

Detroit Continuum of Care | Board of Directors

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

Board Meeting Agenda | 11.06.23 | 2:00-4:30pm | Webinar: [Registration Link](#)

CoC Board Norms:

- Start and end on time.
- Come prepared.
- Focus on strategy and high-level goals.
- Be aware of different roles you're playing.
- Be solutions oriented.
- Avoid rabbit holes & use the parking lot.

CoC Board Draft Values:

- Homelessness should be rare, brief and non-recurring.
- Flexibility to respond to emerging ideas and challenges or try new and innovative ideas and projects.
- Racial equity as demonstrated through equitable outcomes
- Transparent decision that makes the greatest possible use of data.
- Collaboration and a cross-systems approach

Time	Agenda Item	Presenter	Committee <i>(see acronym list below)</i>	Attachment	Priority Assignments
Housekeeping & Agenda Setting					
2:00 PM	Welcome and Introductions	Celia Thomas	EC	--	Priority Code: T1- must discuss; T2- can discuss in email; T3- can move to future meeting
2:05 PM 10 min	Announcements <ul style="list-style-type: none"> • 2024 CoC Board Elections • CoC Board chair • Short debrief Community Forum 	Celia Thomas, Kaitie Giza	EC, HAND	--	
2:15 PM 5 min	Consent Agenda - October Board Meeting Minutes (Action Item- VOTE)	Celia Thomas	EC	# 1	
Additional Information (No Immediate Action) ¹				# 2 – 3	
Tier 1 Priorities					
2:20 PM 15 min	CAM Transition	Scott Jackson	HAND	--	Tier 1
2:35 PM 30 mins	Strategic Updates	Safiya Merchant, Amy Brown	CoD, SPOC	--	Tier 1
3:05 PM 10 mins	PIT Count	Elise Grongstad Tasha Gray	HAND	--	Tier 1
3:15 PM 15 mins	McGregor Grant	Sarah Prout Rennie	MCEDSV	--	
3:30 PM 10mins	Trauma informed Care training announcement	Jasmine Lewis	CHS	--	Tier 1
3:40 PM	Public Comments	Amy Brown	CoC	--	--

¹ Additional Information from Housekeeping & Agenda – **Attachment 2:** CoC Board Attendance Tracking, **Attachment 3:** July Exec. Com. Minutes

15min					
3:55 PM	END				

Next Meeting: **December 4, 2023** | 2:00-4:30pm | Webinar (Until In-Person Meeting)

Key Committee Acronyms:

- EC** – Executive Committee – **Chair:** Celia Thomas | **Vice-Chair:** Candace Morgan | **Secretary:** vacant | **Staff:** Chelsea Johnson
- DAG** - Detroit Advisor's Group – **Chair:** Donna Price | **Staff:** Kaitie Giza
- GRC** - Grievance Review Committee – **Chair:** Donna Price | **Staff:** Jeremy Cugliari & Elise Gronstad
- LIHTC** – Low Income Housing Tax Credit Committee – **Chair:** Vacant | **Staff:** Elise Gronstad
- VFPC** – Values and Funding Priorities Committee – **Chair:** Vacant | **Staff:** Julia Janco, Elise Gronstad
- GCRC** – Governance Charter Review Committee – Ad hoc | **Staff:** vacant

System Partner Acronyms:

- CAM** – Coordinated Access Model – Detroit's Coordinated Entry System (Managed by Southwest Solutions)
- CoD** – City of Detroit
- HAND** – Homeless Action Network of Detroit – Detroit's Collaborative Applicant, CoC Lead Agency, and HMIS Lead Agency
- HMIS** – Homeless Management Information System
- VA** – Veteran's Association

Additional Acronyms for Reference:

- | | | | |
|--|---|--|---|
| <ul style="list-style-type: none"> BNL = By-name List CoC = Continuum of Care CE = Coordinated Entry CARES = Coronavirus Aid, Relief, and Economic Security Act CDBG = Community Development Block Grant CH = Chronically Homeless CSH = Corporation for Supportive Housing CY = Calendar Year | <ul style="list-style-type: none"> DV = Domestic Violence ESG = Emergency Solutions Grant ESP = Emergency Shelter Partnership FY = Fiscal Year HCV = Housing Choice Voucher HMIS = Homelessness Management Information System | <ul style="list-style-type: none"> HUD = US Department of Housing & Urban Development MI = Michigan MSHDA = Michigan State Housing Development Authority PIT = Point in Time Count P&P = Policies and Procedures PSH = Permanent Supportive Housing RFP = Request for Proposals RRH = Rapid Re-Housing | <ul style="list-style-type: none"> SH = Supportive Housing SPDAT = Service Prioritization Decision Assistance Tool SPM = System Performance Measure TA = Technical Assistance TH = Transitional Housing QR = Quarterly Report YHDP = Youth Homelessness Demonstration Project |
|--|---|--|---|

ATTACHMENT ONE

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 Amy Brown Donna Price Erica George Julisa Abad Ed Cieslak Tasha Gray Tania James Terra Linzner Taura Brown Courtney Smith Kiana Harrison Celia Thomas Michelle Parker Dr.Gerald Curley Chioke Mose-Telesford Sarah Rennie	Ari Ruttenberg Katie Zeiter Desiree' Arscott Candace Morgan Chris Harthen		Chelsea Johnson Amanda Sternberg Nona Ingram Elise Grongstad Emma Bierkle Tamar White Audrey Jones Scott Jackson Katherine Izzo Steve Van Every Elizabeth Orozco-Vasquez Matthew Tommelein Kimberly Benton Jeremy Cugliari Elijah Olsen Alan Haras Jeremy Cugliari Lindsey Gilmore Daniel Carravallah Lauren Licata Shautoya Redding Scott Jackson Torrey Henderson Ashley Shane Dr. Gerald Curley Denise Goshton Jeremy Cugliari Torrey Henderson Armani Arnold Robert Cooper Meredith Baughman Matthew Niemi Dr. LaTonya Shelton

Detroit Continuum of Care | Board of Directors
Working to Equitably End Homelessness in Detroit, Highland Park, & Hamtramck
October 2, 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

2024 Board Elections

- The Board Election applications have been released on September 20th and will be due October 25th. If you want to nominate someone then those apps will be due October 11th, but the nominee will still need to complete an application to be considered. The Elections will then take place at the GM meeting on November 21st. On the other hand, the community advocate seat election will be held at the DAG meeting on November 16th.

Consent Agenda

September Board Meeting Minutes

Board Vote

- The floor was open for questions. None were asked.
- Approval of the September 2023 CoC Board Meeting minutes was motioned by Donna P. and seconded by Dr. Gerald Curley. The vote passed.

CAM Transition Updates

Summary –

- The focus is on getting the in-person access sites on November 15th. They will work with NOAH and Cass to get in-person access off the ground. Wayne Metro is staffing those sites.
- HAND and implementing partners will host a CAM Community Forum (in-person event) which is an opportunity to share the changes that have been implemented throughout the CAM Transition and a chance for the community to get resources.
- Recently launched an email address to submit concerns, questions, or receive more info about CAM: info@camdetroit.org.
- The CTT has resumed their meetings (on a biweekly basis) and is providing oversight on the in-person access. They have been working on establishing governance for CAM by identifying policies and procedures. They are also working on developing and monitoring an evaluation plan for the CE system, CAM Lead, and implementing partners.
- By January, the CTT are anticipating launching the strategic work and improvements regarding CAM.

Strategic Updates

Summary –

- They are currently in the implementation design phase of the Strategic Planning Project. There are 3 work groups and 3 community session prep teams that has been developed to address various topics such as governance, improving housing strategies, system modeling, and unsheltered homelessness, etc. All of those groups are still discussing meeting logistics. Please keep an eye out for the community session invites to be a part of developing and discussing strategies and solutions to address those topics.
- A more detailed update will be given at the November Board meeting.

Vote Topic

-

Grievance Committee

Summary –

- Committee members are CoC board members that represent several different agencies throughout the CoC (currently 7 voting committee members)

Detroit Continuum of Care | Board of Directors

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

- Only voting committee members are allowed to vote on the decision to substantiate or not substantiate a grievance
- City of Detroit and HAND have representation in the committee as funders and as they receive client grievances, conduct investigation, and present to committee. City and HAND staff do not vote on grievances
- Programs funded outside of CoC and/or City funding (state funded programs) are referred to the appropriate person(s) for investigation.
- 2022 Recap: 103 total grievances filed 2022 against City, State, and/or CoC funded programs
- 84% decrease in grievances filed compared to 2023 (please review slides to review the nature/themes of the grievances)
- After further discussion within the Grievance Review Committee (GRC) and the Executive Committee, the GRC is sharing the following notes:
 - Sharing the names of agencies could alienate those agencies and potentially harm relationships between CoC partners.
 - **What would the board, community, etc. do with the information shared to improve services?**
 - Detailed grievance information should only live with the funders and the agency. It is up to the funders to hold agencies accountable for change through proper follow-up as contractual partners.
 - **Would the Board take more action in responding to grievances? Or is it appropriate or even possible for the Board to address grievances with an agency?** Or can only funders take corrective action towards an agency.
 - Number of clients served and the number of programs an agency is operating should be considered when discussing the volume of grievances
 - Substantiated grievances deduct points from those programs funding application the following year for both the CoC application and the City of Detroit's application.
 - The GRC are continuously looking to improve policy, procedures, and quality of services as much as we can within the power of the committee.
- The GRC are currently recruiting new members, they are looking for:
 - CAM (1 person)
 - Mental Health Sector (DWIHN, Team Wellness, etc) (1 person) Shelter Provider (1 person)
 - RRH/Prevention Provider (1-2 persons)
 - Street Outreach (1 person)
 - PSH Provider (1 person)
-

VA Transitional Housing Update

Summary –

- There was an overview of the VA Housing Emergency Shelters regarding the contracts.
- The contracts for Safe Haven have ended, however there is no change for Faith, Love, N Kindness (will continue to have 7 beds) or Safe Step (will continue to have 12 beds).
- They have been successful in moving Veterans to PSH through the SSVS and VASH grants. The grant will be renewed for the Michigan Veteran Foundation (will have 40 beds) and Volunteer of America (will have 60 beds) but not Operation Welcome Home. (please review slides to see graph)
- The Case Management Grant has been implemented which will provide additional support to VA once they exited transitional housing or shelter. If they did not have a case manager throughout that process, then this grant will allow them to get assigned to one.
-

Celia T. closed the meeting at 4:30pm. The next CoC Board meeting will be on Monday, May 2nd, 2022 from 2 – 4:30pm. Location will continue to be virtual.

ATTACHMENT TWO

Detroit Continuum of Care | Board of Directors
Working to Equitably End Homelessness in Detroit, Highland Park, Hamtramck

Board member attendance and timely notification of absences is vital in ensuring that we are able to reach quorum at our meetings. Per the governance charter, our attendance policy is as follows: "Members of the Detroit CoC Board may remove a Board member (elected or appointed) who is absent for two (2) Board regularly scheduled meetings in any twelvemonth period. Unexcused absences from special meetings will generally not be considered in this calculation but may be included as appropriate. Absences are considered excused if the CoC Board Chair is notified within 8 hours of the meeting via phone, e-mail, or letter."
In order to be considered excused, please send written notice to the Board Chair (cthomas@alternativesforgirls.org), Secretary (cnmorgan@cotsdetroit.org), and the Program Coordinator (nicole@handetroit.org) at least 8 hours before the meeting commences. After one unexcused absence, the board member will be sent a warning notification. If during that calendar year, the board member has an additional unexcused absence, they will be removed.

CODES:		KEY:
P- Present	N/A- No longer a Board Member or Member has transitioned	Newly Elected
U- Unexcused Absence		Appointed
E- Excused Absence		Elected Leadership

2023 New Board Member Class Attendance

Board Member	Transition	P												Total Present	Total Excused Absence	Total Unexcused Absence	
Desiree Arcsott	Continued Service	E	P	P	P	P	P	P	P	P	P	E	P	P	9	2	1
Edward Cieslak	Replaced Paige Beasley	P	P	P	P	P	P	P	P	P	P	P	P	P	11		0
Amy Brown	Chairperson Term Ended	P	P	P	P	E	P	P	P	E	P	P	P	P	10	2	
Tasha Gray	Replaced Tamara Gaines	P	P	P	P	P	P	P	P	P	P	P	P	P	11		
Kiana Harris	HMIS Lead Representative	P	P	P	P	P	P	P	P	P	P	P	P	P	11		
Chris Harthen	Continued Service	P	E	P	E	P	P	P	P	E	P	A	P	P	8	3	1
ReGina Hentz	Continued Service	P	P	P	P	P	P	P	P	P	P	P	P	P	11		
Terra Linzner	Continued Service	P	P	P	P	P	P	P	P	P	P	P	E	P	10		1
Candace Morgan	Continued Service	P	P	P	A	P	P	P	P	P	P	A	E	P	9	2	1
Chioke Mose-Telesford	Continued Service	E	A	A	P	P	P	P	A	P	P	E	P	P	6	2	3
Donna Price	Continued Service	P	P	P	P	P	P	P	P	P	P	P	P	P	11		
Sarah Rennie	Continued Service	P	P	A	A	P	P	P	P	P	P	P	P	P	9		2
Ari Rettenburg	Continued Service	P	A	A	A	P	E	P	A	P	A	P	P	P	6	1	5
Courtney Smith	Continued Service	P	P	P	P	E	P	E	E	P	P	P	P	P	8	3	
Erica George	Newly Elected	P	P	P	P	P	P	P	P	P	P	P	P	P	11		
Celia Thomas- Chair	Replaced Amy Brown	E	P	P	P	P	P	P	E	P	P	P	P	P	9	2	
Jennifer Tuzinsky	Newly appointed	E	A	E	E	E	E	E	E	P	N/A	N/A	N/A	P	2	6	2
Katie Zelter	Continued Service	P	P	P	P	E	P	P	P	P	E	P	P	P	9		1
Michael Centi	Newly Elected	P	P	P	P	P	P	E	P	P	P	N/A	N/A	N/A	7		2
Taura Brown	Newly Elected	P	P	P	P	P	P	A	P	P	P	P	P	P	10		1
Julisa Abad	Newly Elected	P	P	P	P	P	P	P	P	P	P	P	P	P	11		
Tania James	replaced June White			P	P	P	A	P	P	P	P	P	P	P	8		1

Board Member Transition Period Attendance

Board Member	Total Present			Total Excused Absence	Total Unexcused Absence	Board Member	Total Present			Total Excused Absence	Total Unexcused Absence	
Jennifer Tuzinsky	N/A		2	6	2	Gerald Curley	P	P- Present	P	3		

ATTACHMENT THREE

Executive Committee

OCTOBER 11, 2023 | 4-5 PM |

MINUTES

Attendance

Attendees: Kiana Harison, Tasha Grey, Chelsea Johnson, Celia Thomas, Elise Grongstad, Scott Jackson, Donna Price, ReGina Hentz, Dr. Gerald Curley, Erica George, Candace Morgan, Terra Linzer

Excused:

Time	Item & Notes	Presenter/ Facilitator	Supporting Materials
4:00pm- 4:05	Welcome	Celia	
4:05pm- 4:35	<p>CAM Transition Updates</p> <ul style="list-style-type: none">• CAM MOU<ul style="list-style-type: none">◦ Working with WM to develop access sites.◦ Working with the HUD TA, ICF, to put together a MOU between the Lead all the CAM implementing partners.◦ Discussed staffing issues at WM; lost 5 call center staff and leadership team but hiring staff to replace.• CAM MOU<ul style="list-style-type: none">◦ The MOU was presented to the CoC Board, and they delegated it to the EC for final approval.◦ There was a suggestion surrounding the clarity of language for the implementing partners.◦ A small edit, on pages 7 and 8 there are two references to the "CoC Lead Agency" that should say "CAM Lead Agency"	Tasha, Scott, ALL	
4:35pm- 4:45	<p>CoC Board Attendance</p> <ul style="list-style-type: none">• Give a verbal warning to recommit to consistent attendance.• The chair can notify HAND and we can send something out regarding the coc committees and workgroups.• There may not be a committee open right, but they have other things going on such as state level.	Chelsea	
4:45pm- 5:00	<p>Email from a Board member</p> <ul style="list-style-type: none">• A board member sent an email addressing the lack of shelter beds and how the overflow is filled. Need to figure out how to discuss this with our board members.	Celia	

	<ul style="list-style-type: none">○ Discussion surrounded the long call waits of CAM and the staffing issues for WM.○ Need to start figuring out how to manage the overflow and after hour services. Also, need to start figuring out the messaging surrounding shelter/beds availability.○ The group agreed to have a conversation about how we would use our available resources.○ There was a suggestion to use the CAM planning spaces to discuss the messaging regarding overflow to providers. Terra will connect with Paige regarding this as well.<ul style="list-style-type: none">▪ It was a suggestion to bring the providers into the conversation as well to discuss overflow, outreach, etc.		
--	---	--	--

Executive Committee

OCT 25, 2022 | 4-5 PM |

MINUTES

Attendance

Attendees: Kiana Harison, Tasha Gray, Chelsea Johnson, Celia Thomas, Elise Grongstad, Scott Jackson, Donna Price, ReGina Hentz, Dr. Gerald Curley, Erica George, Candace Morgan

Excused: Terra Linzer

Time	Item & Notes	Presenter/ Facilitator	Supporting Materials
4:00pm- 4:05	Welcome	Celia	
4:05pm- 4:15	<p>CAM Transition Updates</p> <ul style="list-style-type: none">• CAM community forum is happening Friday November 3rd at Focus hope from 11am-3.• Kaitie G. and others took the lead in this event.• This event will have resource tables, problem -solving staff, food, etc.• Will have different networks, structure presentation followed questions and answers. https://www.handetroit.org/cam-community-forum• Stil are having conversations about shelter beds and opening warming shelters earlier than usual; concerns are getting staffing to service the warming centers.	Scott/Tasha	
4:15pm- 4:20	<p>November Board Agenda</p> <ul style="list-style-type: none">• Went over the November Board agenda.• It was suggested to follow up with agenda items that have been pushed back	Chelsea	
4:20pm- 5:00	<p>Strategic Plan</p> <ul style="list-style-type: none">• Folks reached out and gave feedback and concerns regarding the strategic planning process.<ul style="list-style-type: none">◦ Some of the concerns surrounded the lack of inclusivity of the people with lived experience and its' conflicting with timelines.• Some of the participants of the strategic planning process have asked for an opportunity to engage more people with lived experience as a part of the process.• 2-3 PWLEH resigned from the SPOC due to personal reasons and in response, BPA says that they do not have more time for engagement due to their timeline.	Tasha	

	<ul style="list-style-type: none">• There has also been a push for data for the working sessions. Other concerns were around communication and how the plan may not align with the needs of the community in Detroit.• Suggestions were to ask BPA to slow down their process to include more engagement from our community.		
--	---	--	--