

# Detroit Continuum of Care | Board of Directors

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

<u>Present Board Members</u>	<u>Absent Board Members</u>	<u>Excused Board Members</u>	<u>General Public</u>
ReGina Hentz Donna Price Candace Morgan Erica George Katie Zeiter Julisa Abad Ed Cieslak Tasha Gray Michael Centi Tania James Terra Linzner Taura Brown Courtney Smith Kiana Harrison Desiree' Arcscott Ari Ruttenberg Sarah Rennie Dr. Gerald Curley	Chioke Mose-Telesford	Jennifer Tuzinsky Amy Brown Celia Thomas Chris Harthen	Chelsea Johnson Cindy Crain Baughman Roslyn Patricia Holton Garrett John Maynard Roberts Darlene Helzerman Natasha Al-Rafie Jane Scarlett Torrey Henderson Robert Cooper Kimberly Benton Amanda Sternberg Katie Carlisle Garrett Jin Paige Beasley Daniel Carravallah Jonquil Bertschi Rachel Szymarek Alan Haras Pastor Mike Collins Shautoya Redding Elizabeth Orozco-Vasquez Lauren Licata Kaitie Giza Eleanor Bradford Ki-Jana Malone Linda Stingl Denise Goshton

**Detroit Continuum of Care | Board of Directors**  
Working to Equitably End Homelessness in Detroit, Highland Park, & Hamtramck  
*August 7, 2023 Continuum of Care Board Meeting*

<p><b>Welcome and Introductions:</b> Celia T. opened the meeting at 2:00 pm with introductions – utilizing the chat box.</p>
<p><b>Executive Committee Report &amp; Announcements</b></p>
<p><b>Consent Agenda</b></p>
<p>July 2023 Board Meeting Minutes</p>
<p><b>Board Vote</b></p>
<ul style="list-style-type: none"><li>• The floor was opened for questions. None were asked.</li><li>• Approval of the July 2023 CoC Board Meeting minutes was motioned by Sarah R. and seconded by Terra L. The vote passed.</li></ul>
<p><b>Cam Transition/ CAM Project Budget Update</b></p>
<p><u>Summary –</u></p> <ul style="list-style-type: none"><li>• Both HAND and Wayne Metro (WM) are in various stages of the hiring process. Staff will begin onboarding at both agencies on 8/14.</li><li>• HAND filled 6/6 positions while WM filled 18/21 positions.</li><li>• HAND’s responsibilities as the new CAM Lead Agency will include:<ul style="list-style-type: none"><li>○ System and partners oversight, coordination, evaluation, and communication.</li><li>○ Managing referrals, prioritization, and HCV</li></ul></li><li>• HAND’s responsibilities providing CAM Back Office services will include:<ul style="list-style-type: none"><li>○ Managing and fulfilling PH vacancy requests, implementing prioritization factors, managing HCV requests, managing CAM data</li></ul></li><li>• WM responsibilities to provide CAM Access Points will include:<ul style="list-style-type: none"><li>○ Responsibilities: Day-to-Day operations of access points which includes staffing for intake, assessments, and shelter/overflow referrals</li></ul></li><li>• There will be additional services for people who call CAM that includes utility and legal assistance through DHS helpline integration.</li><li>• CAM rollout will be in phases:<ul style="list-style-type: none"><li>○ <b>August</b>- Limited services: no phone-based assessments when engaging via the call center. Triage, diversion, shelter, and overflow referrals only</li><li>○ <b>September</b> - Full Phone Services: Phone based assessments to resume.</li><li>○ <b>November</b>- Phone and In-Person Assessments: In-person access sites will open up in late fall</li></ul></li><li>• There will be limited CAM staffing from 8/11/28 -8/25 due to orientation, training, and systems transfer. (more details on timeline is in the slides)</li><li>• There will be funding set aside from the CAM SSO Grant (\$350k).</li><li>• There are some funds that will be expiring in 2024 which fund staffing costs. Once the ARPA and MSHDA ESG funding expires then the CAM-SSO Grant will be set in place to fill those gaps.</li></ul>
<p><b>Vote Topic</b></p>
<p>Approval of the July 2023 CoC Board Meeting minutes was motioned by Tasha G. and seconded by Donna P. The vote passed.</p>
<p><b>CAM Lead Agency MOU</b></p>
<p><u>Summary –</u></p> <ul style="list-style-type: none"><li>• Here is some language of the MOU draft down below. Please refer to slides for more details.</li></ul>

# Detroit Continuum of Care | Board of Directors

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

- “The purpose of this Memorandum of Understanding (MOU) is to specify the roles and responsibilities of the Detroit CoC MI-501 Board of Directors and the CAM Lead Agency the Homeless Action Network of Detroit (HAND). The vision for CAM is a community response that creates an accessible, efficient path to housing for households facing homelessness. CAM accounts for the diversity of needs of people experiencing homelessness and urgently responds to these needs through effective and appropriate connections to housing and services. This community response ensures an accessible and navigable set of entry points; universal assessment; and connections to housing and services based on vulnerability and availability of resources”.

### ***FY2023 Project Priority Ranking Policies***

#### Summary –

- In July the NOFO was released, and renewal projects were reviewed.
- In August new projects will be submitted and the review process will begin.
- In September, new project recommendations will be brought to the Board. Also, the CoC application and all project applications will be submitted.
- Defining Terms and Concepts
  1. Project Priority Ranking
    - HUD requires CoCs to have transparent policies outlining how the CoC determines projects will be prioritized and ranked.
    - Prioritizing and ranking is necessary in the event there is insufficient funding for HUD to fully fund all projects submitted by a CoC.
  2. Tier 1/Tier 2
    - Funding thresholds, determined by formula set by HUD
    - This year, the Tier 1 threshold is 93% of our Annual Renewal Demand (less than the 95% it was last year)
    - Historically, projects in Tier 1 have been fully funded by HUD
    - Projects in Tier 2 are at greater risk of not being selected by HUD for funding
    - The selection of Tier 2 projects depends on how well our CoC scores in comparison to other CoCs
    - Any type of project (new or renewal) may be placed in either Tier 1 or Tier 2
- The aim of the recommendations:
  1. The CoC prioritizes projects for funding in a transparent and performance-based manner
  2. The CoC aligns with HUD’s expectation of using objective performance criteria when ranking projects
  3. The CoC preserves funding for projects that continue to meet performance standards and are filing a need in our community
  4. The CoC prioritizes projects for funding that align with our CoC’s goals, such as ending chronic homelessness
- All projects must earn at least 70% of points possible (or be granted an appeal) to be placed on the project priority ranking list and submitted to HUD
- Policies have been approved by the Values and Funding Priorities Committee (VFPC)
- Project Priority Ranking policies went out for public comment; one comment was received. VFPC reviewed and responded to the comment but made no change to the policies based on that comment. (Please refer to slides and Board Packet to know the Priority Ranking Orders.)
- The committee had a lot of conversation regarding the CE\_SSO set aside to fund the CAM costs and staffing.

#### **Vote Topic**

# Detroit Continuum of Care | Board of Directors

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

The approval of the FY2023 Detroit Continuum of Care Project Priority Ranking Policies was motioned by Dr. Gerald C and seconded by Donna P. The vote passed.

### *Appeals Committee Recommendations*

#### Summary –

- Projects seeking renewal (i.e., continued funding) are evaluated and scored on established scoring criteria
- Projects must earn at least 70% in order to be submitted to HUD for funding
  - Projects that fall below this threshold will not be submitted to HUD unless an appeal is granted
- Renewal projects received their project scores mid-July; appeals were submitted late July
- There are 4 types of appeals a project could submit:
  - Threshold waiver
  - Calculating appeal
  - Timely Material Submission appeal
  - Reallocation Appeal
- The Appeals Committee may also propose the types of “conditions” to be placed on a project, which typically link back to why the project fell under threshold in the first place (ie – a Corrective Action Plan to address utilization or spending rates for example)
- There was a total of 6 agencies that submitted threshold waiver for their projects:
  - Two agencies also included a calculation and timely material submission appeal with their threshold waiver appeal.
- The Appeals Committee read appeals submitted by agencies and met on August 3 and 4 to discuss and develop recommendations. These recommendations then go to the Board to be voted on.
- 5 of the 6 appeals are recommended for some level of reduction in the project budget. This is called reallocation which will be used to fund new projects.
  - Per the appeals policy, if the Board approves the reallocation recommendations, the agency can appeal this decision.
  - Please refer to the Board Packet to review the recommendations from the Appeals Committee.
- The next steps:
  - Agencies where reallocation recommendations were upheld will be able to appeal that decision.
  - Recommendations on those appeals will need to be brought to an EC meeting in late August, rather than a full board, due to timing.

### **Vote Topic**

The approval of the recommendations from the Appeal Committee was motioned by Donna P. and seconded Sarah R. The vote passed.

### *Strategic Plan Updates*

#### Summary –

- The City of Detroit Housing and Revitalization Department (HRD), the Homeless Action Network of Detroit (HAND), and the Detroit Continuum of Care (CoC) have come together to establish shared goals, priorities, and actions to prevent and end homelessness in Detroit and strongly recover from the COVID-19 pandemic.
- HRD has a page on their website that contains information about the Strategic Plan and meeting materials from the Strategic Planning Oversight Commission (SPOC) meetings. Click [here](#) to access their site to review more details.
- The BPA will present a report on the community priorities and incorporate the feedback from the listening session that was held in July. Then it will be voted on by the SPOC in late August.

# Detroit Continuum of Care | Board of Directors

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

### *Public Comments*

- The floor was open for public comments. There was a public comment about the appeals process and how the funds will be restored to continue to provide shelters for people who are experiencing homelessness. There was a recommendation to develop a thorough appeal which addresses the concerns that the appeal committee gave to improve their projects. There were comments made from some of the members of the appeals committee letting folks know that some of the projects that were submitted did not complete their corrective action plan which resulted in the same outcome.

**Candace M. closed the meeting at 4:30pm.** *The next CoC Board meeting will be on Monday, September 11, 2023, from 2 – 4:30pm. Location will continue to be virtual.*