

Detroit Continuum of Care | Board of Directors

Working to Equitably End Homelessness in Detroit, Highland Park, & Hamtramck

Present Board Members	Absent Board Members	Excused Board Members	General Public
ReGina Hentz Amy Brown Donna Price Candace Morgan Erica George Chris Harthen Katie Zeiter Julisa Abad Tasha Gray Michael Centi Tania James Terra Linzner Taura Brown Kiana Harrison Celia Thomas Desiree' Arscott Sarah Rennie Katie Zeiter Chioke Mose-Telesford Kiana Harrison Dr. Gerald Curley Ed Cieslak	Ari Ruttenberg	Jennifer Tuzinsky Courtney Smith	Amanda Sternberg Clarice Perkins Cindy Crain Daniel Joseph Carravallah Krystal Hull Rachel Szymarek Garrett Jin Lauren Licata Deloris Cortez Denise Goshton Kimberly Benton Jeremy Cugliari Shautoya Redding Scott Jackson Donna Lyons Abby Perrien Clarissa Williams Kaitie Giza Safiya Merchant Gina McPherson

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Working to Equitably End Homelessness in Detroit, Highland Park, & Hamtramck
July 10, 2023 Continuum of Care Board Meeting

Welcome and Introductions:

Celia T. opened the meeting at 2:00 pm with introductions – utilizing the chat box.

Executive Committee Report & Announcements

Summary –

• **Board Elections**

- The 2023 Board elections are happening soon!
- The applications will be released at the end of September, and due in mid- October. The elections will be held at the November General Membership meeting. There will be 4 vacant seats:
 - 2 Member- at- Large and 2 service providers. More details will be brought to you soon.

Consent Agenda

July Board Meeting Minutes

Board Vote

- The floor was opened for questions. None were asked.
- Approval of the June 2023 CoC Board Meeting minutes was motioned by Donna P. and seconded by Amy B . The vote passed.

CAM Transition Updates

Summary –

- There is a subgroup that is meeting to develop the Memorandum of Understanding (MOU) between the HAND as the CAM Lead agency and the CoC Board. The subgroup consists of Candace Morgan (CoC Board Rep), Donna Price (CoC Board Rep), Scott Jackson (CAM TT Rep), and Tasha Gray (HAND rep).
 - They met to review and edit version 2 of the MOU and they are now on version 3 which has been created based on feedback. Tasha will share the MOU via email with the CAM TT and then the feedback will be sent to Cindy Crain (ccrain@orgcode.com) by noon on Friday.
 - Version 4 will then be created based on feedback and incorporated for the Board to review and vote on it at the August meeting.
- The Data and Tech subcommittee made a recommendation to the CTT to phase out the current phone line into 3 phases.
 - In phase 1, the number (313)-305-0311 will be in use and the caller would be greeted by Wayne Metro.
 - In phase 2, (which has not been approved yet) the caller will hear a message indicating the line is being phased out, but will still be connected.
 - In phase 3, (which has not been approved yet) the 313 number will NOT be in use instead it will be (866)-313-2520.
 - They are still discussing if the number will be completely phased out or not.
- Julie Schneider from CoD made an announcement that the City will not be able to carry out component C or D (in-person access and back office services) in the RFQ but will continue to serve as one of the funders.
- Since the City is no longer providing direct services there will be more recommendations down the line to ensure the continuity of services come September 1st. The CAM TT needed to keep in mind the authority they have and will bring more recommendations to the GM since there will be a change in partners. The CoD will allocate funding without the RFQ under the sole source provision, meaning the money will need to go directly to the agency providing services (i.e., no subcontract).
- In conclusion, HAND will be the CAM Lead Agency and provide back-office services while Wayne Metro will provide call center and in-person access points.

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Strategic Plan Updates

Summary –

- Safiya Merchant announced that the HRD created a webpage on the city website that will list all the meeting minutes, reports, and info from the SPOC team that relates to the Strategic Planning. The CoC will receive an invitation for a listening session from Barbara Poppe and associates to talk about current challenges in the system and opportunities for improvement.

FY2023 Project Reallocation Policies

Summary –

- The Board will be asked to vote on the reallocation policy at the end. This policy is relevant to the FY2023 CoC competition which is underway.
- There have been no changes recommended from prior years. It is the same policy/process that has been used for several years. This policy has been approved by the Value and Funding Priorities committee as well.
- Reallocation is the process by which the budget of a currently funded CoC project is reduced in part or in whole, with those funds used to fund new projects.
 - A CoC can reallocate any project type.
 - The last time the CoC reallocated funding was in the 2018 competition.
- Renewal projects may be reallocated for any of these reasons:
- An agency voluntarily relinquishes its CoC grant; **OR**
- Any renewal project failing to meet the 70% scoring threshold and not granted a threshold waiver (via the appeals process) will be reallocated. Funding from reallocated project(s) will be used to fund new projects via a competitive application process; **OR**
- In addition to #1 and #2 above, the CoC Board may decide to reallocate a renewal project for reasons other than a project falling below the scoring threshold. If such a decision is made, it must be demonstrated this decision is data-driven and furthers the CoC's goals and priorities; the agency in question would have the opportunity to appeal this decision in accordance with the CoC's appeals policy.
- **CoC Competition**
- HUD released the FY2023 Notice of Funding Opportunity (NOFO) on July 6th.
- HAND staff are currently reviewing and analyzing the application. We still do not know the final dollar amount for the funding.
- CoC application (and all project applications) are due to HUD September 28.
- New project applications are due on August 4
- August 7th, there will be 2 items that the Board will vote on:
 - Project Priority Ranking Policies (Board vote)
 - Appeals recommendations (Board vote)
- September 11th
 - The Board will be asked to vote on new project recommendations and be asked for input and feedback on CoC application questions.
- September 12th - VFP develop final project priority ranking list
- September 13th – Executive Committee meeting
 - EC vote on final project priority ranking list
 - All project applicants informed of project ranking (HUD's 15-day notice requirement)
- September 19th – CoC General Membership meeting

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- CoC membership vote to approve CoC application.
- September 27th
 - CoC application and all project applications submitted to HUD

Vote Topic

The approval of the FY2023 Project Reallocation Policies was motioned by Tasha G. and seconded by Dr. Gerald C. The vote passed.

Revised Project Review Conflict of Interest Statement/Policy

Summary –

- It was recognized that the Conflict-of- Interest that is used for the CoC Board and providers needs to be revised. The goal of the revisions are to bring greater clarity and transparency. The input was received from the Executive Committee and Detroit Advisors Group which is now going to be brought forth to the Board for approval.
- If approved this policy and statement will be used for the FY2023 CoC New project review process and other CoC review processes going forward.
- The revisions are in the July Board packet to review.

Vote Topic

The approval of the Revised Project Review Conflict of Interest Statement/Policy was motioned by Regina H. and seconded by Taura B. The vote passed.

Outreach Workgroup report out

Summary –

- Street outreach teams work with households experiencing unsheltered homelessness to provide basic needs such as food, blankets, and toiletries. They also offer services to achieve permanent and stable housing. This includes facilitating referrals to emergency shelters, assisting with obtaining vital ID documentation, and assisting residents with getting "document ready" for housing opportunities. They act as the link to the resources within the CoC.
- The outreach workgroup objective is to provide a sharing, collective, and collaborative space for providers and system partners to focus on outreach operations.
- The membership consists of Outreach providers (City Funded, VA funded, & Special Outreach partners), CAM, & HAND City staff to facilitate and staff these sessions.
- Prior to every meeting, the CoD staff and managers of two of the Outreach teams meet to discuss needed agenda items and objectives for upcoming meetings.
- Their agenda have standing items to discuss which are:
 - Case Consult
 - Updates from HRD office
 - Training Information/Sessions
 - System Changes
 - Outreach Process Changes
- In January 2023, Street Outreach teams were paired with districts around the city to assure access to services for the full coverage area. The goal of this collaboration was for our street outreach teams to develop relationships with the District Managers as well as community groups, businesses, and local non-profits in their paired district; all while providing access to unsheltered individuals throughout the service area.
- The Unsheltered Response work involves cross system collaboration (DPD & DHD). In 2023, they began utilizing technical assistance and intentionally started looking at making modifications to how this work is being administered, specifically looking at:

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- Updating Detroit's Unsheltered Policy Manual
- Revisiting Outreach Practice Standards
- Coordination with DPD and health agencies
- The Outreach Workgroup will be working later this year to establish 2024 Workplan for Outreach Workgroup:
 - Looking at feedback from Clients from CAM Transition listening sessions & surveys
 - Results & recommendations from Strategic planning
 - Feedback from Outreach providers and other system partners

Shelter Workgroup

Summary –

- This Shelter Workgroup objective is to provide a sharing, collective, and collaborative space for providers and system partners to focus on shelter priorities and operations.
- Their membership consists of Shelter providers, CAM (SWS & CHS), VA, HAND, & ESP, City staff to facilitate and staff these sessions.
- Their agenda have standing items to discuss which are:
 - Updates from CAM, HAND, ESP, & SHP
 - Training Information/Sessions
 - System Changes
 - Shelter Successes/ Challenges/ Process Changes
 - Open—ask Shelter Workgroup members to inform us of agenda needs
- Their priorities for 2023 includes:
 - Access standards
 - Shelter Community Standards
 - HCV Supports
 - Please review slides for more details
- The Community Standards project is designed to reduce barriers and overly restrictive rules, while still maintaining structure, to allow clients to receive the most supportive and consistent services possible.
- They hope to accomplish:
 - A more consistent and standardized approach to services from all shelters in our CoC—ALIGNMENT
 - Stronger person-centered services
 - Increase positive client outcomes to permanent housing
- Shelter Case Conferencing started in June 2023 and is facilitated and managed by City of Detroit staff. It is designed to be a sharing, learning, and collaborative space for shelter providers.
- They hope to accomplish:
 - Support for Shelter staff in administering Housing-Based Case Management services
 - Understand system needs and opportunities.
 - Increase positive client outcomes to permanent housing

Public Comments

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Summary

- The public comments were open. No comments were made at this time.

Celia T. closed the meeting at 4:30pm. *The next CoC Board meeting will be on Monday, August 7th, 2023 from 2 – 4:30pm. Location will continue to be virtual.*