

Detroit Continuum of Care | Board of Directors

Working to Equitably End Homelessness in Detroit, Highland Park, & Hamtramck
January 11, 2021 Board Meeting Minutes

(Agenda can be accessed by [clicking here](#); Supporting Materials by [clicking here](#))

Board Members Present

Amy Brown
Anne Blake
Ari Ruttenberg
Ashlee Cunningham
Catherine Distelrath
Celia Thomas
Chioke Mose-Telesford
DaJuan Smith
Deloris Cortez
Donna Price
Eleanor Costa
Eleanor Bradford
Erica George
Gerald Curley
Joy Flood
June White
Katie Zeiter
Ray Shipman
Sharyn Johnson
Shawntae Harris-Mintline
Tasha Gray
Ted Phillips
Terra Linzner
Vanessa Samuelson

Absent Board Members

Elizabeth Vasquez

Excused Board Members

General Public

April Dryden
Amanda Sternberg
Beatrice Pack
Candace Morgan
Courtney Smith
Curtis Smith
Cynthia Elmore-Lejeune
Denise Goshton
Donna Lyons
Emily Foreman
Greg McPherson
Gregory Harris
India Jones
Jane Scarlett
John Stoyka
Kaitie Giza
Kathleen Noel
Kiana Harrison
Kiel Opperman
Kimberly Benton
Laura Urteaga-Fuentes
Len Sanchez
Lindsey Bishop-Gilmore
Olivia Carter
ReGina Hentz
Sade Beck
Shadonna Mix
Shani Campbell
Tarra Hicks

Amy B. opened the meeting at 2:02pm with introductions and a brief ice breaker – 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.
- Amy and Kaitie G. led the CoC Board in an introductory activity to introduce and help integrate the new CoC Board Members.
- Amy reminded Board members that the Conflict of Interest (COI) and Board Member Agreement forms are due by February 1st.
- Amy announced that the Vice Chair position on the Executive Committee is vacant. Those considering running for this seat should contact Amy. Voting will be conducted in February.

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- Kaitie G. provided a brief update on the unsheltered PIT Count. HAND submitted an exception request on behalf of the Detroit CoC in December. This request was granted. Recent guidance was released from HUD last week which informed CoC that formal waivers were available to forgo the 2021 Unsheltered Count. HAND has submitted notice that the Detroit CoC would be utilizing this waiver. As a reminder, the sheltered PIT and the HIC will continue in 2021 as usual.

Consent Agenda:

December Board Meeting Minutes

- The floor was opened for questions. None were asked.
- Gerald motioned to approve the December 2020 Board Minutes. Sharyn seconded the motion. Of the 20 voting members present, 17 voted in favor. 0 were opposed. 3 abstained. The motion passed.

Solidifying CoC Board Values:

Summary –

- Vanessa S. briefly revisited the Board Values creation and modification process to date – explaining that progress on this was somewhat derailed in 2020 due to the CoC needing to shift it's focus to COVID-19. Recently, these efforts have been resumed and the CoC Board has focused on incorporating a racial equity focus into the values and how they drive the CoC. There is also a general desire to ensure that the values are connected to the action of the CoC and it is clear how they drive the work.
- The Executive Committee is continuing to work to incorporate the Board's feedback into a new iteration of the values. They hope to develop a small working group to collect and interpret feedback with the hope of bringing the results of this to the Board in March or April. If you are interested in providing feedback during this process, you can email vanessa@mcgregorfund.org.

Next Steps –

- The Executive Committee will report back as progress is made.

FY2020 CoC Competition Update:

Summary –

- Amanda S. provided an update on recent developments for the FY 2020 HUD Competition. The legislation in the most recently passed COVID-19 relief bill automatically renews competition funding for CoC renewal projects. This means the CoC will not have to complete the application this year.
- For new projects, there is likely funding that will be available, but HUD has not released information about the amount, timeline, or process.
- The CoC sent out an RFP for new project funding which closed January 8th. They are now in the review process. However, they are waiting from HUD to know how much funding will be available for allocation.

Next Steps –

- Amanda will update everyone as more information is released from HUD.

Analysis of Renewal Project Performance in FY2020 – PSH Projects:

Summary –

- Amanda S. presented an analysis of CoC performance based upon the data collected during the local CoC Competition. Every fiscal year (FY), the CoC reviews project performance for CoC-funded programs. Each program is scored on several metrics. Over the course of the spring and the summer, the renewal projects receive scores based upon their performance on these various metrics. The majority of measures that are assessed annually relate to client access to mainstream resources, housing outcomes, and spending rates since those are tied directly to client outcomes. Today's analysis is part of a series and will focus

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on PSH performance specifically. For the purpose of the presentation, Amanda reviewed CoC performance for two different years: FY2019 as compared to FY2018

- Amanda went on to highlight some findings from the analysis:
 - Mainstream Resources and Employment: PSH performance improved in general from 2018 to 2019. Those exiting with income increased by 11% which is notable due to the high acuity of needs for persons being served in PSH.
 - Housing Performance and Quality: performance has remained consistently high from 2018 to 2019 with 98% of people served by PSH providers were either moved into or able to maintain their housing.
 - Length of Time (LOT) to Housing: LOT to Housing is how long it takes to move someone from homelessness to housing. Single Room Occupancy (SRO) projects have a quick LOT to Housing; The majority of projects in Detroit are Scattered Site which take an average of 34.2 days LOT. Project-Based (non-SRO) projects take the longest. These are typically LITHC projects and come with additional requirements that must be met before a client can move in.
 - 100% of programs have a way of tracking referrals.
 - Tenant Satisfaction: The vast majority of agencies reported that 75% of clients reported satisfaction in their programs. This is a self-reported measure based upon their own internal feedback gathering methods. Some PSH providers expressed interest in better incorporating client voices.
 - Spending Rates: These help us understand the extent programs are fully utilizing CoC resources to help clients. Combined PSH programs spending rates improved from 2019 to 2020. CoC project performance typically ranges from 90-95% expended.

Next Steps –

- Amanda will provide the performance analysis for RRH and TH programs at a future board meeting.

CAM Prioritization – Transitioning to Full Implementation:

Summary –

- Catherine briefly reviewed the history surrounding the updated CAM prioritization – a process which started in 2019 when the CoC Board approved a trial run of partial implementation of the new prioritization. The time has now come for the CoC Board to vote on whether the CoC will transition from partial to full implementation. In December, Catherine refamiliarized the Board with the changes made in the updated prioritization, reviewed the findings from the partial implementation phase, and took time to answer Board Member questions and gather feedback on any lingering concerns that Board Members had before being asked to vote to move to full implementation.
- Catherine acknowledged that there are a few lingering concerns that CoC will need to continue to work through over the coming months (some of which extend beyond the purview of CAM or the CAM Governance Committee to address). Some of these points of concern include: the potential decline in referrals to housing resources for families, ensuring that equity of resource allocation and implementation, and addressing the CoC’s general deficit of housing resources to meet the scope of need in Detroit.

Decision –

- Celia motioned to move the CoC from “partial implementation” of the new CAM prioritization process to “full implementation” effective April 1, 2021. DaJuan seconded the motion. Of the 22 voting members present, 19 voted in favor. 1 was opposed. 2 abstained. The motion passed.

Next Steps –

- The CoC will move to full implementation of the new prioritization on April 1, 2021. CAM Governance will be monitoring data from the transition and will report outcomes to the CoC Board periodically.

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Eviction Diversion Program Updates:

Summary –

- Tasha briefly reminded the CoC Board what the Eviction Diversion Program (EDP) was. Some highlights are as follows:
 - The program was funded through MSHDA to provide eviction diversion and rental assistance locally to enable people to stay in their homes and not be displaced due to financial hardships caused by the pandemic. MSHDA received \$60 million from CARES Act funding which they subcontracted out to the various Michigan CoCs. The Detroit CoC was awarded \$7 million in July with HAND as the fiduciary of this funding.
 - Lakeshore Legal, UCHC, and Michigan Legal Services were the legal arm of the program. Wayne Metro and UCHC worked to provide funding to the landlords to cover their missed rental payments. MSHDA worked to process the cases with landlords who received Project Based Vouchers (PBV) and LITHC (Low Income Tax Housing Credit) programs.
 - The City of Detroit, HAND, and the 36th District Court coordinated planning and oversight of the the program funds.
 - The funding was initially required to be spent by December 31, 2020. MSHDA later extended the deadline to allow for agencies to move any remaining funds that had been committed but not administered by December 31. The preliminary numbers in Detroit show that 3.6 Million dollars have been spent and 3.4 million dollars have been committed. The term “committed funds” indicates that the letters have been signed with landlord and the checks are going out. This money has been reported to have impacted over 1000 households. This, however, is somewhat of an undercount because it only captures those who received rental assistance. More households were served which received mediation and legal assistance.
- Tasha then informed the CoC Board that more funding will be coming to Detroit in the near future to continue this work. Some highlights are as follows:
 - The new funding source will be renamed from EDP to COVID Emergency Relief Assistance (CERA). Detroit will receive significantly more funding in the next allocation – upwards of 90 million dollars.
 - Area Median Income (AMI) qualifications have reduced slightly from 100% (EDP) to 80% (CERA). The grant has also been expanded to cover more than rental arrears. New allowable expenses under CERA include: utility and rental assistance. Folks who received assistance through EDP are not disqualified from receiving assistance through CERA.
 - MSHDA is hoping to ramp this funding up by mid-February with expectations that it is expended by December 31, 2021. MSHDA has also designated expectations around staffing threshold. MSHDA has also indicated that they would like for Detroit to identify a minimum of 3 providers to implement this grant.
 - Tasha explained that she is seeking CoC Board input on which 3 providers Detroit should subgrant out to for the CERA funding. Tasha outline a shortlist of providers that have been identified by the planning partners and gave brief rationale behind each entity. Tasha asked that the CoC Board approve the short list and grant HAND the authority to make the final decision on who the recipients will ultimately be.

Decisions –

- Eleanor motioned to approve the shortlist of providers to dispense emergency rental and utility assistance funding from CERA and to grant HAND the authority to make the final decision on subrecipients. Of the 19 voting members present who did not possess a conflict of interest, 17 voted in favor. 0 were opposed. 2 abstained. The motion passed.

Amy B. closed the meeting at 4:25pm. *The next meeting will be on Monday, February 1, from 2 – 4:30pm. Location will continue to be virtual due to COVID-19.*