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

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

**December 8, 2022**

**United Way of the Lakeshore**

**Meeting Minutes**

**Meeting Date: December 8, 2022, Time: 9:00 – 10:30 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 |
| Hillery Ross, Health Project, Chair, Nominating Committee | x |  |  | Leslie Slater, Department of Health & Human Services |  | x |
| Brandon Baskin, Health West, Chairman, Coordinated Entry Committee | x |  |  | Anetri’a Conyers, Community enCompass (HARA) | x |  |
| Valerie Nance, Salvation Army, Secretary |  | x |  | Sharonda Carson, City of Muskegon | x |  |
| Jamie Hekker, Public Health of Muskegon County, Chair | x |  |  | Angela Mayeaux, Muskegon Housing Commission, Chair Review Committee | x |  |
| Lashae Simmons representing lived experience | x |  |  | Cindy Larsen, Muskegon Lakeshore Chamber of Commerce | x |  |
| Joe Whalen, Fresh Coast Alliance |  | x |  | Dan Moran, HMIS Administrator (non-voting) | x |  |
| Christine Robere, United Way of the Lakeshore |  | x |  | John Peterson, Consultant | x |  |
| Miranda Paggeot, Homeless Network Coordinator (non-voting) | x |  |  | Madison Butler, Community enCompass | x |  |

**Minutes**

1. Call to Order

The meeting was called to order at 9:05 am. Brief introductions were made

1. Approval of Agenda – (AR)

A motion was made to approve the agenda submitted by Brandon Baskin and supported by Hillary Ross, Motion passed.

1. Approval of Minutes of Executive Committee (AR) – November 10, 2022

A motion was made by Angela Mayeaux and supported by Brandon Baskin to approve the minutes as presented. Motion passed.

1. Planning Grant Revisions-(AR)

A motion to recommend the transfer of the planning grant from Trinity to United Way of the Lakeshore was made by Brandon Baskin and supported by Julie Aaron-Shyne.

Discussion was held on the need to move the grant from the Health Project to United Way for ease of executing contracts, drawing down funds, and to increase the coordination of the COC administrative services. Additional conversation will be needed in early 2023 if UW should become the collaborative applicant moving forward.

1. HMIS Grant Revisions-(AR)

A motion to recommend the transfer of the HMIS grant from Every Woman’s Place to United Way of the Lakeshore was made by Lashae Simmons and supported by Angela Mayeaux.

Mary McDonald interim CEO at EWP was present and advised that the EWP board is meeting on 4th week of January, and she will be recommending supporting the CoC recommendations.

Discussions were made on the responsibilities of the HMIS Lead and that the program came with a 25% match. Co-locating the Coordinator and HMIS Administrator will allow for better collaboration, supervision, and responsiveness to issues that arise with data. UW can hold and manage the grant to increase overall collaboration and cohesiveness within the network, as well as hopefully find cost efficiencies and additional funding opportunities.

1. Data Committee report

Angela Mayeaux reported that they are looking at revamping the Quarterly Dashboard. Currently the Dashboard shows that collectively we maybe making benchmarks. A deeper dive is needed to be able to see what agencies are performing well and what agencies could use some support. Financials and outcomes will be evaluated, and this will help with the preparation of the HUD NOFA and ESG application.

1. 90 Day Plan

Miranda Paggeot submitted her 90 plan for the Muskegon CoC. This plan was a request during the interview process. Miranda went through the action items that have been completed to date.

1. Membership Meeting

The membership meeting date was discussed and January 11th 9am at the United Way of the Lakeshore was decided upon. There will be another membership meeting scheduled for April 12th, 2023.

1. Adjournment

Meeting was adjourned at 10:12 am