

# 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](mailto:kaitie@handetroit.org)) or Tasha ([tasha@handetroit.org](mailto: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 29<sup>th</sup> with a due date of December 11<sup>th</sup>. 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](mailto: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 20<sup>th</sup> 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 16<sup>th</sup>. 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 17<sup>th</sup> at Focus Hope with lease-ups completed within two weeks – by December 1<sup>st</sup>. 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 4:32pm.** *The next CoC Board meeting will be on Monday, November 1, from 2 – 4:30pm. Location will continue to be virtual.*