

Macomb Continuum of Care (CoC)

Board Meeting Minutes

Virtual meeting, Zoom

June 4, 2024

2:00 p.m.

Present: Lisa Chapman, Cecilia Gaglio, Julie Hintz, Daija Butler, Sharman Davenport, Shelley Brinkmann, Julia Bingham, Zienab Fahs, Heather VanDenburg, Kiana Harrison, Megan Vinyard, Gail Harding

Not Present: Victoria Carter, Kristin DeFranco, Connie Lasher, Tamir Newton, Pastor Lew Stier, Sarah Gilstorf, Monisha Scott

| AGENDA ITEM | DISCUSSION | DECISION/ACTION |
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| 1. Meeting Called to Order 2. Approval of the Agenda 3. Approval of the October Meeting Minutes | The meeting was called to order at 2:05 pm by Julie Hintz. Heather VanDenburg moved to approve the agenda. Seconded by Lisa Chapman. Unanimously approved. Sharman Davenport moved to approve the March meeting minutes, seconded by Lisa Chapman. | Roll call was conducted. A quorum was established. Motion approved. Motion approved. |
| 4. President's Update | Julie Hintz did attend the Legislative Action Committee yesterday hosted by MCAH, and there was a lot of great information shared. It is the first Monday of every month. There is a lot of legislation related to housing and our work. | |
| 5. HMIS Lead Agency Update | A. Kiana Harris joined as the HMIS Lead Agency Rep. Kiana Harrison will be taking on the CoC Board appointed seat for HMIS Lead Agency and she is representing HAND on that appointed seat. B. Update on transition to new HMIS Lead HAND - Grant recipient is MSHDA and they subcontract the work to MCAH. We are in the | |

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| | <p>process of working on transitioning from MSHDA/MCAH to HAND. There was a meeting with MCA, MCAH, and HAND on the process. Another meeting will be scheduled. Official letter from MSHDA relinquishing the grant will be sent to HUD. HAND will also send a letter accepting the grant. MCAH working with HAND on transition with HMIS and data. QSOBAA will need to be rerouted.</p> <p>C. PIT and HIC reports - Both reports were submitted on time to HUD. The HIC does have to go through a final review through HUD, Julie will share data once finalized. The PIT count was sent out with the agenda. Julie presented the PIT count data sheet. The total number of households on the night of the PIT was 319 and totaled 426 individuals (sheltered and unsheltered). Unsheltered was 19. Individual in emergency shelter 327, 90 in transitional shelter. Datasheet was broken down data by age and gender. Point in Time Count occurred on 1/24/24. Data included winter shelter guests and participants from Vets Returning Home.</p> <p style="padding-left: 40px;">a. 2023 PIT Data: Total number of persons 319 (In 2023, the CoC did not get information from all of shelters, including Veterans Returning Home and Winter Shelter). Chronically homeless was 26 in emergency shelter and 28 total.</p> | |
| <p>6. HARA/Operations Update from CoC Lead Agency</p> | <p>A. Planning Grant expenditure report sent prior to the meeting and Julie shared her screen. The report is broken down by month. (Attached with minutes). 27% expended 4/30/24. On track to spend the grant in full.</p> | |

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| | <p>B. MSHDA is in a holding pattern for HCV. We are still entering pre-applications onto the waiting list as we receive them, but it has been a long time since names were pulled. HUD VASH vouchers, which are specific housing vouchers for eligible veterans, are also paused.</p> <p>C. The HARA has committed nearly all of its ESG funding for both RRH and HP. We are not taking new cases for ESG. HARA staff are reaching out to other agencies to see if they have RRH funding available. Heather VanDenburg said MCREST is fully committed as well. Shelley Brinkmann, CHN also is fully committed. Once MCA hears if there are other organization with funds, we will update the Board and Coordinated Entry members. The new grant year starts 10/1/24.</p> | |
| <p>7. ESG Fiduciary Update</p> | <p>A. Julia updated: Macomb County Health & Community Services (HCS) started sending out reimbursements to partner agencies. We have yet to turn in FSR to MSHDA, as we continue to wait for things to work their way through MSHDA's systems.</p> <p>a. There was an MOU that went out to HNP partners, there was a slight adjustment to the original allocation, related to HCS assuming the role of the fiduciary from MCREST. This change</p> | |

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| | <p>allocates approximately \$2,600 per year to HCS, for a total of \$5,250.</p> <p>b. ESG funded agencies should continue to send in FSRs.</p> <p>c. Zienab Fahs gave an update. Macomb County HCS is at the final review stage with MSHDA's grant management systems with legal and executive office signing off. It should be initiated this week or next week and HCS can start processing FSRs.</p> <p>d. Daija gave an update: On HNP/HPP side, Daija and Julia will connect with Morgan to see if additional dollars are available. Daija will share information to the Board and agencies when more information is available.</p> | |
| 8. Old Business | N/A | |
| 9. New Business | <p>A. Review ESG Exhibit 1. Due 6/7/24. The Exhibit 1 was emailed for the Board to review. Floor was opened for feedback or additions.</p> <p>a. Shelley said we should add the rate for individuals with lived experience, adjust working on #3A. Shelley also</p> | |

recommended Macomb CoC's use of CE Entry/Exit Survey info included. Page 18, clarify between CoC providing training and sending along training opportunities.

Application seemed to focus on what we want to do, consider adding more about accomplishments/what we are doing.

b. The goal is to have the final draft on Friday morning. We have to share with other agencies before the final copy goes to MSHDA. Please submit feedback to Julie, Julia, Daija or Cecilia, so they can make adjustments.

c. We also have a grant application timeline that Daija will share with the Board.

d. Board reviewed Exhibit 1. Formal motion was made with edits, Shelley Brinkmann made motion to approve Exhibit 1, Gail Harding seconded. All were in favor. No opposed.

B. Compensation for Board Members with Lived Experience -

Range of \$40 to \$50 was previously discussed, best practices from HUD/ARC for Justice about compensation was shared. MCA can use the Planning Grant, it is an eligible expense. Compensation will be done via paper checks. The time eligible for payment (i.e. certain meetings) information is available in the CoC Charter. The question was asked about transportation, conference, per diem for food and other things that may be barriers that prevent PWLE from

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| | <p>fully engaging; discussion followed with a note to move forward with pay of meeting hours but continue to consider enhanced compensation in the future. Daija/Lisa agreed to a monthly cap available for compensation. It was noted that IRS rules require someone receive a Form 1099 for anyone who is paid \$600 or greater. Daija said HUD and National Alliance have documents available to share. Board decided Maximum of 5 hours a month at \$50 an hour for Board Members with Lived Experience. Lisa Chapman made a motion to approve. Gail Harding seconded. All were in favor, no opposed.</p> <p>C. Winter Shelter Updates - Julie reported on behalf of Pastor Lew Stier (not present) who is working with other individuals working to coordinate a winter shelter for this winter at Trinity Lutheran Church in Warren. Pastor Lew retired but he is still using his previous Trinity Lutheran email address at this time. This effort will be with faith-based organizations. Motor City Mitten Mission is not operating the winter shelter this season, though they will continue providing street outreach.</p> | |
| <p>10. Standing Committee Updates</p> | <p>A. Point-In-Time Count Committee - HIC/PIT Count submitted on time. No activity at this time.</p> <p>B. Coordinated Entry Systems Committee - RRH CE Policy sent to CoC Membership to affirm Board approval vote via email survey</p> | |

with document included. 8 affirmative responses were received.
Next meeting 6/27/24 to discuss next steps. RRH funding is limited at this time. Committee will determine the start date of RRH CE.

C. Grant Ranking & Compliance Committee – Committee reviewed Grant Rating & Ranking Policy and rating/scoring tool. Next meeting 6/20/24. We are trying to locate individuals who will participate in the review and scoring process for ESG and/or HUD grants. We may reach out to you if you have done it in the past. There are individuals who participate on the committee but are not eligible to do the review as part of the scoring process since they receive funding. Last year, ESG NOFA was earlier in the summer (June/July), HUD NOFO is closer to August.

D. HMIS and Data Quality Committee - Met on 6/2/24.

E. Awareness and Advocacy Committee

- a. Homeless Outreach Partnership Event (H.O.P.E.) held on Tuesday, May 21st was a success. Had more than 23 agencies participate along with many people accessing services.
- b. Doing outreach to law enforcement.
- c. Meeting on 6/10/24. Will discuss ER/hospital outreach.

F. Landlord Engagement Committee -

a. Padmission presented at the May 31, 2024 meeting.

b. HCS received approval that Padmission was an allowable cost for the RHP grant. After the presentation, it was noted that there are concerns around ongoing staffing to maintain this system. The cost of program is not barrier, it is capacity to make it function. MSHDA was on call and supported use of this type of system and suggested a regional approach. It is not something MSHDA is considering at this time. Maracopa County where Padmission operates, houses 200 people monthly through its CoC; in comparison, Macomb County houses around 20.

i. Heather VanDenburg about evaluating it once Oakland County starts using it. The Detroit CoC was engaged with Padmission a few years ago but then decided to implement their own system. Daija said it is worth the conversation with other communities. Heather suggested Padmission could do a session at the statewide summit to gauge interest from other CoCs.

ii. Shelley asked if there is collaboration between Oakland and Macomb CoC's. Julie stated there is not anything formal in place.

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| | <p>Heather recommended a shared meeting quarterly. Michigan Coalition to End Homelessness hosts CoC Statewide Leadership meetings, and Julie attends.</p> <p>c. Working on a flyer to give to landlords.</p> <p>G. Equity / CERT - Daija -ARC for Justice gave a presentation on statewide equity plan, we are having a follow-up presentation on June 10th at the MI Homeless Policy Council meeting and ICH meets after. The assessment and prioritization work, they want communities to maintain CERT or DEI committee, if not individual then CoC Board taking on racial equity as priority, and making sure prioritization at large. Daija and Heather will meet again to discuss if will be taken on by the Board or COC Committee.</p> <p>H. Ad-Hoc - ESG Implementation Committee - Will meet if needed.</p> | |
| 11. Close | Motion to adjourn Connie Lasher, Shelley Brinkmann seconded. | Motion approved. |
| 12. Next Meeting | Tuesday, July 9, 2024 at 2 p.m. Zoom | |

Respectfully submitted by Cecilia Gaglio