

BoaDetroit Continuum of Care | Board of Directors

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

Board Meeting Agenda | October 3rd, 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 <i>(see acronym list below)</i>	Attachment	Priority Assignments
Housekeeping & Agenda Setting					
2:00 PM 5 mins	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 5 mins	Announcements -Board Elections	Celia Thomas, Chelsea Johnson	EC, HAND	--	
2:10 PM 5 mins	Consent Agenda - September Board Meeting Minutes (Action Item- VOTE)	Celia Thomas	EC	# 1	
Additional Information (No Immediate Action) ¹				# 2 – 3	
Tier 1 Priorities					
2:15 PM 25 mins	Supplemental NOFO Funding Recommendations (Action Item- VOTE)	Amanda Sternberg	HAND	--	T1
2:40 PM 10 mins	CAM Update	Tasha Gray	HAND	--	T1
2:50 PM 20 mins	CoC planning Grant	Tasha Gray	HAND	--	T1
Break (stay on Zoom, please 😊)					
Tier 2 Priorities					
3:10 PM 10 mins	Governance Charter Committee	Nicole Palmerton	HAND	--	T2

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

Tier 3 Priorities					
3:20 PM 30 mins	Update on CSH Quality work with Detroit SH Providers and Discussion	Lindsey Bishop Gilmore	CSH	--	T3
3:50 PM 15 mins	Public Comments				
4:05 PM	END				

Next Meeting: **December 5th, 2022** | 2:00-4:30pm | Webinar (Until In-Person Meeting)

Key Committee Acronyms:

EC – Executive Committee – **Chair:** Celia Thomas | **Vice-Chair:** Candace Morgan | **Secretary:** Eleanor Bradford | **Staff:** Chelsea Johnson
DAG - Detroit Advisor’s Group – **Chair:** Donna Price | **Staff:** Kaitie Giza
GRC - Grievance Review Committee – **Chair:** Vacant | **Staff:** Jeremy Cugliari and Shanni Campbell
LIHTC – Low Income Housing Tax Credit Committee – **Chair:** Vacant | **Staff:** Tamara Gaines
VFPC – Values and Funding Priorities Committee – **Chair:** Amanda Sternberg | **Staff:** Amanda Sternberg
GCRC – Governance Charter Review Committee – Ad hoc | **Staff:** Nicole Palmerton

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
CSH- Corporation for Supportive Housing

Additional Acronyms for Reference:

BNL = By-name List	ESG = Emergency Solutions Grant	HUD = US Department of Housing & Urban Development	RRH = Rapid Re-Housing
CoC = Continuum of Care	ESP = Emergency Shelter Partnership	MI = Michigan	SH = Supportive Housing
CE = Coordinated Entry	FY = Fiscal Year	MSHDA = Michigan State Housing Development Authority	SPDAT = Service Prioritization Decision Assistance Tool
CARES = Coronavirus Aid, Relief, and Economic Security Act	HCV = Housing Choice Voucher	PIT = Point in Time Count	SPM = System Performance Measure
CDBG = Community Development Block Grant	HMIS = Homelessness Management Information System	P&P = Policies and Procedures	TA = Technical Assistance
CH = Chronically Homeless		PSH = Permanent Supportive Housing	TH = Transitional Housing
CY = Calendar Year		RFP = Request for Proposals	QR = Quarterly Report
DV = Domestic Violence			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>	
Ari Rutterberg	Eleanor Bradford	Jennifer Tuzinsky	Princess Brown	
Chioke Mose-Teresford	ReGina Hentz	Candace Morgan	Deana White	
Chris Harthen	Niccala Lee		Greg Fronizer	
Courtney Smith			Amanda Sternberg	
Desiree' Arscott			Nicole Palmerton	
Donna Price			Adam Perry	
Celia Thomas			Amber Umscheid	
Erica George			Denise Goshton	
Kiana Harrison			Benjamin SLighton	
Ray Shipman			Cheryl Dixon	
Paige Beasley			Daniel Carravallah	
Terra Linzner			Deanna Wiltse	
Kaitie Zeiter			Elise Grongstad	
Amy Brown			Eliazbeth Orozco	
Shantae Harris- MIntline			Felicia Burris	
Tamara Gaines			Gloria White	
June White			Jamie Wojahn	
			Jeremy Cugliari	
			Julia Janco	
			Kaitie Giza	
			Noah Kincade	
			Melissa Freel	
			Meosha Zachery	
			Kayleigh Licklitter	
			Paris Wilson	
			Paula Banks	
			Sarah Rennie	
			Viki DeMars	
			Nona Ingram	
			Tasha Gray	
			Sheila Dchepppman	
			Chelsea Johnson	
			Jane Scarlett	

Detroit Continuum of Care | Board of Directors

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

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

Welcome and Introductions:

Celia T. opened the meeting at 2:00 pm with introductions – utilizing the chat box.

Board Announcements

YHDP Update

Summary –

- The YHDP team conducted a strategic plan in May and was approved by HUD; started applying for projects
- The YHDP team was in the process of how they want to utilize the funding for the projects; launched an RFP
- Then they transitioned into the funding review process to select which projects are going to receive funding
 - They will then partner with the projects to ramp up; potential start date is April 2023
- Now they are in the process of working to get the Coordinated Entry System data to collect data on the youth

Consent Agenda

August Board Meeting Minutes

Board Vote

- The floor was opened for questions. None were asked.
- Approval of the August 2022 CoC Board Meeting minutes was motioned by Celia T. and seconded by Donna P. The vote passed.

Vote Topic

- Approval of CoC recommendations was motioned by Sarah R. and seconded by Donna P. The vote passed.

CAM Quarterly Report

Report Highlights

Summary –

- In the second quarter of 2022 (April 2022- June 2022), there were 11,200 combined visits to CAM Access Points and calls to Cam; that's an average of 177 contacts per day. Of these were 1,141 in-person visits and 10,059 calls (April received the most calls).
- CAM staff completed 2,919 total engagements (households who are connected to a referral shelter that were diverted or not diverted and was sent as an overflow to one of the community shelters), an average of 46 engagements per day; 1,141 in person and 1,778 via phone
- About 60% of the households that were assessed were single adults; majority of the households that are usually assessed falls into acuity group 3.
 - CAM referred 332 households to a housing program in Quarter 2
- CAM added 585 households to the Homeless Preference- Housing Choice Voucher waiting list in the 2nd quarter, and 335 households were pulled for a voucher. CAM added 19 households to the Moving Up waiting list in Quarter 2 of 2022 and 18 households were pulled
- To access CAM reports, please visit www.camdetroit.org or contact Paige Beasley @pbeasley@swsol.org

FY2022 CoC Notice of Funding Opportunity (NOFO) Analysis

Summary –

- The NOFO was released on August 1st which is due on September 30th in addition to the Unsheltered Supplemental NOFO
- Every year HUD releases priorities that are reflected in the application questions and the data that HUD evaluates; the more we align with HUD's priorities the more money we will be rewarded.
 - The breakdown for each priority are listed in [the September 2022 Board Packet](#).

Detroit Continuum of Care | Board of Directors

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

- There were changes on various topics from the 2021 NOFO application compared to the 2022 NOFO. Some of those topics included:
 - Collaboration with Public Health
 - This was due because HUD wanted to know how we would respond to COVID-19. Now HUD want to ensure that we have continued collaboration to have policies and procedures in place in case of future pandemics.
 - Leveraging Housing and Healthcare Resources
 - Hud wants to ensure that the projects that are being submitted for funding are affectively leveraging resources for the people who are being served.
 - Increased emphasis on racial equity
 - HUD wants to know any specifics actions that the CoC has in place to address racial equity.
 - Increased emphasis on data- based metrics
 - HUD has made a shift in assigning a greater proportion of the CoC application’s score to data rather than using narrative responses.
- Total amount of funding available to apply for the 2022 NOFO is \$34.6 million
- The projects that are submitted to HUD are ranked based on the CoC’s Annual Renewal Demand.
 - Tier 1 is the amount of funding HUD is essentially guaranteeing to award to the CoC, and therefore projects placed within Tier 1 are highly likely to be selected by HUD for funding. Projects placed into Tier 2 are less likely to be selected by HUD for funding. The extent to which the CoC is awarded projects in Tier 2 depends on the CoC application score.
- Some of the elements from the CoC Application Scoring Criteria has changed since the 2021 application
 - 2021 questions related to COVID response (for which we scored very well) have been replaced by questions on how the CoC is implementing on-going strategies to de-congregate shelters and work with public health to prevent the spread of infectious disease.
 - The points associated with demonstrating coordination with housing and healthcare have moved from being “bonus points” to be a part of the base score. This aligns with HUD’s increasing emphasis on CoC’s being able to demonstrate an ability to leverage other resources.
- The next steps for the local application are:
 - Reviewing and finalizing funding decisions.
 - September 12th: The board will be asked to vote on new project recommendations in the CoC Board meeting
 - September 14th: Executive Committee meeting will be held for non-funded Board members(with Board member invited) to vote on final project ranking list
 - September 30th: All projects will be submitted to HUD
 - Early 2023: HUD funding announcements will be made
- The next steps for the National Application process are:
 - September 12th: the Board will be asked to provide input to draft the CoC application
 - September 20th: CoC membership will be asked to vote to approve the final application; application will be submitted to HUD September 30th.

Vote on CoC New project recommendations

Summary –

- There was an open discussion about the new project recommendations, but only non-funded agencies could vote.
- The recommendations were presented from the review committee on which projects to submit for funding and how to proceed with the next steps.

❖ The approval for the Domestic Violence Bonus Project was motioned by Sarah R. and seconded by Amy B. The vote passed.

Detroit Continuum of Care | Board of Directors

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

- ❖ The approval for the CoC Bonus Projects recommendations was motioned by Sarah R. and seconded by Donna P. The vote passed.
- Next Steps
 - September 13th: Values and Funding Priorities committee meeting (committee version 1.0) will develop the final project priority ranking list (Based on priority ranking policies Board approved in July)
 - September 14th: CoC Executive Committee meeting will be held to vote to approve the final priority ranking list (all CoC Board members invited are encouraged to attend this meeting).
 - September 15th: All project applicants will be informed if the projects are accepted or rejected and their placement on the ranking list.

CoC Board input on the draft for the regular CoC Application

Summary-

- HAND are currently developing responses to questions in the CoC Application.
- The CoC Application questions are a mixture of describing how things are, what our community has done, and will do within our community and system.
- The input that was gathered in the breakout rooms will help craft responses to questions in the applications. There were 2 rounds of breakout rooms which participants self-selected which rooms they wanted to go in according to the topics.
- The CoC General Membership will be asked to approve the application on the regular scheduled meeting on September 20th.
- Following the application submission, a debrief will be provided to the CoC Board about how the process went and the potential areas for improvement.

Values & Funding 2.0 - Request for Board Rep

Summary-

- This CoC committee will operationalize the CoC vision by strategizing on how to utilize existing funding resources that align with CoC values and priorities, and identify funding gaps and potential resources to meet those needs
- This committee will partner closely with provider workgroups, engage private funders, and engage key partners (i.e., Detroit Housing Committee, Detroit Wayne integrated Health, etc.)
- Ideally, this committee would meet two times a month and create additional subcommittees.

Public Comments

The rules and suggestions of the public comments section, reintroduced from the November Board Meeting, were overviewed. The rules/ suggestions were explained:

- Public comments will happen at the end of the meeting
- Public comment will limit presentations to three minutes per person
- Public comment is for the Board to learn about what's going on in the community. The Board may not be able to respond or resolve an issue.
- If a commentor wants to discuss their issue further, they can move into a breakout room with facilitators from HAND, the CoD, CAM, and
- other system partners
- Using abusive language and attacking other members at the board meeting is prohibited

- The floor was opened for public comments. No questions were asked.

Celia T. closed the meeting at 4:30pm. The next CoC Board meeting will be on Monday, October 3rd, 2022 from 2 – 4:30pm. Location will continue to be virtual.

ATTACHMENT TWO

ATTACHMENT THREE

(Special) Executive Committee AGENDA

Sept. 7, 2022, | 4-5:00 PM

Time	Agenda Item	Presenter/ Facilitator	Supporting Materials
4:00-4:10pm	Welcome <ul style="list-style-type: none">This was special EC meeting that all board members were encouraged to attend. In Celia Thomas's absence, Candace Morgan led this meeting.	Candace	
4:10-4:40pm (30 mins)	CoC Board (non-CoC-funded providers) to vote on recommendations made by the Appeals Committee. <ul style="list-style-type: none">This meeting was conducted because the CoC Board (non-CoC-funded providers) are asked to vote to approve or not approve recommendations made by the Appeals Committee. The decisions made on these recommendations will impact whether two of the CoC's renewal project applications are submitted to HUD for renewal funding this year. The vote passed.	Amanda	
4:40-5:00pm	Reconnecting with the Hospital systems <ul style="list-style-type: none">There was a brainstorm about how to handle hospitals when they discharge clients with no resources. Also, how to coordinate with agencies to figure out if there need to be grievances filed to advocate for those individuals.	All	

Executive Committee AGENDA

Sept. 14, 2022, | 4-5:00 PM

Time	Agenda Item	Presenter/ Facilitator	Supporting Materials
4:00-4:10pm (10 mins)	Welcome <ul style="list-style-type: none">Celia Thomas opened the meeting and asked if anyone any updates or comments on the September Board meeting. None was mentioned.	Celia	
4:10-4:30pm (20 mins)	CoC Board (non-CoC-funded providers) to vote on HAND NOFO recommendations. <ul style="list-style-type: none">At this meeting, the board (non-funded providers) was asked to vote on the final project priority ranking list. This is the ranked order in which the CoC will be submitting projects to HUD for funding. The vote passed. Sept. 12th Board meeting agenda debrief <ul style="list-style-type: none">There was a discussion on how we should address public comments. It was suggested that a form should be created that will have a summary of public comments to properly address their concerns.	Amanda	
4:30-5:00pm (30 mins)	Cam <ul style="list-style-type: none">The SWSU is relinquishing their contract with CAM within a year. There was a lengthy conversation on what the next steps will be for CAM.	All	

Executive Committee AGENDA
Sept. 28, 2022, | 4-5:00 PM

4:00- 4:10pm	<p>Welcome</p> <ul style="list-style-type: none"> • Celia Thomas opened the meeting and dived right into the discussion. 	Celia	
4:10- 5:00 pm	<p>CAM/Lead CE changes</p> <ul style="list-style-type: none"> • The conversation about the transition for CAM has continued. There was a brainstorm about what actions need to be taken to support CAM and who will take the lead to address this situation. It was also discussed which agencies we will need to coordinate with to help the transition. HAND staff also had a brainstorming on all the aspects that may be necessary for this process as well. Further decisions about the transition will be made and announced accordingly. 	All	

ATTACHMENT FOUR



To: Detroit CoC Board

From: CSH MI Team

Date: September 26, 2022

RE: CSH updates on Detroit Supportive Housing (SH) Quality Work

CSH has been working in partnership with the Detroit CoC, Supportive Housing (SH) providers, HAND, and the City of Detroit Housing Revitalization Dept (HRD) to advance quality in SH in alignment with [CSH Dimension of Quality](#) standards. This memo serves as an update to the Detroit CoC Board on the work to date and opportunities CSH is elevating based on our observations and discussions with partners.

Background on SH Quality Work:

- 2018 - PSH Written Standards Site Visits with CoC Funded SH Agencies, HAND and CSH partnership
- 2019 - Detroit CoC Funded Providers required to complete [CSH Dimensions of Quality \(DOQ\) Provider Self-Assessment](#)

Current SH Quality Work:

- 2021-2022 - CSH SH Quality Training and Technical Assistance (TA) Initiative
 - Purpose:
 - Aligning SH with quality metrics
 - Strengthen SH program policies and processes
 - Focus on SH tenant outcomes and increase feedback from SH tenants
 - Intentionally centering race equity and justice
 - Participating Providers - Michigan Neighborhood Legal Services, Development Centers Inc., Full Circle Communities Inc., Travelers Aid, Catholic Charities of Southeast MI, Ruth Ellis Center, Neighborhood Service Org, Central CDC/NOAH Project, Community and Home Supports, Southwest Counseling Solutions, Mariners Inn, Coalition of Temporary Shelter, Wayne Metro Community Action Agency, Cass Community Social Services, Alternative for Girls, HAND
 - 2022 Training Topics:
 - SH Quality through a Race Equity Lens
 - Creating Written Service Plans, Building a Service Team & Supportive Service Budgeting
 - Trauma-Informed Approaches & Cultural Humility: Essentials for Providing Services in SH
 - Trauma-Informed Approaches: Creating an Inclusive SH Service Team
 - Supervision & Teambuilding: Creating a Culture of Self-Care within SH Team
 - Harm Reduction in Practice: Developing Policies & Services that Center Tenants
 - Planning for Crisis: SH Assertive Engagement & De-escalation
 - Thriving Tenants: Tracking Outcomes in SH
 - Bringing Tenant Leadership to Life
 - Continuous Quality Improvement: Continue to Learn, Improve, & Evolve Your SH
 - SH Provider Technical Assistance (TA) - CSH has been available to provide individualized TA to providers on SH service budgets, SH staff positions, policy creation, community engagement, SH tenant feedback opportunities, and other topics.
- **Informal SH Provider Leadership Discussions** - In 2022, CSH has started informal discussions with some Detroit SH agency leadership to better understand the challenges that providers are facing and the

support and funding needed to align with quality, create peer sharing and learning opportunities, and build a collective SH advocacy voice. CSH's goal is to grow this to include all SH providers in Detroit and create a similar statewide group.

- **CSH developed recommendations for City of Detroit HRD's Affordable Housing NOFA & Application:**
 - CSH reviewed the current HRD NOFA and Application and made suggestions throughout the document on how to improve the existing process and questions. Additionally, based on extensive knowledge and expertise built into our SH Dimensions of Quality and a review of NOFA/Applications from other cities and states, we've included additional recommendations.
 - All recommendations are centered on how to improve the quality of housing and services created for tenants and ensure that it's based on their needs.
 - CSH highlighted opportunities to align with the Detroit CoC PSH Application.

CSH Observations about SH in Detroit:

- There is a long history of agencies creating SH in Detroit.
- The implementation of Coordinated Entry has led to a population with complex needs moving into SH, but the service philosophy has not evolved to meet the needs of this population.
- SH service funding has not kept up with the service needs of people moving into SH. The Detroit SH system has significant SH service funding gaps which has led to high staff-to-tenants ratios.
- Agencies operating SH are committed, trying to align with Housing First principles, but are stretched. This makes it difficult to expand and create new SH units.
- The Detroit SH system needs to increase coordination and collaboration with the healthcare system while also educating those systems about the needs of the SH population.
- There is not a collective and unified advocacy voice for Detroit SH agencies at the local and state level.
- There are limited opportunities for SH tenants to provide feedback and to engage in system-level work.

Opportunities and Areas to Focus for the CoC to Increase Alignment with SH Quality:

- Increase SH Tenant feedback at the agency and system level
- Build collective advocacy efforts
- Support SH agencies in budgeting for services that align with best practices. Accurate budgets will show the funding necessary to implement to quality standards, such as:
 - Increase administrative fees to align with needs
 - Decrease staff to SH tenant ratios
 - Prioritize staff development and growth opportunities
 - Decrease supervisor-to-staff ratios
 - Paying people in alignment with their expertise
- Maximizing Medicaid
- Streamline renewal and new CoC grant applications and support/encourage SH providers to consolidate grants
- Strengthen coordination between HRD and HAND around SH prioritizes, funding, and expectations