

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

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

**June 5, 2019  
2 p.m.**

**Present:** Heather VanDenburg, Dawn Calnen, Julie Hintz, Dawn Revyn, Gerald Fisher-Curley, Natalie Dean-Wood, Jacquelyn Merchant, Deanne Honeycutt, Ricky Garcia, Jazmyn Thomas, Sama Harp, Mitch Blum-Alexander

**Not Present:** April Fidler, Eric Wallyn, Mark Henderson, Lori Baumgart, Heather El-Khoury

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>	<b>DECISION/ACTION</b>
<ul style="list-style-type: none"><li>• Meeting Called to Order</li><li>• Approval of the Minutes from May meeting</li><li>• Approval of the Agenda</li></ul>	<p>2:06 p.m.. by Calnen. Introductions were made by all present.</p> <p>Merchant requested a change to the May minutes:</p> <ul style="list-style-type: none"><li>• In the Operations Report section, under Letters of Support, the minutes should be amended to state: “Merchant stated that the policy states that letters of support should be sent to the CoC Coordinator (Deanne Honeycutt) first in accordance with the policy.”</li><li>• Merchant also stated that she feels the Motion made under the Compliance Committee update extending the Lead Agency MOU was not necessary. The motion was made at the meeting, as such, no change is made to the minutes.</li></ul> <p>Motion made by Fisher-Curley to approve the minutes with the change to the Letters of Support statement and seconded by Lasher. Motion passed.</p> <p>Motion made by Merchant to approve the agenda and seconded by Lasher.</p>	<p>Roll call was conducted. A quorum was present.</p> <p>Motion approved.</p> <p>Motion approved.</p>
<ul style="list-style-type: none"><li>• CoC NOFA Consultant</li></ul>	<p><b>CoC Program Competition Process documents</b></p> <ul style="list-style-type: none"><li>• Merchant requested feedback or questions on the FY 2019 CoC Program Competition Process – Priorities, Ranking, Reallocation, Renewal &amp; New Applications draft documents provided at the May Board meeting and in a follow up email to the Board members.</li></ul>	

	<ul style="list-style-type: none"> <li>○ Calnen indicated the documents did not have significant changes from the prior year. Calnen requested that these documents are walked through and explained page by page in the future; Calnen also asked if consultant Mitch Blum-Alexander had reviewed them and made recommendations/changes.</li> <li>○ Merchant stated there are no changes from the prior year and the only changes will be based on changes required by HUD. Merchant indicated that Blum-Alexander had reviewed the documents and provided feedback.</li> <li>○ Blum-Alexander spoke to the importance of the ranking priorities and bonus project opportunities connecting to the data. The data will help prioritize what is important for the CoC and CoC stakeholders to pursue.</li> </ul> <p><b>Summary for Macomb CoC Board Meeting</b>  Honeycutt presented on the following reports:</p> <ul style="list-style-type: none"> <li>● 1. MCAH Report 2017/2018 Projects <ul style="list-style-type: none"> <li>○ Report is numbers served by project in 2017 and 2018. It was noted that MHC Prevention in 2018 is listed as NA due to MCAH not counting the number served by this prevention program as homeless.</li> <li>○ Numbers are people newly entered into HMIS in the year, not clients who were entered in the previous year and are still being served. Numbers are individuals served, not households.</li> </ul> </li> <li>● 2. MCAH Report 2017/2018 by Project Type <ul style="list-style-type: none"> <li>○ Report is a summary of number served by project type in 2017 and 2018. Prevention in 2017 was 216 and 2018 was 20 due to the way prevention numbers are reported to MCAH. An actual number served can be provided to help inform the analysis of need of the community.</li> <li>○ Blum-Alexander asked if the RRH numbers are both HUD CoC and MSHDA ESG RRH funds and PSH is HUD CoC funds only. Merchant confirmed that this is correct.</li> </ul> </li> <li>● 3. Performance Measure 2017/2018 Length of Stay <ul style="list-style-type: none"> <li>○ Honeycutt noted that this measure has not changed significantly from 2017 to 2018 for both Persons in ES and SH and Persons in ES, SH, and TH. Merchant noted that this is an important measure that HUD considers and that people are exiting to a positive destination. Merchant and Honeycutt noted the lack of improvement</li> </ul> </li> </ul>	<p>Merchant stated in the future, this information will be provided in advance and will be reviewed in detail.</p>
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	<p>in this performance measure from 2017 to 2018, but it is good in comparison to other CoCs of our size.</p> <ul style="list-style-type: none"> <li>○ Blum-Alexander noted that shelters typically have funding that limits a shelter stay to less than 90 days. If the bed nights average was close to 90 days, that would be a concern. Calnen asked how Macomb's numbers in this performance measure compare to other CoCs. Blum-Alexander noted that it's hard to compare due to differences in populations. Blum-Alexander noted the differences between the average numbers and median numbers are a way to analyze the data.</li> <li>○ VanDenburg offered MCREST's comparison report to state averages as a way to further inform this data.</li> </ul> <ul style="list-style-type: none"> <li>● 4. Performance Measure 2017/2018 % Successful Exits <ul style="list-style-type: none"> <li>○ This performance measure has increased from 2017 to 2018.</li> <li>○ Lasher noted the number is still low (2017=26%; 2018=33%). Hintz asked what is considered "good" for this performance measure. Fisher-Curley noted that the VA sets this performance measure at 70%.</li> <li>○ There was discussion of when the VI-SPDAT is being completed and the requirements and expectations around the VI-SPDAT.</li> </ul> </li> <li>● 5. Performance Measure 2017/2018 PIT Counts</li> <li>● 6. Analysis of Macomb BNL (Coordinated Entry Referral List, different from Veterans By Name List) <ul style="list-style-type: none"> <li>○ Honeycutt reported on the Coordinated Entry Referral List as of 5/201/19. There are 56 households currently on the list; 55 at category 1, 1 is category 2. 21 qualify for PSH; 8 have been referred for PSH for open vacancies; these household also qualify for RRH. 35 qualify for RRH.</li> <li>○ Calnen asked if the 48 people who haven't been referred are not currently receiving PSH or RRH services. Honeycutt responded that is correct, as once someone is receiving services, they are moved off the list.</li> <li>○ Blum-Alexander noted that it is not uncommon for communities to have clients who are qualified for PSH served through RRH due to funding/program available. This leads to clients who may not be receiving all of the services they may need if they qualify for PSH.</li> </ul> </li> <li>● Garcia reported on 7. Housing Inventory Counts 2019 <ul style="list-style-type: none"> <li>○ There is a 93% utilization rate for the inventory count of 2/27/19. Utilization rates are beds filled.</li> </ul> </li> </ul>	
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	<ul style="list-style-type: none"> <li>○ Project lists from 2018 and 2019 were provided. The number of projects in 2018 was larger than 2019 due to removal of inactive or defunct projects. This resulted in a higher utilization rate in 2019.</li> <li>○ Fisher-Curley requested that at a future meeting, the term “defunct” is defined for projects that may be removed so Board members understand what has happened for each project.</li> <li>○ Calnen asked if it is possible to go to MCAH when projects may not look correct. Garcia indicated he did work with MCAH this year to understand projects that did not have information in HMIS.</li> <li>• Honeycutt indicated that item 8. HUD Highlights FY 2018 CoC NOFA is also included in the materials provided.</li> <li>• Blum-Alexander commented on the data: <ul style="list-style-type: none"> <li>○ There are 6-7 performance measures. Three are often referred to by HUD – one is returns to homelessness (measure two). Macomb’s CoC overall return to homelessness is 14 percent going back two years.</li> <li>○ In the MCAH report, one chart shows the total number of people homeless and 370 of those had more than 12 months experiencing homelessness. Is there are concern with people who are chronically homeless or nearly chronically homeless. HUD has evolved the definition of PSH eligibility so that people who are nearly chronically homeless may qualify even if they don’t meet the definition of chronically homeless.</li> </ul> </li> <li>• Merchant reviewed the FYI 2019 CoC Program Competition Process documents, including prioritization priorities that will be presented to the membership.</li> <li>• Calnen asked if there is other data outside of what was presented today and have we reviewed data on special populations. Who are the special populations that we are serving and those we are not able to serve. Special populations includes domestic violence survivors, youth and veterans and also and special populations specific to Macomb. How are current projects serving specific populations and who is not being served.</li> <li>• Blum-Alexander asked how many people move out of PSH because they receive Housing Choice Vouchers. Honeycutt indicated that one person died and none have received a HCV. Merchant indicated that PSH residents have been placed on waiting lists for vouchers, including HCV and Moving Up Vouchers.</li> <li>• There was discussion about establishing a community homeless preference system for PHAs and Housing Commissions.</li> </ul>	
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	<p><b>FY 2018 CoC Program Competition NOFA documents</b></p> <ul style="list-style-type: none"> <li>• Merchant stated the Board should review the FY 2018 CoC Program Competition NOFA documents. Merchant noted there are transition grants.</li> <li>• Blum-Alexander explained that HUDs term of transition grants is a form a reallocation to allow for flexibility. These are different from reallocation; reallocation of funds removes funds from one project and makes them available for any agency to apply for. In reallocation, an agency can change the type of project and retain the funding over a two year transition period for an orderly transition. An agency could voluntarily transition or the CoC could present a choice to an agency for transition or reallocate funds.</li> <li>• Merchant stated our CoC does not have any projects that should be considered for transition grants.</li> </ul> <p><b>DV Bonus</b></p> <ul style="list-style-type: none"> <li>• Merchant is recommended proposing a Transitional Housing/Rapid Rehousing project under the domestic violence bonus project. It would be a partnership between Turning Point (grantee/TH) and Macomb Homeless Coalition (sub-grantee/RRH). Merchant indicated that additional data will be reviewed.</li> <li>• Calnen asked Blum-Alexander what type of data should be reviewed. Blum-Alexander suggested Coordinated Entry, HMIS or Turning Point's equivalent system, and a number of people who present as experiencing domestic violence. MCAH report also includes this data.</li> </ul> <p><b>Supportive Services Only – Coordinated Entry</b></p> <ul style="list-style-type: none"> <li>• Merchant stated SSO-CE was applied for last year and was not funded. Would like to apply again if there is an opportunity.</li> <li>• This grant would be for the entire CoC.</li> </ul> <p><b>Consolidations</b></p> <ul style="list-style-type: none"> <li>• Merchant stated it is her belief that there are not agencies interested consolidation; Calnen stated that CHN may be interested in consolidations this year if there is an opportunity.</li> <li>• Blum-Alexander clarified how consolidations are ranked and scored, both individually and consolidated. CoC should have a policy on this. Purpose of consolidation is administrative. Can be included as part of timeline. Agencies that wish to consolidate need to submit this as part of their renewals to the ranking committee.</li> </ul> <p><b>Board Recommendations to Membership</b></p> <ul style="list-style-type: none"> <li>• Make a recommendation to the full board, including numbers of special populations, before the membership meeting on June 12.</li> </ul>	<p>Merchant stated Macomb Homeless Coalition will develop a policy on consolidations.</p>
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	<ul style="list-style-type: none"> <li>• Merchant stated that there will be a call with Merchant, Honeycutt, and Blum-Alexander on Friday, June 7 at 9:30 a.m. Board members will be invited. The final recommendations will be emailed to the board for a vote before the membership meeting.</li> <li>• Calnen asked what needs to go to the Membership: <ul style="list-style-type: none"> <li>○ Honeycutt indicated this would be reviewed on the call on Friday.</li> <li>○ Blum-Alexander indicated the RFP is not part of what goes to membership; membership is approving critical policies and ranking priorities.</li> </ul> </li> <li>• Blum-Alexander noted that once the priorities are determined, the CoC is able to coalesce around an agency to support and assist the agency in their application to make sure it is a strong application.</li> <li>• Harp asked if we can conclude that the policies, process, priorities, and tools are all in place and ready before the ranking committee starts. The role of the ranking committee will be only to review, score, and submit for final ranking.</li> </ul>	
• Operations Report from CoC Lead Agency Coordinator	• No report was presented due to time limitations.	
• HMIS Lead Agency Updates	• No report was presented due to time limitations.	
• President's Update	<ul style="list-style-type: none"> <li>• No report was presented due to time limitations.</li> <li>• Calnen requested that updates are emailed to the Board.</li> </ul>	Calnen asked for Honeycutt to request that committees send updates to the Board.
• Committee Updates	• No report was presented due to time limitations.	
• Next Meeting	Wednesday, July 3 at 2 p.m.	Agenda will be sent prior to meeting.
• Adjournment	Motion to adjourn made by Merchant seconded by Fisher-Curley at 3:56 p.m.	Motion approved.

Respectfully submitted by Julie Hintz.