



STEERING COUNCIL MEETING MINUTES

December 15, 2023

8:30 – 10:30am

Facilitator:	Casey Gordon		
Meeting Attendees:	<p><u>Steering members present:</u> Casey Gordon, Holly Wilson, Elizabeth Stoddard, Karen Tjapkes, Lauren VanKeulen, Alonda Trammell, Fran Dalton, Kate Berens, Gustavo Perez, Ryan VerWys, Lindsey Reames, Adrienne Goodstal, Mark Contreras, Charisse Mitchell, Tenisa Frye, Christie White, Ryan Kilpatrick, Mary Carter</p> <p><u>Steering members absent with notification:</u> Victoria Arnold, Jose Salinas</p> <p><u>Community Members:</u> Alex Kontras (Housing Kent), Vera Beech Community Rebuilders), Wende Randall (ENTF)</p> <p><u>Staff:</u> Courtney Myers-Keaton, Alyssa Anten, Ronan Parmenter, Justin Brownlee, Craig Heerema</p>		
Time Convened:	8:33 am	Time Adjourned:	10:40 am

Approval of Agenda			
Motion by:	Lindsey Reames	Support from:	Adrienne Goodstal
Discussion	Removing Built for Zero update from the agenda due to Brianne's absence		
Amendments			
Conclusion	All in favor, motion passes.		
Approval of Minutes		November 17, 2023	
Motion by:	Lauren VanKeulen	Support from:	Kate Berens
Discussion	Courtney noted the minutes should reflect the discussion under CHC was around the process for a conflict of interest, and not an actual conflict of interest.		
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:	Lindsey Reames
Discussion			
Conclusion	All in favor, motion passes.		
Committee Updates			
Discussion	<p>Data Analysis: Alyssa shared that three new members have been onboarded to Data Analysis Committee, and another will be joining in the coming weeks. This group will be implementing a more regular calendar of report viewing starting in January. There was an overview of the approved calendar. There was discussion around potential reports this committee would like to see come from Data Analysis. Courtney also noted the upcoming Steering Council Orientation as an opportunity to review the Strategic Plan, reporting, and data measures.</p>		



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2024 Steering Council New Member Announcements: Tenisa Frye, Adrienne Goodstal, Lisa Knight, Jazz McKinney, Karent Tjapkes, Alonda Trammell		
Action Items	Person Responsible	Deadline
Share Steering Orientation invitation to this committee	Ronan	Early January
CHC 2.0 Update		
Discussion		
<p>Courtney shared highlights from the CHC 2.0 update provided at the 12/14 General Membership meeting:</p> <ul style="list-style-type: none"> - Soft launch is planned for January; this will be a time for more user testing for consumers and providers. A demo will be available once the testing phase has been completed. The community will continue to use CHC 1.0 as the assessment tool during this time. - CoC and Community Rebuilders staff continue to meet regularly to discuss moving CHC 2.0 forward, including coordinating the by name list and review current processes to ensure alignment. - The initial assessment will be generated from a picklist of questions chosen by CoC staff and the chairs of the Coordinated Entry Committee. A committee will then be convened to review the full list of questions and determine areas to prioritize as a community based on shared values, ethics, and the Strategic Plan. <p>It was noted that providers will be able to log in to the platform and input resources; community partners are invited to attend weekly meetings to learn more.</p>		
Action Items	Person Responsible	Deadline
Year-End Recap/Celebration		
Discussion		
<p>Kate Berens: Youth Homelessness Demonstration Project grant, the Coordinated Community Plan, and follow-through with the youth. Celebrating staff additions at the CoC.</p> <p>Justin Brownlee: YHDP Kickoff, challenging thinking patterns of our community, coaching up young people and collaborating together.</p> <p>Courtney Myers-Keaton: Collaboration with housing-focused street outreach teams, aligning efforts, understanding roles in the community, reporting data, measuring specific outcomes. Celebrating all involved in these efforts.</p> <p>Alyssa Anten: Dwelling Place is seeing successes with the changes to our Coordinated Entry system, resulting in faster move-ins, successful leasing, etc.</p>		
Action Items	Person Responsible	Deadline
Any Other Matters:		
Discussion		



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Courtney Myers-Keaton: Executive Committee Elections happening in January. Interested individuals may reach out to Courtney for additional information.

Casey Gordon: Reminders of quorum and the power to act as a community. Interest in looking for shared solutions around attendance and engagement in committees.

Action Items	Person Responsible	Deadline
Executive Committee elections reminder email	Ronan	1/5/24
Public Comment on Any Item		
Discussion		
Adjourn		
Motion by:		Support from: