



Steering Council Meeting Agenda  
January 16, 2026 □ 8:30 – 10:30 am  
Heart of West Michigan United Way – 118 Commerce Ave SE

1. Call to Order/Introductions
2. Approval of the Agenda
3. Approval of December 19, 2025 Meeting Minutes\*
4. Public Comment on Agenda Items (Limit 3 minutes ea.)
5. Approval of Consent Agenda\* – *standing item*
  - a. Committee & Initiatives Updates
  - b. Budget Report: Statement of Activity
  - c. Data Reports: None
6. Director's Report – *standing item*
  - a. Federal Updates
  - b. NOFO/Contingency Planning
  - c. Annual Calendar
  - d. Staffing and Organizational Chart Updates
7. Executive Committee Elections
8. Annual Report
9. Reallocation and Ranking Policies
10. Any other matters by Steering Committee Member(s)
11. Public Comment on Any Matter (Limit 3 minutes ea.)
12. Adjournment



## STEERING COUNCIL MEETING MINUTES

December 19, 2025

8:30am - 10:30am

Facilitator:	Elizabeth Stoddard		
Meeting Attendees:	Elizabeth Stoddard, Becki Postma, Chris Palusky, Thelma Ensink, Tenisa Frye, Lauren VanKeulen, Lindsey Reames, Christina White, Adrienne Goodstal, Casey Gordon, Ryan VerWys, Paul Smith, Sam Westhouse, Stacy Datena, Wende Randall, Alonda Trammell, Jazz McKinney, Kate Berens, Monique Carter, Maranda VanZegeren, Tenise Clipper, Ryan Kilpatrick, Mark Contreras  Staff: Courtney Myers-Keaton, Alyssa Anten, Brianne Robach, Robyn Van Dyke, Ronan Parmenter		
Time Convened:	8:32 AM	Time Adjourned:	10:39 AM

<b>Approval of Agenda</b>			
Motion by:	Adrienne Goodstal	Support from:	Paul Smith
Discussion			
Amendments	- Moving Director's Report and Federal Update note to top of minutes.		
Conclusion	All in favor, motion passes		
<b>Approval of Minutes</b>		<b>November 21, 2025</b>	
Motion by:	Ryan VerWys	Support from:	Thelma Ensink
Discussion			
Amendments	<ul style="list-style-type: none"> <li>- Fixed wording about Executive Committee and CHC 2.0 roadmap</li> <li>- Fixed wording about staff member role during CHC 2.0 demo</li> <li>- Corrected who made the motion for the ad hoc council</li> <li>- Fixed few sentences about financials regarding CHC 2.0</li> </ul>		
Conclusion	All in favor with edits made, motion passes		
<b>Approval of Consent Agenda</b>			
Motion by:	Adrienne Goodstal	Support from:	Lindsey Reames
Discussion			
Amendments	- Moving Family Promise item to #10		
Conclusion	All in favor with edits made, motion passes		
<b>Director's Report</b>			
Discussion			
<ul style="list-style-type: none"> <li>- Alyssa Anten will be transitioning to the Program Manager position at the CoC. The HMIS Administrator role is now open.</li> <li>- Becki Postma is now Courtney's direct supervisor.</li> <li>- Quarterly rocks session will be taking place on January 13<sup>th</sup>, 2026.</li> <li>- Preparing for PIT Count by putting together bags.</li> <li>- Toured Haven for Hope, a transitional campus in San Antonio, TX. <ul style="list-style-type: none"> <li>o 22 acres with a community service and resource center.</li> <li>o Has family, single, and youth shelter.</li> <li>o Offers transitional housing and emergency services.</li> </ul> </li> </ul>			



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<ul style="list-style-type: none"> <li>○ Surrounded by PSH and other housing projects.</li> </ul>		
Action Items	Person Responsible	Deadline
<b>Federal Update</b>		
Discussion		
<u>NOFO Update</u>		
<ul style="list-style-type: none"> <li>- Although rescinded, there remains a lot unknown. A NOFO with modifications is still planning to be released, but there's a lot in flux with quick turnaround. Expect lots of conversations in the future.</li> <li>- Another hearing will take place today at 10 AM.</li> <li>- There are funding delays and no grant agreements for FY25 funds. Will need to work on contingency plans for delays so prepare for advocacy.</li> </ul>		
Action Items	Person Responsible	Deadline
<b>CoC Program Competition and Related Policies (Ranking, Reallocation, etc.)</b>		
Discussion		
<u>Local Ranking Policy</u>		
<ul style="list-style-type: none"> <li>- Developed in FY23</li> <li>- Acts as a precedent for ranking applications for renewals, infrastructure, etc. There is a need for a formal policy as guidance.</li> <li>- Courtney discussed our non-competitively ranked, renewal, and new projects are listed due to the recent NOFO. Will be looking at edits and considering revisions in January. <ul style="list-style-type: none"> <li>○ Folks asked if these updates would be ready by January's Steering. There is some caution about making edits until we know what's happening.</li> <li>○ There's a need to be ready before the next NOFO drops, potentially make some changes before it releases.</li> </ul> </li> </ul>		
<u>Reallocation Policy</u>		
<ul style="list-style-type: none"> <li>- Courtney discussed voluntary and involuntary reallocation and what they both look like.</li> <li>- Potentially choosing different project types to receive funding.</li> <li>- Creating editable thresholds to prepare for trends. <ul style="list-style-type: none"> <li>○ May help projects know what's expected from them.</li> </ul> </li> <li>- Funding Review Committee should weigh in on this conversation, thresholds, and project trends.</li> <li>- There was conversation about understanding why there would be preference towards an organization that is shifting its programs and voluntarily reallocating to a different program type like PSH to Outreach. It seems like we're working within HUD's pre-identified, allowable points. Will need to look at the fairness of it.</li> <li>- Conversation about what a worst-case scenario would look like that could trigger reallocation of funds versus a warning. There is a scale that can depend on what's available during the year.</li> </ul>		



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<ul style="list-style-type: none"> <li>- There is a need to create something that is enforceable, but there's also a concern about the capacity to monitor projects. Originally Craig helped.               <ul style="list-style-type: none"> <li>o What does it take to implement this? What supports are necessary?</li> </ul> </li> </ul>		
Action Items	Person Responsible	Deadline
Share documents in Google Docs with both policies.	CoC	12/23/2025
<b>CHC 2.0 – Follow-up on action items</b>		
Discussion		
<ul style="list-style-type: none"> <li>- No communication yet back about CHC 2.0</li> <li>- Due to upcoming budget concerns in the next year, there is concern about implementing CHC 2.0 in the next six months.               <ul style="list-style-type: none"> <li>o Six months seems to be a reasonable amount of time with all the background work happening.</li> </ul> </li> <li>- Folks would like clear communication about the work happening on the developer's side as there are still some technical elements needing to be tweaked. They would also prefer to have more eyes on the program.               <ul style="list-style-type: none"> <li>o Too many unresolved questions and would like to be included more in the process.</li> </ul> </li> <li>- It would be very useful for the bi-directional API to be fixed.</li> <li>- Consensus to revisit this in 6 months when API is functional and there are less unknowns. It would be beneficial to have agencies get familiar with the program.</li> <li>- Create a specific list of items the CoC feels like they are missing or needed to make a decision about CHC 2.0. If there are missing items, document those in writing.               <ul style="list-style-type: none"> <li>o Although some gaps have been identified, CHC 2.0 would be valuable when in an ideal position.</li> <li>o There was a document about what we needed to see, but will need to create an updated and more formal version.</li> </ul> </li> <li>- Caution about putting staff time and effort into a tool we don't own.</li> <li>- There is a need to identify why we are saying no right now. Is it funding? NOFO? Restrictions or eligibility?</li> <li>- Perhaps draft something from Executive to ensure people are on board.</li> </ul> <p>**Motion to pause consideration (but not conversation) of CHC 2.0 implementation for next 6 months, with Executive Committee to draft communication on the internal and external barriers to implementation</p> <ul style="list-style-type: none"> <li>- Motion by: Casey Gordon, support by: Thelma Ensink</li> <li>- All in favor, motion passes</li> </ul>		
Action Items	Person Responsible	Deadline
<b>Committee Updates and Rosters</b>		
Discussion		
<ul style="list-style-type: none"> <li>- Will no longer include YAB updates as they will come through AYA instead.</li> <li>- Family Functional Zero needs to meet for future considerations.</li> </ul>		



## STEERING COUNCIL MEETING MINUTES

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8:30am - 10:30am

### Nominating Committee

- Potential need for reform in the new year, being appointed for a 2-year term?
- Erin was a recommitment, with Paul and Jazz being appointed by Steering Committee.
- Paul Smith is willing to continue to serve and wants more voices in the room.
- Nominating Committee seats will be voted by General Membership, with three members from General Membership.

### \*\*Motion to appoint Paul Smith for Nominating:

- Moved by Kate Berens, seconded by Tenisa Frye.
- All in favor, motion passes.

### BFZ and 100 in 100

- Joining with youth cohort
- Determining quality data infrastructure for youth/counting every youth whose experiencing homelessness. There are questions about adjacent systems and how youth in those systems are appropriately connected to HMIS.
  - o A need to accurately track inflow and outflow.
  - o Youth Solutions Council will have their work integrated into this.
  - o Infrastructure hoping to be redefined in the new year.
- Youth Solutions Council up and running. We went over the results from the State of Youth Homelessness event.
- Identifying priorities and aligning with them.

### Coordinated Entry Committee

- As discussed in October
- Discussed MSHDA's HCV Prioritization Process
- Back in the fall, a work group was created to update the priority process to ensure we weren't screening people out to perceived barriers. As a result, the work group developed two prioritization pools to present to CE:
  - o Households chronically homelessness.
  - o Households who have returned to homelessness after in a long-term resource.
  - o CE recommended splitting these buckets 50/50 when there's a pool
  - o Allocate one voucher to chronic if there's an uneven split.

\*\*Motion to approve the MSHDA HCV Prioritization process with the changes accepted, understanding that it will regularly go under review and consideration as needed. In the event that there is an odd number of vouchers will go to chronic.

- Moved by: Ray King, seconded by Lauren VanKeulen.
- All in favor motion passes

Action Items	Person Responsible	Deadline
Hold Nomination Committee elections in the February General Membership	CoC	



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<b>Tabled motion on ad hoc law enforcement advisory council from November 12 meeting</b>		
Discussion		
<ul style="list-style-type: none"> <li>- Lauren VanKeulen is willing to retract the motion as long as there's action taken in the next month.</li> <li>- The city of GR has a committee of elected officials and community members. Currently, there isn't law enforcement in there but they do frequently attend those meetings. We could potentially be doing the same.</li> <li>- The homelessness outreach team's law enforcement liaison meets weekly to talk about the homelessness response.</li> </ul>		
Action Items	Person Responsible	Deadline
Add to January's Executive agenda	CoC	
<b>EOS Update</b>		
Discussion		
<ul style="list-style-type: none"> <li>- EOS rocks are due January 13<sup>th</sup></li> <li>- There is discussion with Executive about modeling a strategic plan to utilize those rocks.</li> <li>- Will need to redevelop one-year goals from the end of 2026 to Summer 2026.</li> <li>- Governance models and CoC structure plan has been drafted.</li> <li>- CCCP goals in six months.</li> <li>- Wanting to achieve quality data for youth.</li> <li>- Finalize plans for reaching chronic functional zero.</li> <li>- Strategic plan has been drafted and is available for comment.</li> <li>- Discussed the CoC's rocks.</li> </ul>		
Action Items	Person Responsible	Deadline
<b>Year-end celebration/annual report</b>		
Discussion		
<ul style="list-style-type: none"> <li>- Shared General Membership's 2025 successes.</li> </ul>		
Action Items	Person Responsible	Deadline
Put annual report on January's agenda		
<b>Any other matters by Steering Committee Member(s)</b>		
Discussion		
-		
Action Items	Person Responsible	Deadline
<b>Public Comment on Any Agenda Item</b>		
Discussion		
Action Items	Person Responsible	Deadline
<b>Adjourn</b>		



GRAND RAPIDS AREA  
COALITION TO END  
HOMELESSNESS

## STEERING COUNCIL MEETING MINUTES

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Motion by:	Elizabeth Stoddard	Support from:	
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## Monthly Committee Updates for Steering January 2026

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### **DATA ANALYSIS**

- No current updates.

### **OUTREACH**

- No current updates.

### **WE EXIST: YOUTH SOLUTIONS COUNCIL**

- No current updates.

### **VETERANS ACTION BOARD/ENDING VETERANS HOMELESSNESS COMMITTEE**

- No current updates.

**Continuum of Care Grant Financial Status**

As of 12/31/2025

Grant	Grant Award Amount	Grant Spend To Date	% Spent	Total Projected Expenses	Overspent or (Underspent)	Grant Year End Date	Notes
MSHDA Pass Thru Grants							
MSHDA 2026 ESM	\$ 17,304	\$ -	0%	\$ -	\$ (17,304)	9/30/2026	
MSHDA 2025 ESM	\$ 245,000	\$ 245,000	100%	\$ 245,000	\$ -	9/30/2025	
MSHDA 2025 ESF-02	\$ 400,232	\$ -	0%	\$ -	\$ (400,232)	9/30/2026	
MSHDA 2024 ESF-02	\$ 172,185	\$ 172,185	100%	\$ 172,185	\$ -	9/30/2025	
MSHDA Steps to Stability	\$ 150,000	\$ 56,519	38%	\$ 56,519	\$ (93,481)	9/30/2026	Will be P/T with The Salvation Army
HWMUW (Match)	\$ 7,000	\$ 1,080	15%	\$ 2,460	\$ (4,540)	6/30/2026	Need to spend in Dec-June timeframe to put spend in proper match period.
City of GR CDBG (Match)	\$ 20,000	\$ 9,904	50%	\$ 20,522	\$ 522	6/30/2026	
City of Wyoming CDBG (Match)	\$ 5,000	\$ 1,457	29%	\$ 4,562	\$ (438)	6/30/2026	
HUD Planning 11.30.25	\$ 395,557	\$ 395,557	100%	\$ 395,557	\$ 0	11/30/2025	
HUD Planning 11.30.26	\$ 467,490	\$ 24,777	5%	\$ 460,944	\$ (6,546)	11/30/2026	
HUD SSO 5.31.2026 #1	\$ 239,368	\$ 43,023	18%	\$ 239,285	\$ (83)	5/31/2026	
HUD SSO 5.31.2026 #2	\$ 68,953	\$ 25,430	37%	\$ 68,953	\$ -	5/31/2026	
HUD SSO 1.31.2026 #3	\$ 219,696	\$ 217,686	99%	\$ 219,505	\$ (191)	1/31/2026	
Kent County CUNP 9.30.26 (Match)	\$ 20,000	\$ 3,671	18%	\$ 18,903	\$ (1,097)	9/30/2026	
Kent County CUNP 9.30.25 (Match)	\$ 24,000	\$ 24,000	100%	\$ 24,000	\$ (0)	9/30/2025	
DeVos Family Foundation	\$ 26,000	\$ 26,000	100%	\$ 26,000	\$ -	12/31/2025	
DeVos/Trillium Foundation 22.23	\$ 330,000	\$ 271,820	82%	\$ 271,820	\$ (58,180)	1/31/2026	Have requested extension due to open position.
HMIS, HUD 11.30.25	\$ 138,304	\$ 138,304	100%	\$ 138,304	\$ (0)	11/30/2025	
HMIS, HUD 11.30.26	\$ 144,594	\$ 13,852	10%	\$ 144,003	\$ (591)	11/30/2026	
DeVos Outreach Coordination Ph I	\$ 16,420	\$ 16,420	100%	\$ 16,420	\$ -	12/31/2025	
CoC Extra 3	\$ -	\$ -	#DIV/0!	\$ -	\$ -	9/30/2024	Fully spent.
Housing Navigation Pgm 23.25	\$ 240,000	\$ 240,000	100%	\$ 240,000	\$ -	8/31/2025	
HUD SSO 5.31.2027 #1 (HAP)	\$ -	\$ 16,284	#DIV/0!	\$ 63,940	\$ 63,940	5/31/2027	Subawarded \$180,000 to TSA.
HUD SSO 5.31.2027 #2 (CE)	\$ -	\$ -	#DIV/0!	\$ -	\$ -	5/31/2027	Subawarded \$63,450 to TSA.
HUD SSO 1.31.2027 #3 (CE)	\$ -	\$ 12,560	#DIV/0!	\$ 30,152	\$ 30,152	1/31/2027	
<b>Total</b>	<b>\$ 3,347,103</b>	<b>\$ 1,926,686</b>	<b>58%</b>	<b>\$ 2,764,942</b>	<b>\$ (582,161)</b>		

**CoC Fund Balance**

Fund Balance @ 6/30/20

\$ -

Add:

HWMUW grant fye 6.30.21 (not spent)	6,600
Mission Matters - Strategic planning	(4,000)
Comm Solutions Int'l income	1,000
<b>CoC Fund Balance 6/30/22</b>	<b>\$ 3,600</b>
NPTA remaining	100
Kent County ESG (admin)	(909)
Misc small grant closeout adj	(591)
<b>CoC Fund Balance 6/30/23</b>	<b>\$ 2,200</b>
Misc small grant closeout adj	(1,705)
<b>CoC Fund Balance 1/31/2025</b>	<b>\$ 495</b>
Misc small grant closeout adj's	(495)
<b>CoC Fund Balance 2/28/2025</b>	<b>\$ (0)</b>

**100 in 100 Summary**

	Cash Donations	Expenses
July	\$ 102.50	
August	5,157.60	
Sept	599.33	
Oct	552.07	\$ 970.36
Nov	1,376.51	958.94
Dec	9,094.34	42.61
Jan		4.10
Feb		195.22
May	2,000.00	10,000.00
<b>Total</b>	<b>\$ 18,882.35</b>	<b>\$12,171.23</b>



GRAND RAPIDS/WYOMING/KENT COUNTY  
STEERING COUNCIL ANTICIPATED TOPICS FOR DISCUSSION 2024  
Updated annually. These are subject to change.

**JANUARY**

- Executive Officer Elections
- Point in Time Count
- Steering Council Annual Conflict of Interest Forms Completed
- Strategic Plan: Review and Update

**FEBRUARY**

- Steering Council Annual Membership Meeting
- City of Grand Rapids Emergency Solutions Grant Application\*
- Data Review

**MARCH**

- Project Performance Discussion
- Data Quality Committee Report
- CoC and ESG Mid-Term Monitoring
- Budget Presentation and Approval – *dependent upon fiduciary's timeline*

**APRIL**

- Point in Time Count Submitted to HUD\*
- Strategic Plan Review

**MAY**

- Governance Charter Recommended Changes to CoC Membership
- Director Evaluation Initiated by Fiduciary

**JUNE**

- CoC Program Funding Process Review
- Budget Review
- Open Call for New CoC Members
- Anticipated MSHDA ESG Funding Discussion\*
- PIT Data Released\*

**JULY**

- NAEH Annual Conference
- Strategic Plan Review

**AUGUST**

- Anticipated HUD CoC Program Funding Vote\*
- System Performance Measures Reported to CoC
- MSHDA Emergency Solutions Grant Application\*

**SEPTEMBER**

- Anticipated HUD CoC Program Application Due\*
- PIT Planning Begins

**OCTOBER**

- Governance Charter Review
- Fiduciary MOU and HMIS Lead Agency Review
- Strategic Plan Review

**NOVEMBER**

**DECEMBER**

- Steering Council elections (*at CoC meeting*)
- Director Mid-Year Evaluation Initiated by Fiduciary
- Budget Preparation Begins
- Strategic Plan: Review & Update Annual Priorities

**AS NEEDED**

- LIHTC Developer Presentations to Steering
- Formation of Nominating Committee

\*dependent on funder (federal, state, city) timelines

## **Executive Committee Nominations**

1.16.26

### **Chair:**

- Lindsey Reames
- Kate Berens
- Tenisa Frye

### **Vice Chair:**

- Tenisa Frye

### **Secretary:**

- Elizabeth Stoddard
- Adrienne Goodstal

### **Treasurer:**

- Lindsey Reames

### **Member at Large:**

- Alonda Trammel
- Mark Contreras