



## CONTINUUM OF CARE MEETING MINUTES

February 28, 2019

9:30-11:00am

Facilitator:	Casey Gordon		
Meeting Attendees:	Denny Sturtevant, Alonda Trammell, John Wynbeek, Laurie Craft, Debbie Aguillon, Nikeya Cobina, Nina Bowser, Holly Wilson, Tammy Yeomans, Elizabeth Stoddard, Roxanne Hiler, Lauren VanKuelen, Wende Randall, Domineca Dault, Robin Wenzel, Dave Gantz, Arielle Goodson, Erin Banchoff, Jennie Compagner, Victoria Sluga, Wanda Couch, Felicia Clay, Jamin Short, Brianna Lipscomb, Kyra Newhouse, Nickole Glass, Shannon Bass, Casey Gordon, Courtney Myers-Keaton, Brianne Czyzio, Latesha Lipscomb, Sherri Vainavicz, Kayla Doyle, Anna Diaz, Tim Biemers, Cassidy Dykstra, Sam Brower, Emily O'Brien, Jessie Nestor, Darrell Singleton, Rebecca Rynbrandt, Maureen Kirkwood, Mary Engle, Stephanie Gingerich, Brandon Frierson, Deanna Rolffs, Gayle Witham, Daniel R., Holly Ingersoll, Holly Lugo, Kendra Avila, Trenessa Allen, Laura Oesch, Kwan McEwen, April LaGrone, Lisa Cruden, Tom Cottrell, Maria Moreno-Reyes, Kari Sherman, Adrienne Goodstal, Claire Guisfredi		
Time Convened:	9:30	Time Adjourned:	11:08

<b>Approval of Minutes</b>		<b>December 13, 2018</b>	
Motion by:	Tom	Support from:	Shannon
Discussion	None		
Amendments	None		
Conclusion	All in favor by acclamation with no dissent.		
<b>Ferguson Apartments</b>		<b>Denny Sturtevant</b>	
Discussion			
<p>Ferguson Apartments is an adaptive reuse of a hospital building with 119 permanent supportive housing units. Dwelling Place received LIHTC funding for renovations to the units. They will have to relocate almost all their residents to do the renovations. They will not be taking any applications over the next 12-16 months. By doing this, the hope is that by September 2019 they will have about 38 vacant units, then they will need to relocate others. About 30 residents can live in the building during construction. If you know of any vacant places to relocate people for about a year, contact Denny or Alonda. The estimated cost for relocations is about \$700,000 dollars. They will attempt to move residents from Ferguson Place into units on their other properties, but there are not many units opening up. Since they will be placing residents in vacancies, there will be less availability for new PSH units. They are working with RAD Conversion, this will allow them to replace the section 8 year-by-year contract with a 20-year section 8 contract. Once finished, in fall of 2020 there will be 100 units with section 8 subsidies and 19 units that will likely continue to be used with other vouchers, they will continue to give preference to homeless and chronically homeless individuals. They anticipate taking new applications mid-summer 2020. Contact Denny or Alonda with questions.</p>			
Action Items		Person Responsible	Deadline
<b>Strategic Plan</b>		<b>Courtney Myers-Keaton</b>	



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<b>Discussion</b>		
<p>In December, Executive Committee finalized goals and activities for 2019 because the current strategic plan had ended. An ad-hoc workgroup went through the plan and looked at what items should be focused on in the next year. Following this prioritization, Steering Council recommends an extension of the current strategic plan, with prioritized goals, through April 30, 2020. There are multiple reasons for the extension, one of which is the KConnect process. The hope is that both processes will align. There are 4 goals that were recommended for prioritization. These goals were taken out of the original strategic plan. They are areas the group felt were measurable and where progress could be made in the next 18 months. Data Analysis committee suggested that baseline data be drawn from 2016 as the data quality improved greatly after 2015. Originally, the baseline data was from 2015 when the strategic plan was developed, but likely there are quality issues with this data. The committee recommends the strategic plan use data from 10/1/2015 to 9/30/2016.</p>		
<b>Conclusions</b>		
<p>Laurie Craft motioned to adopt Steering's recommendation to extend the strategic plan with prioritized goals to April 30, 2020, and to adopt Data Analysis Committee recommendation for changing the strategic plan baseline data to 2015-16. Shannon Bass seconded. All in favor by acclamation with no dissent.</p>		
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
Update baseline data to 2015/2016 information	D. Gore	April 15
<b>MSHDA</b>	<b>Courtney Myers-Keaton</b>	
<b>Discussion</b>		
<p>MSHDA requests that all communities receiving ESG funds include 3 agenda items:</p> <ul style="list-style-type: none"> <li>- the adequacy of Homeless Preference names on the Housing Choice Voucher (HCV) waiting list</li> <li>- Adequacy of names on the Project Based Voucher (PBV) waiting lists for MSHDA developments within the Planning Body</li> <li>- Does the local by-name number of Veterans living in homelessness match the HMIS list and how do we reach functional zero for Veterans?</li> </ul> <p>As a full CoC, this group will not discuss the adequacy of names on the list because not everyone is on the QSOBAA. It is helpful to have the general discussion to make sure homeless on list are being reached. Each month, MSHDA provides an update on the waiting lists: how many names are added and how many are taken off. In December 2018, 68 were added, and around 300 names were on the list. 0 had been pulled off the list to a housing destination. Conversation with MSHDA revealed that it is good that there is a higher number on the list because it means that the vouchers are going to those who are on the homeless preference list. If not, vouchers would be going to low income instead of those on the homeless preference list. As a CoC, there is a need to look at how to have a better facilitated conversation around this topic. Some of discussions that could take place: does community need to do more outreach? are there units available? How does the fact that some people receive a voucher, but do not have time to have find housing impact the list? Is this good because someone else on the homeless preference list can try to use a voucher? What the barriers that clients have (rental history, record) and how this can lead to the return of vouchers? Perhaps some of these conversations could move into the committee space. In addition, a strategy should be developed so</p>		



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this conversation can be used to develop better relationships with landlords, management companies, etc. to increase voucher usage.

There was work done with the Greater Housing Strategies group 3 years ago. One of the things they talked about was how to educate and build relationships with landlords, Connie Bohatch may have information from these discussions. Another great next step could be a policy action team that advocated for fair housing principles. In addition, the Fair Housing Center of West Michigan partners with municipalities to do trainings, they always welcome opportunities. Perhaps a talk with CEDAM folks as they have a public policy group. This is one of MCAH's focus areas this year, and MSHDA may be working on this topic as well.

Action Items	Person Responsible	Deadline

<b>Emergency Weather Protocol</b>	<b>Casey Gordon</b>	
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Discussion

The Grand Rapids area experienced multiple winter weather events over the past few months. This led to the realization that emergency protocols may be lacking. For example, what are policies surrounding: how do agencies provide services when there are closures, how do agencies decide to close, how is the closure communicated, etc.?

### FEMA emergency protocol activity:

Casey presented a scenario in which an ice/snow storm is approaching Grand Rapids. Table groups took time discussing what their agencies/organization would do in this type of situation. Questions to consider included: how to determine delays/closures, who makes the decision, how is the decision communicated to staff/clients/public. In the scenario, there is a severe ice storm that hits. At this point, table groups considered questions: what if your agency loses power, do you stop providing services, if closed how does your agency provide clients items that they need?

Casey asked that everyone think about their agency and organizations think about updating and creating a plan. It is helpful for the CoC to know the plans of agencies who provide housing/services, consider sharing your agency's plan with CoC leadership.

Action Items	Person Responsible	Deadline

<b>Committee Updates</b>	<b>Courtney Myers-Keaton</b>	
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Discussion

Courtney provided a list of all committees and their descriptions, with their meeting times. Coordinated Assessment committee changed their name to Coordinated Entry committee. The group is reconvening, if you want more information, or are interested in joining the committee, contact Courtney ([cmyers-keaton@hwmuw.org](mailto:cmyers-keaton@hwmuw.org)). The chronic homelessness committee will likely be reconvened soon. Reach out to Courtney if you are interested in being part of their work. Ending Veteran Homelessness, contact Anna Diaz ([adiaz@communityrebuilders.org](mailto:adiaz@communityrebuilders.org)) if you are interested. Meetings are the 4<sup>th</sup> Thursday. The goal of action boards is to make sure the CoC is incorporating the voices of people in those demographics who have/are experiencing homelessness. *Committee*



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Operations Expectations Guidance policy states that each committee elect a chair, vice chair, and secretary.

Youth Action Board: The group set 3 major goals were for 2019. The biggest goal is to help reshape the youth count, as members felt the number was not accurate. Goal 2 is raising awareness around resources available to homeless youth and what community can do to support youth in unstable housing situations. The third goal is direct outreach, one-on-one with youth.

Diversion: This strategy provides a way to help family or individual avoid a shelter stay. There are best practices identified as to how this works best. 11 agencies partnered to start this work as a collaborative effort. In 13 months, they served 232 families, 91% of families did not reenter into housing system (based on HMIS data). 30% of families found permanent housing during the 30-day diversion period. Diversion services were very helpful to families involved, but they could not serve as many families as needed to be served. They spent far less money than they initially thought which means they can serve more families. They are looking onto additional sources of funding, as the initial funds were only for the pilot project. In addition, they are looking into setting it up so that families can be served at any access point to the system. The pilot was for families only, but this strategy can be expanded to anyone touching the system.

Ending Veterans Homelessness Committee: Their main charge was pull together a Veterans Action Board. The action board has 8 members, one member was elected to be part of the Steering Council. They also have identified the need for prevention resources to maintain functional zero. They are working closely with local partners to bring together a diverse pot of funds that can be accessed by veterans. There may be a difference in the local by-name list for veterans and the MSHDA list because MSHDA will pull any person who has self-identified as a veteran, and the local list only includes those who are verified. Currently 16 veterans in the community are searching for housing, 6 are connecting with outreach to get services.

Action Items	Person Responsible	Deadline

### Announcements

#### Discussion

KConnect: They are facilitating community conversations, work teams, and groups. Design team is made up of diverse sectors. Content experts discuss what the current system looks like and relay that to the design team. Recently, they looked at the different types of housing situations. They have been talking through the characteristics of different categories and brought that continuum to the design team. Context experts are individuals with lived experience. Scout/research group will look at communities in the state/country and successes they have had. Communications team synthesizes the work done in each team. The objective of this process is to develop a common agenda/framework and then make recommendations for a roadmap to get there. The process also looks at broader conversation around housing in the community to see how these fit into the CoC, as well as identifying different sectors where there is accountability/responsibility. They will be looking to many agencies for recommendations as to who should be considered part of the housing system.



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City of Grand Rapids: They issued a RFQ for about ESG funds, about \$280,000 is available. Responses are due by March 6. Funding Review Committee will then convene to review applications. Let Erin ([ebanchof@grand-rapids.mi.us](mailto:ebanchof@grand-rapids.mi.us)) know if you have any questions.

VOA: They are doing a program called Rapid Resolution, which is similar to diversion, to qualify, participants must have veteran in family.

Fulton Manor: The family shelter opened February 4. Currently, about 29 families are in the shelter space. Families are coming in through the coordinated entry system, so this is working towards eliminating the family shelter waitlist. The coordinated entry process has remained the same for families.

Fair Housing Center: Their annual luncheon and workshop is April 25<sup>th</sup>.

### Conclusions

Action Items	Person Responsible	Deadline

### Adjournment

John Wynbeek motioned to adjourn, Shannon Bass seconded.