



STEERING COUNCIL MEETING MINUTES

February 21, 2025

8:30am – 10:30am

Facilitator:	Elizabeth Stoddard		
Meeting Attendees:	<p>Elizabeth Stoddard, Ray King, Lindsey Reames, Mark Contreras, Alonda Trammell, Lauren VanKeulen, Paul Smith, Casey Gordon, Ryan Kilpatrick, Kate Berens, Lisa Knight, Ryan VerWys, Sam Westhouse, Tenisa Frye, Monique Carter, Karen Tjapkes, Gustavo Perez</p> <p>Community Members: Veronica Arvizu, Maranda VanZegeren, Nelson Soto (VAB), Darcy Capitano (VAB), Levi Utter (VAB)</p> <p>Staff: Courtney Myers-Keaton, Ronan Parmenter, Brianne Robach, Alyssa Anten, Craig Heerema</p>		
Time Convened:	8:42am	Time Adjourned:	10:31am

Approval of Agenda – <i>standing item</i>			
Motion by:	Karen Tjapkes	Support from:	Lisa Knight
Discussion			
Amendments			
Conclusion	Approved		
Approval of Minutes – <i>standing item</i>		January 17, 2025	
Motion by:	Kate Berens	Support from:	Lauren VanKeulen
Discussion			
Amendments			
Conclusion	Approved		
Approval of Consent Agenda – <i>standing item</i>			
Motion by:	Ryan VerWys	Support from:	Lisa Knight
Discussion			
Amendments			
Conclusion	Approved		
Public Comment on Any Agenda Item – <i>standing item</i>			
Discussion			
None			
CoC Director’s Report – <i>standing Item</i>			
Discussion			
PIT Count – This year’s PIT Count ran smoothly, and based on preliminary numbers, appears to be similar to last year’s count. Preliminary numbers will be ready to share by the end of the month.			
CoC Staffing – Craig has taken on a new role at the United Way; we are interviewing for his position now.			



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Federal Level – FY24 CoC Program awards were announced by HUD on January 17, however information about CoC awards was removed from the website after the OMB Memo went out and there has been no word from HUD reps about grant agreements. National partners are expecting a disruption to services and recommend continuing to spend funds down if grant agreements are under contract. Courtney encouraged attendees contact their legislators to advocate for this funding, and to determine contingency plans for funding so this community can prepare for potential gaps. A survey will go out to partners to help understand what may be at risk. She also affirmed the CoC's commitment to our values and beliefs and will not be rolling back on those in response to this administration.

100 in 100 – People are still being housed through this initiative, and there continue to be weekly discussions around scaling it up.

Action Items	Person Responsible	Deadline
Send survey to community partners	CoC Staff	

Coordinated Entry – standing item

Discussion

- MSHDA HCV Update – Our interim process was approved but we are unsure if we will be able to draw down the HCVs. A small group is meeting Monday and we plan to have a proposal go before Coordinated Entry Committee and Steering for approval.
- CHC 2.0 – Community Rebuilders provided an update to the Executive Committee this month. Access to the bidirectional API was granted recently and work continues to happen on that. They are working on a roadmap to provide at a future Executive Committee meeting. This committee asked about a budget, which will be included with the roadmap.

Action Items	Person Responsible	Deadline

Shelter Capacity Update – standing item

Discussion

Courtney followed up on questions around nightly capacity at Mel Trotter, noting CoC staff are working with Mel Trotter to provide transparency around Program Tracks and the HIC. There was discussion around practice and policy, data quality and data entry. Courtney also noted that shelter providers should notify 211 and partners as standard protocol if at capacity to ensure the community has the most up-to-date information.

Action Items	Person Responsible	Deadline
Connect with Mel Trotter around Code Blue and staffing	Courtney Myers-Keaton	

Family Homelessness and Shelter – To discuss shelter availability and families sleeping in cars and other places where they are vulnerable to conditions

Discussion

This committee reviewed a Family Homelessness Dashboard shared by Family Promise. There was discussion around the needs of families in this community and barriers to getting services. Outreach



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stays in contact with unsheltered families to meet basic needs, and schools have liaisons to help families connect with services, however due to fears around CPS, more families are unknown to the system. Courtney noted the CoC is starting a chronic by-name list for families. There was discussion around building capacity during emergency times through other avenues or initiatives. This committee acknowledged that many people, individuals and families in our community, are experiencing homelessness and acknowledged the acute need for collective planning around unsheltered homelessness.

Action Items	Person Responsible	Deadline

Any Other Matters by Steering Council Members

Discussion

Casey Gordon encouraged advocacy for the McKinney-Vento act and other programs that support children and families experiencing homelessness.

Lindsey Reames noted the Grand Rapids Housing Commission is in the planning process currently, with draft documents on their website for feedback. She also shared the Landlord Inspiree training has been canceled.

Elizabeth Stoddard shared that Source of Income protection laws were passed in Michigan.

Action Items	Person Responsible	Deadline

Public Comment on Any Item

Discussion

Maranda VanZegeren voiced concern around youth and family homelessness, and noted that Community Rebuilders has resources that are funded and available to help.

Adjourn