Capital Region Housing Collaborative

Board Agenda

Tuesday, March 26, 2019

9-11 am

City Rescue Mission

**Introductions**

Mark Criss (CRM), Jennifer McMahon (CF), Jenny Leaf (L/F), Cindi Borgman (CMH), Rose Taphouse (LSD), Teri Looney (EVE), Adrienne DeFord (ICHD), Rich Howard (BB/BS), Meaghan Redd (CRHC), Toni Young (City of Lansing), Doris Witherspoon (City Planning), Susan Cancro (Advent House), Liza Rios (Legal Services), Christina Corcoran (Legal Services), Gabriel Biber (Haven House), Sharon Dade (Holy Cross), Jessica Lamson (MMRS), Su’Alyn Holbrook (DHHS), Joan Jackson Johnson (City of Lansing), Julie Shaltry (Holy Cross)

**Call to Order**

Meeting called to order at 9:03 am.

**Approval of February Minutes**

Sharon motioned to approve the minutes. Jenny Seconded. No changes or further discussion. Motion passed unanimously.

**Additions to the Agenda**

Toni asked Susan to speak about the ranking issue for the CoC in the report from the National Homeless Information Project. The Outreach Update was moved to new Business. Doris motioned to accept the agenda. Jessica seconded. Motion passed unanimously.

**Chair Report**

Upcoming NOFA – Regarding preparation for the release of the HUD NOFA, Toni and Katrina, representing the City of Lansing HRCS fiduciary, are making preliminary reports to HUD and gathering preparatory information.

National Homeless Information Project Study – This study was released recently referencing statistics from 2016-17. Categories included large and small cities; Lansing was included in the small cities category. The Lansing/Ingham County CoC ranked 163. There was discussion as to the way the data was gathered and if the basis of comparison was accurate. The report was cited in e-newsletters from multiple national sources.

Susan also reported, with additional comments from the City, that we scored well on our HUD application last year but were just below the cut off for the bonus. Susan suggested that we work more closely with our partners across counties lines in Eaton and Clinton to share and gather experience and information in a timely manner to prepare for this year’s HUD application.

Susan also reported that Advent House, Housing Services Mid Michigan, and Child & Family Charities have created a collaborative application to Capital Area United Way to provide Case Management to families that are homeless as defined by McKinney Vento. This would be a dual county effort in Ingham and Eaton. Advent House would have a position and a half, Housing Services Mid Michigan a position, and Child and Family Charities a position. The United Way should be making a decision as to award monies within the next few weeks.

Denise Cornelius of Housing Services Mid Michigan and PATH Outreach Program director is producing another 4000 of the laminated cards used in the Outreach Program to provide as resources for the CoC agencies.

Susan will get the cards out to the Shelters and to Joan’s office as soon as they are available.

Joan stated that her office would be willing to host a roundtable event to pull churches together to explore partnerships to provide services to clients.

Michigan Coalition Against Homelessness could be a help in advocating for more money. April 21 is their advocacy day.

**Governance**

There was a discussion of the proposal that DHHS becomes an appointed position instead of an elected position. Susan clarified that, according to CoC bylaws, this change be approved through the Executive committee to meet the 60 day review requirement. It was suggested that the position be ratified once a person is chosen as a DHHS representative. With this change in elected to appointed ratio, quorum will be 50% plus one. It was stated that the Board is still in need of a representative for the appointed consumer Board seat.

**HUD Youth Homeless Demonstration Program NOFA**

This is the 3rd round of funding. They will be funding more agencies this year than previous years. Target is youth between the ages of 12 & 24. There are 5 primary goals for the grant. We are seeking to develop a similar entry point for youth as the CoC, as well as a Drop in Center and permanent supportive housing and increased mental health services. This is about planning initially. Four months to come together as a community, then submit to HUD. Four more months to finalize the plan, then the community would apply for specific projects. This must be a collaborative application. Due May 15. Initial projects are 2 year grants; after that the programs can continue to apply. A sign-up sheet was sent around for agencies willing to participate and help in this process. Jennifer will take the lead. She will send a link to Meaghan to send out to the Board.

**Committee Reports**

*Finance & Fund Distribution –* Have not had a finance committee meeting. We are waiting for our County payment and City funding. We have had some small expenses. We are still in search of a Treasurer. NOFA will be out soon and will be gathering information. Please be timely in responding with Katrina’s requests. Katrina will be getting an email out asking for information from the agencies ahead of time. Katrina will be hosting an early April meeting.

*Membership Committee –* Susan continues to chair the meeting. Working on updating the website, adding minutes, membership details, etc .

*Strategic Planning –* Pushing to get the plan ready to submit with the NOFA. Planning for a strategic planning draft to be presented in April or May at the Board. Would like committee chairs to review prior to the board. There is a very youth specific goal in the plan. Anything else in the strategic plan, please let Toni know.

*CQI Committee –* Reviewed draft documents. A purpose statement for the CQI Meeting was processed. This will be shared broadly in an effort to include other agencies in the CQI meetings. The second document was a calendar that talks about specific data that gets reviewed and when. Adding to the calendar was discussion about HMIS issues, and other topics and data that the committee would like to adhere to. Next Board meeting will have a version to share. Team has not looked at or reviewed the region 7 data.

*Network Meeting –* Will continue the panel presentations. Next two Network meetings will have CMH presentations and then will move to Education/Employment. Network meetings have been highly attended. May will be Crisis intervention and Stress Management. Will need an analysis of gaps and will do a survey on site.

*Veterans –* the group is getting together April 10 at ten am at HRCS.

*City of Lansing-* Katrina asked to remind everyone to get their forms in to her this month. Thanked DHHS for working to train their employees so that their answers are becoming more consistent across the board for client answers.

**Old Business**

Gap Feeding Program is April 2. Stand down is May 22. Smaller Scale, primary focus is on veterans.

Rapid Rehousing dollars in the community are very limited. CEA was denied request for additional funds from MSHDA.

**New Business**

The City Rescue Mission gave an update regarding their Outreach Center. They currently have 45 guests. Last week they averaged 53 a night. The observed that it was becoming more of a shelter than a drop in center and capacity was being limited by repeat stayers. They adopted the policy of having guests stay in chairs rather than laying on the floor. About 20 people left last night, then came back. Just checking in and out to warm up. Mark stated that they are willing to discuss the way he labels and determines capacity for each shelter. Averaging about ten new people a night.

MMRS has lost their contract with Veterans services. They are moving to using Battle Creek for services. They are seeking applicants for Jessica’s replacement. They will be in the active interviewing process the second week of April.

Rich Howard presented an idea to start talking about how to bring additional monies into the collaborative.

**Adjournment**

Meeting adjourned at 11:07 am.