

Macomb Continuum of Care (CoC)**Board Meeting Minutes**

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

February 4, 2020

2 p.m.

Present: Natalie Dean-Wood, Heather VanDenburg, Dawn Calnen, Dawn Revyn, Heather El-Khoury, Rev. Kelly Cooper, Lisa Chapman, Jacquelyn Merchant, Julie Hintz, Ricky Garcia, Connie Lasher (on phone), Dr. Gerald I. F. Curley (on phone)

Not Present: Mark Henderson, Deanne Honeycutt

AGENDA ITEM	DISCUSSION	DECISION/ACTION
1. Meeting Called to Order	The meeting was called to order at 2:07 p.m. by Calnen.	Roll call was conducted. A quorum was present.
2. Approval of the Agenda	Motion made by Merchant to approve the agenda, with two changes noted that the meeting is called to order by Calnen and not Henderson and that Introductions is added after Approval of the Agenda, and seconded by El-Khoury.	Motion approved.
3. Introductions	Introductions were conducted.	
4. Approval of the January Meeting Minutes	Motion made by Curley to approve the minutes of January 6, 2020 and seconded by Chapman. One correction was made to the attendance: Heather Vandenburg was listed as both present and not present; she was not present.	Motion approved.
5. Operations Updates from CoC Lead Agency	<p>Merchant reported for Honeycutt:</p> <p>HUD Updates</p> <ul style="list-style-type: none">• Merchant reported that the 2020-2022 Action Plan was submitted to committee for review/input. The Action Plan will be sent to the Board for review/input.• Merchant reported that the CoC HUD NOFA Program Competition Tier 1 award announcements were made; Tier 2 announcements have not been made. The CoC was awarded the Domestic Violence Bonus in the amount of \$246,007. This will increase our CoC's Annual Renewal Demand amount.	

	<ul style="list-style-type: none"> ○ Calnen stated that Mitch Blum-Alexander had mentioned that Deanne Honeycutt and Macomb Homeless Coalition put a lot of work into this project and coordinated with Turning Point. Calnen noted her thanks to Honeycutt. ○ Hintz asked if it was known when Tier 2 would be announced. Merchant stated it is not known. • Merchant stated that Visibility Issues/Gaps analysis work continues to address immediate gaps in reporting. Next step is to review missing client data to ensure clients are being accurately counted through the Coordinated Entry process. <p>MSHDA</p> <ul style="list-style-type: none"> • Merchant reported that the 2018-19 ESG grant is in the process of being closed out. All funds have been spent out. The new grant is being set up. <p>Macomb Homeless Coalition Lead Agency Update</p> <ul style="list-style-type: none"> • Merchant provided a report approved by the MHC Board of Planning Grant expenditures. The report contained budget line item categories for the grant and actual expenditures for January 2020. • Chapman asked if Merchant felt the grant was on track. Merchant stated that MHC is on track with spending the entire grant. • Board members asked several questions for clarification on the report. Merchant clarified that the Planning Grant is for a program year of July 1, 2019-June 30, 2020; MHC operates on a calendar year. The reports shows expenses starting January 2020. The report does not show a year to date total for expenditures for the current grant. • Chapman stated that for the purposes of this grant, because the grant starts in July, a report on the program year would show the entire program year. Merchant stated that she would not be providing a report going back to July 2019. • There was discussion about the budget amount for the grant and the Board's request to receive regular, detailed reports on expenditures of the grant. • Chapman stated that her understanding of the responsibilities of this Board as it relates to this grant, the Board would need a full picture and see program year to date reports for the Board to be able to effectively monitor the grant. 	
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	<ul style="list-style-type: none"> ○ Merchant stated that starting July 1, 2020, the full picture will be provided for the grant year that starts on that date and this report will not be going back before January 2020. ○ Chapman stated that this report as provided is not enough information to know if the grant is on track to be expended. ○ Merchant stated that the APR shows that the grant has been expended. Chapman noted that the APR shows a grant year that completed and in the past, not the current grant year. <ul style="list-style-type: none"> • Chapman stated that the CoC Board of Directors oversees this grant. The CoC Board has responsibility to assure that the funding is spent appropriately and is on track. Chapman stated that it is good that MHC's Board is monitoring this grant as well, but Board needs to see the expenditures of this grant. • Merchant stated that MHC would not overspend this grant. • Hintz asked if it would be possible to include a total expended amount for quarter 1 and quarter 2 of the current program year. Merchant stated that would be possible. • Calnen stated that she is comfortable with quarterly reports and the Board can determine what frequency is "regular." <p>MOU Status</p> <ul style="list-style-type: none"> • Merchant asked for a status update on the MOU. • Revyn stated that the Compliance Committee met on January 21 and is meeting again on February 25 to work on revisions to the MOU and it will hopefully be completed soon. <p>Conflict of Interest</p> <ul style="list-style-type: none"> • Calnen asked Merchant to follow up with Honeycutt on the outcomes of the COI forms that have been submitted and the feedback from that. 	
6. HMIS Lead Agency Updates	<p>Garcia reported:</p> <ul style="list-style-type: none"> • The PIT Count has just been completed and are in the process of gathering all data for this. The submission date is typically the end of April. • MSHDA funded agencies had reports sent out; those are due quarterly. • Calnen thanked everyone who participated in the PIT Count. 	
7. CoC President Update	<p>Calnen reported:</p> <p>U.S. Census 2020</p>	

	<ul style="list-style-type: none"> • Email from MSHDA asking agencies to market the Census to the people we serve. CHN is working on materials. • Merchant reported she is working with Macomb Community Action to coordinate Census outreach efforts with staff who are employed as regional Census-takers. • Hintz distributed flyers from Macomb County Health and Community Services promoting the Census. • Temporary employment positions are available with the Census. <p>Condolences for Kathy Goodrich</p> <ul style="list-style-type: none"> • Calnen extended her condolences from the Board to Mark Henderson on the passing of Kathy Goodrich. Several Board members attended the funeral service for Ms. Goodrich. A contribution was made from the Board to Macomb County Warming Center/Ray of Hope in Ms. Goodrich's memory. <p>Advocacy</p> <ul style="list-style-type: none"> • Information was sent to Board members about the proposed changes to Fair Housing regulations. Calnen clarified for Cooper what the information was in regards to. <p>CoC Board In-Service</p> <ul style="list-style-type: none"> • After the March CoC Membership meeting, Calnen stated that there will be a short CoC Board On-Boarding/In-Service • The Charter is available on the MHC website along with other CoC information such as Board Member and General Membership lists. <p>CoC Board Vice President Election</p> <ul style="list-style-type: none"> • The Board Vice President position is vacant due to Henderson reaching his term limit. • VanDenburg has been nominated and accepted her nomination. No other candidates accepted nominations. • Calnen asked if anyone present had opposition to a voice vote. All members consented to a voice vote. • Motion made by Lasher to appoint VanDenburg as Vice President of the CoC Board and seconded by Cooper. 	<p>Motion passed. Curley abstained.</p>
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<p>8. Standing Committee Updates</p>	<p>a.) Point in Time Committee</p> <ul style="list-style-type: none"> Garcia reported for Honeycutt. Thank you to everyone who participated. There were 12 teams, including two new teams. It isn't confirmed, but it seemed as if more unsheltered individuals were interviewed this year in comparison to last year. The day after the PIT Count, Deanne and Gina went to Feed the Need and Liberties South to ensure no one was missed; an additional seven people were counted. Donations received included: handwarmers/blankets from FYI; hats and scarves from Oakland University; gift cards from Community First Health Center and others; bus tickets from MCCMH; and hygiene kits from MHC and MDHHS. <p>b.) Coordinated Entry Systems Committee</p> <ul style="list-style-type: none"> Garcia reported for Honeycutt. The first step is the HUD tool for Coordinated Entry evaluation. The committee has reviewed the tool; it will also be sent to the Board and membership. <p>c.) Compliance Committee</p> <ul style="list-style-type: none"> Revyn provided a report earlier in under the CoC Lead Agency Updates. Revyn is seeking members for the Compliance Committee. <p>d.) Grant Ranking Committee</p> <ul style="list-style-type: none"> No report. Merchant thanked the new members who have joined this committee. <p>e.) HMIS and Data Quality Committee</p> <ul style="list-style-type: none"> Garcia provided a report on the numbers of people served and positive exit destinations by agency. The report is October 31-December 31, 2019. HUD System Performance Measures reporting is due at the end of February. <p>f.) Awareness and Advocacy Committee</p> <ul style="list-style-type: none"> VanDenburg reported that meeting dates are being set. Flyers were provided for the Michigan Homeless Advocacy Day on March 11 in Lansing. The MCAH Breakfast of Champions is accepting nominations. Copies of MCAH's four goals were also provided. 	
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	g.) Mainstream Resources <ul style="list-style-type: none"> El-Khoury reported that the committee is working on goals and defining the role of the committee. A survey will be conducted in March for membership to identify gaps and where agencies can be assisted with information to better assist clients. Presentations from agencies will be restarted. 	
9. Adjournment	Motion to adjourn made by Dean-Wood seconded by Cooper at 3:24 p.m.	
10. Next Meeting	CoC Board Meeting, Tuesday, March 3 at 2 p.m. at Oakland University.	Agenda will be sent prior to meeting.

Respectfully submitted by Julie Hintz.

CoC Coordinator Report
Macomb County CoC BOD Meeting
Tuesday, February 4th, 2020- 2:00pm
OU – Anton Frankel Building; 20 S Main St, Mount Clemens, MI 48043

I. HUD Updates:

- a) We have submitted the 2020-2022 Action to a tentative Committee for review and input. The 2020-2022 Action Plan will be submitted to the Board for input and review post committee review. HUD requires a planning process for the Strategic Planning Committee/Action Plan. It is included that at the November 2020 CoC Board Meeting, the Board will 1) Review the Action Plan/ Progress 2) Ensure a Strategic Planning Committee is in place to meet in January of 2021.
- b) CoC HUD NOFA Program Competition. Funding for Tier 1 including DV Bonus has been Released. We received all Tier 1 Project funding as well as the DV Bonus Project – Turning Point. This has raised the ARD by \$246,007. A full funding release including Tier 2 is to be coming soon, per HUD.
- c) Visibility Issues/Gaps Analysis: The Visibility Issues/Gaps Analysis that was identified when Macomb was designated a high needs HMIS Community in December 2018/January 2019 during the HMIS Capacity Building NOFA continues to be the first and primary focus of the Gaps to be addressed in Macomb County. The GAPS have been identified for the Macomb County CoC and are currently in the process of being corrected. Once corrected, the next step will be to review the missing client data to ensure clients are being accurately counted through our Macomb County Coordinated Entry Process.

II. MSHDA: The 2018/2019 MSHDA ESG Grant is in the process of being closed. The First FSR for the 2019/2020 MSHDA ESG has been submitted.

III. Macomb Homeless Coalition Lead Agency Update: The Planning Grant Budget Report has been approved by the MHC BOD and copies are to be provided to CoC Board members.

Respectfully Submitted,
Deanne Honeycutt
CoC Coordinator
Macomb Homeless Coalition
February 4, 2020

Budget Detail Breakdown Based on Funding Source

HUD Planning Award 2020

Line Item	BUDGET TOTAL	January	February	March	April	May	June	July
Executive Director - JTM	4,050							
CoC Coordinator - DH	33,000	1,548						
Sub- Total Salaries	37,050	1,548	-	-	-	-	-	-
Fringe Benefits	4,539	379						
Health Insurance Expense	4,539	606						
CCD & CoC Events	1,840							
Insurances	1,441							
Supplies/Presentation Equip	1,560	830						
Quickbooks/Aministration	500							
Advertising/Contracting	500	350						
Professional Services	9,000							
Postage/PO Box	635							
Printing	964	350						
Telecommunications	2,160	213						
Facility Costs	2,120	1,060						
Training Conference	2,197							
Travel	3,000	78						
Sub-Total Operations	34,995	3,867	-	-	-	-	-	-
GRAND TOTAL	72,045	5,415	-	-	-	-	-	-

August	September	October	November	December	2020 Total
					-
					1,548
					-
-	-	-	-	-	1,548
					379
					606
					-
					-
					830
					-
					350
					-
					-
					350
					213
					1,060
					-
					78
-	-	-	-	-	3,867
-	-	-	-	-	5,415

MACOMB COUNTY CONTINUUM OF CARE

OCTOBER 1 – DECEMBER 31 2019

REPORTING OF AGENCIES NUMBERS

NUMBER SERVED: Individuals who are entered into The Homeless Information Service System: HMIS (Macomb County HARA page) for agencies who Participate and use Service Point - Or recorded as: *self-reported* for non-HMIS Users.

NUMBER OF POSITIVE EXIT DESTINATIONS: Individuals who have Exited the program into Permanent Housing. PH could be self-resolved housing, PSH, Diversion, or RRH. Some households may still be active in the program and not yet exited/still being serviced. For PSH this # shows households who have moved on and are no longer receiving subsidy.

AGENCY	NUMBER SERVED	NUMBER OF (+) EXIT DESTINATIONS
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MATTS	168	31
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90-day shelter serving men, women, and
Children.

MCREST	232	70
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90-day rotating shelter serving men, women,
And children (RRH clients included).

MCA	31	15
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Assists individuals and families with
Eviction Diversion/Housing Assistance.

BOTH NUMBERS ABOVE

INCLUDE RRH AND EVICTION

MHC	114	66
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Assists individuals and families with Eviction
Diversion/ Housing Assistance/Motel Vouchers.

BOTH NUMBERS ABOVE

INCLUDE RRH AND EVICTION

FYI	28	20
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21-day shelter for homeless and
At-risk youth ages 12-17.

TLP	7	0
Transitional Living Program for Youth ages 16-20 for up to 18 months.		
PATH Street Outreach Team	37	14
CHN	130	#Moved into PSH Unit 2
Housing Agency providing Permanent Supportive Housing to those with a Qualifying Disability.	7	
TURNING POINT	71 ADULTS 78 CHILDREN	100
<i>(Self Report – EMPOWER Data System)</i>		
90-day shelter for women and Children fleeing Domestic Violence.		
AMELIA AGNES	35	1
Transitional Living Program For Women and Children.		
CMH	12	10
Provided Housing Assistance through the RRH program for those with a Mental Health Diagnosis.		

Funding Homelessness Services in Michigan

Funding homeless services is a smart investment

EMERGENCY SHELTER PROGRAM (ESP)



In 2018, ESP funded **68** emergency shelters and **34** motel service providers.¹

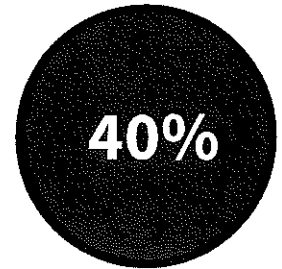
MICHIGAN

\$18/night

OTHER STATES

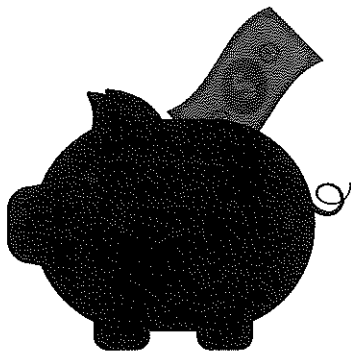
\$25 - \$78/night

Michigan's per diem rate for FY19 is far below the national average, limiting the support that shelters can provide.¹

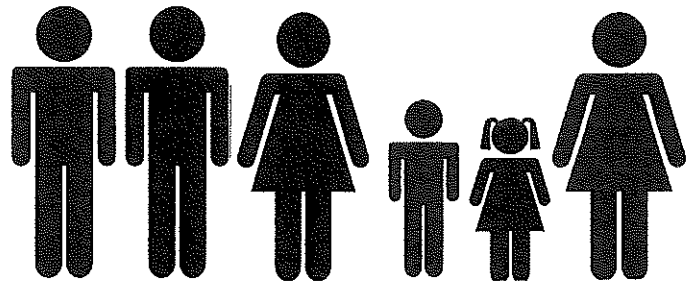


Approximately 40% of all ESP funding is TANF.¹

BIRTH CERTIFICATES



Most homeless service agencies pay for client birth certificates through separate agency, private, or client funds.²



Each month, MI homeless service providers help between 5-6 adults and children obtain their birth certificate **each month**.²

HOW YOU CAN HELP

- Support appropriations increase for the Emergency Shelter Program (ESP) from \$18 to \$24 a day.
- Support the Governor's budget proposal for \$226,000 to reimburse MDHHS Central Registry and public service agencies that provide documentation of paying birth certificate fees on behalf of category 1 homeless clients at county clerk's offices.



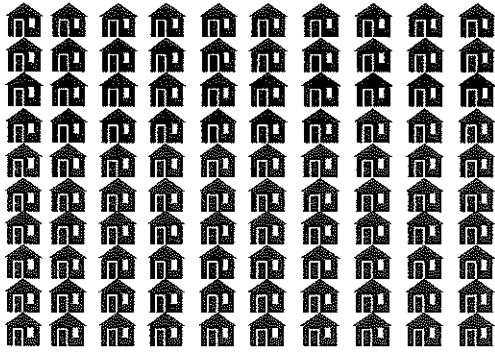
Jason Weller, Michigan Coalition Against Homelessness
Phone: 517-853-3888

Increasing Access to Affordable Housing

Michigan needs to invest in affordable housing now

MI HOUSING AND COMMUNITY DEVELOPMENT FUND

The MHCDF was created in 2008 to develop and coordinate public and private resources to meet the affordable housing needs of low income, very low income, and extremely low income households.¹



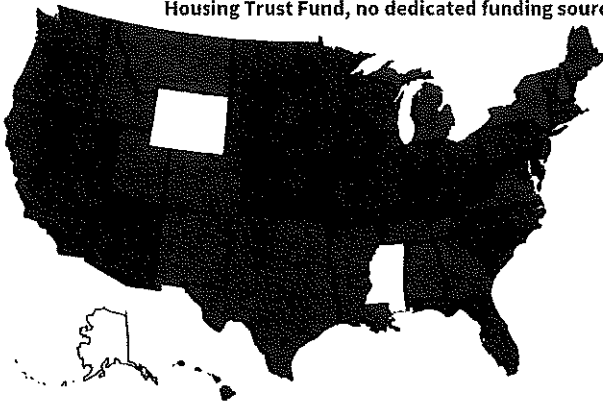
In Michigan for every 100 extremely low income renters there are only 37 affordable and available units.²



The MHCDF has only received funding twice: 2008 and 2012.³

MICHIGAN IS FALLING BEHIND

Housing Trust Fund, ongoing, dedicated funding source
Housing Trust Fund, no dedicated funding source



30 U.S. states have an ongoing, dedicated source of revenue for housing trust funds outside of the appropriations process.⁴

REAL ESTATE TRANSFER TAX
DOCUMENT RECORDING FEE
STATE GENERAL FUND
STATE HOUSING FINANCE AGENCIES
INTEREST FROM REAL ESTATE ESCROW ACCOUNTS

The real estate transfer tax is the most popular dedicated revenue source.⁴

HOW YOU CAN HELP

- Create a permanent funding source for the Michigan Housing and Community Development Fund (MHCDF).



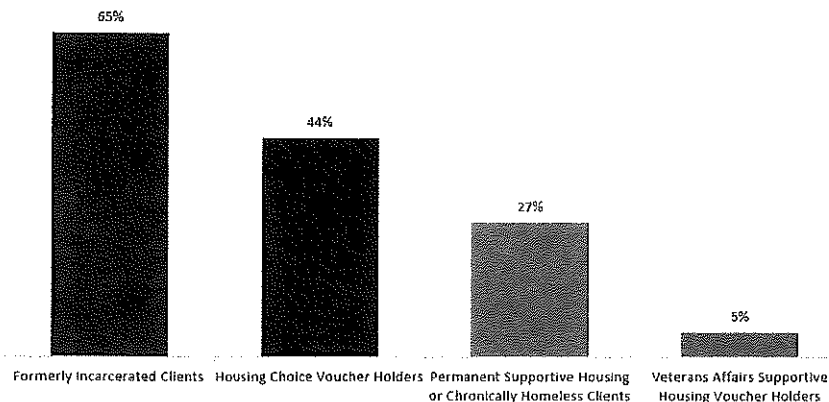
Laurel Burchfield, Michigan Coalition Against Homelessness
Phone: 517-853-3894

Decreasing Barriers to Affordable Housing

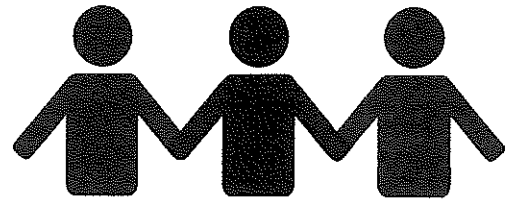
You shouldn't be discriminated against because of your source of income

SOURCE OF INCOME DISCRIMINATION

Clients That MI Landlords Typically Will Not Accept



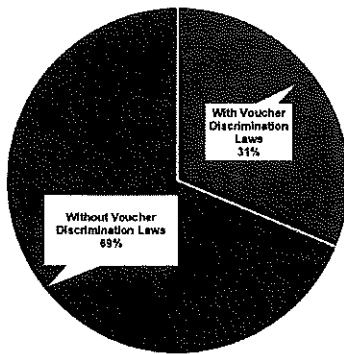
44% of MI homeless service providers said landlords typically won't rent to clients who are Housing Choice Voucher holders.¹



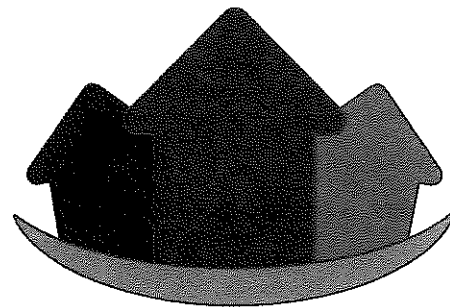
Only 1 in 3 voucher holders nationally are protected from source of income discrimination.²

PROTECTIONS HELP LOW INCOME FAMILIES

Landlord Denial Rate of Voucher Holders



Source of income protections result in fewer landlords denying voucher holders.²



Housing Choice Vouchers expand housing options to higher opportunity neighborhoods with better schools and employment opportunities.³

HOW YOU CAN HELP

- Support Representative Wittenberg's source of income discrimination bill which would make it illegal for landlords to reject potential tenants based on their income, including vouchers, SSI/SSDI, veterans benefits, and any other legal form of income.



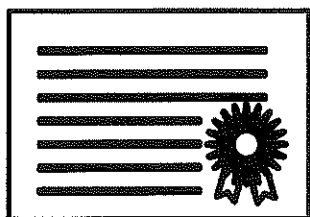
Laurel Burchfield, Michigan Coalition Against Homelessness

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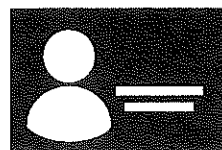
Obtaining Vital Documents in Michigan

Birth certificates are necessary for school enrollment, many MDHHS services, & obtaining a state ID

EXITING HOMELESSNESS REQUIRES VITAL DOCUMENTS



In a 2017 survey of homeless service providers, birth certificates were identified as the most difficult document to obtain for people experiencing homelessness.¹



Individuals experiencing homelessness need a birth certificate to get a state ID, which is required to access services, medical care, shelter, employment, and more.²

OBSTACLES TO ACCESSING BIRTH CERTIFICATES

Birth certificates held by DHHS can cost up to 3x as much as those at the county level and take longer to process.³

\$
13.38

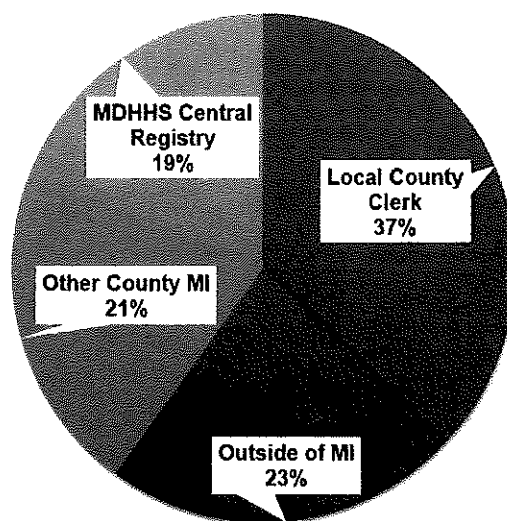
Average cost of birth certificate at county clerk office

\$\$\$
34.00

plus processing fees

Cost of birth certificate at MDHHS Central Registry (unwed mothers before 1978 and adoptions)

¹ Origin of Birth Certificate Asks



HOW YOU CAN HELP

- Support HBs 4152 & 4153 which allow County Clerks to charge the same fee for birth records whether they are obtained locally or from the MDHHS Central Registry.



Jason Weller, Michigan Coalition Against Homelessness
Phone: 517-853-3888