# 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: February 14, 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 |  | X |
| Ben Barrett, Health West | X |  |  | Virginia Taylor, Community enCompass (HARA) | X |  |
| Michael Ramsey, Chair, Coordinated Entry Committee | X |  |  | Oneata Bailey, Chair, Review Committee | 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 |  |
| Janna Routt | X |  |  | Miranda Broadbent, HMIS Administrator (non-voting) | X |  |
| Laura St. Louis, Muskegon-Oceana Community Action Partnership | X |  |  | John Peterson, Planning Consultant | X |  |
| Michael Baauw, Chair, Nominating Committee | X |  |  | Samantha Ferguson, City of Muskegon Police | X |  |
| Irma Lopez, McKinney Vento Program |  | X |  |  |  |  |

**Minutes**

I. Call to Order – 9:02 am

II. Approval of Minutes of December 13, 2018 – minutes to be distributed

The motion was made by Ms. Mayeaux and seconded by Mr. Baauw to approve the minutes as submitted. The motion was carried.

III. Report from Annual Meeting – Tressa Crosby

The Network elected three new members to the Executive Committee. The new members are Jana Routt, Samantha Ferguson, and Irma Lopez Ms. Mayeaux suggested having a short orientation for new committee members to orient them to what the Network does.

IV. Election of Chair and Co-Chair of CoC and Secretary (AR)

Prior to elections Ms. St. Louis told the Executive Committee that she is leaving her employment at MOCAP and will not be working locally any longer and needed to leave the committee and the positions she holds.

The following people were elected to the associated positions:

1. Jamie Hekker – Chair
2. Virginia Taylor – Co-Chair
3. Angela Mayeaux - Secretary

V. Election of Committee Chairs: Review, Nominating, Coordinated Entry System

 The following chairs and co-chairs were elected:

1. Review Committee: Chair – Oneata Bailey, Co-chair – Dan Skoglund
2. Nominating Committee: Chair – Mike Baauw, Co-chair – Tressa Crosby
3. Coordinated Entry System Committee: Chair – Michael Ramsey, co-chair – Kiara Scott
4. Case Managers Committee: Chair – Tressa Crosby, Co- Chair – Jana Routt

VI. Appointment of CoC Coordinator (AR)

Judy Kell was once again appointed at the COC coordinator. Ms. Kell did say though that a succession plan needs to be put into place for two reasons. 1. She is going to be spending about 25% of her time out of town each month and 2. She is going to retire someday and someone else should know how to do what she does. While no one volunteered and no one was chosen, it was put out there as something to be done in the near future.

VII. CHIR/CoC grant – summary for submission – Attachment A (AR)

This project is for guaranteed funding to “Expand Muskegon County’s success in building a healthy community by advancing cross-sector cooperation, collaborations and partnerships, to prevent and end homelessness. This project begins by combining the CHIR’s focus on Social Determinants of Health (which include housing) with the COC ongoing efforts to match housing and service interventions with those experiencing homelessness.” It was mentioned by John Peterson that our homeless youth do not have a strategy for service. This program will provide the resources to build in youth and a youth assessment tool. They will be working the DHHS to find resources for homeless youth. This proposal must be approved by the COC Executive Committee and the CHIR Steering Committee.

A motion was made by Mr. Baauw to approve this proposal and was seconded by Ms. Bailey. The motion was carried.

 VIII. Policy for Future Use of Community Foundation Funds – Jamie Hekker

 This was tabled until the next meeting.

 IX Eviction Court Update – Virginia Taylor

Eviction Court is going very well. Of the 45 households assisted, only 8 have actually been evicted. Virginia noted there are gaps in funding for rental assistance since not all programs are alike. It appears as though the ALICE (Asset-limited, Income-constrained, Employed) population is hit the hardest. CenC has one person working the court clients for 10 hours a week and that isn’t enough time. Jana Routt from the United Way said they have money for administration costs. John Peterson suggested tracking those that do not get into the program and why so we can identify needs.

X. Report on Current Use of Community Foundation Funds – Virginia Taylor

 The fund received a donation of $600 in June of 2018. With the money we were allowed, not all of it was used.

 XI. HUD Funding Announcement for Current Grantees

 The COC received the same funding as last year, probably due to the Government Shut-Down of 2018-2019.

Three things were added to the agenda for discussion purposes only.

1. CenC was able to get an ESG grant extension until the end of February to expend their current funds. They were unable to spend all of it due to different circumstances such as needing to reserve six months of rent when the clients may only receive three.

A motion was made by Mr. Ramsey to approve the extension and was seconded by Mr. Baauw. The motion carried.

1. The Victory Inn Closed 2/13/19 due to sex trafficking I believe. This was a popular location for those with hotel vouchers to stay to avoid sleeping in their car. Most residents were able to go elsewhere, but when CenC arrived, there were still six families or 22 individuals that needed somewhere to go.
2. Finally, the Transit authority is talking of shutting down two bus lines so the bus only goes through that area once an hour instead of once a half hour. Tressa was going to get us the name of the person we need to write letters to in order to stop this from happening.

XII. Adjournment – 10:20am