

Detroit Continuum of Care | Board of Directors
Working to Equitably End Homelessness in Detroit, Highland Park, & Hamtramck

Board Meeting Agenda | November 1, 2021 | 2:00-4:30pm | Webinar: [Registration Link](#)

<p><u>CoC Board Norms:</u></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><u>CoC Board Draft Values:</u></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"> - Reminder for Board Members with Expiring Terms - Release of 2020 Annual Report - Reminder of Special CoC Meeting on November 8 - MSHDA ESG RFP Reminder - Governance Charter Vote on January 16 	Amy Brown	EC	--
2:15 pm	CoC Staffing Updates	Tasha Gray	HAND	--
2:25 pm	Consent Agenda <ul style="list-style-type: none"> - October 2021 Board Minutes (ACTION ITEM – VOTE) 	Amy Brown	EC	# 1
Additional Information (No Immediate Action)¹				# 2 – 3
Applications and Funding				
2:30 pm <i>(20 min)</i>	FY2021 CoC Competition <ul style="list-style-type: none"> - Progress Update & Results from October 20 Special Meeting - Final Project Ranking List (ACTION ITEM – VOTE) 	Amanda Sternberg	VFPC	# 4
Housing				
2:50 pm	Emergency Housing Vouchers (EHV) and Housing Choice Vouchers (HCV) Updates	Jasmine Morgan	ESG Planning	--
3:00 pm	Housing Surge Updates	Terra Linzner		--
3:05 pm	HOME ARP Funding	Terra Linzner		--
3:10 pm	5 minute break 😊 (Stay on Zoom please!)			
Committee & CoC Work				
3:15 pm	Low Income Housing Tax Credit (LIHTC) Committee Update	Jasmine Morgan		# 5

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

3:35 pm	CoC Board Election Preparation	Amy Brown	EC	--
4:05 pm	Values & Funding Priorities Committee Update	Amanda Sternberg		# 6
4:30pm – Adjourn				

NEXT MEETING: DECEMBER 6, 2021 | 2:00-4:30PM | WEBINAR (UNTIL IN-PERSON MEETINGS RESUME)

Key Committee and System Partner Acronyms:

LIHTC – *Low Income Housing Tax Credit Committee* – **Chair:** Vacant | **Staff:** Jasmine Morgan

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

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

Detroit Continuum of Care | Board of Directors

Working to Equitably End Homelessness in Detroit, Highland Park, & Hamtramck
October 4, 2021 Board Meeting Minutes

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

Board Members Present

Amy Brown
Ari Ruttenberg
Celia Thomas
DaJuan Smith
Deloris Cortez
Donna Price
Eleanor Bradford
Elizabeth Vasquez
Erica George
Gerald Curley
Joy Flood
June White
Sharyn Johnson
Shawntae Harris-Mintline
Tasha Gray
Ted Phillips
Terra Linzner
Vanessa Samuelson

Absent Board Members

Ray Shipman

Excused Board Members

Catherine Distelrath
Chioke Mose-Telesford
Katie Zeiter

General Public

Alyssa Rietveld
Amanda Sternberg
Amy Senese
Ben Slightom
Benne Baker
Courtney Smith
Curtis Smith
Cynthia Adams
Deborah Drennon
Denise Lyles
Haley Schultheis
Jane Scarlett
Jasmine Morgan
John Stoyka
Kaitie Giza
Kiana Harrison
Kiana Jackson
Kimberly Benton
Kyra Fisher
Lindsey Bishop-Gilmore
Melissa Penner
ReGina Hentz
Renee Bryant
Vineta Mitchel

Amy B. opened the meeting at 2:03 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.
- Isolation Shelter Updates:
 - Terra explained that the Detroit Health Department is ramping down their isolation shelter this week. Detroit Rescue Mission Ministries will begin operating a new isolation shelter. It will be located at 440 E. Grand. Capacity is approximately 70 beds. Referrals will continue to flow through the CAM phone line. Shelters received updated workflows on 9/29. The intention is to operate the new isolation shelter through April 30, 2022.
- Youth Homelessness Demonstration Grant:
 - Shawntae H-M. reminded the CoC Board that the CoC applied for YHDP for the third time in July. After two unsuccessful attempts in previous years, Detroit was successful in our efforts this year. The CoC will receive roughly 5.6 million dollars. Shawntae thanked everyone for their incredible efforts to help secure the funding.

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- Selection for the grant launches the CoC into a coordinated community plan to end youth homelessness in Detroit. Once this plan is approved by HUD, we will then conduct a local competition process to select programming to carry out the approved plan. Technical assistance has been assigned to Detroit to assist with the various steps of this process. The CoC Board will be provided relevant updates as they arise. You can reach out to Kaitie (kaitie@handetroit.org) or Tasha (tasha@handetroit.org) with questions.
- MSHDA ESG Request For Proposals (RFP) Update:
 - Jasmine M. reminded the CoC Board that they approved an RFP process to select a new RRH provider to administer MSHDA ESG Funds. This RFP will release on October 29th with a due date of December 11th. This will be released via a web portal. More information will be shared via email and on HAND's website upon release. You can contact Jasmine (jasmine@handetroit.org with questions).
- MSHDA Statewide Housing Plan:
 - Vanessa S. shared that the MSHDA is launching an effort to develop Michigan's first ever collaborative statewide housing plan. This is being led by persons at MSHDA who are focused on diversity, equity and inclusion and these elements will be intentionally incorporated into the plan. MSHDA has contracted with Public Policy Associates to lead concerted stakeholder engagement. Board Members are encouraged to be on the lookout in case they are asked to provide input.
- Special Board Meeting
 - The CoC Board is asked to attend the October 20th Executive Committee Meeting (from 4-5pm) to vote to approve recommendations for new Domestic Violence Bonus Funding. The meeting is open to the public and any guests are welcome.

Consent Agenda

September Board Meeting Minutes

- The floor was opened for questions. None were asked.
- Donna motioned to approve the September 2021 Board Minutes. Sharyn seconded the motion. Of the 15 voting members present, 15 voted in favor. 0 were opposed. 0 abstained. The motion passed.

Developing FY2021 CoC Application Responses:

Summary –

- HAND is working on developing responses to questions in the CoC Application. As a reminder, the questions typically address the following for things:
 - Describing how things are within our community and our system;
 - Describing what our community has done;
 - Describing what our community is doing;
 - Describing what our community will do.
- HAND sought input from the CoC Board on 8 different questions/segments of the application through a series of breakout rooms.

Next Steps –

- This feedback will be incorporated into the application responses. The application is due on November 16th. There will be a special meeting in early September to approve the application prior to submission.

FY2021 and FY2022 CoC Planning Grant:

Summary –

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- Tasha briefly reminded the board of the eligible activities available under the CoC Planning Grant. Every year, Detroit typically applies for the following eligible categories: coordination, developing a CoC system, evaluation and monitoring, and CoC Application.
- Tasha went on to explain that we are currently operating the FY19 planning grant. We will begin operating the FY2020 grant from January 2022 – December 2022. And the FY2021 will be operated from January 2023 – December 2023. Detroit was automatically awarded the FY2020 grant and will be receiving \$843,290. We will need to apply for the FY2021 funding in the current CoC Competition.
- Tasha reviewed a chart detailing proposed staffing for the FY2020 grant. The hope would be able to fund just under 10 FTE with the grant. This would bring on the following new positions: CoC Manager, Program Coordinator, Recipient Rights Coordinator, Engagement Coordinator, Youth Coordinator (YHDP funding), Capacity Building and Training Manager. Tasha then reviewed the proposed staffing for the FY2021 grant. The hope is to apply for the full \$912,535. This would allow for the maintenance of the positions brought on in FY2020 and to bring on an additional systems coordinator focused on supportive services. Tasha spoke through the rationale for each new position from both years and the intended work they would be addressing (outlined in the slide deck – linked above). This new capacity would allow for HAND to begin staffing the Youth and Chronic Committees while maintaining the other committees that they currently staff.

Decision –

- Gerald motioned to approve the proposed budget and activities for the FY2021 CoC Planning Grant. Erica seconded the motion. Of the 17 voting members present, 15 voted in favor. 1 was opposed. 1 abstained. The motion passed.

Next Steps –

- Tasha will use this information to apply for the FY2021 CoC Planning Grant.

Performance & Evaluation Committee (PEC) Update:

Summary –

- Amanda S. explained that the primary roles and responsibilities of the PEC are as follows:
 - To review program performance for homeless service programs funded through Continuum of Care and the Emergency Solutions Grants.
 - When appropriate, PEC will also review performance data from programs funded by other sources such as the VA or the State of Michigan.
 - Evaluate the performance of the CoC system and when appropriate, organizational performance, and recommend changes or process improvements.
 - Provide recommendations to the Board on challenges and opportunities related to program and system performance.
- Amanda went on to review the successes and challenges of the committee over the past year.
 - The success are as follows:
 - Revised and updated committee member agreement, including expanding membership on the committee.
 - Provided input and feedback to evaluation criteria for CoC project applications.
 - Reviewed quarterly performance data on CoC and ESG funded programs for the following key performance measures:
 - Housing outcomes
 - Utilization rates
 - Length of time to housing
 - Reviewed data on returns to homelessness to better identify trends and patterns.
 - The challenges are as follows:

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- Determining trends in system performance in a way that allows us to make recommendations on system-level changes needed to improve system performance in a timely manner.
 - Determining what level of data, and how frequently, to share with the board in a way that is actionable and not overwhelming.
 - Discerning what role the committee plays (vs HAND or the City of Detroit) in project-level or agency-level monitoring and/or determining the need for corrective action plans.
- Amanda asked the CoC Board members to consider participating on the committee as the board rep.

Next Steps –

- The committee will continue their work and report the CoC Board as applicable.

PSH Quality Work Updates:

Summary –

- Lindsey B-G. explained that the CoC has been doing quality supportive housing deep dive work for the past couple of years. A couple of years ago, all PSH providers were asked to complete a self-assessment. CSH was contracted to provide targeted technical assistance to providers who opted in to receive the intensive supports. This kicked off in early 2021. CSH has provided a few trainings since the launch. Agencies are also provided one on one support. Much of the work centers around advancing racial equity and elevating persons with lived expertise. To promote this, efforts have been conducted to incorporate PSH residents as co-trainers. This work is being extended by several months from the original end-date to adapt to the impacts of the pandemic.
- The agencies who have participated in the TA have been extremely committed to aligning with best practices and improving their service delivery. However, it is important to acknowledge that despite deep commitment, most of our PSH providers are significantly under-resourced and that has a deep impact on the depth and quality of the services they are able to provide. To truly be successful in improving quality, there is a need to pursue alternative resources to support agencies in their efforts to improve programming. This will require helping agencies develop the skills to effectively braid funding in their program development. Further, to truly improve as a system, the work must be balanced at both the individual agency level as well as at the system/collective level.

Next Steps –

- This work will continue. The Board will be provided with relevant updates.

Housing Surge Discussion:

Summary –

- Terra L. explained that the CoC is leveraging some of the pandemic relief funding to facilitate a housing surge. A housing surge is defined as a concentrated, time-limited, community-driven effort to house a significant number of people in a short amount of time. The goal is to connect 100 households pulled for an HCV voucher to units in real time during a single-day event. The plan is to conduct the housing surge on November 17th at Focus Hope with lease-ups completed within two weeks – by December 1st. A number of committees have been pulled together to plan for and manage the surge – for project management, leadership, breaking barriers, assessing needs, and tracking outcomes. Efforts are currently underway to recruit landlords to participate in the event.

Next Steps –

- The Board will be given relevant updates as applicable.

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Housing Justice Roadmap Follow Up:

Summary –

- Vanessa S. reminded the CoC Board that they should have received an email from Amy last week announcing the adoption of a vision by the CoC Board and General Membership. The email also provided a link to the Housing Justice Roadmap that was developed by NIS. You can access the [full roadmap by clicking here](#). Vanessa encouraged everyone to review the website and read through the information that was compiled. There are 7 actions that have been proposed by NIS to improve Detroit's homeless response system based upon their stakeholder engagement. These are proposals for the CoC's consideration and discussion. The ultimate aim is to develop a community co-design process to restructure the system to dismantle inequities and improve the system.

Next Steps –

- There will be further discussions about the proposed actions and the CoC's next steps at future meetings.

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	E	N/A	N/A			7	1	0
Amy Brown - Chair	P	P	P	P	P	P	P	P	P	P			10	0	0
Deloris Cortez	P	P	P	U	P	P	P	P	P	P			9	0	1
Eleanor Bradford	P	P	P	P	P	P	P	U	E	P			8	1	1
Ashlee Cunningham	P	P	P	E	U	P	U	P	N/A	N/A			5	1	2
Gerald Curley	P	P	P	P	P	P	P	P	P	P			10	0	0
Catherine Distelrath	P	P	P	P	P	P	P	P	P	E			9	1	0
Joy Flood	P	P	P	P	U	P	P	P	U	P			8	0	2
Erica George	P	P	P	E	P	P	P	P	P	P			9	1	0
Tasha Gray	P	P	P	P	E	P	P	P	P	P			9	1	0
Shawntae Harris-Mintline	P	P	P	P	E	P	P	E	P	P			8	2	0
Sharyn Johnson	P	P	P	P	P	P	P	P	P	P			10	0	0
Terra Linzner	P	P	P	E	P	U	P	P	U	P			7	1	2
Chioke Mose-Telesford	P	P	P	P	E	P	P	P	P	E			8	2	0
Ted Phillips	P	P	P	U	P	P	P	P	E	P			8	1	1
Donna Price	P	P	P	P	P	P	P	P	P	P			10	0	0
Vanessa Samuelson	P	P	P	P	P	E	P	P	U	P			8	1	1
Mary Sheffield (Ari Rettenburg)	P	P	P	U	P	U	E	E	E	P			5	3	2
Ray Shipman	P	P	P	P	U	P	P	U	P	U			7	0	3
DaJuan Smith	P	P	U	P	P	P	U	P	P	P			8	0	2
Celia Thomas	P	P	E	P	P	P	P	P	P	P			9	1	0
Elizabeth Vasquez	U	P	P	U	E	P	P	P	P	P			7	1	2
June White	P	P	P	P	U	P	U	U	U	P			6	0	4
Katie Zieter	P	P	P	P	P	P	P	E	E	E			7	3	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 (kaitie@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

OCTOBER 6, 2021 | 4-5PM | WEBINAR

MINUTES

Attendance

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

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

Time	Agenda Item & Notes	Presenter/ Facilitator	Supporting Materials
4:00 pm	<p>1. Racial Equity Survey Discussion</p> <p>Summary: Kaitie informed the Executive Committee that the HMIS team is continuing to advance the racial equity survey. The comments received from the Executive Committee have been received and incorporated.</p> <p>Next Steps: The survey will be finalized and distributed in the coming weeks.</p>	Kaitie Giza	
4:10 pm	<p>2. Board Meeting Check-In</p> <p>Summary: The executive committee debriefed Monday's board meeting. It felt like Board Members were more engaged. There was general agreement that the breakout rooms were good but it would have been nice to have more time. There was discussion that perhaps it would be good to prioritize content on the agenda where more time can be allowed to have deeper discussions – perhaps moving less time-sensitive items to accommodate. The idea was floated to consider breaking board meetings up to 1.5 hours bi-weekly rather than 2.5 hours monthly. Some considerations were raised: should General Membership Meeting structure and content also be reconsidered and improved? Are there ways we should consider making changes there – how do we ensure changes are aligned? How can we improve alignment between these two important decision-making bodies?</p> <p>Next Steps: Future discussions should be held to flesh out some of the questions raised today.</p>	Kaitie Giza	
4:25 pm	<p>3. Executive Committee Purpose</p> <p>Summary: The Executive Committee took a survey to give feedback on the potential focus/purpose of the committee. The results are linked to the right. EC members discussed their reactions to the responses. One of the most salient pieces of feedback that received was that there is a wide range of opinions on purpose and function among members. This seems to indicate that there is a need for conversations to dive in more deeply as a collective and find points of cohesion. The concern was raised about needing to also better understand/solidify the larger CoC Structure and function and ensure that the various roles are clear and well-defined and coordinated. It was also elevated that there is a</p>	Amy Brown	Results of EC Purpose Survey

tension between accountability and trust that needs to be worked through in order to formalize the EC's role. There also seems to be a need to develop common definitions – as we may all be coming at this work with varying definitions and it would be helpful to level set in this way.

Next Steps: Amy will reflect on the feedback and work to set next steps.

Executive Committee

OCTOBER 13, 2021 | 4-5PM | WEBINAR

MINUTES

Attendance

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

System Partners: Tasha Gray, Terra Linzner, Nicole Palmerton, Kaitie Giza, Gerald Curley, Safiya Merchant, Alexis Alexander, Julie Schneider, Lindsey Bishop-Gilmore

Time	Agenda Item & Notes	Presenter/ Facilitator	Supporting Materials
4:00 pm	<p>1. City of Detroit Strategic Planning and Partner Update</p> <p>Summary: Representatives of the City of Detroit's Housing and Revitalization Department presented on their hopes to develop a strategic plan to guide the collaboration between the homeless response system and the City – particularly in the development of Permanent Supportive Housing (PSH). Increased capacity in the city has allowed them to focus their efforts on this initiative. The strategic plan will strive to be action-oriented and focus on the following three things: increasing equity, increasing collaboration across sectors related to housing, and further developing PSH. They define an action-oriented approach as one that outlines a series of goals, with roles that are understood and tasks that are clearly assigned to members. The Housing Justice Roadmap will be utilized as a launching point in the strategy development. The Executive Committee discussed the proposal. They expressed a desire to see more clearly defined roles in the strategic planning process, the development of decision-making structures, as well as the inclusion of people with lived experiences.</p> <p>Next Steps: The City of Detroit will continue to move forward this work in close consultation with the CoC.</p>	Terra Linzner & Julie Schneider	
4:35 pm	<p>2. MDHHS Vaccine Data</p> <p>Summary: MDHHS has been doing work to understand vaccination rates across the state – including among the homeless population. Through a data match between MICRS and HMIS, they determined that Detroit's vaccination rate is around 5% for those in the homeless system. This is extremely low. Vaccine clinics for the homeless population have been held for the past several months and are ongoing. It seems that vaccine availability is not helping to move the needle. In an effort to improve vaccine uptake, the City of Detroit is working to create peer support positions to provide mentorship, combat myths, and promote vaccinations. It will be important to intentionally hire youth into some of these positions. The Executive Committee discussed other possible tools to motivate vaccination uptake. Incentives were elevated as another option to pursue. The group also discussed trying to get influencers to</p>	Terra Linzner	

	<p>encourage vaccinations. Councilwoman Sheffield is known to coordinate with celebrities and may be able to leverage connections. Local Detroit athletes were mentioned as a potential resource as well. The EC explored the idea of utilizing celebrity endorsement to host a vaccination event or series of events.</p> <p>Next Steps: Terra will meet with the Detroit Advisors Group to garner input on the Peer Ambassador positions. The Executive Committee will continue to check in and get updates.</p>		
4:55 pm	<p>3. November Board Meeting Planning</p> <p>Summary: There was not time for a full discussion. Kaitie informed the Executive Committee that content is needed for the November Board Meeting. EC members were requested to send proposals for agenda items to Kaitie via email.</p> <p>Next Steps: Kaitie will continue to solicit content and will work with the Executive Committee to formalize the agenda next week.</p>	Kaitie Giza	

Executive Committee

OCTOBER 20TH, 2021 | 4-5PM | WEBINAR

MINUTES

Attendance

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

System Partners: Gerald Curley, Kaitie Giza, Lindsey Bishop-Gilmore, Nicole Palmerton, Amanda Sternberg, Terra Linzner

Non-EC Board Members: Ray Shipman, Eleanor Bradford, Elizabeth Vasquez, Erica George, Joy Flood, Chioke Mose-Telesford

Time	Agenda Item & Notes	Presenter/ Facilitator	Supporting Materials
4:00 pm	<p>1. DV Bonus New Project Review</p> <p>Summary: The first part of the Executive Committee Meeting was devoted to conducting a special vote with the CoC Board to select which agencies will be recommended to HUD to receive Domestic Violence (DV)-Bonus Funding. Historically, the Detroit CoC has struggled to garner interested applicants to pursue this funding resource for the community. As a result, three Request for Proposal (RFP) rounds were held to garner applicants. In the second round, there was one applicant for DV-Bonus funding, but they did not meet the scoring threshold. Not wanting to leave funding on the table, a third round was launched on September 21. In the most recent round, 4 applications were received. The New Project Review Committee scored the applications on October 18th. Of the 4 applicants, 3 passed scoring threshold. The Review Committee is recommending the CoC Board approve to submit all 3 applications to HUD for funding.</p> <p>Decision: Dr. G. motioned to approve the New Project Review Committee's recommendations for New DV Bonus Funding. Eleanor seconded the motion. Of the 9 eligible voting members, 9 voted in favor. 0 were opposed. 0 abstained. The motion passed.</p> <p>Next Steps: Amanda will partner with the approved agencies on submitting their applications to HUD in e-snaps.</p>	Amanda Sternberg	New DV Project Recommendations
4:36 pm	<p>1. CoC Board Meeting Planning</p> <p>Summary: Kaitie reviewed the potential agenda items for the November Board Meeting with the Executive Committee. The Executive Committee provided feedback and helped to formalize the agenda. The Executive Committee discussed the possibility of leading a strategic conversation with the Board about the upcoming elections. This would be a good opportunity for breakout rooms. It was also determined to incorporate the equity element of the agenda into this discussion.</p> <p>Next Steps: Amy will work to develop the brainstorming agenda item. Vanessa will develop content to guide the equity component.</p>	Kaitie Giza	Draft Agenda

Executive Committee

OCTOBER 27TH, 2021 | 4:30-5PM | WEBINAR

MINUTES

Attendance

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

System Partners: Gerald Curley, Kaitie Giza, Lindsey Bishop-Gilmore, Nicole Palmerton, Tasha Gray, Terra Linzner, Tamara Gaines

Time	Agenda Item & Notes	Presenter/ Facilitator	Supporting Materials
4:30 pm	<p>1. Developing Board Meeting Content</p> <p>Summary: The Executive Committee planned for the "Preparing for the CoC Board Elections" item on Monday's agenda. Vanessa reviewed slides she developed to root the conversation in equity. Executive Committee Members will be assigned bullets to read during this segment. Amy surveyed for availability to help facilitate the breakout rooms. In the rooms, board members will strategize about intentional recruitment to fill the board seats that are up for election.</p> <p>Next Steps: Amy will coordinate to finalize the breakout room logistics. Vanessa will share the slides with Kaitie to be included in the slide deck. Kaitie will share the total number of open seats to guide the discussion.</p>	Amy Brown	
4:50 pm	<p>1. New HAND Staff</p> <p>Summary: Tamara Gaines has joined the team at HAND as the new CoC Manager. Tamara explained her history with the CoC and expressed her excitement to begin in the role. The Executive Committee members took turns introducing themselves to Tamara.</p> <p>Next Steps: Tamara will serve as the CoC representative on the Executive Committee moving forward.</p>	Tasha Gray	

ATTACHMENT FOUR

FY2021 Detroit Continuum of Care Project Priority Ranking

November 1, 2021

➤ ***The CoC Board is asked to vote to approve the FY2021 CoC Project Priority Ranking list***

The Values & Funding Priorities Committee (VFP) met on October 27 to determine the final project priority ranking list for the FY2021 Continuum of Care competition. This ranking list has been developed following the [FY2021 Detroit CoC Project Priority Ranking Policies](#) which the board approved in June 2021.

October 20 Board Meeting on Domestic Violence Bonus Projects Follow Up

Following the October 20 CoC board meeting where decisions were made on which DV Bonus projects would be submitted to HUD, the following next steps were determined:

- ACCESS would be asked to affirm commitment to the CoC Coordinated Entry process and where units must be rented (within CoC jurisdiction); they would also be offered the opportunity to increase their funding request. ACCESS has affirmed commitment to above items; they have declined additional funding.
- AFG was offered the opportunity to increase their funding request. AFG has declined additional funding.
- Freedom House was offered the opportunity to increase their funding request. Freedom House increased their request by about \$138,000.

Opportunity to Move a Project From Tier 2 to Tier 1

Per the ranking policies, the VFP may recommend, with supporting rationale, that a project(s) ranked in Tier 2 be “bumped up” into Tier 1. After reviewing the project priority ranking list, the VFP has chosen to not recommend any Tier 2 projects be moved up into Tier 1.

Timeline and Next Steps

- Following the board’s decision today, all projects will be informed of where they will be ranked on the project priority ranking list. Our ability to inform projects of this ranking decision by today (Nov 1) aligns with HUD’s expectations that projects be informed at least 15 days before the competition end date.
- All projects, and the CoC application, will be submitted to HUD by November 16 (goal is to submit November 12)

Detroit CoC FY2021 Project Priority Ranking List

	Applicant Name	Project Name	Project Component	Total CoC Request	Cumulative Total	Overall % earned on application	Tie-Breaker: 2A	Tie-Breaker: 2B	Scored Comp. 7 (CE-SSO) or 8 (HMIS)	Notes
TIER 1 PROJECTS										
RANKING POLICY #1: Renewal CoC Infrastructure										
1	Community & Home Supports	Coordinated Assessment & Navigation Project	CE-SSO	847,538	847,538	100%			100%	The CHS CE-SSO and HMIS projects were tied, and current policies did not have tie-breaking criteria. Recommending they be listed with the CE-SSO project first, as this project provides direct services to people experiencing homelessness.
2	Homeless Action Network of Detroit	Homeless Management Information System	HMIS	390,233	1,237,771	100%			100%	
3	Southwest Counseling Solutions	CE-SSO Consolidation	CE-SSO	959,341	2,197,112	91%			87%	
RANKING POLICY #2: New CoC Bonus up to Approximately #1 million										
4	Wayne Metro Comm. Action Agency	Detroit PSH Expansion	PSH	421,793	2,618,905	76.0%				Per ranking policies, this project is ranked above the other two CoC Bonus projects b/c this project would result in additional PSH units (23) even though it scored lower.
5	Neighborhood Service Organization	Clay Apartments	PSH	524,968	3,143,873	87.6%				
6	Ruth Ellis Center	Clairmount Center	PSH	221,848	3,365,721	84.9%				
RANKING POLICY #3: New Domestic Violence Bonus up to Approximately \$500,000										
7	Alternatives for Girls	DV TH-RRH	TH-RRH	560,556	3,926,277	88.8%				Agency declined the opportunity to request additional DV bonus funds.
RANKING POLICY #4: Renewal Projects Without 12 Months Operation by 12/31/2020										
8	Cass Comm. Social Services	Brady Apartments PSH	PSH	150,219	4,076,496	96%	N/A	N/A		
9	Wayne Metro Comm. Action Agency	Detroit CoC PSH	PSH	718,064	4,794,560	74%	100%	N/A		
RANKING POLICY #5: Renewal Permanent Supportive Housing										
10	Community & Home Supports	Permanent Community Home Support I	PSH	574,460	5,369,020	100%	100%	99%		
11	Community & Home Supports	Permanent Community Home Support II	PSH	1,413,602	6,782,622	100%	100%	95%		
12	Neighborhood Service Organization	Bell Supportive Housing Project	PSH	599,393	7,382,015	98%	99%	98%		
13	Cass Comm. Social Services	Travis Permanent Supportive Housing	PSH	421,019	7,803,034	97%	100%	95%		
14	Neighborhood Service Organization	Supportive Housing	PSH	395,059	8,198,093	96%	100%	103%		
15	Neighborhood Service Organization	FUSE	PSH	260,118	8,458,211	96%	100%	90%		
16	Cass Comm. Social Services	Scott Permanent Supportive Housing	PSH	226,088	8,684,299	96%	95%	91%		
17	Cass Comm. Social Services	Thomasson Apartments	PSH	173,808	8,858,107	95%	100%	100%		
18	Neighborhood Legal Svcs Michigan	Project Hope	PSH	610,839	9,468,946	95%	100%	98%		
19	Neighborhood Legal Svcs Michigan	Project Hope II	PSH	831,747	10,300,693	95%	99%	99%		
20	Travelers Aid Society Metro Detroit	Infinity	PSH	1,126,150	11,426,843	94%	100%	98%		
21	MI Dept of Health & Human Svcs	PSH Detroit Renewal	PSH	2,892,372	14,319,215	94%	99%	121%		
22	Cass Comm. Social Services	Cass Apartments Permanent Supportive Housing	PSH	384,102	14,703,317	93%	100%	98%		

Detroit CoC FY2021 Project Priority Ranking List

	Applicant Name	Project Name	Project Component	Total CoC Request	Cumulative Total	Overall % earned on application	Tie-Breaker: 2A	Tie-Breaker: 2B	Scored Comp. 7 (CE-SSO) or 8 (HMIS)	Notes
23	Southwest Counseling Solutions	Leasing Assistance Consolidation	PSH	998,001	15,701,318	93%	98%	105%		
24	Cass Comm. Social Services	Webb Street Permanent Supportive Housing	PSH	236,610	15,937,928	93%	93%	103%		
25	Detroit Wayne Integrated Health Network	Southwest Solutions Matrix Rental Assistance Program	PSH	52,061	15,989,989	92%	100%	140%		
26	Neighborhood Service Organization	NSO/COTS	PSH	122,964	16,112,953	92%	100%	93%		
27	Travelers Aid Society Metro Detroit	BEIT	PSH	1,040,942	17,153,895	92%	99%	103%		
28	Southwest Counseling Solutions	Rental Assistance Consolidation	PSH	1,332,166	18,486,061	92%	99%	92%		
29	COTS	Pathways	PSH	836,287	19,322,348	89%	100%	85%		
30	Detroit Wayne Integrated Health Network	Detroit Central City Rental Assistance Program	PSH	385,075	19,707,423	87%	100%	103%		
31	COTS	Buersmeyer Manor	PSH	152,383	19,859,806	87%	100%	90%		
32	Detroit Wayne Integrated Health Network	Southwest Housing Partners Rental Assistance Program	PSH	285,856	20,145,662	87%	100%	88%		
33	Detroit Wayne Integrated Health Network	DCI/COTS Omega	PSH	537,105	20,682,767	83%	100%	98%		
34	Detroit Rescue Mission Ministries	Cornerstone PSH	PSH	1,442,831	22,125,598	80%	92%	77%		
35	Detroit Wayne Integrated Health Network	Detroit Central City Permanent Housing	PSH	475,834	22,601,432	76%	100%	79%		
36	Central City Integrated Health	FY2021 CoC PSH Program	PSH	1,208,937	23,810,369	68%	99%	83%		This project was granted a waiver of the 70% threshold requirement for renewal projects.
37	Central City Integrated Health	FY2021 CoC PSH Bonus Program	PSH	691,732	24,502,101	67%	98%	81%		This project was granted a waiver of the 70% threshold requirement for renewal projects.
RANKING POLICY #6: Renewal Rapid Rehousing										
38	Neighborhood Service Organization	RRH	RRH	326,194	24,828,295	100%	100%	100%		
39	Neighborhood Legal Svcs Michigan	Project Permanency One	RRH	1,239,030	26,067,325	95%	100%	76%		
40	Neighborhood Legal Svcs Michigan	NLSM Cares Expansion	RRH	1,253,280	27,320,605	90%	100%	93%		
41	Alternatives for Girls	Detroit Youth RRH	RRH	302,017	27,622,622	88%	100%	108%		
42	Southwest Counseling Solutions	CoC Rapid Rehousing	RRH	416,955	28,039,577	85%	100%	74%		
43	Mariners Inn	Mariners Inn Permanent Housing (Tier 1 amount)	PSH	208,201	28,247,778	79%	85%	76%		Per ranking policies, this PSH project is ranked with RRH because it scored less than 90% on the three components. This project also straddles the Tier 1/Tier 2 funding line and is listed as such to show the Tier 1/Tier 2 lines. It will be submitted as one project. HUD may choose to fund only the Tier 1 amount, or both the Tier 1 and Tier 2 amounts.
Tier 1 Limit: \$28,247,778										

Detroit CoC FY2021 Project Priority Ranking List

	Applicant Name	Project Name	Project Component	Total CoC Request	Cumulative Total	Overall % earned on application	Tie-Breaker: 2A	Tie-Breaker: 2B	Scored Comp. 7 (CE-SSO) or 8 (HMIS)	Notes
TIER 2 PROJECTS										
43	Mariners Inn	Mariners Inn Permanent Housing (Tier 2 amount)	PSH	41,538	28,289,316	79%	85%	76%		
RANKING POLICY #7: Renewal Joint Component Transitional Housing-Rapid Rehousing										
RANKING POLICY #8: Renewal Transitional Housing										
44	Methodist Children's Home Society	Teen Infant Parenting Services Program	TH	362,392	28,651,708	99%	100%	94%		
45	Neighborhood Legal Svcs Michigan	Project First Steps	TH-RRH	934,394	29,586,102	68%	84%	67%		This project was granted a waiver of the 70% threshold requirement for renewal projects; per ranking policies it is ranked with TH projects because it scored less than 90% on the three components.
46	Freedom House	FreedomLives	TH	390,841	29,976,943	61%	92%	97%		This project was granted a waiver of the 70% threshold requirement for renewal projects.
RANKING POLICY #9: Remaining CoC Bonus Projects										
47	Ruth Ellis Center	RRH	RRH	352,282	30,329,225	89.1%				
RANKING POLICY #10: Remaining Domestic Violence Bonus Projects										
48	ACCESS	DV-RRH	RRH	321,599	30,650,824	80.7%				Agency has affirmed commitment to Detroit CE process and requirements re: location of units. Agency declined the opportunity to request additional DV bonus funds.
49	Freedom House	Freedom Lives TH-RRH	TH-RRH	563,723	31,214,547	79.2%				Agency requested additional DV bonus funds.

ATTACHMENT FIVE

Detroit Continuum of Care | LIHTC Review Committee
Working to Equitably End Homelessness in Detroit, Highland Park, & Hamtramck

April 2022 Funding Round Due Dates

Date	Activity
December 6th ,2021	Letter of Intent due to CoC coordinator coc_coordinator@handetroit.org
December 17th, 2021	Threshold Webinar LOS Policies and Procedures
February 1st ,2022	Addendum III Initial Concept Letter Due to MSHDA
February 7th, 2022	Must Submit SH materials to the CoC Coordinator coc_coordinator@handetroit.org
February 14-15th, 2022	LIHTC Committee Board Presentation Meeting
April 1st ,2022	Funding Round Due Date
June of 2022	Expected Award Notification



The Detroit Continuum of Care adheres to the Fair Housing Act (Title VIII of the Civil Rights Act of 1968). More information can be found [by clicking here.](#)

ATTACHMENT SIX

Values & Funding Priorities Committee

PRESENTATION TO COC BOARD

NOVEMBER 1, 2021

Values & Funding Priorities Committee (VFP)

- ❖ Committee Purpose
- ❖ Work in 2021
- ❖ Committee Composition
- ❖ Committee Challenges

Committee Purpose

Primary role and responsibilities of the Values & Funding Priorities (VFP) Committee*:

1. Establish our community values and priorities that drive decisions on how community resources are utilized.
2. Create policies to rank HUD CoC programs for the annual composition
3. The New Project Review is a subcommittee of the VFP
4. The Appeals Committee is a subcommittee of the VFP

**per CoC Governance Charter*

Committee Work in 2021

- ❖ Developed Project Priority Ranking policies for FY2021 CoC competition
- ❖ Reviewed and provided input to project evaluation criteria for renewal and new CoC projects
- ❖ Developed priorities for uses of new CoC project funding
- ❖ FY2021 NOFO Analysis
- ❖ Reviewed recommendations for the use of MSHDA ESG 2022 – 2023 funding
- ❖ Two committee members began attending ESG Planning meetings to promote more communication and collaboration
- ❖ Began/continued discussions on committee restructuring

VFP Committee Composition

- ❖ Became a CoC Board committee in 2017
- ❖ Intentional composition to ensure range of viewpoints and to promote transparency
- ❖ Currently, per Governance Charter, committee members must be members of the CoC board unless the CoC board approves a non-board members participation on the committee (which has happened in the past)

VFP Committee Composition

- ❖ Expected Committee Composition (as of March 2020)
 - ❖ 3 – 4 Homeless Service Providers
 - ❖ 3 – 4 Government Representatives
 - ❖ 1 Representative from CAM Lead Agency
 - ❖ 1 HAND staff (other than facilitation staff)
 - ❖ 1 to 2 Persons with Lived Experience
- ❖ Committee has seats for 9 to 12 members.
 - ❖ Committee currently has 7 members, and will be down to 6 starting 2022

VFP Committee Composition as of Oct 2021

Sector	Currently Filled By
Homeless Service Provider	Sharyn Johnson (COTS)
Homeless Service Provider	Elizabeth Vasquez (Freedom House)
<i>Homeless Service Provider</i>	<i>Currently have up to 2 vacancies, will have up to 3 starting 2022</i>
Government	Joy Flood (DHC) (Committee Chair)
Government	Terra Linzner (City of Detroit)
<i>Government</i>	<i>Currently have up to 2 vacancies</i>
CAM Lead Agency	Catherine Distelrath
HAND	Tasha Gray
Persons with Lived Experience	Eleanor Bradford
Persons with Lived Experience	<i>Currently have up to 1 vacancy</i>

VFP Committee Challenges

- ❖ Committee composition:
 - ❖ Losing members, need more non-CoC funded members
- ❖ Committee restructuring conversations in late 2019/early 2020
- ❖ Then the pandemic
- ❖ ESG Planning group pulled together spring 2020
- ❖ 2021 conversations about better coordination between VFP and ESG Planning and future of ESG Planning
- ❖ Conversations still very preliminary; hope is they will continue in coming months

Questions?
