

**Macomb Continuum of Care (CoC)**  
**Board Meeting Minutes**  
 Virtual Meeting, Microsoft Teams

**September 3, 2024**  
**2:00 p.m.**

**Present:** Lisa Chapman, Cecilia Gaglio, Julie Hintz, Daija Butler, Kiana Harrison, Megan Vinyard, Julia Bingham, Connie Lasher, Heather VanDenburg, Pastor Lew Stier

**Not Present:** Victoria Carter, Tamir Newton, Gail Harding, Sarah Gilstorf, Shelley Brinkmann, Monisha Scott, Sharman Davenport

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>	<b>DECISION/ACTION</b>
Meeting Called to Order Approval of the Agenda Approval of the August Meeting Minutes	The meeting was called to order at 2:07 pm by Julie Hintz. Connie Lasher moved to approve the agenda. Seconded by Pastor Lew Stier. Unanimously approved. Connie Lasher moved to approve the regular August meeting minutes, seconded by Lew Stier.	Roll call was conducted. A quorum was established. Motion approved. Motion approved.
President's Update	N/A	
MCAH Legislative Liaison update -	Julie gave update: First meeting was held on August 27, 2024. Cecilia Gaglio will be the main representative on calls. The first meeting was a kick off on what it is for and dates of future meetings. Cecilia or Julie will bring updates back from Legislative Liaison meetings. Lisa gave update: Housing Homestretch - Want to put focus on urging legislators to hold sessions, and vote seven tenant protections in. MCAH is having a rally in November and bi-weekly meetings. Next meeting is September 18 at 11am via Zoom.	

HMIS Lead Agency Update	No new updates. Was not able to meet last month. HAND has been in touch with the software agency and with the staff they plan to bring on. If you need assistance with renewals, please reach out to HAND.	
-------------------------	--	--

HARA/Operations Update  
from CoC Lead Agency

**A. HUD CoC Local Competition -**

- a. HUD released annual demand amount, Julie shared her screen of the FY24 CoC Estimated ARD report. Estimated ARD is \$1,739,789. Tier 1 \$1,565,810. The planning grant has increased. This gives an idea of what is available, and the figures what we will use for grant ranking in tier 1 and bonus amounts.
- b. We are in the middle of HUD CoC competition - new and renewal applications are due to [coc@macombgov.org](mailto:coc@macombgov.org) to Friday, September 13. Dates are set for the grant ranking and review, have volunteers to assist.

**B. CoC Builds NOFO Opportunity also available. Local deadline: October 16 at 5pm submit documents to [coc@macombgov.org](mailto:coc@macombgov.org). HUD has released new updates since the NOFO has been released. No organizations have expressed interest in applying. Julie shared her screen of a local timeline for the CoC Builds NOFO if an organization is interested in applying. Additional information will be posted on the CoC website on 9/4. CoC Builds funding is to create new permanent housing units. Each CoC can only submit one application via grants.gov, unless there is Tribal involvement. Julie gave additional information on who is eligible to apply, service code types that can provided/eligible activities, CoC Builds Budget, majority funds requests must be for capital costs, MSHDA will provide the required 25% match for any CoC approved project that is successful in the NOFO, provided project participants in MSHDA direct lending program, participant eligibility, and how to apply. MSHDA is doing a webinar, email [coc@macombgov.org](mailto:coc@macombgov.org) for more information. Collaborative applicant can**

	<p>assist. A presentation on CoC Builds will be given at the CoC Membership meeting on September 11.</p> <p><b>C.</b> Planning Grant budget report - CoC Planning Grant Expenditure Report was shared. Reporting System Dates were entered incorrectly due to misinformation given. Grant end date of December was put in, but the grant will end in September. Will be underspent since ending date was moved up. 51% spent currently. It covers most of the salary and fringe benefits, covering some of Cecilia, Julie and Kristin's time. Balance remaining 6/30/24 is \$39,218.</p> <p><b>D.</b> HARA - spending out remaining ESG funds. Have RRH funds available. Have Coordinated Entry training available on updated processes on September 11.</p>	
ESG Fiduciary Update	<p><b>A.</b> 2025 Applications were accepted.</p> <p><b>B.</b> HNP Grant - Expenditure summary - grant goes through April 2025. Grant is 28% spent as of June 30, 2024. Partners, please continue bill and spend. For ESG ESF Grant: 71.54% spent. ESM grant is 37.68% spent, but in communication with partners and they feel they will be able to spend the grant. Reallocation will help spend down the grant. Confident will be able to spend funds.</p> <p><b>C.</b> Need to confirm whether MCA will be accepting the MSHDA Match Grant for the AmeriCorps position (that was not filled) as a grant on its own, or if the FY23/24 ESG budget allows for unspent funds to cover the \$3,000 - was supported with another funding stream.</p>	
Old Business	N/A	

New Business	<p>The WAVE Project has taken over for the homeless shelter at Trinity Warren, Motor City Mitten Mission is no longer involved. Twelve churches have signed up and frequently meet, willing to staff a week. \$100,000 budget, 1/3 secured. Opening expect mid-november/early December. WAVE Project is helping with the financial campaign. Changes are being made to the building and will operations plan. The WAVE Project has more information and a donation page on their website. <a href="https://www.waveproject.org/">https://www.waveproject.org/</a></p>	
Standing Committee Updates	<p><b>A. Point-In-Time Count Committee</b> - No new updates.</p> <p><b>B. Coordinated Entry Systems Committee</b> - Wanted to have some standards across CoC. Met after receiving clarification from MSHDA.</p> <ul style="list-style-type: none"> <li>a. Committee finalized the RRH Policy for all ESG recipients to follow and that will be added into policy once revisions are complete by the end of the year.</li> <li>b. Income: MSHDA ESG Verification of Income Form must be completed upon intake. Third party verification is not required at intake. Self-certification of income or self-certification of zero income is required. If self-reported income is close to or slightly over the 30% AMI threshold, then the housing provider may request income documentation to support the household to verify that they may be eligible for RRH services. Completing self-reported income at intake in HMIS is required. Non-HMIS agencies will record income information into their alternate database.</li> <li>c. MSHDA on Housing Location: Macomb CoC encourages participants to seek housing within the Macomb CoC geographic area. Participants are able to explore additional housing options of their choice to best meet their needs with their case manager. Housing providers may consult with the Macomb HARA to discuss needed referrals to another CoC/HARA.</li> </ul> <p><b>C. Grant Ranking &amp; Compliance Committee</b> - Locating grant reviewers/rankers for HUD CoC Grant. Have 6 signed up. Have a webinar</p>	

	<p>scheduled for reviewers on 9/16 to assign applications to review. Will have in-person meeting on 9/26 to rank applications.</p> <p><b>D.</b> HMIS and Data Quality Committee - Next meeting 9/9/24. In-person CE Training on September 11 at Noon at Robert Verkuilen Building.</p> <p><b>E.</b> Awareness and Advocacy Committee - Working with McLaren Macomb Hospital to propose a process between hospitals/shelters when discharging an unsheltered individual from hospital. Committee drafted questions for McLaren Macomb Hospital to understand current processes.</p> <p><b>F.</b> Landlord Engagement Committee - No new updates. Distribute RRH Landlord Flyer. Next meeting to start new projects.</p> <p><b>G.</b> Equity / CERT - Heather, Daija, Cecilia, Julie will meet soon on the work committee will do. Daija wants the committee to also look at equity on disability, gender, sexual orientation, not only racial equity. Want to align what we are doing at County with what the State is doing. Utilizing State equity plan and review demographics ARC for Justice and developing racial equity plan for Macomb County. Set goals, plan, relaunch at start of next year. Want to hold focus groups or listening sessions.</p>	
Updates/Announcements	Summit on Ending Homelessness in Lansing on 10/29-30. Registration is open now.	
Close	Motion to adjourn Connie Lasher, seconded Lisa Chapman. 3:15pm	
Next Meeting	Tuesday, October 1, 2024 at 2 p.m. Microsoft Teams	

Respectfully submitted by Cecilia Gaglio