# Minutes……………………….………………………… Muskegon County Homeless Continuum of Care Network

**Muskegon, MI 49442**

**Meeting Description:**  **MCHCCN Executive Committee Meeting**

**Via**

**Webex**

**Meeting Date: March 11, 2021 Time: 9:00 am – 10:00 am**

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| --- | --- | --- | --- | --- | --- | --- |
| Representatives | Present | Absent |  | Representatives | Present | Absent |
| Julie Aaron-Shyne, City of Muskegon Heights | x |  |  | Dan Skoglund, Muskegon Rescue Mission, Co-Chair | x |  |
| Tressa Crosby, Health Project, Chair, Nominating Committee | x |  |  | Leslie Slater, Department of Health & Human Services | x |  |
| Brandon Baskin, Health West, Chairman, Coordinated Entry Committee | x |  |  | Michael Ramsey, Community en  Compass (HARA) | x |  |
| Valerie Nance, Salvation Army |  | x |  | Oneata Bailey, City of Muskegon, Chair Review Committee | x |  |
| Jamie Hekker, Public Health of Muskegon County, Chair | x |  |  | Angela Mayeaux, Muskegon Housing Commission, Secretary | x |  |
| LaShae Simmons representing lived experience | x |  |  | Judy Kell, CoC Coordinator (non-voting) | x |  |
| Joe Whalen, Fresh Coast Alliance | x |  |  | Dan Moran, HMIS Administrator (non-voting) | x |  |
| Jana Routt, United Way of the Lakeshore | x |  |  | John Peterson, Consultant | x |  |
| Alicia Cox, Coordinated Entry Coordinator | x |  |  | Nicole Beagle, MSHDA |  | x |

**MINUTES**

I. Call to Order

II. Approval of Agenda

A motion was made by Ms. Mayeaux and supported by Mr. Baskin to approve the agenda. The motion carried.

III. Approval of Minutes of Executive Committee – February 18, 2021

A motion was made by Ms. Mayeaux and seconded by Ms. Crosby to approve the minutes of the

Executive Committee for February 18, 2021 as submitted. The motion carried.

IV. Policy on Appeals Process for Public/Private Funded Applications

The Committee reviewed the Policy and made some revisions. A motion was made by Ms. Simmons and seconded by Ms. Crosby to table any approval on the Policy until the next Executive Committee Meeting. The revised policy will be brought back to the Executive Committee in April 2021 for a final review and approval.

V. Policy on Appeals for HUD Funded Projects

The Committee reviewed the Policy and made some revisions. A motion was made by Ms. Routt and seconded by Ms. Mayeaux to table any approval on the Policy until the next Executive Committee Meeting. The revised policy will be brought back to the Executive Committee in April 2021 for a final review and approval.

VI. Policy on Agreements

Ms. Kell presented a policy that describes the Agreement Process between the Network and

any entity prescribed by federal or state requirements. A motion was made by

VII Policy on Coordinated Entry MOU

Ms. Kell present a policy that describes the Agreement process between the Network and the agencies offering specific services as part of Coordinated Entry. A motion was made by Ms. Mayeaux and seconded by Ms. Routt to approve the policy as submitted. The motion carried.

VII. Case Managers Committee

Ms. Kell indicated that given changes in role for Tressa Crosby, she will no longer be the Co-Chair of the Case Management Committee. There was a discussion at the last Case Management meeting about combining the Emergency Needs Committee and the Case Management Committee to prevent duplication of meetings. Ms. Kell indicated that there are trainings that the housing providers must attend to meet funding requirements. One of the venues to provide such training was the Case Management Committee meeting. Given the nature of some of the trainings, the broader community could benefit from the trainings as well. It was suggested that the training needs of the housing providers and members of the Network could be accomplished through a sub-committee of the Coordinated Entry Committee. This will be an on-going discussion to best address where the needs of the Network can be addressed.

VIII. New HUD Project Officer for the Network

Ms. Kell reported that she met with the new HUD Project Officer.

IX. Data Committee Report – Performance Improvement Measures

Mr. Moran reported on the performance measures for the Network. There were questions about the necessity to review the program and financial performance of each agency that receives funding. This was done by the Data Committee and reported to the Executive Committee. Since there was a change in the HMIS Administrator and many reports were due including the Network Performance Measures Report that was completed and presented to the Executive Committee. Individual agency reports will be forthcoming.

X. Adjournment

A motion was made to adjourn the meeting at 10:27 am by Mr. Baskin and seconded by Ms. Simmons. The motion carried.