

# Detroit Continuum of Care | Board of Directors

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

## Board Meeting Agenda | December 4, 2023 | 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
<b>Housekeeping &amp; Agenda Setting</b>					
2:00 PM	Welcome and Introductions	Celia Thomas	EC	--	<b>Priority Code:</b> T1- must discuss; T2- can discuss in email; T3- can move to future meeting
2:05 PM 5 min	Announcements	Celia Thomas	EC	--	
2:10 PM 5 min	Consent Agenda - November Board Meeting Minutes <b>(Action Item- VOTE)</b>	Celia Thomas	EC	# 1	
<a href="#">Additional Information (No Immediate Action)<sup>1</sup></a>				# 2 – 3	
<b>Tier 1 Priorities</b>					
2:15 PM 10 min	CAM Update	Scott Jackson	CAM	--	
2:25 PM 15 mins	Strategic Planning Update	Safiya Merchant	CoD	--	
3:00 PM 15 mins	Proposal for Shelter Prioritization <b>(Action Item- VOTE)</b>	Paige Beasley	CoD	--	
3:30 PM 5 mins	Rapid Rehousing Report Out	Julia Janco	RRH WG	--	
3:35 PM 5 mins	Values & Funding Priorities Report Out	Julia Janco	VFP	--	
3:40 PM 15min	Public Comments	Amy Brown	CoC	--	
3:55 PM	<b>CLOSED SESSION</b>				

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

<b>30 mins</b>	
<b>4:25PM</b>	<b>END</b>

Next Meeting: **January 8, 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:

**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

**DV** = Domestic Violence

**ESG** = Emergency Solutions Grant

**ESP** = Emergency Shelter Partnership

**FY** = Fiscal Year

**HCV** = Housing Choice Voucher

**HMIS** = Homelessness Management Information System

**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

**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 TWO**

# 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 Celia Thomas Desiree' Arscott Chris Harthen Ari Ruttenberg Tania James Donna L. Price Courtney Smith Kiana Harrison Taura Brown Katie Zeiter Dr. Gerald Curley Tasha Gray Erica George Sarah Rennie Julisa Abad Amy Brown		Chioke Mose-Telesford Candace Morgan Terra Linzner	Torrey Henderson Kimberly Benton Matthew Tommelein Amanda Sternberg Shautoya Redding Kristin Caffray Emma Bierkle Jessica Blackman Scott Jackson Lydia Goddard Meredith Baughman Daniel J. Carravallah Eleanor Bradford Alan Haras Ed Cieslak Lauren Licata Clay Bell Ki-Jana Malone Toyia Yancey Donna Lyons Chelsea Johnson Elise Grongstad

**Detroit Continuum of Care | Board of Directors**  
Working to Equitably End Homelessness in Detroit, Highland Park, & Hamtramck  
*November 06, 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-**

- 2024 CoC Board Elections
  - Elections are going to take place at the General Membership Meeting on November 21<sup>st</sup> @1:30pm-3:00pm. If you are a GM voting member, please refer to HAND's website to review each candidate's profile. If you have any questions, please contact [chelsea@handetroit.org](mailto:chelsea@handetroit.org).
- CoC Board Chair
  - Dr. Celia Thomas, the CoC Board's current chair, term is expiring at the end of 2023; thus the Board will need to be prepared to vote on a new chair for the upcoming year. In the meantime, Candace Morgan, the co-chair of the Board, will stand as interim chair until we have an election in the early months of 2024. More details will come soon.
- Short debrief Community Forum
  - This event was held to provide resources to the community who are experiencing or have experienced homelessness. During the event, there were tables with different providers and resources, a FAQ portion for anyone to give their questions, and 1 on 1 support to anyone who had a unique situation.
- Trauma informed Care Training
  - On December 5<sup>th</sup>, CHS will be hosting a Trauma Informed Care training to anyone in the CoC that registers. It is strongly encouraged that you attend. Please click this [link](#) to register.

***Consent Agenda***

October Board Meeting Minutes

**Board Vote**

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

***CAM Transition Updates***

**Summary –**

- The focus has been on rolling out CAM in-person access sites. The goal is to provide hybrid services which includes having a phone line and in-person access sites for CAM. Wayne Metro (CAM access partner) has been working on those sites in collaboration with HAND. They are planning on doing a soft launch for the in-person sites in the middle of November and then a public launch towards the end of November. They have been working on formal communications and finalizing operational details to set the plan in motion.
- They have also been working with CoD to manage shelter capacity and trying to ensure the people who need shelters are still being connected.
  - They are also being intentional about being transparent by communicating to the public about the availability of shelter beds.

***Strategic Updates***

**Summary –**

- Over the past month, there has been community planning sessions to dive deeper into topics such as PSH, affordable housing, RRH etc.

# Detroit Continuum of Care | Board of Directors

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

- The SPOC has been meeting with Barbara Poppe and associates since June. In Oct, there were PWLEH on the SPOC who are no longer able to continue the work on the committee, as a result the SPOC had to pause the work until they can involve more PWLEH to include them in this work.
  - The implementation of the plan will be pushed back later next year.
  - They also realized that they need to incorporate the executive directors to be involved in this work as well.
- There was a quick poll during the meeting, asking agencies that are involved in the strategic plan if their CEO/ED's are aware of this work.
  - The agencies of the CoC were asked to let their CEO/ED's know about the strategic planning process and that their leadership will be reached out to invite them to become a part of this process.
  - Overall, the group agreed that it is essential to involve the ED/CEOs in the strategic planning process.

### PIT Count

#### Summary –

- The planning for the 2024 PIT Count has started and HAND amongst others are recruiting people to become a part of the planning team. So far, the PIT Count planning team has members from HAND, CoD, CHS, COTS, NSO. Please reach out to Elise Grongstad ([elise@detroit.org](mailto:elise@detroit.org)) if you are interested in joining.
- The Point-in-Time (PIT) Count is a tally of people experiencing homelessness on a single night in January.
  - HUD requires that Continuums of Care (CoCs) conduct an annual count of persons experiencing sheltered homelessness.
  - Continuums of Care must also conduct a bi-annual (every other year) count of unsheltered persons experiencing homelessness.
- The 2021 HUD waiver and two-year consecutive hiatus from performing the PIT count resulted in a requirement to perform the Unsheltered count per historical methodology in 2022.
- The unsheltered PIT Count for 2023 did not occur based on the historical timeline. The unsheltered PIT count is required every other year.
- The 2024 Unsheltered PIT Count is scheduled to take place on January 31<sup>st</sup>, 2024.
- The Detroit CoC plans to perform the street count and the next day interviews. CoC funded agencies will be required to participate as in previous years.

- **PIT Methodology**

#### Street Count

- The 2021 HUD waiver and two-year consecutive hiatus from performing the PIT count resulted in a requirement to perform the Unsheltered count per historical methodology in 2022.
- The unsheltered PIT Count for 2023 did not occur based on the historical timeline. The unsheltered PIT count is required every other year.
- The 2024 Unsheltered PIT Count is scheduled to take place on January 31<sup>st</sup>, 2024.
- The Detroit CoC plans to perform the street count and the next day interviews. CoC funded agencies will be required to participate as in previous years.

#### Next Day Interviews

- Canvassers engage unsheltered at soup kitchens and other outlets during day hours
- Survey conducted to gather pertinent data
- Incentives provided to those who were engaged
- Data combined with street count from the night before and de-duplicated

### Vote Topic

# Detroit Continuum of Care | Board of Directors

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

- The approval of the 2024 PIT Methodology to perform the Street Count and Next Day Interviews as per previous years was motioned by Donna P. and seconded by ReGina H. The vote passed.

### **McGregor Grant**

#### Summary –

- There was a brief overview of what resources the McGregor grant will fund. (please see below)
  - Bridging the gap between DV & Homelessness
  - Development of shared Vision of Service delivery models
  - Funding a cross walk of shelter standards best practices
  - Trainings
  - Review of VII SPDAT
  - Create systems map of all DV & Homelessness systems
- **Trainings**
  - The Pros and Cons of Machine Learning
  - Historical deprivation of opportunities and inherited wealth to persons of color
  - Equity in Decision Making
  - Implicit Bias
  - Historical Trauma including, but not limited to BIPOC and LGBTQIA+ communities
  - Impact of Interpersonal Violence and Human Trafficking and relationship to homelessness
  - Trauma Informed Assessment and Prioritization
  - Experiential Interviewing
  - Client Self-Determination and Empowerment
- If you have any questions please email, [sarah.proutrennie@mcedsv.org](mailto:sarah.proutrennie@mcedsv.org).

#### **Public Comments**

- The floor was open for public comments. No comments were made.

**Celia T. closed the meeting at 3:45pm.** *The next CoC Board meeting will be on Monday, December 4, 2023 from 2 – 4:30pm. Location will continue to be virtual.*

## **ATTACHMENT THREE**



**Detroit Continuum of Care | Board of Directors**  
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**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		