



STEERING COUNCIL MEETING MINUTES

May 19, 2023

8:30-10:30

Facilitator:	Elizabeth Stoddard		
Meeting Attendees:	<p><u>Steering members present:</u> Casey Gordon, Holly Wilson, Gustavo Perez, Ryan VerWys, Ryan Kilpatrick, Jose Salinas, Karen Tjapkes, Skyler Boeve, Victoria Arnold, Elizabeth Stoddard, Mark Contreras, Adrienne Goodstal, Victoria Sluga, Fran Dalton, Nicole Hofert, Lindsey Reames, Charisse Mitchell, Lauren VanKeulen</p> <p><u>Steering members absent with notification:</u> Alonda Trammell, Kate Berens</p> <p><u>Steering members absent without notification:</u></p> <p><u>Community Members:</u> Wende Randall (ENTF), Anna Diaz (Community Rebuilders), Chad Coffman (Kent County), Nicole Beagle (MSHDA), Cheryl Schuch (Family Promise)</p> <p><u>Staff:</u> Courtney Myers-Keaton, Brianne Robach, Ronan Parmenter</p>		
Time Convened:	8:32 am	Time Adjourned:	10:33 am

Approval of Agenda			
Motion by:	Adrienne Goodstal	Support from:	Lauren VanKeulen
Discussion			
Amendments	<p>Adding 10c: NOFA released from MSHDA</p> <p>Adding 14a: Outreach efforts in coordination with the City of Grand Rapids</p> <p>Adding 14b: Changes to CHC 1.0</p>		
Conclusion	All in favor, motion passes.		
Approval of Minutes		April 21, 2023	
Motion by:	Fran Dalton	Support from:	Lauren VanKeulen
Discussion			
Amendments	None		
Conclusion	All in favor, motion passes.		
Public Comment on Any Agenda Item			
Discussion			
None			
Approval of Consent Agenda			
Motion by:	Adrienne Goodstal	Support from:	Gustavo Perez
Discussion	None		
Conclusion	All in favor, motion passes.		
Petitions and Communications			
Discussion			
None			
Kent County CoC Grant Transfer Request			
Discussion	<p>Courtney gave context to the Grant Transfer Request: it was approved for the FY2021 grants prior to awards announcement for FY2022 CoC Program competition; grant transfer needs to happen again prior to the next NOFO. Chad shared that the application was submitted under Kent County's name, and HUD advised they are issuing 2022 grants to Kent County. After the transfer of FY2022 grants</p>		



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takes place, Community Rebuilders (CR) can submit applications on their own and county will no longer be the grantee. Courtney noted that that CR has been a subgrantee on applications through the county for 23 years.

Victoria Sluga made the motion to transfer the two Shelter Plus Care grants from Kent County to Community Rebuilders, who has been the subgrantee for 23 years, and for the CoC to provide a letter of support, with support from Lauren VanKeulen. All in favor, motion passes. Abstentions: Gustavo Perez.

Action Items	Person Responsible	Deadline

Staffing and Funding Updates

Discussion

Courtney shared that Alyssa Anten will be joining the CoC as HMIS Administrator. The Data & Analytics Manager role was offered to someone, and they will be onboarding in a month. Coordinated Entry Program Manager position will be posted. The Youth Homelessness Coordinator position is on hold until additional candidates are found. YAB will continue to be involved in the hiring process for that position when it resumes.

Courtney also noted that the CoC is in the process of transferring Supportive Services Only (SSO) grants from The Salvation Army (TSA), and she has been meeting with TSA Leadership to coordinate.

Action Items	Person Responsible	Deadline
Send SSO grant updates for review to Steering Council when available	CoC Staff	

YHDP CCP RFP Update

Discussion

Courtney updated the council on the details of the RFP. Agencies must apply by June 2, and applications will be reviewed the following week by the Funding Committee and YAB. Edits are still being made to the CCP as requested by HUD. Courtney also noted that YAB is starting to determine training for community partners.

Ryan Kilpatrick asked how success is measured over the life of the grant. Courtney shared all selected projects will work directly with YAB, and success will be measured by YAB determinations. Updates will be provided to the Steering Council regularly. Courtney invited anyone interested in engaging in these conversations to the YHDP meetings and noted that when the Youth Homelessness Coordinator is onboarded, they will work to increase community coordination within those meetings.

Action Items	Person Responsible	Deadline
Share the updated CCP after approval by HUD	CoC Staff	

MSHDA ESG 2023/2024

Discussion

Updates: Exhibit One is due at the beginning of June. Workgroups will convene to develop specific service standards. Street Outreach is still a priority; some funding has historically gone to TSA for HAP staff and Courtney recommends continuing to do that to support staff at the intake and access point.



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Prevention funds are also allocated through MSHDA ESG. Brianne noted that the Steering Council does approve Exhibit 1 before sending to MSHDA, and an e-vote will be requested. The ESG NOFA will be released in the summer.

Courtney highlighted details about the MSHDA NOFA: for an HCV Mobility Pilot - applications are due June 30. It was clarified that only MSHDA voucher-holders will be served through this.

Action Items	Person Responsible	Deadline
Send draft of MSHDA ESG for public comment when available	CoC Staff	
Send e-vote with the group to approve Exhibit 1 when available	CoC Staff	

Interim Fair Housing & Anti-Discrimination Policy

Discussion

Brianne shared that an interim policy was adopted last year in conjunction with Exhibit One. Additional information has not been identified to include in interim policy.

Ryan VerWys made the motion to approve the current interim policy as standard, with support from Adrienne Goodstal. All in favor, motion passes.

Action Items	Person Responsible	Deadline

Governance Charter Review

Discussion

Discussion around forming a subcommittee or workgroup to review charter and make changes that reflect current operations. Potential items of consideration have been identified, and the workgroup would review and bring back to the Steering Council and Full CoC meeting. Adrienne Goodstal, Charisse Mitchell, Skyler Boeve, and Ryan Kilpatrick volunteered to be part of the workgroup.

Action Items	Person Responsible	Deadline
Schedule workgroup	CoC Staff	

CoC Program Competition Reallocation Update

Discussion

Courtney shared that the initial provider meeting happened this week to discuss the reallocation process, which is heavily focused on voluntary reallocation. No one has come forward to reallocate funding currently.

Action Items	Person Responsible	Deadline

Community Engagement

Discussion

- a) Street Outreach and City Coordination: Ryan Kilpatrick shared about three pilot initiatives from a project brief by Housing Kent, including Critical Ten, HOT Team Coordination, and identifying gaps in outreach resources. Courtney noted that agencies providing street outreach will work with the HMIS Administrator to create Outreach pages in HMIS.



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<p>b) CHC Program Updates: Courtney shared that CR is focusing efforts on development of 2.0, and TSA has begun managing CHC 1.0. Providers are having conversations about opening supportive solutions appointments. Changes to CHC 1.0 are being identified to better serve the community within current staff capacity. Anna from CR encouraged any organizations interested in the development of service lines to get involved through communitryhousingconnect.org. Council members asked about defining expectations for CHC 2.0 and the role of the CoC.</p>			
Action Items		Person Responsible	Deadline
Add CHC Program Updates as a standing item in the newsletter		CoC Staff	
Hold discussion with CHC Advisory Council around expectations for CHC 2.0 development		CoC Staff	
Other Matters from Steering Council Members			
Discussion			
<p>Skyler asked for clarification around data variations between the City of Grand Rapids, the CoC, and community partners.</p> <p>Ryan VerWys noted interest in discussing housing-first as a priority.</p> <p>Casey expressed concern with the use of the chat for comments not related to the current discussion.</p>			
Public Comment on Any Item			
Discussion			
<p>Wende suggested that CoC leadership consider requesting time on a commission or council agenda to present updates directly to elected officials.</p> <p>Anna briefly spoke to the benefits of the housing-first model and invited further discussion if individuals had questions.</p>			
Adjourn			
Motion by:	Charisse Mitchell	Support from:	Lauren VanKeulen