP. They will loop Cheryl in. Lauren brought attention that there are currently 58 youth who are literally homeless and wants to ensure we are continuing to bring this population into the discussion and planning. | | | |
| Action Items | | Person Responsible | Deadline |
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| Other Matters from Steering Council members | | | |
| Discussion | | | |
| None | | | |
| Public Comment on Any Item | | | |
| Discussion | | | |
| None | | | |
| Adjourn | | | |
| Motion by: | Tom Cottrell | Support from: | Cheryl Schuch |