



## CoC MEMBER MEETING MEETING MINUTES

June 23, 2022

9:30-11:00am

Facilitator:	Casey Gordon		
Meeting Attendees:	<p>Casey Gordon (Kent ISD), William Weld-Wallis (Community member), Doug Booth (Health Net of West Michigan), Bryan Holt (Pine Rest StreetReach), Melissa Hoezee (Fountain Street Church), Aaron Estrada (Trinity Health), Cheryl Schuch (Family Promise), Tracy Mulvany (The Salvation Army ESP), Jalen Palmore (Dwelling Place), Dave Gantz (Genesis Nonprofit Housing Corp.), Charli Lee (Community Health Worker), Zenaida Jimenez (Safe Haven), Nicole Beagle (MSHDA), Maranda VanZegeren (Community Rebuilders), Amber Troupe (MDHHS), Alisha Pennington (SOAR Navigator, MDHHS), Mary Dyke (Family Life Center Maternity House), Dreyson Byker (Community member), Lindy Perez (The Salvation Army), Tammy Vincent (City of Grand Rapids), Alyssa Anten (The Salvation Army), Rebecca Long (Dwelling Place), Victoria Arnold (The Salvation Army), Mary Engle (Mel Trotter), Holly Wilson (Safe Haven), Nancy Ayers (Senior Neighbors), Monique Carter (Arbor Circle), Molly Perez (Kent Co Health Department), Brianna Miranda (Fair Housing Center of West Michigan), Wende Randall (Essential Needs Task Force) Johanna Schulte (City of Grand Rapids), Catherine Landers (North Kent Connect), Niki Perkins (Access of West Michigan), Nick Dobkowski (Essential Needs Task Force), Alonda Trammell (Dwelling Place), Fran Dalton (Garfield Park Neighborhoods Association), Jalen Palmore (Dwelling Place), Jeffrey King (Community Rebuilders), Jeremy Wartella, Karen Tjapkes (Legal Aid), Lindsey Reames (Grand Rapids Housing Commission), LoRae Robinson (Covenant House), Marcia Patrick (Senior Neighbors), Monique Carter (Arbor Circle), Tanesha Jordan (Safe Haven)</p> <p><u>Staff:</u> Courtney Myers-Keaton, Brianne Robach</p>		
Time Convened:	9:33	Time Adjourned:	10:45

<b>Approval of Minutes</b>		<b>April 21, 2022</b>	
Motion by:	Adrienne Goodstal	Support from:	Doug Booth
Discussion			
Amendments	None		
Conclusion	All in favor, motion passes.		
<b>Proposed Grantee Change &amp; Draft Infrastructure and Staffing Plan</b>			
Discussion			
<p>Courtney Myers-Keaton presented a proposal to shift grantees for some US Department of Housing and Urban Development (HUD) Continuum of Care (CoC) grants and a draft staffing infrastructure. She noted that there have been ongoing conversations around the needs within the Coalition and Coordinated Entry (CE) as a whole. These discussions led to the development of proposed changes to allow the Coalition to best fulfill CoC responsibilities. One CoC responsibility is the operation of an HMIS (Homeless Management Information System). The Salvation Army (TSA) currently receives a</p>			



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HUD CoC grant to support HMIS responsibilities and subcontracts with Heart of West Michigan United Way (HWMUW) who contracts with a consultant to fulfill HMIS Administration services.

Another CoC responsibility is the implementation of a CE system. Courtney shared that the community had utilized a centralized intake model with all CE processes funneling through TSA as the designated as CE Lead. The community is now transitioning away from this model with the implementation of the Community Housing Connect (CHC) portal for families, assessments completed by outreach staff, and ongoing planning to implement CHC 2.0 system wide.

Courtney shared a draft staffing model which includes a Coordinated Entry Program Manager to provide oversight to CE process components in a decentralized model. The potential infrastructure also includes a full-time Director, Program Manager, and Administrative Assistant. Data staff positions include full-time HMIS Administrator and Help Desk Specialist positions; both are currently contracted part-time. A Data Analyst, supported by private funds, to analyze community data, needs, and gaps is also included.

The proposed change is a shift in the grantee for HMIS and Supportive Services Only (SSO) grants from TSA to HWMUW. Courtney indicated that this would allow for total Coalition budget to pay for 7 full-time staff. Remaining funding would be sub-granted to agencies to support CE functions through a Request for Proposals (RFP) process. Coordination and services are allowable expenses under a SSO grant while CE implementation and planning are not allowable expenses under a CoC Planning grant.

With the grantee change, TSA would no longer be considered the CE lead entity. Courtney indicated that TSA would still hold an important role in community under this proposal. They would continue to hold prevention funds and could apply for funding to support direct service activities. The outreach specialist position would not automatically be housed at TSA, instead an RFP process would be used to select an Outreach Lead Agency.

Benefits of the proposal include the creation of a high-functioning, sustainable structure that addresses a capacity gap, alignment with the Coalition's strategic plan, and ability to meet HUD CE compliance thresholds.

The proposed timeline is begin staff transition on December 1, 2022. Courtney anticipates there will be a transition period. In the meantime, next steps include community conversation around potential gaps, community decisions around how to use remaining CE funds, and meeting with funders to discuss changes.

Courtney indicated that discussions around the proposal have been ongoing in different spaces; the proposal is being presented today as an opportunity for the full Coalition membership to provide input. A public comment period will follow.

Casey Gordon noted that the community discussions around increasing efficiency and accessibility of the CE process have been ongoing with involvement from many agencies. From her perspective, TSA



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has been an excellent community partner; this proposal ensures the best alignment between the needs and structures of both the Coalition and TSA.

Cheryl Schuch shared that she has been involved with planning conversations. She feels having the Coalition responsible for overseeing a high-functioning CE system will help bring the community into more efficient CE processes. She has seen the importance of collaboration and system oversight with CHC 1.0 and noted the importance of data analytics with the implementation of CHC 2.0. She is excited that the proposal will ensure sufficient infrastructure to support the implementation of CHC 2.0.

Mary Dyke provides system navigation to clients and asked if there is a different way clients should contact the system. Courtney noted that changes are not taking place right now but are brought to the community for consideration. Any changes in system access will be communicated widely.

Brianne Robach shared next steps. The meeting minutes and slides will be shared via the Coalition newsletter along with a form to submit public comments. The form will be open through July 11<sup>th</sup>. Comments will be compiled and reviewed during the Steering Council meeting on Friday, July 15<sup>th</sup>.

### Move Up Voucher Overview

Discussion

Alyssa Anten from The Salvation Army Housing Assessment Program shared that Move Up Vouchers are available in the community. These vouchers function similarly to Housing Choice Vouchers for those who no longer needs supportive services and wish to move out of Permanent Supportive Housing. Agencies that have clients they think may be a good fit should contact Alyssa for details about the application process - [Alyssa.anten@usc.salvationarmy.org](mailto:Alyssa.anten@usc.salvationarmy.org).

### Kent County American Rescue Plan Act Funding

Discussion

Courtney overviewed slides related to Kent County's American Rescue Plan Act (ARPA) funding. She noted that there has recently been staff changes at Kent County and staff were not available to speak at today's meeting. Any community member can share ideas and any agency can submit proposals. A survey/idea portal closes on July 1<sup>st</sup> and the proposal portal closes on July 15<sup>th</sup>. There are community meetings around the funding on June 28<sup>th</sup> and 29<sup>th</sup>.

Courtney is unsure how funding priorities were developed as she was not in these conversations though she hopes to have further conversation with the County. She encouraged folks to reach out to the county with questions, submit ideas, and collaborate on proposals. Casey Gordon expressed the importance of ensuring all voices are heard given the large amount of funds coming into community.

Molly Perez asked if there are areas the Coalition would suggest for consideration. Courtney referenced ongoing conversations around the need for additional affordable housing and permanent supportive housing given the challenging housing market. Lindsey Reames agreed and noted that she was surprised housing was not included in the areas of focus. Nancy Ayers shared that she would



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support data collection for housing needs for those over the age of 60 given the unique needs of seniors.

Wende Randall shared that she has heard a desire to collaborate from Essential Needs Task Force partners. She encouraged agencies to build areas for partnership and alignment into submissions. She also encouraged agencies to promote attendance at community meetings.

Fran Dalton asked why information is being shared late in the engagement process. Courtney indicated that there has not been direct communication with Coalition yet, but she hopes to increase engagement. Fran suggested requesting that the County reconsider funding priorities and extend the submission deadline. Cheryl agreed and noted that the limited timeline makes it difficult to determine where projects fit within priorities and develop collaborative proposals. She also suggested presenting priorities as a Coalition body. Nick Dobkowski encouraged providers to submit proposals even if all pieces are not yet in place. Courtney can ask Kent County to reconsider priorities and extend their proposal submission deadline.

### **FY22-23 MSHDA ESG Funding**

#### Discussion

Courtney shared that the Exhibit 1 for FY22-23 Emergency Solutions Grant (ESG) funding was recently submitted to the Michigan State Housing Development Authority (MSHDA). The document was open for public comment and reviewed prior to submission.

The Coalition has not yet received allocation this year's funding amount from MSHDA, but Steering Council discussed releasing a Request for Qualifications (RFQ) to select a street outreach lead agency to coordinate outreach efforts. In the past funding has been allocated to The Salvation Army for an outreach position but not as a lead agency. An RFQ process to allocate funding for rapid re-housing, prevention, and any other identified needs is also anticipated in July.

### **NOFO: Supplemental to Address Unsheltered and Rural Homelessness**

Courtney shared that HUD released a Notice of Funding Opportunity (NOFO) for a supplemental CoC Program Competition to address rural and unsheltered homelessness. She sees this as a great opportunity for the community to apply for just over \$5M in funds. Staff will attend a webinar next week to learn more about the opportunity including the submission process and whether funds would become part of the community's Annual Renewal Demand (ARD). More information will be shared in the coming weeks.

### **Community Partner Announcements and Updates**

#### Discussion

Wende Randall shared that the Essential Needs Task Force will be hosting a webinar on July 8<sup>th</sup> at noon about the senior millage which is up for a renewal vote. The webinar, in partnership with the Area Agency on Aging of West Michigan and other agencies serving seniors, will share information on what millage funds support and the results. A flyer will be shared next week. Wende encouraged folks to attend and share information with their networks so residents are prepared to vote in August.



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Brianna Miranda shared that the Fair Housing Center of West Michigan is hosting two Fair Housing and Evictions trainings in July. She encouraged folks to register and share. July 12 from 12-1:15 PM: [https://us02web.zoom.us/webinar/register/WN\\_YLO0\\_fGLQ0mGi2FtZvuqEw](https://us02web.zoom.us/webinar/register/WN_YLO0_fGLQ0mGi2FtZvuqEw) and July 14 from 6-7:15 PM: [https://us02web.zoom.us/webinar/register/WN\\_WN-XPkVQTCOzMFwL1rB6JA](https://us02web.zoom.us/webinar/register/WN_WN-XPkVQTCOzMFwL1rB6JA)

Doug Booth is on the Steering Committee of Participatory Budgeting for Grand Rapids. He shared that there is seven days left for anyone to submit a proposal or idea. Reach out to him with questions.

Nick Dobkowski noted that partners can share updates with the Essential Needs Task Force network by emailing [entf@hwmuw.org](mailto:entf@hwmuw.org).

Mary Dyke shared that agencies can tour the Family Life Center Maternity House in Allendale; contact Teresa at [Teresa@familylifecenterhome.org](mailto:Teresa@familylifecenterhome.org). They currently have 3 openings.

Courtney Myers-Keaton shared that the CoC Program Competition NOFO is anticipated in the coming weeks. The Coalition expects to hold public meetings around the process, what to expect from Funding Review Committee, and how the supplemental funding will be included. She anticipates that notice will go out for a meeting in July.

<b>Adjourn</b>			
Motion by:	Wende Randall	Support from:	Cheryl Schuch