



## STEERING COUNCIL MEETING MINUTES

September 15, 2023  
8:00 – 9:00am

Facilitator:	Elizabeth Stoddard		
Meeting Attendees:	<u>Steering members present:</u> Skyler Boeve, Holly Wilson, Kate Berens, Alonda Trammell, Lauren VanKeulen, Adrienne Goodstal, Charisse Mitchell, Lindsey Reames, Ryan VerWys, Christie White, Mark Contreras, Lisa Cruden, Ryan Kilpatrick, Caity Young <u>Steering members absent with notification:</u> Karen Tjapkes, Jose Salinas <u>Steering members absent without notification:</u> Ryan Kilpatrick <u>Community Members:</u> Wende Randall (ENTF), Anna Diaz (Community Rebuilders) <u>Staff:</u> Courtney Myers-Keaton, Alyssa Anten, Brianne Robach, Evan Hile, Ronan Parmenter, Justin Brownlee		
Time Convened:	8:03 am	Time Adjourned:	9:03 am

<b>Approval of Agenda</b>			
Motion by:	Adrienne Goodstal	Support from:	Ryan VerWys
Discussion			
Amendments			
Conclusion	All in favor, motion passes.		
<b>Approval of Minutes</b>		<b>August 18, 2023</b>	
Motion by:	Skyler Boeve	Support from:	Holly Wilson
Discussion			
Amendments	Kate Berens noted her absence with notification at the last meeting.		
Conclusion	All in favor, motion passes.		
<b>Public Comment on Any Agenda Item</b>			
Discussion			
None			
<b>Approval of Consent Agenda</b>			
Motion by:	Charisse Mitchell	Support from:	Holly Wilson
Discussion	None		
Conclusion	All in favor, motion passes.		
<b>Petitions and Communications</b>			
Discussion			
<b>CoC Program Competition – Project Priority Listing Approval</b>			
Discussion			
Courtney gave an overview of the Project Priority Listing, which has been recommended for approval by the Funding Review Committees. An e-vote will go out within the week for Steering Members.			
Action Items	Person Responsible	Deadline	
Send e-vote	CoC		
<b>HMIS and QSOBAA Processes</b>			
Discussion			



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Alyssa reviewed the edits to the documents, and noted they incorporated feedback from Steering Council and Executive Committee. There was discussion around Housing First principles and data sharing. This item will come back for voting at the next Steering meeting.			
Action Items		Person Responsible	Deadline
Include HMIS and QSOBAA Policy Votes to October Steering meeting		CoC	
<b>Winter Shelter Capacity</b>			
Discussion			
Courtney spoke to data projections indicated a shortage of shelter beds for this coming winter. Factors include staffing capacity and safety ratios as well as physical space capacity. There have been ongoing discussions looking for long-term solutions.			
Action Items		Person Responsible	Deadline
Communicate any potential solutions with Steering via email		CoC Staff	
<b>Steering Council Meeting Format and Locations</b>			
Discussion			
Meetings will continue to be monthly, rotating every other month between virtual and in-person at the Fair Housing Center West Michigan.			
Action Items		Person Responsible	Deadline
Update calendar invitations for meetings		Ronan	
<b>Any Other Matters:</b>			
Discussion			
Skyler: YAB is planning to build their own governance structure based on recommendations from YHDP, and would like to review other governance structures for guidance. Lindsey: The HCV Program is opening soon. Additionally, they will be recruiting during the first part of January for the Americorps Vista program. Skyler indicated interest.			
Action Items		Person Responsible	Deadline
<b>Public Comment on Any Item</b>			
Discussion			
<b>Adjourn</b>			
Motion by:	Kate Berens	Support from:	Lindsey Reames