

**Macomb Continuum of Care (CoC)
Board Meeting Minutes
Verkuilen Building – Assembly Room A
21885 Durham Road
Clinton Twp, MI 48036**

January 8, 2019 @ 2:00 P.M.

Present: Julie Hintz, Lori Baumgart, Jacquelyn Theriot-Merchant , Natalie Dean-Wood, Dawn Calnen, , Gerald Fisher-Curley, Mark Henderson via Phone, Eric Wallyn – Community Member
Not Present:, Heather El-Khoury; April Fidler; Dawn Revyn

AGENDA ITEM	DISCUSSION	DECISION/ACTION
<ul style="list-style-type: none"> Meeting Called to Order 	11:15 am by Calnen	Conference line was dialed and activated. A quorum is present
<ul style="list-style-type: none"> Approval of the Minutes (Dec Mtg) 	Motion made by Baumgart to approve the Minutes and seconded by Theriot-Merchant.	AIF - Motion passed
<ul style="list-style-type: none"> Approval of the Agenda 	Motion made by Theriot-Merchant, seconded by Dean-Wood.	AIF - Motion passed
<ul style="list-style-type: none"> Operations Report from CoC Lead Agency and Coordinator 	<p>I. HUD Updates:</p> <p>a. Macomb County CoC/Community GAPS Analysis RFP will be completed this week. Four local Consulting firms have been identified and the RFP will go out by January 14,</p>	President Calnen asked if HUD's Procurement Policy had been consulted. Theriot-Merchant replied Yes. 4 local agencies have been contacted as potential companies.

	<p>2019.</p> <ul style="list-style-type: none"> b. PIT Count updates: 10 Teams committed so far. Working on Assignments. 2 Training/Information meetings will take place in January at MHC Office. Thursday, January 17, 2019 & Thursday, January 24, 2019 from 6:00 pm to 7:00 pm. Seeking donations of new gloves, hats, scarves, socks, blankets, grocery store gift cards, fast food company gift cards. PIT Count Date is Wednesday, January 30, 2019. 9:00 pm to 12:00 am. c. HUD HMIS NOFA update: HAND is assisting MHC with the application. Application deadline is January 31, 2019. Government shutdown may affect the deadline date. d. Government shutdown is not affecting the operation of our HUD CoC Funded Programs <p>II. MSHDA: Nothing at this time.</p> <p>III. Macomb Community Action: ESG Consultation. I have not received any input from the membership on the ESG needs for Macomb County. Need to submit a written response to S. Burgess from the CoC after the January Membership Meeting.</p> <p>IV. Macomb Homeless Coalition Lead Agency Update: 2 new employees: Deanne Honeycutt is new CoC Coordinator; Dee Whitmore is new Call Center Representative. Looking for a part time Call Center Representative to work 25 hours a week.</p>	<p>President Calnen asked if HUD's Procurement Policy had been consulted. Theriot-Merchant replied No. Due to time constraints and discussions with MCAH & HUD. Lead Agency choose HAND due to existing relationship, and HAND not having a conflict of interest.</p>
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<ul style="list-style-type: none"> • President's Report/ Updates 	<ul style="list-style-type: none"> • Charter Amendments to Governance Charter- Henderson & Theriot-Merchant mentioned the current 3 changes to bring before Membership. 1. Change working to reflect the Appointment of a formerly homeless member to the Board can be made by the CoC BOD. 2. Change to working to state "person chosen to fill Mandatory Board seats are appointed by the Agency. 3. Change wording surrounding notification of annual Board Terms and Vacancies to reflect the Membership will be notified of upcoming voting at the meeting prior to the voting or 31 days prior to the annual election. • Board Elections: Calnen asked Henderson conduct vote at January Membership Meeting. Proposed Maria Kuzcinski to be removed due to lack of participation. Eric Wallyn to be appointed as Community Member. Heather Vandenburg from MCREST, and Connie Lahser from MCCMH appointed. Deanne Honeycutt, New CoC Coordinator will be added. • Conflict of Interest Statement: PDF's of existing COI Statements were reviewed. Henderson & ElKhoury are the only members still on Board from the January 2016 COI Statements. Theriot-Merchant will reach out to 1st Board Secretary Jessica Lasher to obtain a Word Document of the COI to be signed by current CoC BOD members. • Committee Descriptions: To be revised in 2019 to include time commitments. Want to review at March CoC BOD Mtg. Theriot- 	<p>Vote on at January Membership Meeting</p>

	<p>Merchant will pass this to new CoC Coordinator, Deanne Honeycutt to work on.</p> <ul style="list-style-type: none"> ESG Consultation MCA – Stephanie Burgess. CoC BOD will compose a letter to give to MCA, once we secure data to support Prevention Dollars as the most pressing need in our community. An Acknowledgement was made regarding the difficulty in getting agencies to apply for MCA ESG Funding due to the 100% Match requirement. 	
<ul style="list-style-type: none"> Standing Committee Updates 	<ul style="list-style-type: none"> PIT – January 17th & 24th PIT Count sessions. 2 Release forms sent out via email to full CoC Membership. Coordinated Entry – Next meeting January 24, 2019 at 2pm. All HUD funded agencies are mandated to attend the meeting. Compliance Committee – Baumgart announced she will be stepping back. F Grant Ranking Committee – FY 18 NOFA Debriefing Meeting date TBD. HMIS – MSHDA CAPER Report to CoC BOD after submission to MSHDA. 	
<ul style="list-style-type: none"> Next Meeting 	February 6, 2019 – Oakland University Mount Clemens at 2pm.	Agenda will be sent prior to meeting.
<ul style="list-style-type: none"> Adjournment 	Motion to adjourn by Fisher-Curley, Second by Theriot-Merchant granted @ 12:58 p.m.	

Respectfully Submitted by Jacquelyn Theriot Merchant – MHC Executive Director