

Detroit Continuum of Care
Board Meeting

April 1, 2019 - 2:00 pm to 4:30 pm
1600 Porter Street, Detroit

Time	Time Allotted	Topic*	Leader/Staff	Discussion Questions and/or Highlights	Supporting Materials
2:00 pm	15 mins	Ice Breaker	Amy Brown		No Attachments
2:15 pm	10 mins	Consent Agenda <ul style="list-style-type: none"> • March 2019 Board Minutes 	Amy Brown	<ul style="list-style-type: none"> • Acceptance of minutes 	VOTE REQUIRED Attachment # 1 March 2019 Board Meeting Minutes.
2:25 pm	15 mins	Board Norms and Board Member Agreement	Amy Brown		No action required Attachment # 2 Attachment # 3
2:40 pm	15 mins	CAM Governance Committee Introduction	Celia Thomas	<ul style="list-style-type: none"> • Introduce committee and role • Highlight progress/accomplishments • Highlight 2-3 areas of work for 2019-20 	No action required Attachment # 4
2:55 pm	30 mins	CAM 2018 Annual Data	Catherine Distelrath	<ul style="list-style-type: none"> • Present and discuss the 2018 annualized CAM data 	No action required Attachment # 5
3:25 pm	20 mins	CAM Evaluation	CAM Governance Committee (Celia/Amanda)	<ul style="list-style-type: none"> • Highlights from CAM Evaluation process • High level summary of report 	No action required Attachment # 6

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3:55 pm	30 mins	FY2018 Application Scores: Analysis & Recommendation	Amanda Sternberg	<ul style="list-style-type: none"> Highlights from FY2018 Score Highlight recommendations 	No action required Attachment # 7
4:25	5 mins	HIC/PIT Process	Tasha	<ul style="list-style-type: none"> Discuss HIC/PIT submission approval process 	No action required
4:30 PM	0 mins	March Executive Committee Mins	Info Only	Info Only	No action required Attachment # 8
	0 mins	CoC Quarterly Report	Info Only	Info Only	No action required Attachment # 9
	0 mins	HARA CAP	Info Only	Info Only	No action required Attachment # 10
	0 mins	NSO CAP	Info Only	Info Only	No action required Attachment # 11
	0 mins	FY 2018 HUD Awards Press Release	Info Only	Info Only	No action required Attachment # 12

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	0 mins	March Board Mtg Feedback and Parking Lot Items	Info Only	Info Only	No action required Attachment # 13
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Board Members Present

Amy Brown
Ari Ruttenberg
Celia Thomas
Curtis Smith
Jamie Ebaugh
Joy Flood (phone)
Lorraine Taylor-Muhammad
(phone)
Meghan Takashima
Pat Wolschon
Paulette Smith
Sharyn Johnson
Tasha Gray
Ted Phillips
Vanessa Samuelson

Absent Board Members

Annette Dumas
Candace Morgan
Deloris Cortez
Denise Johnson
Elizabeth Vasquez
George Easton

Excused Board Members

Alicia Ramon (Proxy Provided)
Tim McCabe

General Public

Amanda Sternberg
Barbara Brush
Catherine Distelrath
Christopher Parks
DaJuan Smith
Emanuel Ekokotu
Kaitie Giza
Laura Urteaga-Fuentes
Len Sanchez
Lindsey Bishop Gilmore
Michele Robinson
Paige Beasley

Ice Breaker

Amy B. opened the meeting at 2:04pm with a brief icebreaker.

Amy spent some time emphasizing changes from the executive committee:

- two new members (Vanessa and Candace)
- extending meeting time to 3 hours
- increased focus on tying committee work to the larger board work.

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Consent Agenda

- March 2019 Board Minutes
 - Meghan T. motioned to approve the March 2019 board minutes. Paulette S. seconded the motion. The motion was unanimously passed.

Board Norms and Board Member Agreement

In the ongoing process by the executive committee to establish protocol for the board meetings, four norms were previously identified and agreed upon. Those present at the meeting voted to include 3 more norms. Those norms are as follows:

1. Be solutions oriented – don't only identify the problem but think of a solution too.
2. Take space, make space – be aware of how much you are speaking and allow space for others' voices to be heard.
3. Avoid rabbit holes and use the parking lot.

Amy provided a slightly updated Board Member Agreement form than the one included in the meeting material packet. The changes are highlighted in red. In addition, there are several components highlighted in yellow which the executive committee would like to emphasize. Amy spent some time discussing the highlighted portions. The board members who were present in the meeting signed the updated board member agreements.

CAM Governance Committee Introduction

Celia T. introduced the CAM governance committee. Celia reviewed the handout provided in the packet. She emphasized that the governance committee is moving toward data-driven decision making. She highlighted that the committee has worked hard in the last year to utilize data to transition from a call-center to in-person access points. CAM policies and procedures to set the standard for effective functioning. The committee relies on both the data and consensus to make decisions. From there, Celia detailed the goals for the CAM governance committee for the next year. Many of the goals center around improving the effective use of data. Celia urged for the board to be champions for coordinated entry. Conversely, she requested that the board hold the governance committee accountable.

CAM 2018 Annual Data

Catherine D. and Paige B. presented on the CAM 2018 Annual Report. Catherine emphasized that the purpose of the report is to bring a higher-level perspective to the CAM process and data. She divided the CAM process into four segments: access, assess, prioritize, refer. Below are highlights from the presentation.

9,365 households presented at access points in 2018 (not de-duplicated). Over the four quarters of 2018, the length of time to engagement steadily decreased. This can be attributed to staffing, training, and process adjustments. The data revealed that access from unaccompanied youth steadily increased throughout the year and that there was a spike in access from families over the summer months. 399 households who were diverted

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returned to access points at some point within the year. In exploring this further, it was found that it is easier to divert households when the HoH is younger rather than older due to the likelihood of having more natural supports.

Out of the 1,847 households added to the MSHDA Homeless Preference Housing Choice Voucher waitlist in 2018, 1,045 were pulled from the waitlist. It was clarified that “pulled” does not necessarily equate housed. Catherine reported that the committee has requested more data from MSHDA on households pulled from the waitlist to better understand the nuance of what happens to families when they’re pulled from the HCV waitlist (e.g. to better identify falling-off points). Catherine emphasized that only 12% of those referred for Rapid Re-Housing were able to be linked with RRH providers and identified this as a major gap. A discussion broke out among the board regarding the housing navigation assistance gap for those pulled from HCV. This conversation was transferred to the parking lot for future discussion.

55% of singles and 84% of families who scored for Permanent Supportive Housing were ultimately referred to PSH. This is another area to consider the connection between need and service availability. Catherine reported that the CAM governance committee is deeply looking into potentially restructuring the prioritization process and will report more information on this around June 2019. In quarter 2 of 2018, there was a significant spike in PSH referral returns. Catherine reported that this was due to two agencies requesting more referrals than they could provide for. The largest reason for referral returns was due to client refusal of SRO units.

Catherine passed out a brief survey to document questions. She also provided a supplemental handout detailing CAM staff and organization.

Vanessa requested that a deeper systems-level discussion on SROs and HCVs be added to the parking lot.

CAM Evaluation

Celia T. and Amanda S. reviewed the document included in the agenda packet regarding the CAM evaluation conducted in 2018. Results from the evaluation will be used for:

- identifying specific areas for improvement for CAM lead agency and partners,
- informing the CAM systems evaluation, and
- informing the future re-bidding process for the CAM lead agency.

There were two main arms to the evaluation: the scored metrics and surveys completed by stakeholders (informational rather than scored). The evaluation revealed the need to improve clarity in the metrics utilized to complete the evaluation. The survey also revealed several system-level issues (rather than relating to CAM procedural issues) that are worth noting and considering ways to address. Overall CAM earned 94% of the points possible to them in the evaluation.

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The board will be asked to approve the evaluation at the May Board Meeting in the consent agenda. The entire evaluation has been emailed in a link to board members. Questions and comments about the evaluation can be emailed to either Amanda or Celia. The recommendations and next steps will be decided upon and implemented by the governance committee. Future evaluations will also be determined by the CAM governance committee.

FY2018 Application Scores: Analysis & Recommendation

Amanda highlighted the first three pages of the FY2018 CoC Application Score. Amanda explained that HUD released the scores in March. She explained that the scores are a reflection of how well CoCs perform and align with HUD's strategies. The more points we earned, the more likely we are to get funds. This, however, is capped by the amount of funding that HUD has available. The Detroit CoC has consistently scored above the national average with the exception of FY2016.

Areas of Strength on the CoC Application:

- Coordinated Entry
- Increasing PSH and RRH unit
- Continue focus on ending chronic and veteran homelessness

Areas of Improvement:

- Studying and addressing racial disparities in homeless programs
- Review strategy for housing families with children within 30 days – no committee identified to work on this; need board input on how to begin addressing as a CoC

A discussion ensued regarding tracking the reasons why an individual becomes homeless (particularly pertaining to evictions). This discussion was added to the parking lot.

HIC/PIT Process

The board is implementing a new process for this. The data is due at the end of April to HUD and the board will need to vote on this before it is submitted. HAND is offering an optional webinar to provide the board with more information on the HIC/PIT Process. An email will be sent out following the meeting with a link to the optional webinar. The webinar will be recorded for those who are interested, but unable to participate on the day it airs. Regardless of attendance to the webinar, a vote will be due by April 26th for all board members.

Patricia motioned to adjourn the meeting at 4:26. Celia supported the motion.

Next Board Meeting: May 6, 2019 – 2:00 p.m. @ 1600 Porter Street