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

 **Muskegon, MI 49442**

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

Access Health

 Conference Room

 1200 Ransom

 Muskegon, MI 49442

**Meeting Date: April 12, 2018 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 | X |  |
| Tressa Crosby, Health Project | X |  |  | Leslie Slater, Department of Health & Human Services | X |  |
| Linda Draft, Health West | X |  |  | Virginia Taylor, Community enCompass (HARA) | X |  |
| Samantha Ferguson, City of Muskegon | X |  |  | Judy Clark Ochs, 1st Congregational Church |  | X |
| Jamie Hekker, Public Health of Muskegon County | X |  |  |  Angela Mayeaux, Muskegon Housing Commission |  | X |
| Thomas Hardy – formerly homeless | X |  |  |  Judy Kell, CoC Coordinator (non-voting |  | X |
| Lt. Chris Karlin, Salvation Army | X |  |  | Miranda Broadbent, HMIS Administrator (non-voting) | X |  |
| Laura St. Louis, Muskegon-Oceana Community Action Partnership | X |  |  | John Peterson, CSH | X |  |
| Michael Baauw, Chair, Nominating Committee |  | X |  | Michael Ramsey, Chair, Coordinated Entry Committee | X |  |
| Oneata Bailey, Chair, Review Committee |  | X |  |  |  |  |

**AGENDA**

I. Call to Order

 The meeting was called to order at 9:35 am

II. Approval of Minutes of March 8 2018 – Attachment A (AR)

The motion was made by Mr. Hardy and seconded by Ms. Slater to approved the minutes as submitted. The motion was carried.

III. Report from Ad Hoc Committee – (FI)

* Organization chart
	+ Draft organizational chart was provided to group. Ms. Hekker and Ms. Kell had not been able to connect to date for discussion but Ms. Hekker will follow up.
* Minutes
	+ Ms. Hekker reported on the initial meeting of the Ad Hoc Committee which occurred on March 19, 2018.
	+ Ms. Hekker reviewed topics including a proposed new mission statement, strategic planning, the organizational chart, and Network branding.
	+ The Ad Hoc Committee discussions are ongoing. Documents are in draft form. Ad Hoc Committee recommendations will presented at later date to the EC for review, amendment as needed, and voting.

IV. Request for Proposal for Planning Consultant – (FI)

* Released on April 3, 2018. Responses Due on May 3, 2018
	+ Ms. Broadbent will connect with Ms. Kell to ensure RFP is posted on the Network website.

V. NOFA for ESG Funding – Released – (FI)

* Ms. Taylor reported that one major change on the MSHDA NOFA (Notice of Funding Availability) requires tenants in the Rapid Re-Housing program (RRH) to pay 1% of their gross annual income to the HARA each month. The HARA pays the landlord 100% of rent owed and then receives the 1% income from the tenant. This income can be used for RRH program activities. Ms. Taylor stated that the HARA has a policy on the books regarding how tenants will be charged which will need to be modified in light of the new NOFA requirements.

VI. Eviction Court – (FI)

* Ms. Taylor reported that a Muskegon team visited the Sixty-second Court in Kentwood, MI speaking with court staff including the judge, eviction attorneys, clerks, the Grand Rapids HARA and DHHS. Ms. Taylor stated that the team is considering using the Kentwood model with adaptions to accommodate Muskegon's higher volume of evictions. The Eviction Diversion project is a collaboration of Muskegon County Courts, the Community Foundation, DHHS, the HARA and the Network.

VII. Report on use of Community Foundation funds – Virginia Taylor – (FI)

* Ms. Taylor reported no funds have been spent since last meeting. She is expecting to spend funds this month for the Rent the Right Way training.

VIII. Community Health Needs Assessment – (FI)

* Mr. Ramsey shared the history and purpose of the Mercy Health CHNA. Stated that would it is expected to launch on April 13, 2018. The public would be able to complete an electronic or printed version of the survey. To learn more individuals could connect to the Health Project.

IX. Other Business

* Ms. Hekker invited agencies that had announcements to share with the public to send it to Ms. Crosby to disseminate to through the Case Mangers Committee listserv.
* Mr. Ramsey announced and invited attendees to register for the (Community Health Innovation Region) CHIR's ABLeChange event. The first training is April 25th and 26th from 9am- 4:30pm at GVSU Innovation Hub, 200 Viridian Drive Muskegon.
* Mr. Hardy announced the quarterly Point In Time Count, April 25, 2018, 8:00 pm at the Health Project. Looking for more volunteers.
* Ms. Slater, DHHS Foster Care Supv., asked the group for ideas to connect with housing/landlords willing to rent to youth and young adults ages 18-21. Ms. Taylor reported that landlords participating with the Rent the Right Way program were open to working with that population. Ms. St. Louis reported they had funding for about three more trainings and if Ms. Slater had a group of youth she could potentially have a special class for them.

X. Adjournment

* A motion was made by Mr. Ramsey and seconded by Mr. Skogland to adjourn the meeting at 10:00 am.