

Detroit Continuum of Care | Board of Directors

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

Board Meeting Agenda | April 4, 2022 | 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 <small>(see acronym list below)</small>	Attachment	Priority Assignments
Housekeeping & Agenda Setting					
2:00 PM	Welcome and Introductions	Celia Thomas	EC	--	Priority Code: In Tiers; T1- must discuss; T2- can discuss in email; T3- can move to future meeting
2:05 PM	Announcements & EC Updates - In memory of Sharyn Johnson - CoC Committee recruitment - 2022 CoC Competition Prep - YHDP Update	Celia Thomas	EC	#1	
2:15 PM	Consent Agenda - March Board Meeting Minutes (Action Item- VOTE)	Celia Thomas	EC	# 2	
Additional Information (No Immediate Action)¹				# 3 – 7	
Advancing Equity					
2:20 PM	CAM Updates	Paige Beasley	CAM	--	Priority T1
2:25 PM	Racial Equity with C4 Innovations Update	Tamara Gaines	HAND	--	Priority T1
2:35 PM	Board Meeting Structure and Norms	Amy Brown and Tamara Gaines	EC	--	Priority T1
2:55 PM	5-minute break 😊 (Stay on Zoom please!)				

¹ Additional Information from Housekeeping & Agenda – **Attachment 3:** CoC Board Attendance Tracking, **Attachment 4:** March Exec. Com. Minutes, **Attachment 5:** CoC Board Calendar, **Attachment 6:** CoC Committee Calendar, and **Attachment 7:** CoC Committee Staffing Structure

Committees					
3:00 PM	Values and Funding Priorities Committee (VFPC) Recruitment (Action Item- VOTE)	Tamara Gaines	HAND	#8	Priority T2
3:15 PM	Executive Committee Recruitment (Action Item- VOTE)	Celia Thomas	EC	--	Priority T1
Funding					
3:25 PM	CoC Competition Debrief	Tasha Gray	HAND	#9	Priority T1
Data					
3:45 PM	System Performance Measure (SPM) Analysis	Denise Goshton	HAND	#10	Priority T2
4:00 PM	Adjourn				

Next Meeting: **May 2, 2022** | 2:00-4:30pm | Webinar (Until In-Person Meeting)

Key Committee and System Partner Acronyms:

EC – Executive Committee – **Chair:** Celia Thomas | **Vice-Chair:** Vacant | **Secretary:** Candace Morgan | **Staff:** Nicole Palmerton

DAG - Detroit Advisor's Group – **Chair:** Donna Price | **Staff:** Kaitie Giza

GRC - Grievance Review Committee – **Chair:** Vacant | **Staff:** Jeremy Cugliari, Alicia Lyons, and Shani Campbell

LIHTC – Low Income Housing Tax Credit Committee – **Chair:** Vacant | **Staff:** Tamara Gaines

VFPC – Values and Funding Priorities Committee – **Chair:** Vacant | **Staff:** Amanda Sternberg

CAM – Coordinated Assessment 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

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

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

ATTACHMENT ONE



IN LOVING MEMORY OF SHARYN JOHNSON

A selfless and devoted homeless service provider to the Detroit Continuum of Care (CoC) Board and the Homeless Action Network of Detroit (HAND) Board

Sharyn was a passionate, dedicated, and caring service provider representative on Detroit's Continuum of Care Board and the Homeless Action Network of Detroit (HAND) Board for many years. As a longtime employee at Coalition on Temporary Shelter (COTS), and an engaged citizen, Sharyn invested significant time to fighting homelessness and housing insecurity, gracing her colleagues and clients with an easy smile and a helpful demeanor. She eagerly involved herself in bettering Detroit for all people, especially those most vulnerable. Sharyn will be forever missed in this service provider community, in the larger Detroit community, and in all those hearts of whom she touched.

ATTACHMENT TWO

Detroit Continuum of Care | Board of Directors

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

Board Members Present

Amy Brown
Ari Ruttenberg
Candace Morgan
Celia Thomas
Chris Harthen
Courtney Smith
Deborah Drennan
Desiree' Arcscott
Donna Price
Eleanor Bradford
Gerald Curley
Joy Flood
June White
Katie Zeiter
Kiana Harrison
Paige Beasley
ReGina Hentz
Sarah Prout Rennie
Shawntae Harris Mintline
Tamara Gaines
Terra Linzner

Absent Board Members

Chioke Mose-Telesford
Niccala Lee
Ray Shipman

Excused Board Members

Ted Phillips

General Public

Darlene Owens
Robert Cooper
Amanda Sternberg
Julisa Abad,
Taura Brown
Essence Wilson
Alicia Lyons
Mariah Lawson-McClaain
Jennifer Tuzinsky
Patricia Parker
Benjamin Slightom
Nona Ingram
Jane Scarlett
Renee Bryant
Joey Merchant
John Stoyka
Denise Goshton
Diandra Gourlay
Richard Gold
Lori Lewis
Rodney Barnes
Molly Mueller
Takisha Jones
Marguerite Lawrence
Luke Hassevoort
Robin Wright
Matthew Niemi
Elizabeth Vasquez
Alyssa Rietveld
Amy Senese
Jamie Wojahn
Jean Griggs
Jeremy Cugliari

Detroit Continuum of Care | Board of Directors

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

March 2022 Continuum of Care Board Meeting

(Meeting packet can be accessed by [clicking here](#); Meeting Slides by [clicking here](#))

Welcome and Introductions:

Amy B. opened the meeting at 2:00 pm with introductions – utilizing the chat box.

Executive Committee Report & Announcements:

Summary –

HOME ARP

Racial Equity C4 Update

- More participants are still needed for C4 Innovation’s Racial Equity partnership work with the State of Michigan

Consent Agenda

February Board Meeting Minutes

- The floor was opened for questions. None were asked.
- Approval of the February CoC Board Meeting minutes was motioned by Gerald Curley and seconded by Celia. The vote passed.

Committees

Executive Committee Elections

Summary –

- Executive Committee positions were overviewed:
 - Chairperson- helps set board agendas, chairs the CoC Board Meeting, coordinates EC meetings
 - Secretary- helps keep accurate records of board meetings and works with the lead agency during elections
 - At-Large Officer- hold the same voting rights as other EC members, a way to bring more voices to the table
- The following people were voted on for the following positions:
 - Celia Thomas for Chairperson
 - Candace Morgan for Secretary
 - ReGina Hentz for At-Large Officer
 - For Celia Thomas’s vote, Deb Drennan motioned and Kaitie Giza seconded. The vote passed.
 - For Candace Morgan’s vote, Celia Thomas motioned and Gerald Curley seconded. The vote passed.
 - For ReGina Hentz’s vote, Eleanor Bradford motioned and Donna Price seconded. The vote passed.

Grievance Review Committee Update

Summary –

- Because of expressed interest in the grievance process from last month’s Board Meeting, another GRC update was given. The Grievance Review Committee has been experiencing a higher number of grievances being submitted, and the rate does not appear to be slowing. These grievances elevate concerns across the board with clients speaking out about shelter conditions and general violation of shelter rights.

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- The City of Detroit and the CoC revamped their grievance process in 2019. Last year was first year where points were deducted off a NOFA for substantial grievances filed against an agency, as consequence for consistent complaints. The following questions were asked pertaining to this topic:
 - What role does the CoC board want to have in these conversations?
 - When should grievances impact funding and where should those consequence-centered conversations live?
 - What other actions does the Board recommend be taken?
- As of now, there have been 12 grievances substantiated out of the 42 submitted in 2021. A large group of individuals expressed interest in joining a Grievance Workgroup to discuss changing the grievance process further and improving equity in shelters.

Detroit Advisor's Group Report-out

Summary –

- The purpose of the DAG is to work with the CoC and the City of Detroit to ensure the homeless response system provides safe, stable, and permanent housing for all people, including Black and Brown, LGBTQ+, and trans folx. They also breakdown stigmas associated with people experiencing homelessness.
- This group consists of people who have experienced homelessness. After the city's NIS work, the Advisor's Group was formed to increase equity within the CoC and homeless response system. Committee members shared their experiences with homelessness and their personal accomplishments.
- The DAG wants to improve parts of the homeless response system, such as the grievance process, CAM access, and more issues. They want to create jobs for people experiencing homelessness, create a toolkit for system navigation, create a system that is culturally congruent and trauma responsive, recruit and train new committee members, and contribute to system work.
- The group asked the CoC Board members to attend two of the Detroit Advisor's Group meetings, which are held bimonthly. One meeting would be where the Advisor's explained to the Board members what needs to change and how they would like to see change occur. The other meeting would allow for Board Members to update the DAG on the work they've been partaking in because of the DAG's previous suggestions.
- For this vote, Celia Thomas motioned and Eleanor Bradford seconded. The vote passed.

Funding

CoC Competition Debrief

Summary –

- Due to a timing issue, this topic was moved to the next board meeting agenda.

YHDP Update

Summary-

- The Youth Homelessness Demonstration Project, or YHDP, that's been in progress for the last six months, developing a plan to end youth homelessness in Detroit. So far the following accomplishments have been made by those involved with YHDP:
 - Deep data dive
 - Held 12 listening sessions on special topics
 - Held 2 stakeholder convenings
 - Held 6 conversations with service providers

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- Coordinated with Technical Assistance to collaborate with education stakeholders, train and empower youth, and navigate the CCP process
- Formalized a mission & vision for ending youth homelessness fully developed by youth
- Formalized goals to end youth homelessness
- Held weekly planning group meetings
- Folx involved with YHDP plan to:
 - Hold more work sessions to inform the CCP
 - Formalize objectives and action steps of the plan
 - Design and select projects
 - Hold one last stakeholder convening
 - Edit and complete the written CCP
- The ask of the CoC Board was to grant the Core Team permission to approve the CCP, approve project design, approve project selection, and select projects to receive funding, instead of the CoC Board, who normally does these actions for the CoC Competition. This was voted on, and Dr. Gerald Curley motioned, Celia Thomas seconded. The vote passed.

Committee Recruitment

Committee Recruitment

Summary –

- For the last agenda item, participants were moved into breakout rooms to discuss different committees for committee recruitment purposes. Presenters gave short speeches on the Grievance Review Committee, the Chronic Leadership Committee, the Veteran's Leadership Committee, the Values and Funding Priorities Committee, the CAM Governance Committee, and the Low Income Housing Tax Credit Committee. Board Members were provided a [google form](#) to fill out in communicating their preferences for participating on CoC Committees.

Amy B. closed the meeting at 4:30pm. *The next CoC Board meeting will be on Monday, April 4th, 2022 from 2 – 4:30pm. Location will continue to be virtual.*

ATTACHMENT THREE

2022 Detroit Continuum of Care Board Meeting Attendance

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 reconsidered 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

2022 New Board Member Class Attendance																
Board Member	Transition	January	February	March	April	May	June	July	August	September	October	November	December	Total Present	Total Excused Absence	Total Unexcused Absence
Desiree Arcscott	Newly Elected		P	P										2	0	0
Eleanor Bradford	Continued Service	P	P	P										3	0	0
Paige Beasley	Replaced Catherine Distelrath		P	P										2	0	0
Amy Brown	Stepped Down	P	P	P										3	0	0
Gerald Curley	Left CoC	P	P	P										3	0	0
Catherine Distelrath	Left CoC	P												2	0	0
Deborah Drennan	Newly Elected		P	P										2	0	0
Tamara Gaines	Replaced Tasha Gray		P	P										2	0	0
Kiana Harris	HMIS Lead Representative		P	P										2	0	0
Shawntae Harris-Mintline	Continued Service	U	P	P										2	0	1
Chris Harthen	Newly Elected		P	P										2	0	0
ReGina Hentz	Newly Elected		P	P										2	0	0
Niccala Lee	Newly Elected		P	U										1	0	1
Terra Linzner	Continued Service	P	P	P										3	0	0
Candace Morgan	Newly Elected		P	P										2	0	0
Chioke Mose-Telesford	Continued Service	P	P	U										2	0	1
Donna Price	Continued Service	P	P	P										3	0	0
Sarah Rennie	Newly Elected		P	P										2	0	0
Ari Rettenburg	Continued Service	P	P	P										3	0	0
Ray Shipman	Continued Service	U	U	U										0	0	3
Courtney Smith	Newly Elected		P	P										2	0	0
Celia Thomas- Chair	Replaced Amy Brown	P	P	P										3	0	0
June White	Continued Service	U	U	P										1	0	2
Katie Zieter	Continued Service	P	P	P										3	0	0

Board Member Transition Period Attendance													
Board Member	January	February	March	Total Present	Total Excused Absence	Total Unexcused Absence	Board Member	January	February	March	Total Present	Total Excused Absence	Total Unexcused Absence
Anne Blake	N/A						Sharyn Johnson	N/A			0	0	0
Amy Brown- Chair	P	P		2	0	0	Terra Linzner	P	P	P	3	0	0
Deloris Cortez	P	P		2	0	0	Chioke Mose-Telesford	P	P		2	0	0
Eleanor Bradford	P			1	0	0	Ted Phillips	E	E		0	2	0
Ashlee Cunningham	N/A			0	0	0	Donna Price	P	P		2	0	0
Gerald Curley	P	P		2	0	0	Vanessa Samuelson	P	P		2	0	0
Catherine Distelrath	P	P		2	0	0	Ari Rettenburg	P	P		2	0	0
Joy Flood	P	P		2	0	0	Ray Shipman	U	U		0	0	2
Erica George	P			1	0	0	Celia Thomas	P	P		2	0	0
Tasha Gray	P			1	0	0	Elizabeth Vasquez	P	P		2	0	0
Shawntae Harris-Mintline	U	P		1	0	1	June White	U	U		0	0	2

ATTACHMENT FOUR

Executive Committee

MARCH 2, 2022 | 4-5PM |

MINUTES

Attendance

Attendees: Amy Brown, Celia Thomas, Dr. Gerald Curley, Tamara Gaines, Terra Linzner, Kaitie Giza, Tasha Gray, Paige Beasley, Nicole Palmerton

Time	Agenda Item& Notes	Presenter/ Facilitator	Supporting Materials
4:08	<p>1. YHDP Update</p> <p>Summary: The Core Team in the YHDP (Youth Homelessness Demonstration Program) is bringing an update to the CoC Board for the upcoming meeting on March 7. They need to vote on whether the Core Team can take temporary place of the CoC Board in making budget-related decisions for YHDP funding.</p> <p>In light of the upcoming Board Meeting, more information was given on this agenda topic, and the EC was accurately prepared for this agenda topic during the March Board Meeting.</p> <p>Decision(s):</p> <p>Next Steps: Kaitie to present this update and vote to the CoC Board during the March meeting</p>	Kaitie Giza	
4:17	<p>2. March Board Meeting Planning</p> <p>Summary: Some general logistics were overviewed during this section of the meeting. The CoC Board Meeting is on March 7th. Slides and the board packet will be distributed on Friday, March 4th.</p> <p>Decision(s):</p> <p>Next Steps: Nicole to distribute the Board packet and the presentation slides on Friday</p>	Nicole Palmerton	
4:22	<p>3. Next Few Meetings</p> <p>Summary: Logistics for the next few EC meetings were discussed due to the upcoming change in leadership to be voted upon in the</p>	Amy Brown	

	<p>March 7th Board Meeting. As Celia transitions to the position of CoC Board Chairperson, specifics were discussed to ease her transition.</p> <p>Decision(s):</p> <p>Next Steps: Nicole to set up a recurring calendar invite</p>		
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Executive Committee

MARCH 9, 2022 | 4-5PM |

MINUTES

Attendance

Attendees: Celia Thomas, Amy Brown, Paige Beasley, Gerald Curley, Terra Linzner, Candace Morgan, ReGina Hentz, Donna Price

Time	Agenda Item & Notes	Presenter/ Facilitator	Supporting Materials
4:01	1. Welcome to New EC Members Check-in	Amy	
4:08	2. Debrief of March Board Meeting Summary: The following topics were discussed in relation to the recent March Board Meeting: <ul style="list-style-type: none">• What went well/what do we need to change?• Next steps for systems grievance meeting?• Board Member Connection to Committee? Decision(s): Next Steps:	All	
4:23	3. VA Transition Summary: Dr. Gerald Curley will be transitioning off the CoC Board after the April Board meeting. We will miss you! Decision(s): Next Steps: Dr. G's replacement is being decided.	Dr. G.	
4:39	4. Public Comment Summary: A discussion about the public comment was held. Recently, the public comment section in the CoC Board Meeting flagged some inequities in how we address people with lived experience and their possible grievances.		

	<p>After conversation, it was decided that the most appropriate place for the public comment section was at the General Membership meetings.</p> <p>Decision(s): public comment sections will be moved to the General Membership meetings</p> <p>Next Steps:</p>		
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Executive Committee

MARCH 16, 2022 | 4-5PM |

MINUTES

Attendance

Attendees: Celia Thomas, Amy Brown, Tamara Gaines, Amy Brown, Paige Beasley, Gerald Curley, Terra Linzner, Candace Morgan, ReGina Hentz, Donna Price, Nicole Palmerton

Time	Agenda Item & Notes	Presenter/ Facilitator	Supporting Materials
4:00 PM	1. Welcome and check-in		
4:10	<p>2. Updates</p> <p>Summary:</p> <p>Board Meeting Restructuring Group: An update on the work happening in the group intended to rethink the structure and equity of CoC Board Meetings was given by Amy Brown. That group decided to move the public comments section to General Membership meeting agendas.</p> <p>A conversation for April's Board Meeting centering around garnering feedback about Board Meetings was noted as an agenda item. Board Meeting norms and values will be discussed.</p> <p>Committee Placement: An update on placing Board Members into CoC Committees was given. A total of 11 Board Members filled out the committee preference form sent out after the March Board Meeting. Committee mapping was identified as a needed task to complete now that some feedback was gathered. Celia plans to work on moving that work forward.</p> <p>Grievance Conversations: Amy is still leading the separate workgroup on Grievances designated to rethink the grievance process and brainstorm on making the process more equitable. It was decided to let Amy continue her involvement on various committees as a regular Board member, instead of an EC member.</p>	<p>Amy Brown</p> <p>Celia Thomas</p> <p>Amy Brown</p>	

	<p>CoC Racial Equity C4: For this C4 Innovations partnership with the Michigan State government in training and improving racial equity within CoCs, ten people from the Detroit CoC are needed to partake in this process. Tamara updated us that the kickoff event was March 24th. More folx are still needed to participate in the initiative.</p> <p>Governance Charter Discussion: Revising and updating the CoC Governance charter was discussed. Some points brought up included:</p> <ul style="list-style-type: none"> • Roles of EC officers • Roles of HAND staff • Specific meeting structures and rules <p>Decision(s): Move public comments to General Membership meeting agendas; discuss Board Meeting structure and norms at the April Board Meeting; Amy allowed to continue her involvement on various committees as a regular Board member, instead of an EC member, in all spaces except the EC; EC will be talking with the larger CoC Board about the Governance Charter reviewing process for 2022</p> <p>Next Steps: Nicole to add/ edit Board Meeting agenda to include discussion on Board Meeting norms and values; Celia to work on committee mapping and have Tamara and Nicole available for extra brain-power</p>	<p>Tamara Gaines</p> <p>Celia Thomas</p>	
<p>4:43 PM</p>	<p>3. EC Meeting Logistics</p> <p>Summary: Members assessed the EC meeting schedule as it was necessary with the recent change in leadership. It was decided to hold meetings less frequently, moving meeting occurrence to the second and fourth Wednesdays of the month, from 4:00-5:00 PM.</p> <p>Weekly meeting occurrence was maintained for the rest of the month of March.</p> <p>Decision(s): To, starting in April, move the occurrence of EC meetings to the second and fourth weeks of each month</p> <p>Next Steps: Nicole to send out calendar invites for EC meetings being held on the second and fourth Wednesday</p>	<p>Celia Thomas</p>	
<p>4:51 PM</p>	<p>4. April BM Planning</p> <p>Summary: Planning for the April Board meeting happened during this section of the meeting. The preliminary agenda was shared and feedback was given.</p> <p>Decision(s):</p> <p>Next Steps: The finalized agenda will be sent out via email from nicole@handetroit.org</p>	<p>Nicole Palmerton</p>	

Executive Committee

MARCH 23, 2022 | 4-5PM |

MINUTES

Attendance

Attendees: Celia Thomas, Tamara Gaines, Kiana Harrison, Gerald Curley, Candace Morgan, ReGina Hentz, Donna Price, Nicole Palmerton

Time	Agenda Item& Notes	Presenter/ Facilitator	Supporting Materials
4:01	<p>1. Updates</p> <p>Committee Placement</p> <p>Summary: An update on placing Board Members into CoC Committees was given. A total of 11 Board Members filled out the committee preference form sent out after the March Board Meeting. Committee mapping was identified as a needed task to complete now that some feedback was gathered. Celia plans to work on moving that work forward.</p> <p>Decision(s): No decisions were made</p> <p>Next Steps: Celia to work on committee mapping and have Tamara and Nicole available for extra brain-power</p>	Celia Thomas	
4:10	<p>2. Change to a CoC-Funded Agency Project</p> <p>Summary: Amanda Sternberg, from HAND, spoke about a CoC-funded agency making a significant change to one of their projects. Although the project was voted upon and approved by the CoC Board, this service provider wants to change their grant, how the project is funded, and how certain program structures look like. The EC's opinion on allowing this change was sought.</p> <p>Questions were asked, and it was requested to bring some questions back to the service provider to gather more information. The main request was to find out how the current and future tenants of the program would be affected.</p>	Amanda Sternberg	

	<p>Decision(s): To push this decision-making to a later meeting while gathering more information from the service-provider</p> <p>Next Steps: Amanda to take questions back to service-provider and EC to vote on this matter on a later date</p>		
4:35	<p>3. April BM Planning</p> <p>Summary: Planning for the April Board meeting happened during this section of the meeting. The current meeting agenda was shared. It was announced that topics were still needed to fill up the agenda, and a topic on System Performance Measure Analysis was added.</p> <p>Decision(s): Agenda items for Racial Equity C4 Initiative and SPM were added</p> <p>Next Steps: The finalized agenda will be sent out via email from nicole@handetroit.org; Nicole to check in with Terra to see if there's anything the city wants to report out on</p>	Nicole Palmerton	

Executive Committee

MARCH 30, 2022 | 4-5PM |

MINUTES

Attendance

Attendees: Candace Morgan, Tamara Gaines, Dr. Gerald Curley, Kiana Harrison, Terra Linzner, ReGina Hentz, Donna Price, Nicole Palmerton

Time	Agenda Item & Notes	Presenter/ Facilitator	Supporting Materials
4:00	<p>1. Updates</p> <p>Summary: In the absence of Celia Thomas, Candace Morgan led the meeting.</p> <p>Committee Recruitment: Celia to reach out to Tamara and Nicole about committee recruitment.</p> <p>Detroit Advisor's Group and CoC Board Meeting Dates: At the last Detroit Advisor's Group meeting, dates to have the meetings with the CoC Board were set. The group decided to have one meeting on June 2nd and the other meeting on December 1st. It is encouraged that board members attend both meetings.</p> <p>Sharyn Johnson's Passing: Sharyn Johnson, an employee at the Coalition on Temporary Shelter, recently passed away. It was decided to include a moment of silence during the April Board Meeting to commemorate her and her contributions to the homeless service system.</p> <p>This moment of silence was added to the April Board Meeting agenda under announcements.</p> <p>EC Elections: To fill the empty Vice Chairperson position in the EC, voting will occur in April. Candace has expressed her interest in being the Vice Chairperson, which means there might be another election for a new secretary.</p> <p>Board Member Transitions: Newly elected Board Member Deb Drennan is retiring and therefore, a Homeless Service Provider seat will be open. Deb has already removed herself from the CoC Board. Discussions were had on the logistics of filling her place on the Board, and the topic was slated for further discussion during the next meeting.</p>	Candace Morgan	

	<p>Grievance Subcommittee: After the March Board Meeting, a separate group of folx dedicated to re-examining the grievance process and changing it to become more equitable was convened. Amy Brown is working on creating a list of solutions to common grievance review issues and will contact those interested in the initiative.</p> <p>Decision(s): Detroit Advisor's Group will be meeting with the CoC Board on June 2nd and on December 1st; added an agenda item for Sharyn Johnson; table the discussion on Deb's replacement to the next board meeting when there will be more information given</p> <p>Next Steps: Celia to reach out to Tamara and Nicole about committee recruitment;</p>		
4:23	<p>April Board Meeting Planning Summary: Logistics and agenda items were discussed regarding the upcoming April 4th Board meeting.</p> <p>Decision(s):</p> <p>Next Steps: Nicole to send out board packet and presentation slides by the Friday before the meeting</p>	Nicole Palmerton	

ATTACHMENT FIVE

ATTACHMENT SIX

2022 CoC Committee Calendar

Assignments are tentative and will populate on a rolling basis

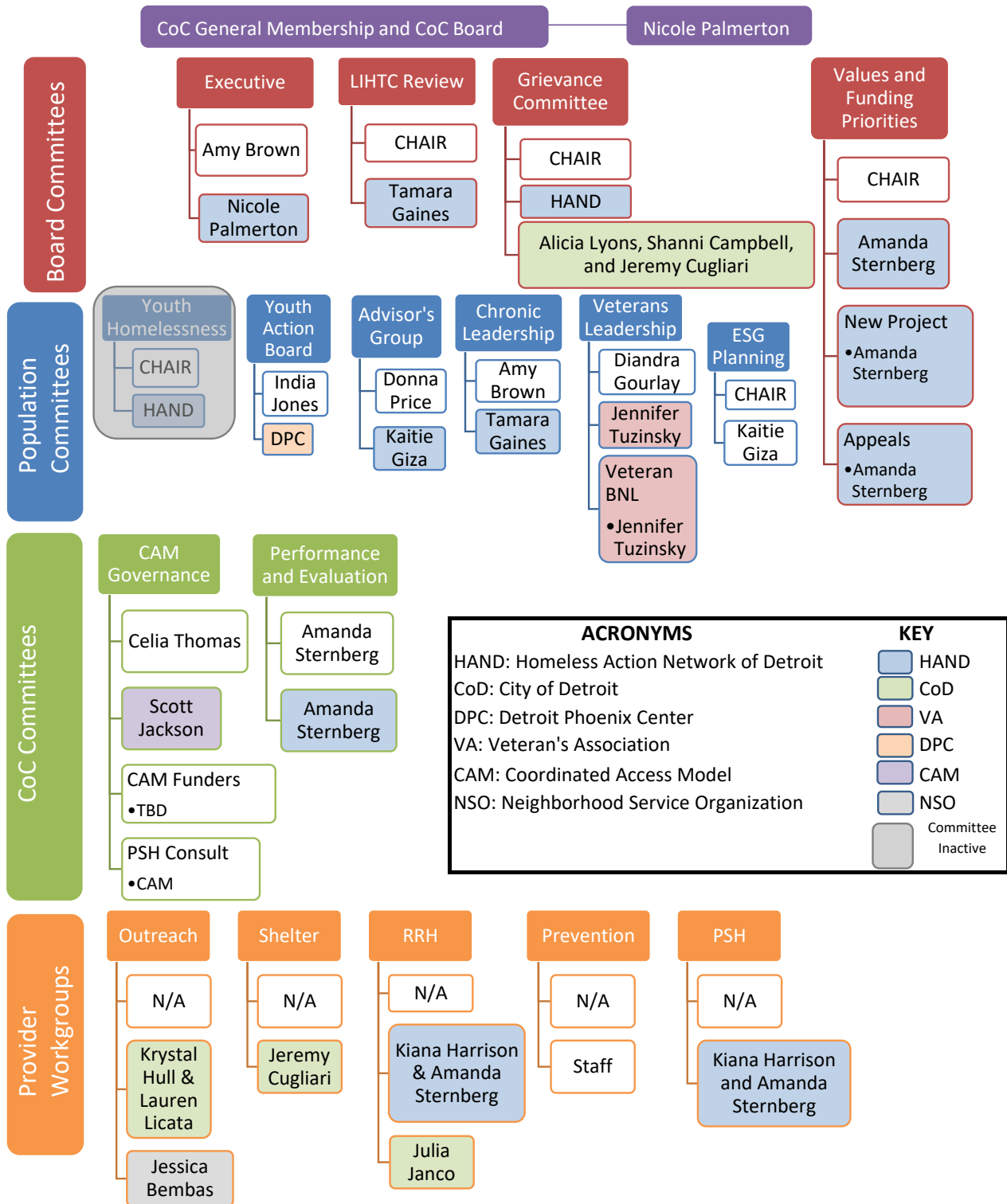
CM	AGENDA TOPIC	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.	Nov.	Dec.
		10th	7th	7th	4th	2nd	6th	11th	1st	12th	3rd	7th	5th
EC	General Announcements	EC	EC	EC	EC	EC	EC	EC	EC	EC	EC	EC	EC
DAG	Elections			AG									
GRC	Grievance Uptick		GRC	GRC	GRC								
LIHTC													
VFPC	CoC Competition		VFP									VFPC	
CYH	YHDP					CYH		CYH					
YAB	YHDP					YAB		YAB					
CL													
VL													
CGC													
PEC	CoC Competition												
ESG											PEC		
SW													
RRHW													
PSHW													
OW													
PW													
2020-2021				VL	ESG CV	VFP	CYH		CAM G	PE	GRC	LIHTC, VFP	GRC

ACRONYMS	
CM	Committee
EC	Executive
DAG	Advisor's Group
GRC	Grievance Review
LIHTC	Low Income Housing Tax Credit
VFPC	Values and Funding Priorities
CYH	Committee on Youth Homelessness
YAB	Youth Action Board
CL	Chronic Leadership
VL	Veteran's Leadership
CGC	CAM Governance
PEC	Performance and Evaluation
ESG	ESG Planning
SW	Shelter Workgroup
RRHW	RRH Workgroup
PSHW	PSH Workgroup
OW	Outreach Workgroup
PW	Prevention Workgroup

CM	MEETING SCHEDULE	FIRST 2022 MEETING DATE	CONTACT PERSON
EC	Wednesday weekly, 4:00-5:00 PM	1/5/3033	Nicole Palmerton
DAG	<i>Contact committee staff for more information</i>		Kaitie Giza
GRC	<i>Monthly, times and dates vary</i>	1/11/2022	Jeremy Cugliari
LIHTC	<i>Ad hoc, based upon Credit Applications</i>		Tamara Gaines
VFPC	Second Thursday every month, 2-3:30 PM	1/13/2022	Amanda Sternberg
CYH	<i>Temporarily suspended activities</i>	N/A	HAND
YAB	<i>Contact committee staff for more information</i>		Courtney Smith
CL	Second Friday every month, 10:30 AM-12:00 PM	1/14/2022	Amy Brown
VL	Thursdays, every other week, 12:00 PM- 1:00 PM	1/13/2022	Jennifer Tuzinsky
CGC	First Wednesday every month, 9-10:30 AM	1/5/2022	Scott Jackson
PEC	Fourth Tuesday every other month, 9-10:30 AM	2/22/2022	Amanda Sternberg
ESG	Monday weekly, 1:00-2:00 PM	1/10/2022	Kaitie Giza

ATTACHMENT SEVEN

CoC Committee and Workgroup Staffing



ATTACHMENT EIGHT

Values & Funding Priorities Committee Member Vote & Request for Additional Board Member Participation

April 4, 2022

- ***Ask of the board: Vote to approve Joy Flood's and Tasha Gray's continued participation on the Values & Funding Priorities Committee as non-CoC Board Members (vote)***
- ***Ask of the board: Participation in Values and Funding on an ad-hoc/interim basis.***

Committee Revisioning

The VFP and ESG Planning committees are currently having "revisioning" discussions about the VFP, as these two committees have similar purposes and composition, and in recognition of the desire to expand the role and membership of VFP.

More details will be presented to the CoC board to vote on later this spring.

Current VFP Composition and Membership

Per the CoC governance charter the Values and Funding Priorities Committee (VFP) is currently a CoC Board committee, meaning the committee members must be CoC Board members unless otherwise approved by the CoC Board.

Joy Flood (formerly with the Detroit Housing Commission) has been a member of the VFP since March 2019. Joy is no longer a CoC board member, but she has indicated an interest in continuing to participate on the VFP. If approved, Joy would serve on the committee until the end of the FY2022 competition, or until the new committee is seated.

Tasha Gray is also no longer a CoC Board member, as Tamara Gaines has been appointed to the board as the CoC Lead Agency representative. However, Tasha is still interested in being a part of this committee. If approved, Tasha would serve on the committee until the end of the FY2022 competition, or until the new committee is seated.

The CoC board is asked to vote to approve Joy and Tasha's continued participation on the VFP as non-CoC board members.

Recruitment of Board Members to Sit on Committee on Ad-Hoc/Interim Basis

In May, the CoC board will be asked to vote to approve the revised VFP committee structure. If approved, throughout May to July next steps will be taken to fill the seats identified in that revised structure.

In the meantime, between April and through either the end of the FY2022 CoC competition or until the revised committee is seated, there is a current need for additional board members to sit on this committee to develop recommended policies and actions related to the FY2022 CoC competition (recall that until the board votes to approve the revised structure, this remains a board committee).

Current board members are invited to participate on the current Values and Funding Priorities committee for from April to either the end of the FY2022 CoC competition (est September) or until the revised committee is seated (est July). Board members that participate now may also be given the opportunity to serve on the "CoC subcommittee" that will be established off the revised Values and Funding Priorities Committee.

The immediate time committee for the current Values and Funding Committee members is approximately 1 to 2 meetings a month (approx. 1 ½ - 2 hours each) with materials to review in between meetings.

CoC Board members interested in participating on an ad-hoc/interim basis are asked to contact Amanda Sternberg at amanda@handetroit.org.

ATTACHMENT NINE

FY2021 Continuum of Care Awards

April 4, 2022

On March 14, 2022, the Detroit CoC was awarded \$30.5 million in CoC funding in the FY2021 Continuum of Care competition. A full list of projects awarded funding is available [here](#). Projects were ranked according to our project prioritization ranking policies. An overview and analysis of these awards is provided here.

Total FY2021 Projects Funded: Renewal and New

Project Type	Renewal		New		Total	
	Funding	Units/Beds	Funding	Units	Funding	Units/Beds
PSH	\$21,277,401	1,583	\$1,181,452 <i>(CoC Bonus)</i>	23 <i>(new)</i> 76 <i>(existing units newly supported)</i>	\$22,458,853	1,682
RRH	\$3,609,932	207	\$327,227 <i>(DV Bonus)</i>	15	\$3,937,159	222
TH	\$362,392	16	---	---	\$362,392	16
TH-RRH	\$156,626	TBD	\$565,704 <i>(DV Bonus)</i>	5 TH beds/ 15 RRH units	\$722,330	5 TH beds/ 15 RRH units + TBD
CE-SSO	\$1,806,879	---	---	---	\$1,806,879	---
HMIS	\$390,233	---	---	---	\$390,233	---
CoC Planning	---	---	\$912,535	---	\$912,535	---
TOTAL	\$27,603,463		\$2,986,918		\$30,590,381	

New FY2021 Project Funding

- Excluding the CoC Planning grant, the CoC was awarded five new projects, as follows:
 - **CoC Bonus**
 - Wayne Metro Community Action Agency (\$429,245): Project will fund 23 new units of PSH, to come on-line late 2022.
 - NSO Clay Apartments (\$530,359): Project will provide supportive services and operations support to the Clay Apartments, a 42-unit PSH building that opened in 2020.
 - Ruth Ellis Center Clairmont PSH (\$221,848): Project will provide supportive services to support the Clairmont PSH project, a building with 34 units of PSH that will begin leasing up spring 2022.
 - ★ The CoC board’s decision to prioritize \$1 million in new CoC Bonus funding in Tier 1 has led to **23 new units of PSH** and to **enhancing supportive services in PSH projects**. These efforts will support the CoC’s goal to end chronic homelessness.
 - **DV Bonus**
 - Alternatives for Girls (\$565,704): Project will provide 15 units of RRH and 5 beds of TH for persons fleeing domestic violence.
 - ACCESS (\$327,227): Project will provide 15 units of RRH for persons fleeing domestic violence.
 - ★ These two new projects will increase our capacity to serve persons fleeing domestic violence.
- New Providers: **Ruth Ellis Center** and **ACCESS** have received CoC funding for the first time, furthering a goal of expanding our portfolio of CoC providers.

- The CoC Planning grant was funded at **\$912,535**, the maximum amount of CoC Planning funding available, and an 8% increase over the current CoC Planning grant. This increased amount will provide additional infrastructure for the CoC Lead agency to implement the CoC’s goals and strategies. (Note: CoC Planning funds cannot be used to fund housing/services but may only be used for CoC infrastructure).

Projects Not Selected for Funding

While all projects placed into Tier 1 were funded, the following projects placed into Tier 2 were not selected by HUD.

Agency/Project	Project Type	Amount Not Awarded	Number of Beds/Units
RENEWALS			
NLSM/Project First Step	TH-RRH	\$777,768	TBD
Freedom House/Freedom Lives	TH	\$390,841	52 beds
<i>Total Renewal Funding Not Awarded</i>		<i>\$1,168,609</i>	
NEW			
Ruth Ellis Center/RRH	RRH	\$352,282 <i>(CoC Bonus)</i>	New: 20 units
Freedom House/Freedom Lives	TH-RRH	\$611,921 <i>(DV Bonus)</i>	New: 15 units RRH/4 beds TH (for DV)
<i>Total New Funding Not Awarded</i>		<i>\$964,203</i>	
TOTAL TIER 2 PROJECTS NOT AWARDED		\$2,132,812	

Renewal Projects Not Awarded

The two renewal projects in Tier 2 that lost funding are as follows:

- **Neighborhood Legal Services Michigan TH-RRH project:**
 - This is a domestic violence project that was first funded with DV bonus money in the FY2019 competition.
 - Due to how HUD funded the AFG DV bonus project that had been in Tier 1, the NLSM project ended up straddling the Tier 1/Tier 2 funding lines. HUD funded only the Tier 1 portion, at \$156,626.
 - This project was renewed at only 17% of it’s renewal budget. It’s one-year renewal budget was \$934,394.
 - This project has full funding through the end of its current grant term, 12/31/2022.
 - It is not clear at this point how this project will need to be scaled back. Conversations are being had with NLSM to plan for this.
- **Freedom House:**
 - Freedom House’s renewal TH project was not selected by HUD for funding.
 - This project provides 52 beds of TH for persons seeking asylum.
 - The project’s current grant (at full funding) ends 3/31/2022.
 - Freedom House is currently planning for continued funding for this project, and HAND will continue in conversation with Freedom House to plan for next steps for this project.

New Projects Not Awarded

The two new projects placed at the bottom of Tier 2 would have been funded with two different sources of new funding: CoC Bonus and the Domestic Violence Bonus.

Historical Tier 2 Losses

The extent to which Tier 2 projects are funded depends upon the score received on the CoC application. The table below shows the amount and type of Tier 2 projects the CoC has historically not been awarded, as compared to the CoC application score that year.

For the past two competition years, on average the Detroit CoC has not been awarded \$2 million worth of funding Tier 2, with over half that amount being renewal project funding. This will be an important trend for us to consider as we develop project priority ranking policies for the FY2022 competition.

	Tier 2 Projects Not Funded			Percentage of Points Earned on CoC Application
	Renewals	New	Total	
FY2016	\$1,150,016	---	\$1,150,016	75%
FY2017	\$1,370,772	---	\$1,370,772	80%
FY2018	---	\$1,105,729	\$1,105,729	92%
FY2019	\$1,492,325	\$899,827	\$2,392,152	72%
FY2021	\$1,168,609	\$964,203	\$2,132,812	TBD

CoC Application Score

It is anticipated the Detroit CoC application score will be provided by May. Once received, further analysis will be completed to better understand how the CoC lost points and where opportunities for improvement are needed. Absent this score, it is difficult to speculate on how the CoC application scored and how that score impacted our ability to receive more Tier 2 funding.

Next Steps

At a future board meeting, additional debriefing will be provided on the CoC competition, and recommended action steps. These recommended action steps will help us not only better serve people experiencing homelessness but may also improve our score in the CoC competition and thereby improve our ability to get additional funding. This debrief was included in the March board packet, and board members are encouraged to review it. This document may be accessed [here](#).

Project Type Acronyms			
PSH	Permanent Supportive Housing	TH-RRH	Transitional Housing-Rapid Rehousing Joint Component
RRH	Rapid Rehousing	CE-SSO	Coordinated Entry Supportive Services Only
TH	Transitional Housing	HMIS	Homeless Management Information System
CoC Planning	CoC Planning		

ATTACHMENT TEN

FY2021 System Performance Measures – Informational Purposes – CoC Board

The FY2021 System Performance Measures (SPM) were due and submitted to HUD on February 28, 2022. This document is for the CoC board to review for informational purposes only.

Background: The System Performance Measures (SPMs) provide CoCs with a look at their overall system functioning.

The SPM report is a summary and year-to-year comparison of system wide counts, averages, and medians related to seven areas of performance. (*Measure 6: Placements and Returns for People Identified as Homeless under Category 3 - At this time, no CoCs are approved to serve people homeless under Category 3 in CoC-funded project. Therefore, this metric is not reported making it 6 areas of performance*).

SPMs fiscal year (FY) falls between October 1 – September 30 of the previous year that the report is submitted. For example, the most current FY is 10.1.2020-9.30.2021 and the submission was due in February of 2022.

- To prepare for submission the Detroit CoC Homeless Management Information System (HMIS) Lead work with providers to prepare for annual reporting requirements
- **CoC Program Recipients** are encouraged to respond to any data quality-related requests from their HMIS Lead agencies and continue to monitor their projects' data quality

HUD places particular emphasis on **three** of the measures: length of time persons remains homeless (**Measure 1**), returns to homelessness (**Measure 2**), and successful placement in and retention of housing (**Measure 7**). These measures evaluate a homeless assistance system's performance on the most effective practices currently known and assess results of HUD investments.

Please note that the Detroit CoC strives for improvement of **All** metrics and many metrics are used for planning purposes and the local CoC Competition.

FY2021 System Performance Measures At-A-Glance

- With trend data from the FY2019 revised data
- Goal indicates what Continuums should work towards (↓ = element should be lower than the previous year while ↑ = element should increase from previous year)
- A **cell shaded green** in the "change" column denotes improved performance from prior year; a **cell shaded red** denotes declining performance
- -- indicates no change from previous submission
- **Yellow cells** are measures historically scored in the CoC competition.

Detroit CoC System Performance Measures FY19-FY21

METRIC 1 ~ Length of Time Persons Remain Homeless

This measures the number of clients active in the report date range across ES, and SH (Metric 1.1) and then ES, SH, and TH (Metric 1.2) along with their average and median length of time homeless.

This includes time homeless **during** the report date range (10.1.20-9.30.21) as well as **prior** to the report start date, going back no further than October 1, 2012.

Metric 1A ~ This measure is of the client's entry, exit, and bed night dates strictly as entered in the HMIS system

	FY19R	FY20	FY21	Goal	Change FY19R to FY20	Change FY20 to FY21
Average LOS ES & Safe Haven	71	75	94	↓	+4	+19
Median LOS ES & Safe Haven	49	44	55	↓	-5	+11
Average LOS ES & Safe Haven & TH	105	114	125	↓	+9	+11
Median LOS ES & Safe Haven & TH	68	64	72	↓	-4	+8

METRIC 1B ~

This measure includes data from each client's Living Situation response (Approximate Date Homeless) as well as time spent in permanent housing projects between Project Start and Housing Move-In.

This information is added to the client's entry date, effectively extending the client's entry date backward in time. This "adjusted entry date" is then used in the calculations just as if it were the client's actual entry date.

	FY19R	FY20	FY21	Goal	Change FY19R to FY20	Change FY20 to FY21
Average LOS ES, Safe Haven, and PH	530	483	418	↓	-47	-65
Median LOS ES, Safe Haven, and PH	178	163	171	↓	-15	+8
Average LOS ES, Safe Haven, TH, and PH	540	495	428	↓	-45	-67

Median LOS ES, Safe Haven, TH, and PH	193	195	193	↓	+2	-2
---------------------------------------	-----	-----	-----	---	----	----

METRIC 2 ~ The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness

This measures clients who exited SO, ES, TH, SH or PH to a permanent housing destination in the date range two years prior to the report date range. Of those clients, the measure reports on how many of them returned to homelessness as indicated in the HMIS for up to two years after their initial exit.

	FY19 R	FY20	FY21	Goal	Change FY19R to FY20	Change FY20 to FY21
Return to Homelessness <6 months	11%	--	--	↓	--	--
Return to Homelessness in 6 - 12 months	4%	5%	--	↓	+1%	--
Return to Homelessness in 13 - 24 months	5%	6%	4%	↓	+1%	-2%
Cumulative Percent Return with 2 years	20%	21%	20%	↓	+1%	-1%

Measure #3 ~ Number of Homeless Persons (Changes in Homeless Counts)

This measures the change in PIT counts of sheltered and unsheltered homeless people as reported on the PIT (not from HMIS).

The system shows 2021 unsheltered data and totals for CoCs that conducted full or partial unsheltered counts in 2021.

Please note that for FY21 the CoC received a waiver from HUD for PIT Unsheltered Count therefore no Unsheltered Count was conducted. This year both the Unsheltered PIT Count and Total PIT Count were left blank if CoC's did not conduct an Unsheltered PIT. Historically the previous PIT number was reflected in the official report.

(The Detroit CoC continues to carry over the previous unsheltered PIT for informational purposes only).

Annual Counts show the change in annual counts of sheltered (ES, SH, TH) homeless persons (data from HMIS).

	FY19 R	FY20	FY21	Goal	Change FY19R to FY20	Change FY20 to FY21
Total PIT Count	1965	1589	1379	↓	-376	-210
Total Sheltered PIT	1879	1503	1293	↓	-376	-210
Total unsheltered PIT Count	86	--	--	↓	--	--

Total Unduplicated Annual Count	7378	5929	4259	↓	-1449	-1670
Annual ES Total	6387	5284	3879	↓	-1103	-1405
Annual Safe Haven total	72	55	43	↓	-17	-12
Annual TH total	1292	957	613	↓	-335	-344

METRIC 4 ~ Employment and Income Growth for Homeless Persons in CoC Program-funded Projects

This measure is divided into six tables capturing employment and non-employment income changes for system leavers and stayers.

The project types (RRH, PSH, and TH) reported in these metrics are the same for each metric, but the type of income and universe of clients differs.

In addition, the projects reported within these tables are limited to CoC-funded projects.

	FY19R	FY20	FY21	Goal	Change FY19R to FY20	Change FY20 to FY21
Stayers Increasing Earned Income	6%	7%	5%	↑	+1%	-2%
Stayers Increasing Non-Employment Income	28%	--	--	↑	--	--
Stayers Increasing Any Income	31%	32%	31%	↑	+1%	-1%
Leavers Increasing Earned Income	15%	12%	8%	↑	-3%	-4%
Leavers Increasing Non-Employment Income	27%	31%	30%	↑	+4%	-1%
Leavers Increasing Any Income	37%	41%	37%	↑	+4%	-4%

METRIC 5 ~ Number of Persons who Become Homeless for the First Time

This measures the number of people entering the homeless system through ES, SH, or TH (Metric 5.1)

ES, SH, TH, or PH (Metric 5.2) and determines whether they have any prior enrollments in the HMIS over the past two years.

Those with no prior enrollments are considered to be experiencing homelessness for the first time.

	FY19R	FY20	FY21	Goal	Change FY19R to FY20	Change FY20 to FY21

First Time Homeless in ES-SH-TH	4806	3402	2451	↓	-1404	-951
First Time Homeless in ES-SH-TH-PH	5400	3673	2894	↓	-1727	-779
METRIC 7 ~ Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing ~						
This measures positive movement out of the homeless system and is divided into three tables: movement off the streets from Street Outreach (Metric 7a.1); Movement into permanent housing situations from ES, SH, TH, and RRH (Metric 7b.1); and Retention or exits to permanent housing situations from PH (other than PH-RRH).						
	FY19 R	FY20	FY21	Goal	Change FY19R to FY20	Change FY20 to FY21
Exiting St Outreach to Positive Destination	25%	52%	80%	↑	+27%	+28%
Exiting ES, TH, RRH, or SH to Perm. Dest.	47%	--	52%	↑	--	+5%
Remaining in, or exiting to other PH Housing	99%	--	--	↑	--	--

Possible Impacts on Metrics 1, 2 and 7

Metric 1: Impacts on LOS have been increasing due to COVID-19, and longer waits for work authorization process for asylum seekers. Programs have decreased beds due to COVID-19 and 90-day stay lifts have been put in place by local funders, allowing clients to stay in programs longer. Please note that Metric 1b specifically considers clients' Approximate Start Date to calculate LOS.

Metric 2: Impacts on Returns to Homelessness include the effects of COVID-19, Eviction Moratorium, Evictions, data quality cleanup.

Metric 7: Impacts on Successful Placement from Street Outreach (SO) positive increase include data quality cleanup efforts, increased funding for more SO programs and SO workers successfully placing in positive destinations (+destinations for SO and other project types can be found [here](#) on page 35.)

Questions: Please contact Denise Goshton at denise@handetroit.org