

Detroit Continuum of Care | Board of Directors

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

Board Meeting Agenda | August 9, 2021 | 2:00-4:30pm | Webinar: [Registration Link](#)

<p>CoC Board Norms:</p> <ul style="list-style-type: none"> • 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. 	<p>CoC Board Draft Values:</p> <ul style="list-style-type: none"> • 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.
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Time	Agenda Item	Presenter	Committee <i>(see acronym list below)</i>	Attachment
Housekeeping & Agenda Setting				
2:00 pm	Welcome and Introductions	Amy Brown	EC	--
2:05 pm	Executive Committee Report & Announcements <ul style="list-style-type: none"> - Date of September Board Meeting (Moved to September 13th) - Request for Board Members with Expiring Terms to serve thru January - YHDP Application submitted! 	Amy Brown	EC	--
2:15 pm	Consent Agenda <ul style="list-style-type: none"> - July 2021 Board Minutes (ACTION ITEM – VOTE) 	Amy Brown	EC	# 1
Additional Information (No Immediate Action)¹				# 2 – 3
Applications and Funding				
2:20 pm	FY2021 CoC Competition <ul style="list-style-type: none"> - General Update on Progress of Competition - Appeals Recommendations (ACTION ITEM – VOTE) 	Amanda Sternberg	VFPC	# 4 <i>Appeals doc sent separately</i>
2:50 pm	Covid Emergency Rental Assistance (CERA) Update	Tasha Gray	HAND, CoD	# 5
3:00 pm	Emergency Housing Vouchers (EHV) and Housing Choice Vouchers (HCV) Updates	Jasmine Morgan	ESG Planning	--
3:10 pm	CoC Planning Grant <ul style="list-style-type: none"> - Status of current spending - Reminder of plans for FY20 award (spend Jan-Dec 2022) - Planning for FY21 application (spend Jan-Dec 2023) 	Tasha Gray	HAND	# 6
3:30 pm	5 minute break 😊 (Stay on Zoom please!)			
Committee Work				
3:35 pm	CAM Governance Committee <ul style="list-style-type: none"> - Update on Full Prioritization Implementation 	Catherine Distelrath		--

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

Advancing Equity

3:55 pm	Designated Entity Equity Advancement (CAM & HAND)	Tasha G., Lauren Bianchi, & Catherine D.	EC	--
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4:30pm – Adjourn

NEXT MEETING: SEPTEMBER 13, 2021 | 2:00-4:30PM | WEBINAR (UNTIL IN-PERSON MEETINGS RESUME)

Key Committee and System Partner Acronyms:

CYH – *Committee on Youth Homelessness* – **Chair:** Vacant | **Staff:** Scott Jackson

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

EC – *Executive Committee* – **Chair:** Amy Brown | **Vice-Chair:** Celia Thomas | **Secretary:** DaJuan Smith

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

HIC = Housing Inventory Count

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

Detroit Continuum of Care | Board of Directors

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

July 12, 2021 Board Meeting Minutes

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

Board Members Present

Amy Brown
Anne Blake
Catherine Distelrath
Celia Thomas
Chioke Mose-Telesford
Deloris Cortez
Donna Price
Eleanor Bradford
Elizabeth Vasquez
Erica George
Gerald Curley
Joy Flood
Katie Zeiter
Ray Shipman
Sharyn Johnson
Shawntae Harris-Mintline
Tasha Gray
Ted Phillips
Terra Linzner
Vanessa Samuelson

Absent Board Members

Ashlee Cunningham
DaJuan Smith
June White

Excused Board Members

Ari Ruttenberg

General Public

Amanda Sternberg
Bobby Brown
Chinelo Onuigbo
Courtney Smith
Curtis Smith
DeJ'a Lowery
Diana Lu
Jasmine Morgan
Julia Janco
Kaitie Giza
Kathleen Noel
Kiana Harrison
Kimberly Benton
Lindsey Bishop-Gilmore
Matthew Niemi
Rosie Jones
Scott Jackson
Shani Campbell

Amy B. opened the meeting at 2:05 pm with introductions – utilizing the chat box.

Executive Committee Report & Announcements:

Summary –

- Amy B. took some time to go over the webinar logistics: including the agenda, breakout rooms, and the presentations.
- August & September Board Meeting Dates Moved:
 - Amy B. informed the board that the next two Board Meetings will be moved back a week. The September meeting is moved due to the holiday. And the August meeting is moved to accommodate the needs of the CoC Competition and to allow for more time between the July and August meetings to continue to advance important work.
 - The August board meeting will now be held on August 9th and the September Board Meeting will now be held on September 13th.
- MSHDA (Michigan State Housing Development Authority) ESG (Emergency Solutions Grant) Annual Funding Application:
 - Jasmine M. explained that Detroit was awarded \$245,609 in ESG funding from MSHDA to be spent from October 1, 2021 through September 30, 2022. HAND acts as the fiduciary for this funding and subgrants it out to Southwest Solutions to administer the services. This funding will be devoted to RRH programming.

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- In order to obtain the funding for the community, HAND must submit an Exhibit 1 to MSHDA annually. This usually consists of several pages of narrative response to various questions. However, due to the ongoing pandemic, MSHDA has shortened their requirements for the Exhibit 1 this year. The shortened materials are due to MSHDA by July 31.
- There will be some changes for future funding. Jasmine will be presenting to the board in the coming weeks about these changes and garnering the board's approval for a proposed process to select a new agency to administer the services from this funding.

Consent Agenda

June Board Meeting Minutes

- The floor was opened for questions. None were asked.
- Eleanor motioned to approve the June 2021 Board Minutes. Gerald seconded the motion. Of the 16 voting members present, 16 voted in favor. 0 were opposed. 16 abstained. The motion passed.

FY2020 CoC Competition Update:

Summary –

- Amanda S. gave a brief update about the CoC Competition. As a reminder, in May the CoC Board approved the Renewal Evaluation Criteria and New Project Application Process Recommendations. In June the Board approved the FY21 Project Ranking and Reallocation Policies.
- Renewal projects and new projects have submitted their applications and they are currently under review. Decisions about new projects cannot be made until the Notice of Funding Opportunity (NOFO) is released and Detroit is informed about how much new funding is available. 7 projects applied for a total request of roughly \$3.3 million.
- The NOFO is currently going through the legal review process at HUD which means that it could be released in a couple of days to a couple of weeks depending upon how long the process takes. If the application is released within July, that would put the application due at some point in either September or October.

Next Steps –

- HAND will continue to move forward the work of the CoC Competition and will come to the Board for updates and decision-making in the coming months.

Emergency Housing Vouchers (EHV):

Summary –

- Jasmine M. explained that The American Rescue Plan has allocated \$5 billion for the implementation of Emergency Housing Vouchers to target specific populations that will allow individuals and families to choose and lease safe, decent, and affordable housing. It is expected that individuals are housed quickly. These vouchers were divided by HUD among a number of Housing Authorities across the nation to be distributed to local communities. The Detroit CoC will receive a total of 160 vouchers from both MSHDA and the Detroit Housing Commission (DHC).
 - In essence, the EHV's will function like a traditional Housing Choice Voucher (HCV) but with the addition of targeted supportive services to assist clients with lease up and stability post-housing. For Detroit, CHS and Wayne Metro will act as the supportive service providers.
- Due to the promotion of speedily housing persons, clients have already been pulled for the EHV's from MSHDA. Initial paperwork was sent to clients on June 28th and is due to the housing agent by today, July 12th. Local efforts have been set up to help clients complete the paperwork within the designated timeframe and to provide immediate briefing upon completion.
- The goal is to have 80 households housed by October 31 with everyone housed by the end of 2021. Separate timelines will be established for the DHC vouchers.

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Next Steps –

- HAND will continue to partner with and provide assistance to the housing authorities and local service providers.

Youth Homelessness Demonstration Project (YHDP) Application:

Summary –

- Kaitie G. reminded the CoC Board that they approved the Detroit CoC applying for YHDP at the June meeting. Since then, HAND and a team of stakeholders from the Committee on Youth Homelessness (CYH) have been advancing the work of the application. Through weekly team meetings and independent work, the following has been accomplished to-date:
 - Development of a workplan and corresponding timelines;
 - Analysis of past application responses, where improvement could be made, and determination of how to respond in 2021;
 - Completion of a youth-focused needs assessment (see attachment in packet for key findings); and
 - Development of a strategy to end youth homelessness in Detroit.
- The following work is in progress:
 - Hosting 2-3 youth-led focus groups to garner input for the application and overall system improvement;
 - Developing a draft of the narrative responses required for the application; and
 - Securing letters of support.
- Kaitie went on to review the proposed strategy to end youth homelessness. It was approved by the CYH on July 8th and now the Board's approval is sought. It's development included the following:
 - Referencing of federal guidance and prominent sources on youth homelessness;
 - Conducting a literature review of work accomplished by other YHDP communities and theming the findings;
 - Juxtaposing against the findings from the local needs assessment and feedback from local providers and youth.
- The strategy has 8 overarching goals with a corresponding textual and data rationale. There is a particular emphasis on promoting equity and minimizing trauma perpetuated by the system – which culminated in two equity-focused goals and is intentionally integrated throughout. The remaining goals focus on key touchpoints in the system for youth on their journey to housing stability (identification, prevention, housing access, tailored supports, and stability). Kaitie reviewed the various goals and rationale with the CoC Board.

Decision –

- Celia motioned to approve the proposed strategy to prevent and end youth homelessness. Donna seconded the motion. Of the 17 voting members present, 17 voted in favor. 0 were opposed. 0 abstained. The motion passed.

Next Steps –

- Kaitie and the CYH will continue to advance the YHDP application. The final submission is due to HUD on July 27th.
- The strategy to end youth homelessness is intended to be a living document that adapts to emerging findings and needs. The CYH will work to continue to build out the goals – incorporating objectives, tasks, and measurable outcomes – and will modify the goals as new information arises.

Local Family Housing Accelerator (FHA) Initiative:

Summary –

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- Shani C. explained that the CoC launched a pilot process in which we strove to house all families with children under 18 that were identified in December 2020 by May 31, 2021. The pilot ran from January 1 – May 31. This was intended to be accomplished through the following:
 - Targeted collaboration among providers and system partners,
 - Accomplished through developing a by name list and regular meetings with providers to coordinate, case conference, and problem solve
 - Braiding of various funding streams to better target existing resources,
 - Accomplished through resource mapping conversations among systems leaders
 - In depth data tracking and analysis
- Shani went on to review some takeaways from the process. They are as follows:
 - Having a by-name list is extremely helpful in tracking client outcomes and fostering collaboration among providers.
 - There are major barriers outside of the system that impact our ability to house folks quickly (housing stock quality and availability; landlord willingness; vital documentation attainment; etc). While they are outside of our system, addressing them will be critical in improving outcomes for families (and all persons) experiencing homelessness.
 - It was helpful to have an opportunity to case conference and collaborate among the providers. Conversely, it was also difficult to find the time/capacity to attend all the meetings for the initiative.
 - Adaptation and flexibility were essential. Building strong relationships was/is crucial as well.
- Julia J. reviewed some of the outcomes from the initiative. See the linked power-point (above) for the various data points. Some highlights are as follows:
 - Length of time that families spent in shelter did not change from the efforts of the initiative
 - Length of time to housing move-in, particularly for RRH clients decreased from the efforts of the initiative
 - Rates of exit to positive housing destinations increased for families in the initiative
 - Percentage of clients who exited w/ a housing subsidy increased for families in the initiative

Next Steps –

- Discussions are underway on whether families should be elevated as a priority population within the CoC (in the same way that Veterans and persons experiencing chronic homelessness are prioritized).

Housing Justice Roadmap Updates:

Summary –

- Amy reminded the board that the CoC adopted a new vision rooted in equity in May. With this adoption, the CoC committed to undergoing a system transformation process. We are in a period of transition currently with planning and preparation for the next phase underway. Some of the next steps are as follows:
 - Joint board and general membership meetings will resume in the fall of 2021
 - HAND is working to hire an Engagement Coordinator to advance the CoC's commitment to elevating the voices of those with lived expertise
 - Coordinate with committees and workgroups to align tasks and work with the CoC vision
 - Analyze and discuss CoC-level data about racial disparities within the system
 - Coordinate with the Housing and Revitalization Department (HRD) at the City of Detroit to promote their adoption of the community-developed vision and garner their commitment to participating in the system re-design process alongside the CoC.

Amy B. closed the meeting at 4:02pm. *The next CoC Board meeting will be on Monday, August 9th, from 2 – 4:30pm. Location will continue to be virtual.*

ATTACHMENT TWO

2021 Detroit CoC Board Meeting Attendance

Board Member	January	February	March	April	May	June	July	August	September	October	November	December	Total Present	Total Excused Absence	Total Unexcused Absence
Anne Blake	P	P	P	P	P	P	P						7	0	0
Amy Brown - Chair	P	P	P	P	P	P	P						7	0	0
Deloris Cortez	P	P	P	U	P	P	P						6	0	1
Eleanor Bradford	P	P	P	P	P	P	P						7	0	0
Ashlee Cunningham	P	P	P	E	U	P	U						4	1	2
Gerald Curley	P	P	P	P	P	P	P						7	0	0
Catherine Distelrath	P	P	P	P	P	P	P						7	0	0
Joy Flood	P	P	P	P	U	P	P						6	0	1
Erica George	P	P	P	E	P	P	P						6	1	0
Tasha Gray	P	P	P	P	E	P	P						6	1	0
Shawntae Harris-Mintline	P	P	P	P	E	P	P						6	1	0
Sharyn Johnson	P	P	P	P	P	P	P						7	0	0
Terra Linzner	P	P	P	E	P	U	P						5	1	1
Chioke Mose-Telesford	P	P	P	P	E	P	P						6	1	0
Ted Phillips	P	P	P	U	P	P	P						6	0	1
Donna Price	P	P	P	P	P	P	P						7	0	0
Vanessa Samuelson	P	P	P	P	P	E	P						6	1	0
Mary Sheffield (Ari Rettenburg)	P	P	P	U	P	U	E						4	1	2
Ray Shipman	P	P	P	P	U	P	P						6	0	1
DaJuan Smith	P	P	U	P	P	P	U						5	0	2
Celia Thomas	P	P	E	P	P	P	P						6	1	0
Elizabeth Vasquez	U	P	P	U	E	P	P						4	1	2
June White	P	P	P	P	U	P	U						5	0	2
Katie Zieter	P	P	P	P	P	P	P						7	0	0

Codes:
P = Present
E = Excused Absence
U = Unexcused Absence

Board member attendance and timely notification of absences is vital in ensuring that we are able to reach quorum at our meetings. Per the governance charter, our attendance policy is as follows: *“Members of the Detroit CoC Board may remove a Board member (elected or appointed) who is absent for two (2) Board regularly scheduled meetings in any twelvemonth period. Unexcused absences from special meetings will generally not be considered in this calculation but may be included as appropriate. Absences are considered excused if the CoC Board Chair is notified within 8 hours of the meeting via phone, e-mail, or letter.”*

In order to be considered excused, please send written notice to the Board Chair (abrown@noahprojectdetroit.org), Secretary (jebaugh@swsol.org), and the CoC Coordinator (katie@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.

ATTACHMENT THREE

Executive Committee

JULY 7, 2021 | 4-5PM | WEBINAR

MINUTES

Attendance

Executive Committee Members: Amy Brown, Donna Price, Vanessa Samuelson

System Partners: Kaitie Giza, Catherine Distelrath, Lindsey Bishop-Gilmore, Kevin Solarte, Terra Linzner, Faith Hardy, Allyson Ty

Time	Agenda Item & Notes	Presenter/ Facilitator	Supporting Materials
4:00 pm	<p>1. Next Steps with Advisors Group</p> <p>Summary: The Executive Committee discussed the Advisor Follow Up Document and the Funding proposal linked to the right. The group highlighted some major considerations that should be kept at the forefront as we move forward:</p> <ul style="list-style-type: none"> • What is the most equitable and accessible method of compensation • How can we generalize the decisions that are made here to direct compensation for engagement across all areas of the CoC <p>Other things that need to be considered/worked through:</p> <ul style="list-style-type: none"> • How to administer the stipends (ACH transfer, cashapp, etc) • Whether HAND or another entity c/should administer the stipends (perhaps to move around internal financial control limitations) • Can CoC funding be used to meet other needs of the advisors? (e.g. technology, etc) • Will need to justify the rate of pay and prove that it is reasonable. It may be an opportunity to leverage private dollars as match for the funding available. • How we communicate these decisions to the board and general membership to ensure that the advisor's group role is clear and understood. <p>There will be staffing for the advisors group beginning in August – if the engagement coordinator is not on board by then, a current HAND staff will move forward the work until a coordinator can be hired.</p> <p>The Advisor Group has been discussing what format that they would like to exist within the CoC (workgroup, committee, advisory entity, etc). The goal is to make a formal decision by next week's joint meeting. It is recommended that August be focused on priority setting and determining what work the Advisors Group will advance.</p> <p>Next Steps: There will be a joint meeting with the Executive Committee and the Advisors Group next week. Kevin will share HAND's proposal</p>	Kevin, Amy, & Kaitie	Advisor Follow Up Advisor Funding Proposal

	and the AAQ response with the Advisor Group. This conversation will be continued at this meeting.		
4:30 pm	<p>2. July Board Meeting Prep</p> <p>Summary: The Executive Committee felt like there was a lot of good information and content. There are concerns that participants are becoming less engaged. The group discussed the various contributing factors and potential strategies to facilitate deeper engagement. The group agreed to emphasize virtual meeting norms/expectations at the next meeting.</p>	Amy Brown	
4:44 pm	<p>3. May General Membership & June Board Meeting Prep</p> <p>Summary: Celia is going to be presenting on the topic of Diversity, Equity, and Inclusion in Homelessness on Tuesday, June 15th at 6pm. She is going to lift up the work of the Detroit CoC on creating and adopting a vision rooted in equity. Celia sought a co-facilitator among EC members and DaJuan offered to help.</p>	Celia Thomas	
4: 48 pm	<p>4. Housing Justice Roadmap Next Steps</p> <p>Summary: The Housing Justice Roadmap was reviewed at the last CoC Board Meeting. The Executive Committee discussed their reactions to the content. Catherine raised concerns about the action steps and whether they capture the full needed response/areas of change. The group also expressed confusion about where we are in the process and what comes next. The group also discussed which entity should move forward the next phase of discussions and reiterated previously expressed desires to have more representatives across the CoC present in the planning efforts.</p> <p>Next Steps: Amy will email Kevin with the groups questions and request that a discussion be facilitated at the next joint EC-advisor meeting.</p>	Amy Brown	

Executive Committee

JULY 21, 2021 | 4-5PM | WEBINAR

MINUTES

Attendance

Executive Committee Members: Amy Brown, Celia Thomas, DaJuan Smith, Donna Price

System Partners: Tasha Gray, Terra Linzner, Lindsey Bishop-Gilmore, Gerald Curley

Time	Agenda Item & Notes	Presenter/ Facilitator	Supporting Materials
4:00 pm	<p>1. Check in Around Engagement Coordinator and Advisors Group</p> <p>Summary: Received an update from HAND around hiring for this position. Still working to interview two intern candidates. Engagement Coordinator will likely be in place by mid-August.</p> <p>Decision(s): HAND staff will lead first meeting with Advisors in early August. Still working out payment to advisors and other meeting details.</p> <p>Next Steps: HAND will give update at 8/11 EC Meeting and at some point will bring back a document for the EC to review that creates standards around payment amount, documentation needed, payment method, etc.</p>	Tasha Gray	
4:30 pm	<p>2. Family Homelessness</p> <p>Summary: Terra brought the question from the board meeting on July 12 about where the work that happened with the Family Accelerator Program might live. Discussion around should we create a population specific committee for family homelessness and do we have the capacity with our system to take on another population group. Currently the city has the capacity to staff this work group, but likely not long term.</p> <p>Decision(s): Determined for the short term (next year) - the city will bring forward what are the things/gaps/challenges we can do in the next year as a work group and then begin to look at the longer-term needs.</p> <p>Next Steps: The city will work with the ESG Planning group and workgroup to determine next steps and will come back to the EC with an update as needed.</p>	Terra Linzner	
4:55 pm	<p>1. Check in from July Board and General Membership Meeting</p> <p>Summary: Conesus that the rapport building was good and should be done again, but not every month. Attendance down at GM but it the middle of the summer.</p>	Amy Brown	

Executive Committee

JULY 28TH, 2021 | 4-5PM | WEBINAR

MINUTES

Attendance

Executive Committee Members: Amy Brown, Vanessa Samuelson, Donna Price, Celia Thomas

System Partners: Gerald Curley, Kaitie Giza, Lindsey Bishop-Gilmore, Terra Linzner

Time	Agenda Item & Notes	Presenter/ Facilitator	Supporting Materials
4:00 pm	<p>1. NIS Next Steps</p> <p>Summary: Vanessa created a list of the pieces of work that need to be conducted to advance the work and talked through the list with the EC. The list included the following:</p> <ul style="list-style-type: none"> • Communication next steps for the newly adopted vision and housing justice roadmap (July August) <ul style="list-style-type: none"> ◦ Vanessa will project manage and will share a plan • Mapping CoC work to align with the vision (July/August) <ul style="list-style-type: none"> ◦ Vanessa will project manage and will share a plan • Advancing systems-transformation co-design table (Timeline TBD) <ul style="list-style-type: none"> ◦ More comprehensive effort and will require mult. entities ◦ Melville charitable trust is launching an initiative to promote public/private partnerships to advance work related to racial justice. They are picking 12 pilot communities to receive 5 million over 3 years. Their focus is to center consumer voice in planning for expenditures of COVID-19 funding. Detroit should consider applying – this will require further conversations. Vanessa is seeking additional information. • Roadmap review sessions (timeline TBD) <ul style="list-style-type: none"> ◦ More comprehensive effort and will require mult. entities • Planning for joint General Membership/Board Meetings • Mapping out the role of the EC in the future work <p>The EC discussed the pros/cons of building in a regular standing agenda item related to the weekly meetings vs. having a longer external meeting to work through the items listed above.</p> <p>Next Steps: The Executive</p>	Vanessa Samuelson	
4:48 pm	<p>1. August Board Meeting Planning</p> <p>Summary: Kaitie reviewed the proposed agenda for the August Board Meeting. The Executive Committee provided feedback and recommendations. Next Steps: Kaitie will incorporate the feedback into the agendas and work with assigned presenters to gather supporting documentation.</p>	Kaitie Giza	Draft Agenda

5:04 pm	Next Week's Executive Committee Meeting Summary: Amy will be out of town next week and unable to facilitate the meeting. Decision: Next week's meeting will be cancelled. Next Steps: The Executive Committee will meet again on August 11 th .	Amy Brown	
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ATTACHMENT FOUR

Continuum of Care (CoC) Competition Update

August 9, 2021

Update on FY2021 Competition

At the last update given to the board, we had anticipated the NOFO to be released by late July. As of 7/29, the NOFO has not yet been released, altering some anticipated timelines. The current anticipated timelines are as follows:

- August: Release of the Notice of Funding Opportunity (NOFO)
- Late October: CoC Application and all Project Applications due to HUD
- Winter (Dec 2021/Jan 2022): HUD makes FY2021 award announcements
- Mid- to Late-2022 (July – Oct 2022): Any new project funding awarded in the FY2021 competition under contract

What the Board Can Expect in Coming Months

Timelines with the CoC competition are always subject to change, as we are required to plan amid unknown timeline obligations from HUD. Based on our experience with the CoC competition, HAND anticipates the following CoC competition items to be brought to the board in the coming months. Note this has been updated from last month:

- August board meeting:
 - Appeals recommendations
- September board meeting:
 - Approval of additional new project applications to be submitted to HUD
- October board meeting:
 - Review of the draft CoC application in preparation for its submission to HUD (*note: the CoC general membership votes to approve the CoC application*)
- November board meeting:
 - CoC competition re-cap and debrief

As a reminder, here are the things the board has already approved:

- May: The board approved the FY2021 Renewal Project Evaluation and Scoring Criteria and recommendations from Values and Funding Priorities regarding new project application evaluation criteria and new project funding priorities.
- June: The board approved the FY2021 Project Priority Ranking and Reallocation Policies

Renewal Project Applications

- All renewal applications received their project scores on July 22. Following receipt of scores, agencies were able to submit an appeal.
- These appeals have been reviewed by the Appeals Committee, and their recommendations are coming to the board today.
- This year, in addition to scoring data-driven components, renewal projects were scored on various agency and project policies submitted. This policy review is a time-intensive process, and many thanks are given to the several board members who contributed their time and talents to this.

New Project Applications

- We initially anticipated bringing to the board recommendations on new project funding at the August board meeting. However, we are pushing back on bringing these recommendations until after the NOFO is released to ensure our recommendations align with the amount of funding available and any other HUD priorities in the NOFO.
- The table below details the new project applications that were submitted by the June 25 deadline.
- We received total funding requests of:
 - \$3,042,254 in CoC Bonus funding
 - \$221,535 in DV Bonus funding
- Projects that had initially submitted new applications in Round earlier this year were invited to re-submit in Round 2. With this resubmission, agencies were provided feedback on their initial submission and were able to use that feedback to improve their re-submitted application.
- As a reminder, the CoC has already committed to submit as a new project the NSO Clay Apartments project for \$524,968.
- New project applications are currently being reviewed.

Agency	Project Name	Project Type	New or Expansion	Resubmission from Round 1?	Total Request
Wayne Metro Comm. Action Agency	Roselawn PSH	PSH	New	Yes	\$498,589
<i>Note: Wayne Metro has since withdrawn its application for new CoC funding for the Roselawn PSH project, as this project was not awarded LIHTC, resulting Wayne Metro modifying its plan for this building.</i>					
Ruth Ellis Center	Clairmount PSH	PSH	New	Yes	\$221,848
Wayne Metro Comm. Action Agency	PSH at Wayne Metro	PSH	Expansion	Yes	\$835,424
Ruth Ellis Center	Ruth Ellis RRH	RRH	New	Yes	\$352,282
Wayne Metro Comm. Action Agency	Wayne Metro RRH	RRH	New	Yes	\$456,479
Catholic Charities	RRH at Center for Works of Mercy	RRH	New	No	\$677,632
ACCESS	Domestic Violence RRH	DV RRH	New	No	\$221,535
TOTAL ALL REQUESTS (excluding the Wayne Metro Roselawn PSH project)					\$2,765,200

ATTACHMENT FIVE

COVID Emergency Relief Assistance (CERA)

Program Progress

Through May 2021 (most current financial report), spending is slow. \$3.5M has been spent. Reasons for slow spending including the State's delay appropriation of the funds, the City's enforcement of their landlord registration and certificate of compliance ordinance, technology challenges with MSHDA's online, staff turnover, and non-optimal processes. The following actions have been taken or are in progress: standardized forms for the City's ordinance, weekly software meetings with MSHDA, peer learning sessions with Washtenaw and Lansing CoC, reassignment of tasks/responsibilities, the hiring of additional staff, and recruitment of an additional agency to administer the program.

Spending Through May 31, 2021 (Numbers may change as one grantee has outstanding documents)

Homeless Action Network of Detroit HML-2021-Homeless-5839-CERA				
COMPONENT/AGENCY	ALLOCATION	EXPENDED	BALANCE	% EXPENDED
FINANCIAL ASSISTANCE				
Financial Assistance	\$ 40,564,558.00	\$ 2,192,029.90*	\$ 36,312,520.55	5.40%
	\$ 40,564,558.00	\$ 4,252,037.45	\$ 36,312,520.55	10.48%
CASE MANAGEMENT				
Case Management	\$ 6,767,850.00	\$ 1,020,121.06	\$ 5,747,728.94	15.07%
Homeless Action Network of Detroit	\$ 6,767,850.00	\$ 1,020,121.06	\$ 5,747,728.94	15.07%
ADMINISTRATIVE COSTS				
Administrative Costs	\$ 2,900,507.00	\$ 331,873.05	\$ 2,568,633.95	11.44%
Homeless Action Network of Detroit	\$ 2,900,507.00	\$ 331,873.05	\$ 2,568,633.95	11.44%
FINANCIAL ASSISTANCE	\$ 40,564,558.00	\$ 2,192,029.90	\$ 38,372,528.10	5.40%
CASE MANAGEMENT	\$ 6,767,850.00	\$ 1,020,121.06	\$ 5,747,728.94	15.07%
ADMINISTRATIVE COSTS	\$ 2,900,507.00	\$ 331,873.05	\$ 2,568,633.95	11.44%

GRANT TOTAL	\$ 50,232,915.0 0	\$ 3,544,024.01	\$ 46,688,890.9 9	7.06%
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- \$56M needs to be expended by September 30th or reallocation may occur to other areas in Michigan and/ or states.

New Allocation

Since the state legislature did not appropriate all of the funds, HAND was expecting an additional award of \$55M for a total of \$105M. The funding bill that appropriated the rest of the CERA funds was signed by the Governor on June 23rd. Our new allocation is \$130 M for financial assistance, \$9.4 M for CM, and \$11.7 M for Admin. MSHDA will be extending the grant term to 9/30/22 to coincide with the new federal spending timeline.

New Activity

Hotel and Motel spending is available in certain circumstances for CERA applicants. The funding is not only available to those at-risk but also Category 1 and Doubled Up households. Locally, we are prioritizing households that are doubled up as a result of a WRIT. More details will be provided about hotel/motels once CAM has been trained on the referral process.

CERA Data

Once available in the MSHDA Portal, HAND will share data (e.g. spending, demographics, etc) with the Detroit CoC.

ATTACHMENT SIX

DETROIT COC PLANNING AWARD

August 9, 2021

NOFO Allocation

- CoC Planning awards are new projects and should be reviewed as such. The planning award is up to 3 percent of the Final Pro Rata Need (FPRN)
- CoC Planning are not ranked and will be reviewed separately
- CoC Planning awards are not factored into a CoC's Annual Renewal Demand (ARD) or FPRN. In other words, CoC Planning will not affect a CoC's available amount for new and renewal project applications
- CoC Planning grants may only be awarded to the CoC's Collaborative Applicant

COC PLANNING AWARD AND TERM - History

Competition Fiscal Year	Award Amount	Operating Term
FY12	\$150,260	2/21/14 -5/31/15
FY13	\$150,260	6/1/15 -5/31/16
FY14	\$163,715	6/1/16 -5/31/17
FY15	\$175,000	6/1/17 -5/31/18
FY16	\$196,800	6/1/18 -5/31/19
FY17	\$265,000	6/1/19 12/31/19*
FY18	\$285,000	1/1/20 -12/31/20
FY19	\$570,000	1/1/21 -12/31/21
FY20	\$843,291	1/1/22 – 12/31/22
FY 21	TBD	TBD 1/1/23-12/31/22

*To better align the operating term with the competition year, HUD reduced the operating term by five months.

Continuum of Care Planning Grant

Coordination Activities

- Consulting Activities – working with CSH, Cloudburst, and other TA providers concerning CoC Activities
- Developing and/or evaluating written standards
- Consult with ESG recipients – working with MSHDA and City of Detroit concerning ESG activities
- Point-In-Time (PIT) Count
- Coordination with mainstream resources

Project Evaluation Activities

- Evaluating CoC & ESG funded projects
- Participating in Project Review Committee for CoC or ESG projects; developing criteria & applications for CoC or ESG

Project Monitoring Activities

- Monitoring CoC & ESG funded projects – site visits, developing and review of corrective action plans, and other monitoring activities
- TA – developing TA plans and provide TA to CoC or ESG projects
- Develop and disseminate performance reports

CoC Application Activities

- Manage the process of applying for CoC funding
- Improve upon the CoC application process
- Establish clear funding priorities and inform organizations how to apply for funds
- Establish or review/revise policies on actions taken if a project does not meet performance expectations or funding priorities

Developing a CoC System

- Implementation of an annual review and update of the CoC Governance Charter in conjunction with the CoC Board
- CoC Board development activities (i.e . recruiting board members to expand representation, strategic planning)
- Compliance with CoC regulations
- Training activities for CoC agencies and CoC Board
- Facilitation, attendance, preparation for CoC and workgroup/committee meetings
- Collaborative Applicant Infrastructure
- CAM –participation, oversight, and evaluation
- Built for Zero

COC PLANNING EXPENDITURES			
Competition Fiscal Year	Award	Expenditures	% Expended
FY18	\$285,000	\$285,000	100%
FY19	\$570,000	\$110,290*	19%**
FY20	\$843,291	N/A	N/A
FY21	TBD	N/A	N/A

**Expenditures are through 5/31/21. Grant expires on 12/31/21

2020

ESG-CV 1

EDP

2021

CERA

ESG-CV 2

EHV

COVID created a “perfect storm” whereby the resources are plentiful but it is a balancing act to spend them timely.

MOVING FORWARD AND LOOKING AHEAD – COC PLANNING GRANT

FY2019
<p>Staffing: Hiring at least 4 FTEs + Internships</p> <p>Training: Developing an online training platform with the City of Detroit + Training to expand the pool of eligible applicants for CoC (and potentially ESG funding)</p> <p>Performance and Evaluation: SPM Analysis work + Recipient Rights Secret Shoppers (in coordination with the City of Detroit)</p> <p>Equity: Racial Equity, RoadMap Work, and Persons With Lived Experience Compensation</p>
FY2020
<p>System: Landlord Engagement Work (if eligible) and Expanding Opportunities for Support Services**</p> <p>Staffing: Expanding Performance and Evaluation team***, Committee Support (e.g. PSH Consult, population-specific committees)***.</p> <p>Training: CoC Regulations***, racial equity***</p> <p>***Requests identified in the survey to board members. As a reminder, the survey is still open.</p>
FY2021
TBD