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

**Meeting Description:**  **MCHCCN Steering Council Meeting**

**February 9, 2023**

**United Way of the Lakeshore**

**Meeting Minutes**

**Meeting Date: February 9, 2023 Time: 9:00 a.m. to 10:30 a.m.**

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| --- | --- | --- | --- | --- | --- | --- |
| Representatives | Present | Absent |  | Representatives | Present | Absent |
| Julie Aaron-Shyne, City of Muskegon Heights | x |  |  | Dan Skoglund, Muskegon Rescue Mission, Co-Chair |  | X |
| Hillery Ross, Health Project, Chair, Nominating Committee |  | X |  | Leslie Slater, Department of Health & Human Services |  | X |
| Brandon Baskin, Health West, Chairman, Coordinated Entry Committee | X |  |  | Madison Butler, Community encompass (HARA) | X |  |
| Valerie Nance, Salvation Army, Secretary | X |  |  | Sharonda Carson, City of Muskegon | X |  |
| Jamie Hekker, Public Health of Muskegon County, Chair | X |  |  | Angela Mayeaux, Muskegon Housing Commission, Chair Review Committee | x |  |
| Lashae Simmons representing lived experience. | X |  |  | Cindy Larsen, Muskegon Lakeshore Chamber of Commerce | X |  |
| Joe Whalen, Fresh Coast Alliance |  | X |  | Dan Moran, HMIS Administrator (non-voting) | x |  |
| Christine Robere, United Way of the Lakeshore | X |  |  | John Peterson, Consultant | x |  |
| Miranda Paggeot, Homeless Network Coordinator (non-voting) | x |  |  |  |  |  |

**Minutes**

1. Call to Order

The meeting was called to order at 9:05 am by Ms. Hekker.

1. Approval of Agenda – (AR)

MR. Baskin made a motion to approve the agenda with the following adjustments: Change the name of Anetri’a to Madison. Ms. Mayeaux provided the second. All in favor. Motion carried.

1. Approval of Minutes of Steering Committee (AR) – January 12, 2023.

A motion was made by Ms. Robere to approve the minutes with the adjustment of the date on the bottom of the minutes from December 8, 2022, to January 12, 2023. Ms. Aaron-Shyne provided the second. All in favor. Motion carried. .

1. Home ARP HPP Application (AR)-Review Committee

There was one application which was Community enCompass. Ms. Mayeaux made a motion to award Community enCompass the funding requested. Ms. Robere provided the second. All in favor, with Ms. Butler abstaining. Motion carried.

1. Data Quality Plan (AR)

The updated Data Quality Plan was reviewed. The draft is on the website. It will be rolled out in 60 days. Ms. Nance made

a motion to approve the Data Quality Plan as provided. Ms. Butler provided the second. All in favor. Motion carried.

1. Update CES Policy and Procedure

The CES Policy and Procedure update was presented by Ms. Mayeaux. It will be a working document. Ms. Robere made a motion to approve the CES Policy and Procedure plan as provided. Ms. Nance provided the second. All in favor. Motion

carried.

1. Data Committee Report

There was nothing to report outside the data quality plan.

1. Outreach Committee Report

Ms. Paggeot reported on the Point in Time held on January 26. There were 28 volunteers. There are volunteers who are

not within the MCHCCN or involved in partner agencies who have expressed interest in participating in this committee.

1. Coordinated Entry Report

Mr. Baskin reported that the Resource Center at Muskegon Rescue Mission will be open soon. There was conversation regarding the by-name report and running it daily.

1. Action Plan Update

Ms. Paggeot provided a report on her 30-60-90 Day Action Plan. Progress is still being made. She has been working with

various committee members to achieve goals and improve/update policies. One project that has been updated is the

sharing of files in HMIS with file attachment privileges so recipients of assistance will not have to provide documentation

more than once.

1. Other Business
   1. Every Woman’s Place was unable to spend $50,000 in ESG RRH because they would have had to create a new program. They will be giving it back to the HARA.
   2. Community encompass reported that they have spent the ESG allocation for the current funding.
2. Adjournment

Meeting was adjourned at 10:18 am