**STEERING COUNCIL MEETING**

**United Way of the Lakeshore**

**31 E Clay Ave Muskegon, MI 49442**

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

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| Join Zoom Meeting | <https://us06web.zoom.us/j/89026981386?pwd=UU9TRXpPSUFpdW45dktqM2g1NS9Cdz09> | |
| Meeting ID: 890 2698 1386  Passcode: 162115 | One tap mobile  +13092053325,,89858889148#,,,,\*868976# US | Dial by your location  • +1 309 205 3325 US |

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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, Public Health of Muskegon County, Chair | X |  | Cindy Larsen, Muskegon Lakeshore Chamber of Commerce |  | X |
| Marria MacIntosh, 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, Health Project, Chair, Nominating Committee | X |  |
| Angela Mayeaux, Muskegon Housing Commission, Chair, Review Committee & Data Committee | X |  | John Peterson, Consultant (non-voting) | X |  |
| Alicia Cox, VA | X |  |  |  |  |  |

**Meeting Minutes**

1. Call to Order-8:34am
2. Introductions – Introductions were made to the group.
3. Approval of Minutes, January 11, 2024 (AR)- Motion to approve by Angela Mayeaux, seconded by Lashae Simmons. Motion carried. All in favor.
4. Officer Elections and Committee Nominations-Hillery Ross presented a report on who has been nominated:
   1. Jamie Hekker for CoC Chair.
   2. Jamie Hekker nominated Dan Skoglund for co-chair.
   3. Lashea Simmons for secretary.
      1. Jamie accepts. Dan accepts. Lashae accepts. Slate presented, all in favor. Nominations pass.
         1. Coordinated Entry Committee- Brandon Baskin Approved
         2. Nomination committee-Hillery Ross Approved.
         3. Data Committee- Angela Mayeaux Approved
         4. Outreach Committee Alicia cox Approved.
         5. Review Committee-Angela Mayeaux Approved.
         6. All in favor.
         7. Co-chairs will be selected by the chair and approved by the body at a later time.
5. Modeling Report and Business Plan-John Peterson spoke about the Planning projects.
   1. The 2024-2026 Plan to End Homelessness was explained to the group. There are sections of this plan that will be carried over from the previous plan from 2022. A couple of reason as to why the Coc does this, there is a lot of people from different areas in our community that we currently have involved. All groups bring in different perspectives. Having a good business plan will ensure we have a good strategy to share with committees that will be working together. The HUD NOFO mandates that you outline the process you plan to take when receiving the funding that will be used in Muskegon County. There were a couple of projects that had been worked on for a while and these projects unfortunately were not funded after all the work was done, one being Youth Homelessness. This plan expired at the end of 2022. COVID and other transitions in staffing had had an impact on executing this plan. The CoC has a higher functioning committee structure now compared to in the past. There has been a lot of work done on a committee level and continues to be done. Structure changes within the committees as well have helped in determining how we want to do business in the future. There will be a planning committee group formed, made up of all the chairs of the committees to work together to best execute the new plan. This committee will be the committee where ideas will be presented, then brought to the Steering Council and Membership Committee to show how it is evolving. Additionally, Unfinished business will be covered by this committee to go over what is seen in the NOFO and how to address items within it. All items that need approving will be returned to the Steering committee.
      1. Angela Mayeaux says she has been using our previous business plan when working with developers in our community to ensure that new housing is developed in a way that benefits the people who need it. Angela asked which plan would be the best one to use when working on new score cards for the NOFO.
      2. Dan Skoglund asked about the time frame of the plan and how long it will take to put it in motion. John Peterson says it will be possible to implement this plan within the next 6 months.
      3. Lashae Simmons confirmed with John Peterson that this is the framework to **address** homelessness and not the actual work that will be done to officially **end** it in the time frame 2024-2026. Plans will continue to be upgraded over the next couple of years.
   2. State of Michigan has an update on their plan that will be gone over in the next week over Zoom to present where there needs to be work done and what has been working recently.
   3. Second Planning project- One of the objectives will be carried over to the next one from our previous plan. One of the four categories of work, to ensure homelessness is a one-time experience. This is consistent with the state and federal plans as well. What this means is that we will see who is homeless in Muskegon County, and data has improved vastly over time. There has been a big uptick in the number of those who are experiencing homelessness. This is due to either a lot more people experiencing homelessness or the data collections improvement overall. Through this process, the goal is to be able to see what housing opportunities we have available that meet the needs of those who are struggling. The level of services will also be considered so they can ensure stability. Muskegon County was recently awarded around $700,000 to use towards our community. All agencies will need to work together to best allocate and take advantage of what services are already in our community.
      1. One item being that we need to better explain the coordinated entry system among agencies who should be using it.
      2. Simple breakdowns of programs to better understand how to explain the approach that needs to be taken. Things like Rapid re-housing, Permanent Supportive Housing.
      3. To address homelessness over the next five years, what level of production of housing and services do we need to look into to make it all possible? How can we bring in more resources to address homelessness?
      4. John Peterson spoke on the process of developers when they intended to include PSH (Permanent Supportive Housing) LIHTC (Low-income Housing Tax Credit) units in new housing developments. The CoC must officially sign off on the project that it will target priority populations. PBV comes from the current allotment of vouchers and are not considered new vouchers. This puts the community at a disadvantage when vouchers are potentially being taken away from those who need them more. In order to produce a plan on how many units we will need, a lot of resources will need to come together, communities have had collaborative efforts to align their resources in a coordinated effort.
      5. Addressing long-term homelessness first will eventually make it possible to better address short-term homelessness.
6. Grant Updates-Madison Butler offered an updated, planning grant transferred. HMIS transferred in sept 2023. June 2023 to May 2024.
7. Committee Updates
   1. Coordinated Entry-Brandon Baskin spoke on Coordinated Entry, with staff turnover and changes, work is slowly improving regarding the Coordinated Entry System.
   2. Data-
      1. Longitudinal Systems Analysis (LSA) report-Madison Butler spoke on the progress and completion of the Longitudinal Systems Analysis. Officially the report was submitted with nine out of the eleven warning flags being marked as sufficient to be submitted for the report.
      2. System Performance Measures (SPM) submission preparation- Diolinda Sali spoke about the upcoming SPM. This report is important for the CoC and other agencies because it does play a part in the CoC program competition and gives a broad view of different measurements that will be reported to HUD.
   3. Nominating- This has been tabled since Hillery Ross already spoke about nominations earlier in the meeting. There is currently nothing else to report.
   4. Outreach-There has been an overwhelming increase in participation among our Outreach Committee. Currently working on an outreach strategy which will be implemented soon and put in place after being approved by the Steering Committee.
      1. PIT Count- Madison Butler spoke about the 2024 PIT Count. There were 30 volunteers overall who participated, they were able to cover 8 different areas in the county. 2/3 of the group were new volunteers to the PIT Count. A lot of the volunteers were from other helping agencies. Night of PIT, up to 20 completed surveys were completed. And a few more were collected within the 7-day period that the CoC gets to continue to collect information. In previous years there has been an average of 12 individuals found. The CoC also placed 2 volunteers at the Community Resource Center to continue to collect information. On the night of the PIT there were a few interactions where people were found and had conversations with, but they were unwilling to complete the actual survey. A post pit survey will be sent out to all the volunteers.
      2. Veteran Stand Down- Currently working on a strategy to form the event whereas last year there was not much preparation. Within the Outreach Committee, there has been talk about a separate event for non-veterans, unhoused individuals. Alicia Cox spoke about the Veterans stand down and how the planning will be done with the current group who is involved. At the moment, only one meeting has happened related to the Veteran Standdown and that meeting was used to determine whose roles will handle what specific tasks. There is already more planning involved compared to last year.
8. Other Business/Announcements-
   1. Lisa Reinecke spoke about the current state of the HARA and how the process is going. There is currently about $8,000 left to cover Rapid re-housing which will assist about two households. Lisa will be looking into obtaining more funding to assist in hiring another caseworker to assist with the workload and place someone at Every Woman’s Place.
   2. Marria MacIntosh spoke about an upcoming event for the community– March 9th 1pm-5pm at the Frauenthal in Downtown Muskegon, THREDZ will be hosting 90’s Themed Housing Resource event. Local, state, and federal representatives will be attending the event. A Panel will be occurring at 1pm -2:30pm, there will be housing resource agencies available during the event. THREDZ wants different agencies to attend to offer resources and offer info to those attending. The location holds about 250 people. Target audience is for low- moderate income individuals in the community.
   3. Jamie Hekker mentioned a recent email from Sharonda Carson. Sharonda Carson recently sent an email to the group regarding Letter of Support regarding an opportunity for the city of Muskegon to apply for reduced water bill shut off assistance. They are anticipating about $100,000 to help the community avoid water shut offs.
9. Adjournment-9:50am