



## CoC MEMBER MEETING MEETING MINUTES - DRAFT

December 16, 2021

9:30-11:00am

Facilitator:	Karen Tjapkes		
Meeting Attendees:	<p>Alisha Pennington (MDHHS), Casey Gordon (Kent ISD), Catherine Gage (Disability Advocates) Cheryl Schuch (Family Promise), Jeffrey King (Community Rebuilders), Roxanne Hiler (ICCF), Tammy Britton (City of Grand Rapids), Victoria Arnold (The Salvation Army), William Weld-Wallis (Community Member), Dave Gantz (Genesis), Emily Schichtel (United Way), Ryan VerWys (ICCF), Rebecca Rynbrandt (City of Wyoming), Shelby Lake (Senior Neighbors), Dreyson Byker (Community Member), Elizabeth Stoddard (Fair Housing Center), Karen Tjapkes (Legal Aid), Dan Baker (network180), Lauren VanKeulen (AYA), Shannon Tanis (Community Member), DL McKinney (AYA), Stephanie Brock-Knoper (City of Wyoming), Berniz Terpstra (ICCF), Lisa Cruden (Family Promise), Paula Brown (Great Start), Wende Randall (ENTF), Victoria Sluga (Pine Rest), Julie Kendrick (Degage), Erin Banchoff (City of Grand Rapids), Fran Dalton (Garfield Park), Lindsey Reames (GR Housing Commission), Kendra Avila (AYA), Doug Booth (HealthNet), Leatha Roberts (Salvation Army), Hilary Ortiz (HealthNet), Nicole Beagle (MSHDA), Niki Perkins (Access of W MI), Patricia Parker, Sherrie Gillespie (KCCA), Alonda Trammell (Dwelling Place), Molly Perez (KC Health Department), Stephanie Gingerich (LINC UP), Tim Beimers (The Salvation Army), Crystal Kitten (AYA), Claire Guisfredi (North Kent Connect), Monique Carter (Arbor Circle), Jordan Brinker (VA), Tom Cottrell (YWCA), Thelma Ensink (Degage), Cecilia Rush (VA), Yejae Kim (Calvin CSR), Wanda Couch (GR Housing Commission), Hattie Tinney (GR Housing Commission)</p> <p><u>Staff:</u> Courtney Myers-Keaton, Brianne Czyzio Robach</p>		
Time Convened:	9:32	Time Adjourned:	10:40

<b>Approval of Minutes</b>		<b>October 28, 2021</b>	
Motion by:	Tom Cottrell	Support from:	Stephanie Brock-Knoper
Discussion			
Amendments	None		
Conclusion	All in favor, motion passes.		
<b>Steering Council Election</b>			
Discussion			
<p>There are 9 open positions on Steering Council and Nominating Committee has solicited nominations from community members. A slate of candidates was shared via email ahead of the meeting. Cheryl Schuch asked for nominations from the floor during this meeting. She shared that one nomination was received after the form closed for Joanne Lambert, Assistant to the Director of Child Welfare at DHHS.</p>			
<u>Slate of Steering Council Nominees:</u>			
<ul style="list-style-type: none"> <li>• Michael Bohnsack, CEO at Bohnsack &amp; Associates</li> <li>• Tom Cottrell, Chief Program Officer at YWCA</li> <li>• Mark Contreras, Medical Director at Catherine's Health Center</li> </ul>			



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- Wanda Couch, HCV Program Manager at Grand Rapids Housing Commission
- Frances Dalton, Operations Director at Garfield Park Neighborhood Association
- Casey Gordon, Supervisor of Special Populations at Kent ISD
- Julie Kendrick, Program Director at Degage Ministries
- Jose Salinas, Recovery Coach at network180
- Elizabeth Stoddard, Director of Advocacy at Fair Housing Center
- Ryan VerWys, President/CEO at Inner City Christian Federation
- Holly Wilson, Director of Client Services at Safe Haven Ministries
- Joanne Lambert, Assistant to Director of Child Welfare at DHHS

All members receive one vote in this election. A link was sent to the designated voting member for organizations and to individual members. Nominating Committee reviewed the results and presented a roster of newly elected Steering Council members: Tom Cottrell, Mark Contreras, Wanda Couch, Frances Dalton, Casey Gordon, Jose Salinas, Elizabeth Stoddard, Ryan VerWys, and Holly Wilson.

Karen thanked all nominees for their interest. She also noted that Steering Council meetings are open to anyone interested in attending. There is a public comment period at the beginning and end of each meeting if folks want to speak to that group.

### Strategic Plan: Narrative Plan

Discussion

Courtney Myers-Keaton shared that the compass and scorecard developed as part of the strategic planning process were shared and posted on the Coalition's website in late summer. At that point, a narrative report detailing the strategic planning process and results was still in draft format. That report has since been finalized and is available on the Coalition's website:

<https://endhomelessnesskent.org/about/strategic-plan/>

Staff plan to share the plan and this report with community stakeholders and invite them into the work of making homelessness rare, brief, and non-recurring in Kent County.

### Advisory Council Update

Discussion

DL McKinney and Dreyson Byker have been working to develop a design for an Advisory Council. They attended today to present the vision and structure they developed for the council. It will serve as a space for community members with lived experience of homelessness to engage and advise the Coalition. They envision a flexible structure with opportunities to engage at different levels and a connection between the Advisory Council and other groups of folks with lived experience.

The council will begin recruiting for members towards the beginning of Q1 2022 and anticipates launching a pilot in Q2 of 2022. Marketing materials will be shared with partners in early 2022. Virtual options for meetings are being considered. To learn more or get involved, connect with CoC staff or DL McKinney.

### Continuums of Care 101

Discussion



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Staff have noticed that folks who are newer to the Coalition have been joining meetings recently and want to ensure all understand the CoC's structure and role in the community. Courtney provided high-level overview of Continuums of Care, or CoCs. These are planning bodies that coordinate homeless services and prevention activities throughout a geographic area. In our community, the Coalition to End Homelessness serves as the CoC for Kent County and is known as the Grand Rapids/ Wyoming/ Kent County CoC - MI 506.

There are three main responsibilities of CoCs. The first is operating the CoC. This includes holding meetings, appointing committees as needed, establishing a Coordinated Entry system and standards, monitoring performance measures and evaluating and outcomes. The second responsibility is operating an HMIS or Homeless Management Information System. Some providers are required to enter information into this database, and it is highly suggested for others. Third the third responsibility is planning - implementing a service system, conducting a Point-In-Time count, and abiding by a Governance Charter. In the new year, a the CoC's current charter will be reviewed by members and a workgroup will be tasked with suggesting changes. The Point-In-Time (PIT) count will be held on the night of January 26<sup>th</sup>. A planning group of Outreach workgroup members are working to ensure a robust count of unsheltered households occurs.

Each CoC must designate a collaborative applicant to apply for federal funds on the behalf of the CoC. Heart of West Michigan United Way is our collaborative application. Each year, the US Department of Housing and Urban Development (HUD) holds a CoC Program Competition. CoCs develop a list of recommended community projects and request funding for these projects.

Moving forward, staff plan to provide webinars on CoCs, the CoC Program Competition, Coordinated Entry, HMIS, and more. These may not be presented at membership meetings due to other agenda items but will be posted to the CoC's website. Courtney asked attendees to share training ideas and a survey will be sent out asking for suggestions. Kendra Avila suggested a youth-focused overview for potential Youth Action Board members. Stephanie Gingerich shared that for her, today's introduction highlighted the CoC's role in the housing space and invited her to consider how organizations in different roles can work together to achieve common goals.

### Community Partner Announcements and Updates

#### Discussion

Community partners shared updates on recent achievements and upcoming events.

Courtney shared that CERA (COVID Emergency Rental Assistance) applications are still open. These funds can be used for utilities and rent. The team has been processing a lot of applications and almost \$27M has been distributed as of last week. A link to the dashboard with additional data will be shared in the newsletter.

### Adjourn

Motion by: Tom Cottrell

Support from: Victoria Sluga