



## ***Flint/ Genesee County CoC Minutes***

Meeting Minutes

July 8, 2020

9:00 AM Zoom Teleconference Call

**Attendance:** Jessica Addy, MCD; Kelly Bidelman, CCJ; Maurice Bush, Wellness; Tammy Chambers, Catholic Charities; Dwayne Clemons, Hamilton; Denise Diller, Crossover; Bill Doub, GHS; Michelle Edwards, MSHDA; Damon Fortney, GCMPC; Debra Hayes, MBK; Allie Herkenroder, Flint Housing Commission; Myra Hinkle, MCD; Shelly Hoffman, Shelter of Flint; Angela Hood-Beaugard, FGLN; Jim Hudgens, New Paths; Tracey Jackson, MCD; Latoya Jenkins, GCCARD; Cindy Johns, CTM; Andy Kruse, Ascension Michigan; Lori Kunkel, Greater Flint Health Coalition; Nik Lucic, LSEM; Erin Markell, OLHSA; Chery Mathis, HUD; Antoinette McClain, MCD; Kevin Miller, COF; Lynn Nee, MDHHS; Morgan Neeley, Wellness; Jill Nylander, LSEM; Jim Perlaki, GCYC; Elizabeth Phillips, Wellness; Vicky Schultz, Catholic Charities; Kirk Smith, Greater Flint Health Coalition; Shearese Stapleton, MJU/Mercy House; Corey Taylor, GHP; David Tweedie, Orgcode; Jamie-Lee Venable, United Way; Angela Willie, Carriagetown; Essence Wilson, Communities First; Ashnee Young, LSEM/MCD; Cheryl Zapfe, GISD

**Welcome:** Meeting called to order by Essence Wilson at 9:03 AM

### **OLD BUSINESS**

**Approval of June minutes:** Minutes tabled

**Governance Council Update:** Essence stated that the Executive Committee discussed voting requirements. She stated that knowing that agencies are not meeting as they would due the pandemic, they concluded to suspend the subcommittee requirement for voting but keep the attendance requirement until we are past the pandemic. Essence stated we will continue to monitor the situation until the groups are able to start meeting again. The motion for suspension of the voting requirement involving subcommittee participation was unanimously passed.

Essence stated there will now be several Governance Council workgroups that will begin meeting to address the responsibilities of the Governance Council and be reflective of the concerns addressed, such as

- (1) Communication in terms of how often we should receive emails.
- (2) Where are the documents important to CoC members located/accessed?
- (3) A workgroup evaluation of the HARA, CoC and lead agency and establishing a process of evaluation for each.
- (4) Establishing how subcommittee meetings are made, what are their duties and responsibilities of the group and how is that information available to other committee members?

Essence stated that the Executive Committee has taken on the RFP for consulting services to resolve issues, conflicts and by-laws in the Governance Charter. She stated there were five proposals received and the Executive Committee has narrowed it down to two. And the two proposals are being reviewed and will be interviewed on Thursday, July 9th, 2020. Essence stated the Governance Council are invited to participate in that conversation for the sake of transparency and to get any questions answered.

Essence stated that the Governance Council has received several applications for new council members. The ones recommended for approval were Danyetta Henry, McLaren Flint; Jet Kilmer, Grand Blanc Chamber of Commerce; Vicky Schultz, Catholic Charities; Pam McDowell, Genesee Health System; Linda Bielskis, Shelter of Flint; Cheryl Zapfe, Genesee Intermediate School District; Matthew Purcell, GCCARD. Essence stated that these individuals reached out because they represented gaps in the current Governance Council matrix that are not currently represented. Essence stated that there were others that they had to verify. In terms of making sure they were in leadership within their organization, and there are still Governance slots that are available. The motion to accept these individuals into Governance Council was unanimously approved.

**Emergency Solution Grant-CARES ACT funding- Round 1:** Shelly Hoffman noted that it was her first time submitting a grant of this funding source and she was appreciative of Tracey Jackson, Debra Hayes, Vicky Schultz, and Jim Perlaki for assisting. She stated that filling out the government grant was a great experience.

**GCMPC- County CARES ACT funding update:** Damon Fortney stated that there are a few delays in sending out the County CARES Act funding application, as they are figuring out all the rules and regulations. The shelter applications for operations and improvement (such as reconfiguring space or HVAC to help stop the spread of Coronavirus) were sent out yesterday. Those are due on July 17th. Damon stated that the application for rental assistance was also released, he talked to GCCARD and Metro about administering those funds. The applications went out on July 7<sup>th</sup>, 2020. Damon stated he will keep us updated with projects and future rounds of funding. Damon stated that this round is only for the current participating Genesee County community development programs.

**COF CARES ACT Funding Update:** Kevin Miller stated the City of Flint funding has not sent out the RFP yet as they are in process of seeing how the city will handle it. Kevin stated there will be a meeting discussion, regarding the CDBG reprogrammed funds. So, by the end of the week he should be able to send some information for those submitted CDBG reprogrammed funds applications. He stated as far as the Cares Act funding, the city received CDBG and ESG funds. Kevin stated that once they figure out how those funds will be handled; they will be sending that out. He stated that it should be like any City of Flint funding cycle where if the requirements for the funding sources are met anyone should be able to apply.

## **REPORTS**

**H.A.R.A:** Vicky Schultz stated that there are 3 housing specialists in place, and they are looking to hire more with the additional funding for rental assistance. Vicky stated that the biggest glitch is waiting to get a HMIS license. David Tweedie of Orgcode stated that as a newly hired HMIS administrator for Flint and Genesee County, him and his team are working very hard to pick up on where Vonda left off. He stated that July's priority is making sure that there is solid infrastructure of the HMIS provider pages and MCAH, as well as getting HARA's staff onboarded and squared away. He is requesting of Vicky to forward the MCAH required QSOBAs and qualified service business agreements and he stated that should be all that is needed from them. Vicky stated that she believes she sent that to Tracey a month ago so David and Tracey will convene with that. Tracey stated she will consult with Vonda regarding the previous timeline delay. David stated the final approval happens at the MCAH level then they will begin effectively that day and work until they are caught back up. Jim Perlaki stated that his HMIS licensed staff can provide support on the input of data for Catholic Charities if needed.

**Street Outreach:** Jim Perlaki stated that since they started the subrecipient contract for the adult outreach services they have provided 2,366 contacts (not individuals but duplicated numbers) since they see people out on the streets regularly. He stated they are attempting to do as much as they can with tracking an unduplicated count, but one difficulty is the identification of individuals who are not interested in providing contact information to the team. He stated that the contacts also include reaching out to business owners and hotel managers to raise awareness of the street outreach services available for their clients and 229 new contacts were made. He stated they have a contract through the state and federal grants to work with homeless youth on street outreach, so they have both practices going on simultaneously and it has been working effectively. He stated they have provided 1,226 lunch sack meals, also they have done hot dog cookouts in local parks to attract people who may be on the streets and not finding their way to a location. He stated with MTA buses running they have provided bus passes and provided referrals and gift cards while also working closely with the Coordinated Entry team. He stated lastly the outreach team has worked closely with the Genesee County Sheriff's Department with food giveaways and deliveries, GCCARD's Meal on Wheels program and Fenton's Center of Hope food delivery services. He is looking forward to continuing this work as HARA is up and running effectively.

**Coordinated Entry:** Antoinette McClain stated that the Coordinated Entry report was sent out yesterday and is updated as of July 6<sup>th</sup>. Currently 209 individuals are on the QBNL and is down from last month's 245 individuals. Antoinette stated that the report data was put in pie charts and graphs to show an overview of how everything is going with Coordinated Entry. Antoinette stated that since her onboarding in late April, as of May-June, 13 individuals have been housed. In May 31 referrals were sent out and in June 16 referrals were sent out. She stated many individuals were approved and in process of looking for housing so the numbers should increase over the next few months. Antoinette stated that some trends she noticed are a lot of individuals on the QBNL are being moved to inactive due to finding housing on their own

and exiting the shelters. Antoinette stated she also noticed a steady increase of individuals being added to the list and she is continuing to work with getting them referred out.

**Subcommittee/Work Group reports:**

**CQI:** Jim Perlaki stated that the CQI committee began by looking at prevention opportunities which led to the eviction diversion program implementation which is an exciting partnership between multiple people in the community (public and private). He stated that they have been meeting on voice call conferences every other week for the last several months and putting all the work together. He stated that the community flyers and posters were delivered and are for distribution. The eviction moratorium is scheduled to be lifted on July 15<sup>th</sup>. He stated that the communication with the courts are the beginning of the judge's hearing of eviction cases, they will go back to those filed with the courts prior to the closing and then the moratorium will be put in place and moved forward from there. He stated that the team is putting together their efforts to be able to spend the corona virus relief funds down and keep people housed while working with landlords and courts. He stated that once this is in motion, they will continue to do evaluations through the committee and CQI will begin to look at the next paperwork they need to do via HUD requirements of their required outcomes and the analysis. He stated that Angela Beaugard provided some of those materials at a Governance Committee meeting as well as an overview last month.

**BNL:** Bill Doub stated that it is about sustainability on the BNL and how it is measured rather the numbers itself. He stated that as a community and continuum, sustainability is something we need to analyze. Numbers do not lie; they hide so we need to see what they are hiding. He stated there is no scheduled calls with V-BNL because they are looking closely into the membership participation in the conference calls and the ROIs. He stated that they are asking David Tweedie to review the ROIs to make sure the appropriate attendees are involved.

**SOAR:** Bill Doub stated that there have been SOAR approvals, one through an appeal process of GHS. He stated the outcomes must be tracked through SOAR since it is not HMIS based. He stated that they started the application for one approval just before the pandemic, the client was approved, and they were able to get the record sent to State and approved. Bill stated the latest co-hort training will be sent out via email through the CoC listserv. He stated that the goal is to get 20 CEUs and that he will gladly help in getting individuals involved and SOAR trained.

**HUD Spending Report:** Tracey Jackson stated that the HUD Spending Report was sent out and she can answer any questions. Tracey stated that on the right she put the balances that were left and an indication on why the balances are over \$5,000, she stated we want to always spend down to zero but HUD will allow \$5,000 or less, anything above \$5,000 is a red flag to them. The items in the red are ones that may not meet the \$5,000 balance. She stated that GCYC has already exhausted their balance for June. Tracey stated that next month will be the 2021 grant information and she will produce an end of year report that will outline what is the grants' ending balance and commentary on if the balance is more than \$5,000.

**City of Flint Spending Report:** Kevin Miller stated he apologizes for being behind on getting the City Spending report out to Tracey. He stated that the contracts (end day of December 31<sup>st</sup>) that he has are (1) GCYC 19-20 contract year balance: \$42,281.45 roughly 23.12% expended. (2) YWCA contract year balance is \$12,548.80 roughly 7.98% expended. (3) Shelter of Flint contract year balance is 180,179.06 roughly 17.7% expended. Shelter of Flint and City of Flint are still in a change order process to basically spend all the 2018-2019 contract rapid re-housing and homelessness prevention line items, that contract will be expended. On this new contract they will process another change order process to reflect that Shelter of Flint is no longer the HARA so the homelessness prevention and rapid re-housing line items that they have currently will have the spending authority cancelled and moved to Catholic Charities. Roughly between those two-line items is about \$68,344.30 that the City of Flint will reallocate to Catholic Charities for the HARA functions of homelessness prevention and rapid re-housing. Kevin stated he will try to write up those numbers and forward it to Tracey to get out to the CoC.

**County ESG:** Damon stated that most of the 2019 contracts will be ending on September 30<sup>th</sup> so make sure to keep spending down on those contracts.

**ESG Application and Shelter of Flint finance report:** Michelle Edwards stated that the application submitted on June 22<sup>nd</sup> was for the COVID-19 dollars, currently they are still waiting on the funding for HUD. She stated she has created the grant and it was submitted and approved so they are waiting for the funding to be put into their account so they can start sending out the grant agreements. She stated that they are hoping to have that resolved by next week. She stated that has received financial statements for Shelter of Flint regarding the current rent, but she is still waiting for Jody to submit the FSR. Michelle stated that she can send that info once she sees what the FSR was submitted for. She stated that due to all the HARA changes if an extension is needed, they can give that, but because there is so much money coming into the community an extension may make the process complicated. She stated however it is still their decision and by September 30<sup>th</sup> they can see where they are at with the funding. Michelle noted that MSHDA has the 2nd round of ESG COVID-19 allocation and currently there is no match requirement, MSHDA never requires a match since they match 100%.

### **NEW BUSINESS**

**MSHDA Coronavirus Relief Funds (CRF)-Program Allocation:** Michelle Edwards stated that this is probably the first time she has ever seen so much funding come through MSHDA in the homeless division, so this is a very busy but exciting time. She stated they were awarded from the State of Michigan Governor's Office \$60,000,000 to assist with homeless prevention due to the prediction of people being slandered and the courts being overwhelmed with numbers of evictions. She stated they are working through a one-page document of how people can qualify to make it simple for the HARA to understand. She stated it will involve legal aid, but legal aid has received a set amount of \$4,000,000 for their endeavor so they also have their own money that will flow through MSHDA. She stated our community received \$2,804,000 that has been allocated out please refer to the MSHDA email or more information, funds must be spent by December 2020. Jim stated that he believes our community are poised to spend down a lot of the allocated funding. He stated the Eviction Diversion committee has been meeting for a year and a half, Legal Services of Eastern Michigan, Center for Civil Justice, the HARA, Metro Community Development, the Coordinated Entry, 67<sup>th</sup> District Court and MDHHS have all been active key partners in this effort and have all been working diligently in Genesee County. Michelle stated that if our community needs assistance she does have contacts with each court in Michigan.

Michelle stated that another round of Coronavirus funding will probably come out next month. Kevin stated that we need to make note that this is not the only funding round, so if there is not enough funding you can still apply for homelessness prevention with the city and with the county funding cycle opportunities. He stated there is a lot of money out to fund the Eviction Diversion program, but we need to be cognizant that we apply for them and that make sure it is in the funding opportunity to get funded. Angela Beaugard stated that depending on the funding stream the match requirement maybe different. Kevin stated please remember what the money is earmarked for i.e. if it is for COVID-19 funds, the program must have some type of response to COVID-19 built within it. Kevin stated we must also make sure that we are tracking our direct benefit information (such as through HMIS) so we can be sure that we are submitting accurate numbers as to when we are getting reimbursed for these funds. He also stated that ESG match may not necessarily be dollar for dollar, there is also in-kind match for services that are rendered.

Bill Doub stated that with homelessness prevention and COVID-19 since we are serving GHS consumers, it is okay for our agency directors to send letters to Mr. Russell asking if we could track those match dollars. These dollars are available and if you are identified through the consent and release information you can disclose that they receive services through GHS and a huge amount of match dollars could come from GHS. Essence stated that because we have different amounts of money coming into Genesee County with different requirements it would be helpful for Tracey and her to map out what the amounts and restrictions are so that as the CoC makes decisions we are looking at what the best use of those funds are without duplication .

Jamie Lee stated that United Way dollars can also be claimed as match particularly for the shelters and Catholic Charities. She stated that now is the time to make a huge systemic change in the homeless system as there is many funding opportunities coming into the community that may not be available again. She stated that we need to stop duplication of efforts and have a coordinated discussion around connecting to these funding resources in the community.

Essence stated that we have this opportunity to really make an impact on housing resources for many people and this will be a part of a very near future conversation.

**MSHDA NOFA:** No discussion

#### **OTHER BUSINESS**

**CoC Marketing Campaign:** Tracey Jackson stated that as funding is coming into place, particularly for Eviction Diversion, we have put in place a marketing campaign. She stated that the campaign will use bus boards, radio, social media, and digital displays for the community to know exactly who to call. She stated that they are ready to launch ahead of July 15<sup>th</sup>.

**CoC Upcoming Courses:** Tracey stated she will send out an email that will highlight the upcoming courses regarding onboarding for new staff. She stated that they have classes around being skilled at diversion tactics and trauma informed care. She stated there are about 16 courses and she will share that with the continuum for sign up to attend.

**MCD Positions Filled:** Tracey stated that she is pleased to have filled two MCD positions, for HMIS Administrator she has hired on David Tweedie and for CoC coordinator position she has hired Shaundale Davis. She stated that Shaundale has an extensive background in housing and has worked for the housing commission. She stated that she has very in-depth knowledge of VASH vouchers and Section 8 vouchers and has completed successful audits as well as written grants. She stated she starts on Monday July 13<sup>th</sup> and we will be able to meet her on the next call.

David stated we are excited to be working with the community regarding HMIS. He stated that within the last two weeks the HIC and PIT Counts have been squared away before the extended deadlines. He stated that the count is down substantially from the previous years. He stated that while Orgcode looked back on the last ten years of data there were questions in terms of trends and unsheltered homelessness. He stated that they are looking at the numbers behind the numbers and ultimately recognize that it is a 1-night count. He stated that they noticed some of our community's frustrations coming to light when it comes to all things BNL related. He stated that they have looked at the infrastructures and he see where those frustrations lie, and they are not here to disrupt or make things complicated. He stated they will provide feedback in the weeks and month ahead of what has been helpful for other communities in terms of inflow and outflow. He stated they will make the effort to make HMIS more user friendly to understand. David stated that he will send the HUD submitted PIT and HIC count and will try to create a single graph that measures in a way that maybe a bit easier to understand than a traditional HUD Report.

PIT and HIC final numbers (submitted on June 30<sup>th</sup>):

349 people across both sheltered and unsheltered locations

31% reduction for sheltered population

52% increase for unsheltered population

22% reduction from last year (450 people)

3 years of increases but this year's night count was a decrease

**Adjournment:** Essence adjourned meeting at 10:33 AM. Next meeting August 12, 2020 9:00 AM Location: Teleconference

**Submitted by** Myra Hinkle