

BoaDetroit Continuum of Care | Board of Directors

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

Board Meeting Agenda | November 7th, 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	Candace Morgan	EC	--	Priority Code: T1- must discuss; T2- can discuss in email; T3- can move to future meeting
2:05 PM 10 mins	Announcements - Board Elections - YHDP	Candace Morgan Chelsea Johnson Kaitie Giza	EC, HAND	--	
2:15 PM 5 mins	Consent Agenda - October Board Meeting Minutes (Action Item- VOTE)	Candace Morgan	HAND	# 1	
Additional Information (No Immediate Action) ¹				# 2 – 3	
Tier 1 Priorities					
2:20 PM 5 mins	Strategic Plan Consultant	Terra Linzner	CoD	Tier 1	
2:25 PM 20 mins	CAM Transition Update	Tasha Gray	HAND	Tier 1	
2:45 PM 20 mins	Breakout Rooms				
Board Culture					
3:05 PM 15 mins	Public Comments	Amy Brown	CoC	--	

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

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

CoC = Continuum of Care

CE = Coordinated Entry

CARES = Coronavirus Aid, Relief, and Economic Security Act

CDBG = Community Development Block Grant

CH = Chronically Homeless

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 THREE

Detroit Continuum of Care | Board of Directors

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

October 6th, 2022 Continuum of Care Board Meeting

(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.

Executive Committee Report & Announcements

Board Elections

Summary

- Board Elections are opened for the year of 2023.
- The CoC Board has 4 vacant seats available for the election.
 - We have 2 seat available for member at large, 1 for community advocate and 2 for homeless service provider.
- You can nominate people who you think will be a good candidate as well. The nominations are due by October 11th, 2022. However, you can directly apply by clicking here, [CoC Board Application](#). There, you will also find all the details on how to apply and maintain your membership.
- The final applications are due November 4th and following that, each nominee will be asked to prepare a 2-5 minute “Campaign Speech” to introduce themselves to the CoC General Membership on November 15th, 2022.
- We will then announce the elected members on November 18th and at the beginning of 2023, the board orientations series will begin
- If you are currently a board member who are unsure of their member status, then you can contact, Chelsea Johnson chelsea@handetroit.org

Consent Agenda

September Board Meeting Minutes

Board Vote

- The floor was opened for questions. None were asked.
- Approval of the September 2022 CoC Board Meeting minutes was motioned by Amy B. and seconded by Eleanor B. The vote passed.

Vote Topic

- Approval of NOFO Funding Recommendations was motioned by Sarah R. and seconded by Donna P. The vote passed.

Supplemental NOFO Funding Recommendations

Subtopic

Summary –

- Application for funding under the Supplemental NOFO (SNOFO) have been accepted and reviewed. HAND will be presenting recommendations from the review committee on which projects to submit for funding.
- The amount of funding available from the SNOFO application is a little over \$33 million which is supposed to be dispersed over 3 years.
 - The sum of projects recommended for funding is \$14.9 million
 - The sum of projects not recommended for funding (did not pass the scoring threshold) is a little over \$2.2 million
- In the past few weeks, HAND, CoD, and individuals from the Detroit Advisory group created a guideline called Ranking Priorities to present to HUD on how each project will be prioritized and submitted for funding.

CAM Update

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Summary –

- Southwest Counseling Solutions will no longer be providing the CAM services in 2023
- Currently are mapping out the road for the transition for CAM
- Considering putting certain projects on hold to focus on the transition for Cam
- Currently seeking out a consultant if there are sufficient funds available
- Will develop a transition team that will also collaborate with the EC to gather resources
- A Request for Proposal must be developed to identify a new service provider for CAM

CoC Planning Grant

Summary –

- HAND is the leading collaborative applicant for the CoC Planning Grant; this grant provides the funding to support activities that are within the CoC, General Membership, etc.
 - HAND must apply for this grant every year.
- HUD announced that there is an increase for the planning grant that will be used for additional resources to help support the CoC.
- The CoC Planning Grant will fund more staffing to support the leadership for committees and systems coordination.
- There are six activities that HAND is eligible to apply for which includes
 - Coordination (i.e., coordination with PHA's, mainstream resources),
 - Services area (i.e., determining the geographic area the CoC will serve which is already
 - CoC System (i.e., CoC Board, committees)
- HAND administered a survey to determine which staffing functions for the CoC should be prioritized from highest to least priority.
 - The positions with the highest to lowest ranking was Program Coordinator, CoC Coordinator, Systems Coordinator, Engagement Coordinator, CoC Manager, and lastly Youth Coordinator.
 - If the CoC Planning Grant is approved, then the funds will be applied to the 2024 calendar year.
 - As a result, 11.5 additional staff will be funded for the CoC and support their infrastructure.
 - The total amount of the CoC planning grant funds that can be used will be \$912,535

Governance Charter Committee

Summary –

- Every year the Governance Charter Committee is developed to review or amend sections of the [Governance Charter document](#), which provides guidelines on how the CoC should operate in terms of CoC Board, General membership, voting rights, etc.
 - This committee then presents it to the general membership (who are eligible to vote) so the members can vote on it.
- The Governance Charter Committee has met since August and made edits to the Governance Charter document; they then presented it to HAND's external CoC team to receive feedback.
- The committee decided that the voting will be conducted virtually because of the upcoming 2023 Board Elections.

Update on CSH Quality work with Detroit SH Providers and Discussion

Summary –

- CSH is a touchstone for new ideas and best practices, and an influential advocate for supportive housing.

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- They define supportive housing as a combination of affordable housing and supportive services to disadvantaged families and individuals (but not limited to the homeless populations).
- Some of the positive outcomes that results in quality practices are:
 - The improvement of the tenants physical and mental health
 - Increase income, and employment
 - Tenants will have social and community connections
- CSH has been engaging in observations for Supportive Housing in Detroit while also collaborating with other agencies, such as HAND.
 - They found that SH services funding has not kept with the needs of SH tenants and that SH agencies are being stretched which impacts their ability to expand and provide those needs.
- CSH provides different trainings that helps people understand more about topics such as, racial equity, planning for crisis, tenant leadership, etc.
- In addition to the transition and technical assistance, CSH hopes to engage with tenants to gather their feedback on how SH can improve their advocacy efforts.
 - Will also support SH agencies in budgeting services that align with best practices
- CSH was able to advocate \$6 million dollar from the state funds which will be administer by MSHDA.

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 for 15 minutes. No questions or comments were made.

Celia T. closed the meeting at 4:30pm. *The next CoC Board meeting will be on Monday, November 7th, 2022, from 2 – 4:30pm. Location will continue to be virtual.*

ATTACHMENT TWO

ATTACHMENT THREE

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

<p>4:00-4:10 pm (10 mins)</p>	<p>Welcome</p> <ul style="list-style-type: none"> • Check-in 	<p>Celia</p>	
<p>4:10-5:00 pm</p>	<p>CAM/Lead CE changes</p> <ul style="list-style-type: none"> • The conversation continues about the transition of CAM. • The recommendation for having a CAM transition team was discussed. It was suggested to develop the transition team from members of the CAM Governance Committee. <ul style="list-style-type: none"> ○ According to the current members of the CAM Governance Committee, there may be an accurate representation; however, certain members may be adjusted depending upon their roles. ○ Some participants may be asked to take lead in certain roles. <p>Listening Sessions</p> <ul style="list-style-type: none"> • There was a discussion about the possibility of holding listening-sessions learning more about CAM but due to time constraints, other methods will have to be considered. 	<p>Tasha (HAND)/ Others</p>	

Executive Committee AGENDA
Oct. 12, 2022, | 4-5:00 PM

<p>4:00-4:10 pm (10 mins)</p>	<p>Welcome</p> <ul style="list-style-type: none"> • The conversation continued surrounding CAM transition process. 	<p>Celia</p>	
<p>4:10-4:45 pm (35 mins)</p>	<p>CAM/Lead CE changes</p> <ul style="list-style-type: none"> • A representative from SWCS reached out to schedule a meeting with Celia and Tasha. <ul style="list-style-type: none"> ○ However, the EC suggested that more people should be involved with this meeting. • There will be a subsequent EC meeting with Jane Scarlett from SWCS to discuss further details. • There was a discussion around developing the CAM Transition Team and who would be most fit to participant in the team. This recommendation will be presented to the CAM Governance Team on the October 19th, 2022. • It was suggested that the EC team should meet weekly until the transition team is officially formed. • Terra updated the team that there will be a meeting with Laura to request more funding to help support the transition. 	<p>All</p>	

Executive Committee AGENDA
Oct. 19, 2022, | 4-5:00 PM

4:00-4:10 pm	Welcome <ul style="list-style-type: none"> • Check-in 	Celia	
4:10-5:00 pm	CAM/Lead CE changes <ul style="list-style-type: none"> • Tasha updated the EC about what happened in the CAM Governance Committee. The purpose of the meeting was to get consent for the recommendations for the development CAM Transition Team. The vote passed for the CAM Governance Team members to be recruited for the CAM Transition Team <ul style="list-style-type: none"> ○ CAM Governance Team also discussed a timeline for this transition; their next meeting will be October 26th • There was a document that the EC created with questions and concerns that will be shared to the President and CEO of SWCS to discuss further. • HAND staff also drafted a document where they added suggestions regarding the next steps and resources needed for CAM's Transition. 	All	
	Systems Level Grievance Process <ul style="list-style-type: none"> • Elise stated that there will be a meeting about the policies and procedures to become more standardized for the grievance process. There will be a meeting 11/21 to discuss more details; otherwise, there are no major updates. 		
	Reconnecting with Hospitals <ul style="list-style-type: none"> • There was a suggestion that there should be a meeting with hospitals to discuss how patients should be discharged from the hospital who are facing homelessness. 		

Executive Committee AGENDA
Oct. 26, 2022, | 4-5:00 PM

4:00-4:10 pm (10 mins)	Welcome <ul style="list-style-type: none">• The conversation continued surrounding CAM transition process.	Celia	
4:10-4:45 pm (35 mins)	CAM/Lead CE changes <ul style="list-style-type: none">• Jane Scarlett from SWCS joined this meeting to discuss the CAM transition. There was a prior meeting with representatives from SWCS and the EC to discuss the questions that were formed to help with the CAM transition process.• Jane also discussed deadlines surrounding the Cam transition; August 12th, 2023, is officially the date when SWCS will discontinue their services with CAM.	All	