



STEERING COUNCIL MEETING MINUTES

July 15, 2022

8:30-10:30

Facilitator:	Lauren VanKeulen		
Meeting Attendees:	<u>Steering members present:</u> Lauren VanKeulen, Rebecca Rynbrandt, Adrienne Goodstal, Ryan VerWys, Wanda Couch, Alyssa Anten (for Victoria Arnold), Casey Gordon, Mark Contreras, Tammy Vincent, Elizabeth Stoddard, Jenny James, Alonda Trammell, Cheryl Schuch, Fran Dalton, Victoria Sluga, Holly Wilson, Karen Tjapkes (joined at 8:45) <u>Steering members absent with notification:</u> Tom Cottrell, Jose Salinas <u>Steering members absent without notification:</u> none <u>Community Members:</u> Lee Nelson Weber (Community Member) <u>Staff:</u> Courtney Myers-Keaton, Brianne Robach		
Time Convened:	8:32 am	Time Adjourned:	10:09 am

Approval of Agenda			
Motion by:	Ryan VerWys	Support from:	Adrienne Goodstal
Discussion			
Amendments	None		
Conclusion	All in favor, motion passes.		
Approval of Minutes		June 17, 2022	
Motion by:	Cheryl Schuch	Support from:	Ryan VerWys
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:	Holly Wilson
Discussion	None (Karen Tjapkes joined the meeting)		
Amendments			
Conclusion	All in favor, motion passes.		
Petitions and Communications			
Discussion			
None			
Proposed HUD Grantee Change			
Discussion			
Courtney Myers-Keaton indicated that changing the grantee for some US Department of Housing and Urban Development (HUD) Continuum of Care (CoC) grants was discussed last meeting and with the full membership. Public comment was solicited and responses are in the agenda packet.			
Courtney provided context behind the proposed changes. She continues to discuss transition planning which has included identifying potential gaps and how to ensure they are filled.			



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Rebecca Rynbrandt motioned to approve the change in grantee for the HUD HMIS grant from The Salvation Army to Heart of West Michigan United Way starting on 12/1/2022. Adrienne Goodstal seconded. In favor: 15 (Adrienne Goodstal, Rebecca Rynbrandt, Ryan VerWys, Mark Contreras, Victoria Sluga, Wanda Couch, Elizabeth Stoddard, Karen Tjapkes, Casey Gordon, Holly Wilson, Cheryl Schuch, Jenny James, Tammy Vincent, Fran Dalton, Alonda Trammell)

Abstentions: 1 (Alyssa Anten as her agency is named in the motion)

Motion passes

After discussion of the suggested motion and amendment to the motion, **Cheryl Schuch motioned to approve the change in grantee for HUD Supportive Services Only (SSO) grants from The Salvation Army to the fiduciary of the CoC, currently Heart of West Michigan United Way, starting 6/1/2023 with the expectation for an expenditure plan for how the funds will support an updated CoC infrastructure and coordinated entry process. The plan will be presented to Steering Council and the CoC general membership for consideration and input with final approval no later than 9/16/2022. Victoria Sluga seconded.** In favor: 14 (Cheryl Schuch, Adrienne Goodstal, Victoria Sluga, Rebecca Rynbrandt, Fran Dalton, Karen Tjapkes, Alonda Trammell, Elizabeth Stoddard, Wanda Couch, Holly Wilson, Mark Contreras, Casey Gordon, Tammy Vincent, Jenny James)

Abstentions: 1 (Alyssa Anten as her agency is named in the motion)

Motion passes

Action Items	Person Responsible	Deadline
CoC Program Supplemental NOFO to Address Unsheltered and Rural Homelessness		
Discussion		
<p>HUD recently released a Notice of Funding Opportunity (NOFO) to address unsheltered and rural homelessness. Courtney shared a presentation from the National Alliance to End Homelessness overviewing the opportunity. To score well, the community will have to demonstrate an ability to create a collaborative community plan. Courtney thinks the application process will be an opportunity to develop a cohesive plan to address unsheltered and chronic homelessness.</p> <p>Jenny recommended contacting Kent County's Chief Inclusion Officer for questions related to equity. Mark indicated that Catherine's Health Center is very interested in supporting this application.</p> <p>Lauren suggested that staff develop a recommended timeline. Members should contact staff to be involved with the process; a high-level of engagement will ensure a robust application.</p>		
Action Items	Person Responsible	Deadline
FY2022-2023 MSHDA ESG Funding		
Discussion		
<p>A portion of funds will be allocated to the Housing Assessment and Referral Agency (HARA) and a portion to a Street Outreach lead agency, selected through a Request for Proposals (RFP) process. A decision needs to be made on how to allocate the balance of funds. Conversation around need for</p>		



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prevention funds. Cheryl indicated that there is a continued need for funding for family shelter but does not think this is the best use of these funds.

A motion is required to allocate the balance of funds due to the delegation of responsibilities in the Coalition's charter.

(Jenny left the meeting at 9:58)

After discussion and amendment, **Adrienne motioned that MSHDA ESG funds not obligated by MSHDA will be prioritized per staff recommendations with staff documentation for the reasoning. Karen second. All in favor, motion passes.**

Action Items	Person Responsible	Deadline
Anticipated FY2022 CoC Program Competition		
Discussion		
Staff anticipate the will be released soon and are revising the local application scorecard. Courtney and Lauren have discussed working with a grant writer to support the application narrative.		
Action Items	Person Responsible	Deadline
Other Matters from Steering Council members		
Discussion		
Mark shared that Catherine's Health Center is part of a street medicine initiative. They are in the needs assessment phase; he encouraged attendees to complete a survey to share their perspectives.		
Public Comment on Any Item		
Discussion		
None		
Adjourn		
Motion by:	Victoria Sluga	Support from: Ryan VerWys