

Macomb Continuum of Care (CoC)

Board Meeting Minutes

Oakland University – Anton Frankel Building
20 South Main St. Mt. Clemens, MI 48043

November 6, 2019

2 p.m.

Present: Connie Lasher, Julie Hintz, Mark Henderson, Heather VanDenburg, Deanne Honeycutt, Gerald Fisher-Curley, Ricky Garcia, Natalie Dean-Wood (on phone)

Not Present: Dawn Calnen, Jacquelyn Theriot Merchant, Lori Baumgart, Dawn Revyn, Heather El-Khoury, April Fidler

AGENDA ITEM	DISCUSSION	DECISION/ACTION
1. Meeting Called to Order	The meeting was called to order at 2 p.m. by Henderson.	Roll call was conducted. A quorum was present.
2. Approval of the Agenda	Motion made by Honeycutt to approve the agenda and seconded by VanDenburg.	Motion approved.
3. Approval of the Minutes from the September 4, 2019 meeting	Motion made by Lasher to approve the minutes of September 4, 2019 and seconded by Fisher Curley.	Motion approved.
4. Approval of the Minutes from the October 9, 2019 meetings	Motion made by Dean-Wood to approve the minutes of October 9, 2019 and seconded by Lasher.	Motion approved.
5. Operations Updates from CoC Lead Agency Coordinator	<p>Honeycutt reported:</p> <p>New Committee – Advocacy and Awareness</p> <ul style="list-style-type: none">• First focus is Homelessness Awareness Month. Hope to use this committee to draw more people into the CoC and raise awareness. Information has been shared with the membership.• VanDenburg provided flyers for events happening during Hunger and Homelessness Awareness week, including a calendar of events, MCREST open house/hot cocoa stand, a bowling fundraiser for MCREST and Leo's Coney Island restaurant night for FYI.	

	<p>Committee Descriptions</p> <ul style="list-style-type: none"> • Honeycutt is working on clear committee descriptions that include roles and number of meeting dates to present at December membership meeting. • Working on a list of committee chairs and co-chairs. <p>Conflict of Interest Policy and Charter Updates</p> <ul style="list-style-type: none"> • Honeycutt emailed to Board members today the COI policy and updates to the Charter. • The CoC Board should review these documents before the December meeting. • The membership needs to approve the changes to the Charter in January. These documents will also be shared with the membership in November by Honeycutt for their review prior to the January meeting. <p>MSHDA</p> <ul style="list-style-type: none"> • Agreement has been signed for the new MSHDA ESG grant. <p>CoC Board Elections</p> <ul style="list-style-type: none"> • Honeycutt requested clarification from Henderson on the voting of Board membership by the members. • Henderson will review Board members to see if any are at the end of their term. The membership will vote in January through a ballot process. • Henderson will send the people who are at the end of their terms to Honeycutt. 	
6. HMIS Lead Agency Updates	<p>Garcia reported:</p> <ul style="list-style-type: none"> • CAPER reports were sent to MDHSA last week. • Changes were made in HMIS to the order of some assessments. All MSHMIS assessments have been updated. 	
7. President's Update	<p>Henderson reported for Calnen (who was not present):</p> <p>Gaps Analysis</p> <ul style="list-style-type: none"> • Henderson asked for an update on the gaps analysis. Honeycutt stated she was unable to address this issue and that this is a question for Jacquelyn Theriot Merchant. Henderson indicated that contractor Mitch Blum-Alexander is available to conduct a gaps analysis. <p>Advocacy Update</p>	

	<ul style="list-style-type: none"> Proposal 298 was not passed by the Legislature. <p>Board Elections</p> <ul style="list-style-type: none"> Henderson is term limited in the position of vice president. He noted that a person must be on the board for at least a year before serving as an officer. Officer positions are: President, Vice President, and Secretary. Henderson will review all current positions and update the Board. Henderson stated that the membership will be notified at the November meeting that elections will be held. The nominees will be sent to the membership at least 31 days prior to the election. 	
8. Standing Committee Updates	<p>a.) Point in Time Committee Honeycutt noted that the first meeting is November 19 at 3 p.m. at MCFRC. Two training dates in January. Date of PIT Count is 9-midnight, January 29.</p> <p>b.) Coordinated Entry Systems Committee Honeycutt reported that the committee is working on a system to evaluate the coordinated entry system.</p> <p>c.) Grant Ranking Committee No report.</p> <p>d.) Compliance Committee No report. Honeycutt indicated that there were documents that were lost during the process; these have not been located.</p> <p>e.) HMIS and Data Quality Committee Garcia stated that there is a new tool called Stella that reviews data trends from the previous year. Garcia is participating in a training webinar from MSHDA to learn more about using this tool.</p>	
9. Adjournment	<p>Additional announcements:</p> <ul style="list-style-type: none"> Honeycutt noted that the event on November 24 is a community meal with donations of items available for attendees at Trinity Lutheran Church in Utica VanDenburg announced that there is an initiative to ride the buses on November 20, including outreach (not a public event). 	

	<ul style="list-style-type: none"> Hintz announced that Macomb Community Action's Macomb Food Program is promoting raising awareness of hunger and how people can support through food drives. MCA is also organizing an outreach event at the Thompson Family Resource Center on November 21 from 10 a.m.-2 p.m. Flyers will be emailed out to the membership. Honecutt noted that prevention funds are available through Macomb Homeless Coalition through MSHDA funds. Henderson stated that the Warming Center is starting in December. Schedule is not completely finalized. Schedule is not made public, pre-registration is being conducted, but people are not turned away if they are not pre-registered. This was successful last year. Hintz announced that MCA has entered into an agreement with OLHSA to provide the SSVF program in Macomb County as a sub-grantee and potentially the other five counties that OLHSA is able to serve. <p>Motion to adjourn made by Lasher seconded by Honeycutt at 2:55 p.m.</p>	Motion approved.
10. Next Meeting	CoC Board Meeting, Wednesday, December 4 at 2 p.m.	Agenda will be sent prior to meeting.

Respectfully submitted by Julie Hintz.