# 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 11, 2019 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 |  | excused |
| Ben Barrett, Health West |  | excused |  | Virginia Taylor, Community enCompass (HARA) | X |  |
| Michael Ramsey, Chair, Coordinated Entry Committee |  | excused |  | Oneata Bailey, Chair, Review Committee | X |  |
| Jamie Hekker, Public Health of Muskegon County | X |  |  |  Angela Mayeaux, Muskegon Housing Commission |  | excused |
| Thomas Hardy – formerly homeless | X |  |  |  Judy Kell, CoC Coordinator (non-voting) |  | excused |
| Irma Lopez, McKinney Vento | X |  |  | Miranda Broadbent, HMIS Administrator (non-voting) | X |  |
| Samantha Ferguson, Law Enforcement | X |  |  | John Peterson, Planning Consultant (non-voting) | X |  |
| Michael Baauw, Chair, Nominating Committee |  | excused |  | Jana Routt, United Way of the Lakeshore | X |  |

**MINUTES**

I. Call to Order

 The meeting was called to order at 9:01 am.

II. Approval of Minutes of March 14, 2019

The motion was made by Thomas Hardy and seconded by Oneata Bailey to approve the minutes as

 submitted. The motion was carried.

III. HUD Youth Homeless Demonstration Project

1. A memo regarding the Youth Homeless Demonstration grant was reviewed and motions were made to support the submission of the grant.

Motion 1:

Thomas Hardy moved that the Network approve the submission of a 2019 Youth Homeless Demonstration Project Application (YHDP), designating the Muskegon County Health Project as the lead agency, and designating Judy Kell as the Project Manager and applicant representative. Irma Lopez seconded. The motion was carried.

Motion 2:

Dan Skogland moved that the Network Executive Committee recommend an amendment to the Network’s Governance Charter to create a Youth Action Board (YAB) as a permanent standing committee, for the purpose of participating in policy-making decisions of the Network – with an emphasis on those that relate to preventing and ending youth homelessness. The YAB will consist of a minimum of 3 members, ages 18 – 24 years of age, of which at least two-thirds must be homeless or formerly homeless. Jana Routt supported. The motion was carried.

Motion 3:

Irma Lopez moved that the Network issue a letter of support that verifies the Public Child Welfare Agency’s (Muskegon DHHS) membership. Included will be their commitment to participate in the creation of the YHDP Coordinated Community Plan. Also included will be a list of child welfare service providers under contract to DHHS that are committed to participation in the YHDP. Thomas Hardy seconded. The motion was carried.

IV. Member Meeting – Governance Charter Amendment

The motion was made by Thomas Hardy and seconded by Tressa Crosby to hold a meeting of the membership to discuss Governance Charter Amendment on April 25, 2019 at 8:30 am at the United Way of the Lakeshore. The motion was carried.

V. Report on the status of the CoC/CHIR Project

Mr. Peterson reported that MDHHS was reviewing the submission of the CoC/CHIR project and we have not heard anything as of today. Mr. Peterson thanked everyone who worked on the Project as there was a great deal of time spent on preparing the submission.

VI. Issue RFP for Planning Grant – Jaimie Hekker

John Peterson, current CoC planning consultant was excused from the meeting during this time of discussion and vote. Discussion surrounded around the following: we must ensure the proposal was competitive for the scope of work requested; and that it be broadly distributed or accessible for applicants. The motion was made by Oneata Bailey and seconded by Virginia Taylor to post the Request for Proposal Continuum of Care Advisory and Facilitation, as written. The motion was carried. The RFP will be posted on the CoC website.

VII. Meeting with Community Re-Builders regarding Veteran Housing and Services

1. This meeting is at 10:00 am on April 11, 2019 at Access Health

VII. Adjournment – Moved by Thomas Hardy, seconded by Irma Lopez – meeting adjourned at 9:47 am,

Respectfully Submitted,

Tressa Crosby