



MUSKEGON COUNTY
Homeless Continuum
of Care Network

STEERING COUNCIL MEETING

United Way of the Lakeshore
31 E Clay Ave Muskegon, MI 49442

Meeting Date: | **December 12, 2024** | Time: | **8:30 AM – 10:00 AM**

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Representatives	Present	Absent	Representatives	Present	Absent
Trina Burmeister, The Red Project	X		Sharonda Carson, City of Muskegon	X	
Julie Aaron-Shyne, City of Muskegon Heights	X		Lisa Reinecke, True North Community Services (HARA)	X	
Brandon Baskin, HealthWest, Chair, Coordinated Entry Committee	X		Donata Kidd, Department of Health & Human Services		X
Madison Butler, Coordinator (non-voting)		X	Diolinda Sali, HMIS Administrator (non-voting)	X	
Jamie Hekker, Call 2-1-1, Chair	X				
Marria McIntosh, Thredz		X	Lashae Simmons, STAND President	X	
Dan Skoglund, Muskegon Rescue Mission, Co-Chair	X		Kristen Turgeon, MAP		X
Christine Robere, United Way of the Lakeshore	X		Hillery Ross, Access Health, Chair, Nominating Committee	X	
Angela Mayeaux, Muskegon Housing Commission, Chair, Review Committee & Data Committee	X		Alicia Cox, VA, Chair, Outreach Committee		X
Gordon Levine, ICF	X		Jillian Pastoor, EWP	X	
Angelique Connell, Muskegon Rescue Mission	X				

AGENDA

- I. Call to Order – 8:35
- II. Introductions were made to the group.
- III. Approval of Agenda (AR) - Motion to approve by Angela Mayeaux, seconded by Brandon Baskin. All in favor. Motion carried.
- IV. Approval of Minutes, November 14, 2024 (AR) Motion to approve by Brandon Baskin, seconded by Angela Mayeaux. All in favor. Motion carried.
- V. Data Quality Framework Policy (AR)- An updated version of the previous Data Quality Framework Policy was presented to the Steering Council. Motion to approve by Lisa Reinecke, seconded by Julie Aaron-Shyne. All in favor. Motion carried.
- VI. MSHDA HCV Update
 - a. Coordinated Entry Policy Update – motion to approve by Angela Mayeaux, seconded by Christine Robere. A New MSHDA HCV policy was presented. This policy was developed by Madison Butler, Diolinda Sali, Lisa Reinecke, and with assistance from Gordon Levine. Per the instruction of MSHDA, the CoC was tasked with developing a policy that would be embedded in the CoC’s existing Coordinated Entry Policy as the process of HCV is changing. A new prioritization strategy had to be developed on how we would select clients for HCV vouchers. Special Considerations were also added in the event of natural disasters or if a special circumstance came to be. This policy also outlines the referral process for the CoC and BNL participants to follow. There will no longer be a waitlist for the HCV process, instead the BNL participants



will work together to identify eligible households, making the initial determination of eligibility, making and maintaining communication with eligible households. Securing vital documents, completing forms and requests for required information, and collecting required income and assets information.

- i. The exact number of vouchers that will be available for distribution is still to be determined as there has been discrepancies in the number provided by MSHDA.

ii. Questions:

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1. Brandon Baskin-Question about the amount of voucher that will be available how to we determine who the contact person is for Muskegon County Pine Grove Housing Services. Lisa Reinecke shared that it is still not entirely clear how many Muskegon County will get overall, we just know that it will be divided up for each quarter to release a set number of vouchers. Lisa will also reach out and determine who the contact person is for Pine Grove Housing Services.
2. Jamie Hekker had a question about clarification regarding the Special Considerations section of the policy. This policy will be changed to determine the overall time frame in which a special consideration will be considered. And clarification that all special considerations will need to be approved by the Steering Council.

- VII. PIT Count Update – PIT count preparations are underway. The flyers for volunteers for the event will begin to be distributed, and the flyers to notify the public will also be distributed soon. Trainings materials are being reviewed and will be updated as needed. No training has been scheduled yet. The CoC continues to receive donations to help with the distribution of supplies on the night of. A meeting location has been confirmed, the initial meeting location will be at United Way of the Lakeshore at 31 E Clay Ave where volunteers will meet to get their supplies and maps for the night.
- VIII. Governance Charter Prep-Will be sent out at the beginning of 2025. Looking for suggested changes. Any changes will be presented to full membership.
- IX. Strategic Planning-This topic was not discussed during the meeting due to time constraints.
- X. HUD TA assistance Update (Christine)- Christine Robere introduced the CoC's current Technical Assistance representative from ICF. Gordon Levine's assistance is being paid through HUD so it is at no cost to the CoC. He is assisting the CoC with making additions and changes to some of the CoC's current policies and assisting with the creation of the MSHDA Housing Choice Voucher Referral Process.
- XI. Other Business/Announcements-
 - a. Livability Lab is being held on January 25th at Muskegon Community College. Hillery Ross will send out the invitations to the event.
 - b. Lashae Simmons will be attending a meeting on December 17th in Muskegon Heights related to the current homelessness being seen around town and to discuss possible solutions.
 - c. Trina Burmeister shared that she had started Toy Drive for homeless individuals who would like to get their children presents for the Holidays. Toy Drive Pick will be at the Red Project on December 18th from 10am-5pm.
- XII. Adjournment-10:11am
- XIII. Next Meeting will be held on January 9th, 2025, 8:30-10am.