



Wednesday November 11, 2020

9:00 AM

**Location: Zoom Teleconference**

***Our Mission:***

*“A community working together to achieve access to safe and affordable housing for all residents of Genesee County.”*

**A G E N D A**

- |   |   |
|---|---|
| <b>I. WELCOME</b>   | Essence Wilson                            |
| <b>II. OLD BUSINESS</b>   | Essence Wilson                            |
| A. Approval of <u>October</u> minutes   | “   |
| B. Governance Council update  | “   |
| <b>III. REPORTS</b>   |   |
| A. H.A.R. A   | Tammy Chambers                            |
| B. Street Outreach  | Jim Perlaki                               |
| C. Coordinated Entry  | Antoinette McClain                        |
| D. Subcommittee/Work Group reports  | Chairpersons                              |
| <b>IV. NEW BUSINESS</b>   |   |
| A. Hunger and Homeless Week/Month   | Dwayne Clemons                            |
| B. Foster Youth Independence Tenant Protection Vouchers   | Kahlia Harper<br>Flint Housing Commission |
| <b>V. OTHER BUSINESS</b>  |   |
| A. Housing Choice Vouchers  | Glory White<br>BECKA Management           |
| B. Funding Update   | Tracey Jackson                            |
| 1. Genesee County Cares Act – Rent, Mortgage and Utility Assistance   |   |
| C. Warming Center update  | Vicky Schultz                             |
| <b>VI. Announcements</b>  |   |
| Sharing, Client Successes, announcements & opportunities, email for distribution:<br><a href="mailto:flint-geneseeccoc@metroflint.org">flint-geneseeccoc@metroflint.org</a> |   |
| <b>VII. Adjournment</b>   | Essence Wilson                            |
| <b>Next meeting December 9, 2020 9:00 AM Location: Teleconference</b>   |   |



## *Flint/ Genesee County CoC Minutes*

Meeting Minutes

October 14, 2020

9:00 AM Zoom Teleconference Call

**Attendance:** Anthony Barker, Hope Network; Angela Beaugard, FGLN; Kelly Bidelman, Center for Civil Justice; Misty Bowers, GCYC; Maurice Bush, Wellness; Tamara Chambers, Catholic Charities; Dwayne Clemons, Hamilton; Kanisha Clemons, YWCA; Denise Diller, Crossover; Bill Doub, GHS; Gina DeShong, The Disability Network; Jessica Flint, Center for Civil Justice; Tiffani Ferrier, Family Promise; Damon Fortney, GCMPC; Debra Hayes, MBK; Allie Herkenroder, Flint Housing Commission; Myra Hinkle, MCD; Shelly Hoffman, SOF; Jim Hudgens, New Paths; Tracey Jackson, MCD; Latoya Jenkins, GCCARD; Lori Kunkel, Greater Flint Health Coalition; Tamika Mack, MDHHS; Erin Markell, OLHSA; Antoinette McClain, MCD; Kevin Miller, City of Flint; Molly Mueller, Communities First; Beth Noye, Salvation Army; Jill Nylander, LSEM; Jim Perlaki, GCYC; Shaundale Richmond, MCD; Trina Sanders, YWCA; Dinah Schaller, Mott Community College; Vicky Schultz, Catholic Charities; Kirk Smith, GFHC; Shearese Stapleton, Mothers of Joy University LLC; Lydia Tabat, Habitat for Humanity; Kevin Thompson, Ann Arbor VA; Jamie-Lee Venable, United Way; Candace Waggoner, Voices For Children Advocacy Center; Kasie White, University of Michigan Social Work Department; Angela Willie, Carriagetown; Essence Wilson, Communities First; Rayetta Wyatt, State of Michigan Veterans Employment Services; Ashnee Young, LSEM & Power Initiative; Cheryl Zapfe, GISD

**Welcome:** Meeting called to order by Essence Wilson at 9:05 AM.

**Community Presentation:** Kelly Bidelman of Center for Civil Justice stated the press conference launch of the Homeless Court Program was successful and well-received. Essence Wilson presented on behalf of the CoC and did an amazing job. The press conference has been picked up by many news media outlets.

Kelly will be sending all the Homeless Court documents in one package that has been prepared by the planning group. The homeless court needs participants. Referring case workers please send individuals into the Homeless Court that need assistance with outstanding low-level misdemeanors, warrants or traffic fines. The next monthly planning meeting is Friday, October 16<sup>th</sup> at 10 AM (planning meetings are every 3<sup>rd</sup> Friday of the month at 10 AM).

Kelly will send the Google Group invitation to Myra so it can be forwarded to the CoC Listserv. The court appointed Attorney Theresa Haruska as the case manager to receive and process referrals as well as provide representation on the court dates alongside 3 other pro-bono attorneys. Kelly will also send an email that details the synopsis of the Clean Slate (Expungement) bills.

### **OLD BUSINESS**

**Approval of September minutes:** Minutes were approved with grammatical points of clarification

- 4<sup>th</sup> line in HARA report should read as “She stated the HARA was finally able to get the advanced check...”
- 3<sup>rd</sup> line in Street Outreach report should read as “...they made 108 referrals to other agencies.”
- 5<sup>th</sup> paragraph of Additional Discussion should read as “...and paperwork will go out this week”

**Governance Council Update:** Essence stated that at the last Governance Council meeting there was a presentation by Cheryl Mathis from HUD that was helpful for better understanding of how HUD works with the CoC from a compliance and monitoring standpoint.

The Governance Council voted on a new member, Brooke Gow, Family Service Agency. Angela Beaugard stated Charles Tommasulo retired as the Executive Director of Family Service Agency, and Brooke will represent the agency. Angela stated that they took the application to Governance Council for vote and of the 21 Governance Council chair members there were 16 responses for yes and zero responses for no, they are now bringing it forward before the CoC for vote. The motion was unanimously approved.

Essence stated that the Governance Council members were also able to use the Zoom capabilities to break out workgroup meetings. The four workgroups are:

- (1) Funding
- (2) Communication
- (3) Subcommittees
- (4) Evaluation of the lead agency, HMIS agency and the HARA.

Essence thanked Angela for setting it up and configuring the proper places. This was the first opportunity for those agencies to get to know each other and set a standing meeting time. More updates are to come as they continue to work on resolving concerns and issues regarding bylaws and the Governance charter.

## **REPORTS**

**H.A.R.A:** Tammy Chambers stated that the HARA is still thriving with the Eviction Diversion Program(EDP). For the month of September, they assisted 186 tenants. They are processing 285 applications currently. They have requested another one million dollars for funding which will bring them to a total of \$3.8 million EDP dollars for Genesee County.

The HARA receives over 155 calls daily. For the month of September, they received 25-30 homeless calls, 5 walk-ins, 7 case management, 68 in homeless prevention and 23 rapid re-housing (RRH) referrals. Her team is working closely with Antoinette McClain to keep the QBNL list current. A family came in last week on the verge of eviction and they were able to assist them through the Eviction Diversion program. The community service staff were also able to give the children in the family new clothes, breakfast, and toys. She stated that she loves seeing Vicky's mission for wrap around services because it does help our community.

They distributed 538 pieces of mail, over 3,000 meals in Soup Kitchen, over 3,000 personal need items and over 47,000 pieces of clothing. The work ready room served 22 men and 12 women. Over 5,000 household goods and toys were distributed. There were also 193 trips for the month for Rides for Hope.

**Street Outreach:** Jim Perlaki stated that the month of September was busy. There were 51 youth involved in the youth outreach engagements in Genesee County, 49 engagements in Shiawassee County and 21 engagements in Lapeer County. The adult outreach team assisted 325 adults with outreach engagement and contacts in Genesee County.

Of the 325 adult clients, there were 79 homeless referrals to other services in or outside of the community. The outreach team has done seven homeless verifications, among those there were five that they were unable to complete due to inability to locate the individual.

The team distributed 225 food packages to people throughout the community and more than 90 bus passes were distributed as well as personal hygiene packets, clothes, personal protective equipment, sling bags, feminine products, shoes, and socks. They received a tremendous donation of socks from United Way, so they were able to distribute socks which are generally a commodity. The need for blankets and sleeping bags have begun so they have been giving those out in the community as well.

GCYC has two University of Michigan School of Social Work interns working with them, so they had more engagement out in the community. Misty Bowers stated that regarding inventory they are well-stocked currently. She stated that if there is anything, they may need it would be coats and hoodies. Debra Hayes stated that MBK can supply 20 sleeping bags to street outreach if needed.

**Coordinated Entry:** Antoinette McClain stated that the QBNL is at 295 clients. The demographics have remained consistent with August's numbers. She stated that there was an increase in phone calls to the Metro helpline due to the Eviction Diversion Program and those individuals were referred to Catholic Charities for assistance.

Coordinated Entry received 84 CESA forms in September. There were 62 Coordinated Entry referrals requested, 23 were sent to Catholic Charities, 3 to Shelter of Flint's permanent supportive housing program (PSH) and one family was sent to Genesee Health System. For the project-based voucher (PBV) apartments, 5 referrals were sent for Swayze Court and 30 referrals were sent for Berkley Place. Even though there were a large number of referrals sent, all those individuals remain on the QBNL, especially the PBV referrals. She stated that the PBV referrals are sent out to verify if they qualify for that housing.

The numbers of individuals that were housed are to be determined. Once data is received from the agencies the report will be updated. Due to funding issues they are unable to send out as many referrals as they receive but the referrals have increased due to the PBV apartment options.

**Subcommittee/Work Group reports:**

**VBNL:** Bill Doub stated that they had a lot of conversation last week regarding what the By Name List (BNL) will look like. He stated that from their standpoint they do not want a separate BNL for separate groups and meetings as they want to develop a QBNL list that flows from one list and through the Coordinated Entry process.

Bill spoke with David Tweedie about HMIS and how the list would be based clearly on HMIS and its providers. The goal is to focus more on using HMIS and being able to download. The QBNL would be maintained by Metro Community Development with technical support from HMIS Administrator, David Tweedie.

Bill recommended there should be leadership for a newly reconstituted Interagency Systems team (IST), because with a revitalized IST the workgroup chairs can meet and communicate and take a close look at the BNL and workgroups to be sure we are doing what we are supposed to.

Essence stated she has passed along a great deal of that information to Angela Beaugard who is the Governance Council representative looking at subcommittees.

**CQI:** Jim Perlaki stated that as Tammy Chambers mentioned in her discussion regarding the Eviction Diversion Program the CQI team are continuing to meet for discussions and tweak processes.

**SOAR:** Bill Doub stated that the SOAR Stakeholders meeting was a success and he stated that he gives thanks to United Way for stepping up with offering \$1,000 for agencies who will send staff for SOAR training. He is already seeing Shelter of Flint stepping up as a taker for the training. The Social Security Administration has been more than willing to work with us, so he is thankful for this working process. Bill asked agencies to please encourage their staff to take the online training; and he is willing to be a back-up for the process. Melissa Mays who works with the water outreach program at GHS, has been offered to attend the SOAR Leadership Academy so there will be a licensed practitioner in our continuum.

**Spending Report:** Tracey Jackson stated that the -800 grants have been submitted and an overview has been provided. She stated that the -900 grants have also been submitted but she did not submit the Youth Transitional Housing grant, it will be added to the report for next time. The Youth Transitional Housing grant has rental assistance of \$95,940 and supportive services of \$75,592 and administrative costs of \$17,005. The grant is totaling \$188,537.00

**ESG:** Damon Fortney stated that they are reviewing and approving ESG reimbursements but everything that was due on September 30<sup>th</sup> has been received. He stated that they are waiting to receive ESG Cares Act funding in the account, once it

is received they will send out the contracts to all who applied. The regular ESG funding applications for 2021 will be sent out today and the due date will be December 4<sup>th</sup>, 2020.

### **NEW BUSINESS**

**COVID-19 Waivers Availability:** Tracey Jackson stated on September 30<sup>th</sup> HUD released 11 waivers, 7 of them are like April's waivers. Tracey stated that she has forwarded a copy of the waiver's memo from HUD to the subrecipients and they are currently reviewing which waivers they will take advantage of and they will discuss later in the week. Tracey stated she will then submit that information to HUD by following their strict instructions on waivers.

### **OTHER BUSINESS**

**CoC Program NOFA 2020-Pending:** Tracy Jackson stated that there is no update at this time. She will be sure to send any program updates immediately to the community.

#### **Additional Discussion:**

Discussion ensued about how many PBV vouchers are coming into Genesee County and the 75 names that were pulled from the Housing Choice Voucher (HCV) waiting list. Essence stated that she will investigate and get clarity from Glory White at BECKA Management. Essence will send an email to Glory and request a full report. Feel free to email Essence with any additional questions you may have regarding the Section 8 HCV vouchers so we can receive a complete answer from Glory. She stated that we could also have BECKA Management present at the next CoC meeting so that everyone is getting the same information.

Tiffani Ferrier stated that during the Coordinated Entry meeting held by Tracey; they discussed that while it is not anyone's fault, a "No Wrong Door" barrier has been created due to multiple homeless crisis/diversion hotlines being available. Tracey Jackson stated that she and Vicky Schultz have begun discussing this concern and how it can become more user-friendly for the community. She stated that their teams will work together to create individualized contact numbers that will explain the types of service offered. She stated they will hopefully have solutions by next month's meeting. They are also working together to look at how they can develop a system of transferring calls between services.

**Adjournment: Essence adjourned meeting at 10:23 AM. Next meeting: November 11, 2020 9:00 AM Location: Teleconference**

**Submitted by:** Myra Hinkle



## **Sub-Committees, H.A.R.A., Work Groups, MSHDA HCV**

Mission: A community working together to achieve access to safe and affordable housing for all residents of Genesee County.

### **Monthly Report Submissions**

**November 11, 2020**

Housing Assessment and Resource Agency (H.A.R.A.) – Tammy Chambers

HMIS Agency Administrator – David Tweedie

Coordinated Entry System (CES)/QBNL – Antoinette McClain

Continuous Quality Improvement – Jim Perlaki

#### **No Meeting**

Legislative Action – Debra Hayes

Social Security Outreach Accessibility and Recovery (SOAR) – Bill Doub

Veterans By-Name List (BNL) – Bill Doub

#### **Financial Reports:**

HUD – Tracey Jackson

County ESG – Damon Fortney

MSHDA – Jody Pringle/Shelly Hoffman

## QBNL Update

### Date: September 2020

1. a) Chair Name: Antoinette McClain      b) Co-chair Name:
2. Purpose: Development of an implementation policy and strategy for QBNL within in the Flint/Genesee County CoC.
3. a) Meeting Date:                      b) Frequency: Monthly  
     Attendees: [Click to tap here to enter text.](#)
4. Goals (short term/ long term):
  - a. Short term: Effectively manage the QBNL and ensure that all data is accurate and up to date.
  - b. Long term: Effective prioritization plan for those individuals to ensure highest vulnerability individuals are housed first. To end the cycle of homelessness for our community.
5. Outcomes:
 

**A. Quantitative:**

  1. **CESA** forms received September 1st – September 30<sup>th</sup> = **84 total**
    - a) Comments: *CESA's from partner agencies are continuing to decrease as more clients are directed to utilize Metro Community Development HELP hotline. Hotline has seen an increase in calls due to Eviction Diversion Program and resource calls.*
  2. **Referrals** from CE September 1<sup>st</sup> – September 30<sup>th</sup>= **62**
    - a) GCYC – 0
    - b) MCD – TBRA – 0
    - c) Catholic Charities – 23
    - d) Shelter of Flint –3
    - e) GHS-1
    - f) PBV (Swayze Court)-5
    - g) PBV (Berkley Place)-30
    - h) **Comments:**
      1. There was an increase in RRH referrals for the month of September.
      2. Currently have 1 PSH and 1 PBV referral have been approved for housing and are still in the process. Youth referrals from August have been approved and are waiting to be housed.
  3. **Housed MTD** September 2020 - **0**
    - a) Catholic Charities –0

4. **Housed YTD with CES - 49**

- a) GHS – **19** (10 RRH and 9 PSH)
- b) Shelter of Flint – **17** (15 PSH and 2 Rosewood)
- c) MCD – **4** (TBRA)
- d) GCYC – **1\***
- e) Catholic Charities – **8**

B. **Qualitative:** The QBNL helped Genesee County House the most vulnerable clients first.

C. **Observations, Comparisons/Trends:** For the month of September the QBNL has been steady with only slight movement. There was a small increase of clients who entered the Coordinated Entry System due to evictions. (Clients couldn't be assisted through Eviction diversion program). Housing referrals were temporarily paused towards the end of the month due to lack of funding. Available PBV Apartments have provided alternative housing options for clients who scored into PSH.

## QBNL Update

### Date: October 2020

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Attendees: [Click to tap here to enter text.](#)

4. Goals (short term/ long term):
  - a. Short term: Effectively manage the QBNL and ensure that all data is accurate and up to date.
  - b. Long term: Effective prioritization plan for those individuals to ensure highest vulnerability individuals are housed first. To end the cycle of homelessness for our community.
5. Outcomes:

#### A. Quantitative:

1. **CESA** forms received October 1st – October 1st = **55 Total**

a) Comments: *CESA's from partner agencies are continuing to decrease as more clients are directed to utilize Metro Community Development HELP hotline. The number of calls received on the hotline has been consistent but there has been a decrease in the number of CESA's received.*

2. **Referrals** from CE October 1st – October 31st= **31**

- a) GCYC – 1
- b) MCD – TBRA – 0
- c) Catholic Charities – 0
- d) Shelter of Flint –2
- e) GHS-5
- f) PBV (Swayze Court)-0
- g) PBV (Berkley Place)-23
- h) **Comments:**

1. Housing agencies are starting to request more referrals as funding becomes available.
2. Currently have 9 approvals for RRH.

3. **Housed MTD** October 2020 - **6**

- a) Catholic Charities –2
- b) PBV-Swayze Court-1

c) GCYC-3

4. **Housed YTD with CES –56-\*Total includes client not counted in July 2020**

- a) GHS – **19** (10 RRH and 9 PSH)
- b) Shelter of Flint – **17** (15 PSH and 2 Rosewood)
- c) MCD – **4** (TBRA)
- d) GCYC – **4**
- e) Catholic Charities – **11**
- f) Swayze Court-**1**

B. **Qualitative:** The QBNL helped Genesee County House the most vulnerable clients first.

C. **Observations, Comparisons/Trends:** For the month of October the number of clients on the QBNL has decreased. There has been an increase of referrals that are being closed due to clients exiting shelters, or housing agency is unable to contact client. Housing referrals are slowly increasing due to funding availability. Available PBV Apartments continue to provide alternative housing options for clients who score into PSH.

# Monthly Subcommittee Report Out Form

Date: 10-5-2020

1. **Subcommittee Name:** Continuous Quality Improvement (CQI) – Eviction Diversion Work
2. **a) Chair Name:** Jim Perlaki                      **b) Co-chair Name:** Co-chair now open
3. **Purpose:** To implement a prevention of homelessness strategy to address the quality of our system of care
4. **a) Meeting Date:** 11/2/2020                      **b) Frequency:** First Monday of each month for check in  
Attendees: Jim Perlaki, Kelly Bidelman, Shari Belknap, Erin Markell, China Aquino, Vicky Schultz, Kyle Walton, Kyle Lawrey, Cristol Jones, Glenda Dunlap, Tammy Chambers, Jill Nylander, Latoya Jenkins and Greg Abler
5. **Goal (short/long term):** Short term – continue to review the progress of the eviction diversion program and offer insight and suggestions to strengthen the approach from lessons learned and plan for the future.
6. **Outcomes:**
  - a. **Quantitative:** Have met since April 2019 to complete the process of beginning an eviction diversion with the county landlords, courts, CoC membership organizations and those at risk.
  - b. **Qualitative:** We are reviewing the progress and analyzing changes that may need to take place to strengthen the delivery of services.

**Observations, comparisons/Trends:** The committee started with an update from the HARA, Legal Services of Southeast Michigan and the 67<sup>th</sup> District Court. **HARA UPDATES** – They have spent nearly all the funds available to date and have requested from MSHDA an additional \$1 million. Should MSHDA approve the amount, the county will have supported the residents for \$3.8 million in EDP services. The hours of operations for walk-in services on Saturdays has been extended to 8:00 am to 1:00 pm. The team is taking approximately 1,000 calls per week and has set a cut off for new cases for December 15, 2020. That will allow for the paperwork to be completed, the legal actions to take place and checks to get cut before December 31, 2020. Catholic Charities will work closely with Legal Services to assure no one gets missed that can be served within the allowed time frame of the contract period. Tammy is having contact with MSHDA daily to assure that the program is meeting all their expectations. MSHDA has done an audit of the program and has found no issues. The landlords have discovered that they can evict person for a minimal amount of arrears and come out with an assured two months of future rent payments. Tammy and her team are making extra sure that those who this may be a concern are eligible prior to final approval. **LEGAL SERVICES UPDATES** – The team is still seeing positive results for the two week adjournment with a conditional dismissal and has continued with positive relationship with Piper Law for their landlord clients. The largest concern regarding those Legal Services are seeing is the recidivism of EDP seeking tenants. The second wave of folks who remain unemployed and have fallen again to back rent are at risk of eviction. The discussion regarding this concern lead to the following action steps: set aside specific times in the week to meet with those who are returning; initiate the process as designed by the CQI/EDP team prior to the MSHDA funds becoming available; begin to utilize the funds awarded through the ESG CV grant; reach out to Jeff Cook at MDHHS and determine if they can take the

## Monthly Subcommittee Report Out Form

**Date: 10-5-2020**

lead on this population over the next couple months until the push with MSHDA funds has been completed. Latoya from GCCARD stated that they have funds for support in their prevention funds and are ready to step up and assist with the second wave of folks. **DISTRICT COURT UPDATES** - The courts largest concern is the communication back logs of paperwork with the amount of people filing. Cristol has assured the judges that the team is processing everything as quickly as possible. The judges appear to remain patient with the process. There is a meeting at noon on the 2<sup>nd</sup> and Cristol will address the concerns presented today. **GENERAL OBSERVATIONS** – The concern with the second wave of folks needing assistance resulted in setting up a meeting to specifically address this issue with all the partners. Sherri will send out and invite. The team was asked to reach out to folks to assure they will be at the next meeting. We will be revisiting the original EDP plans that were designed by the committee and make plans to initiate that process to meet the needs of the second wave of residents and be prepared for January 1, 2021. The next meeting is scheduled as a Ring Central (Zoom) call for Monday, November 16, 2020 at 9:30 am. **KUDDOS** - The staff of Catholic Charities and Legal Services were given gratitude for their hard work in this community partnership. A tremendous amount of work has been accomplished and many people’s lives have been positively impacted as a result of their efforts. Kuddos to all the staff behind the scenes who are not on the calls that make it happen.

# Flint/Genesee By-Name List of People Experiencing Homelessness Manual

Version 1

## Who is included in the by-name list?

This by-name list should be run for providers serving people experiencing literal homelessness for the desired time period (currently, last week, last month, etc.)

## What time period does the by-name list cover?

This by-name list should be run for a point-in-time count as determined by the Continuum of Care. Many communities look at reporting periods between one week and one month. If a community that initially determined a 30 day reporting window finds that attempts to locate people with zero HMIS documented homelessness over the last 28 days prove unsuccessful, they may later select a more recent snapshot (such as 7 days) in order to generate actionable results.

## What makes someone appear on the by-name list?

Any engagement for anyone served by an HMIS participating provider (including street outreach, emergency shelters, transitional housing and services only) during the reporting period draws into the by-name list. Some communities refer to this as being "active."

## How is someone removed from the by-name list?

Anyone with zero engagement from all HMIS participating providers (including street outreach, emergency shelters and services only) during the reporting period no longer draws into the by-name list results. Some communities refer to this as being "inactive." Please note that as soon as that person re-emerges and has their engagement recorded within HMIS, they once again automatically draw into the by-name list.

## How should I use the by-name list's information?

The by-name list can be used to accomplish the following six primary tasks:

1. Quantify people experiencing homelessness during the reporting period who were also housed:

This can be accomplished by filtering for people with values within the "date housed" field (reflecting the HUD field for "housing move-in date") which should align with the "exit date" for people with permanent housing destinations within the "destination at exit" column (reflecting the HUD field for "destination at exit").

**2. Case conferencing to provide additional support and troubleshooting for people previously matched/assigned to housing resources but who have not yet moved into permanent housing:**

This can be accomplished by filtering for people without values within the "date housed" field (for whom this field is blank), then sorting by the longest length of stay since entry from the "length of stay" field.

**3. Make new housing matches/referrals according to community priorities:**

This can be accomplished by *filtering* for eligibility criteria (such as veteran, youth or people experiencing chronic homelessness only) and then *sorting* by the CoC prioritization factors. For example, a community with a rapid re-housing vacancy for individuals may sort by (1st) highest VI-SPDAT version 2 score, then by (2nd) longest length of homelessness, then by (3rd) overall wellness, as outlined in their Coordinated Entry policies and procedures.

**4. Target people for VI-SPDAT completion by longest length of stay:**

This can be accomplished by sorting by longest length of homelessness in the "length of stay" field within the "WHEN" section that quantifies the experience of homelessness. Case conferencing may help determine which staff, agency, approach, time and location will best engage people with long histories of homelessness who have not yet been surveyed with the VI-SPDAT.

**5. Determine housing supports for people housed through Coordinated Entry but who are currently experiencing homelessness (having returned):**

This can be accomplished by filtering for people with values for the "date housed" field within the "WHEN" section, but whose "date housed" occurs before their current "entry date" at a homeless services provider within the "WHERE" section.

**6. Address ongoing HMIS data quality concerns or duplicate information:**

For people with multiple identical shelter stays, duplicate records can be targeted for deletion. For people with multiple (often more than ten) VI-SPDATs, shelter and outreach staff can identify solutions beyond continuing to re-screen that person. For people with long self-reported histories of homelessness but short HMIS documented stays, or people with short self-reported histories of homelessness but long HMIS documented stays, shelter and outreach staff can seek additional first- and third-party information to better document length of homelessness. As data quality clean-up is not the primary function of the by-name list, OrgCode usually recommends addressing these data anomalies or incongruities quarterly, depending on frequency of occurrence.

## Who can access this report and how should they do so?

Staff from each homeless service provider can view the by-name list results from their agency if they possess HMIS access with an accompanying ART license following signed acceptance of the CoC user license agreement and corresponding HMIS policies and procedures.

If the CoC utilizes a release of information as part of their Coordinated Entry process, agencies covered by the authorization to disclose personally identifiable information may also view results from external homeless service providers (potentially system-wide).

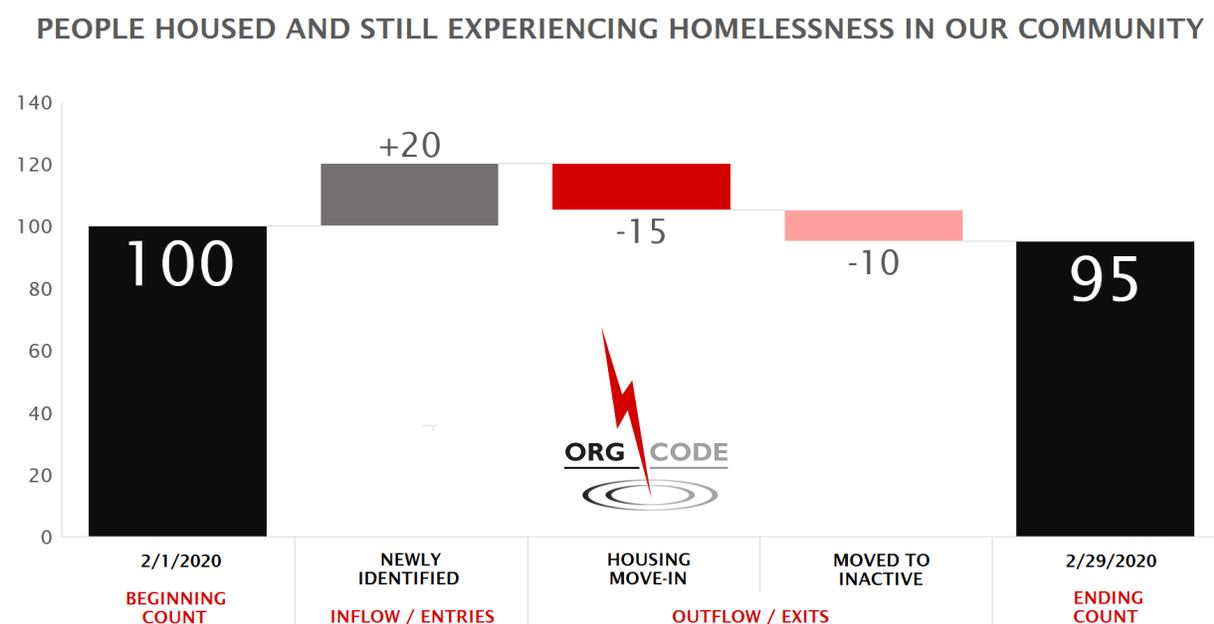
The by-name list results should never be printed or emailed, and doing so may constitute a breach of HMIS privacy and security standards, resulting in action including but not limited to termination of HMIS access and legal liability. Staff seeking access to its results must complete the previously identified steps in order to run the by-name list themselves.

## How can the by-name list demonstrate progress?

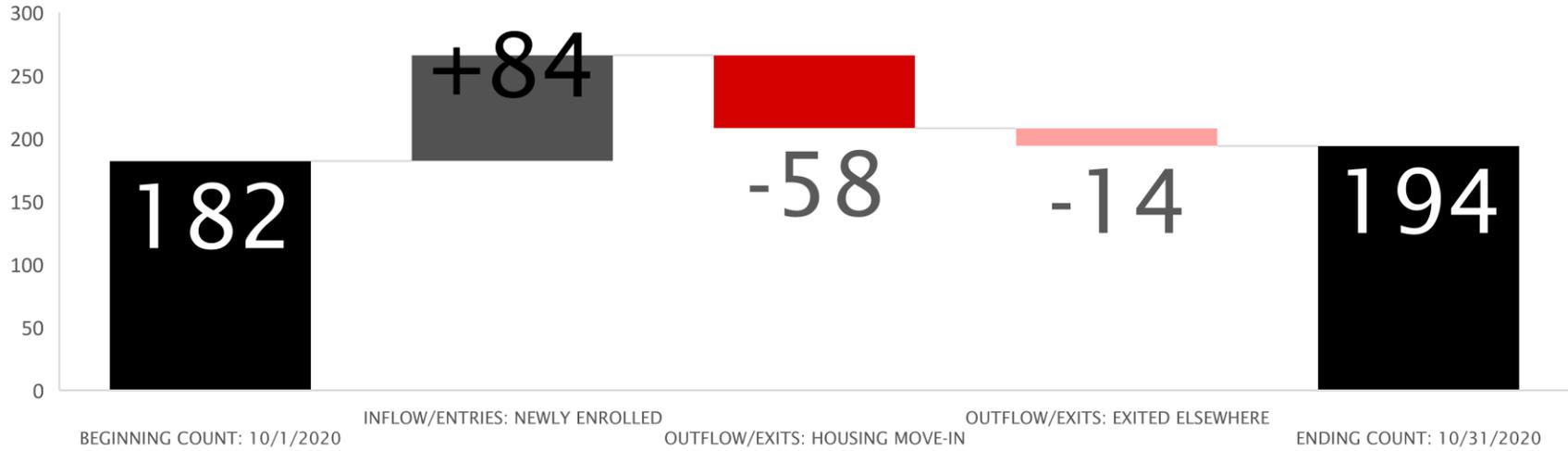
Many communities find the by-name list most valuable in measuring ongoing progress toward ending homelessness across time through the following performance indicators:

- people experiencing homelessness at the *beginning* of the reporting period (last week/month/quarter/year)
- people *newly experiencing homelessness* during the reporting period (after the report start date)
- people *exiting to permanent housing* (from HUD's "housing move-in date" field)
- people *exiting to other destinations* (often referred to as "moved to inactive")
- people experiencing homelessness at the *end* of the reporting period (often today)

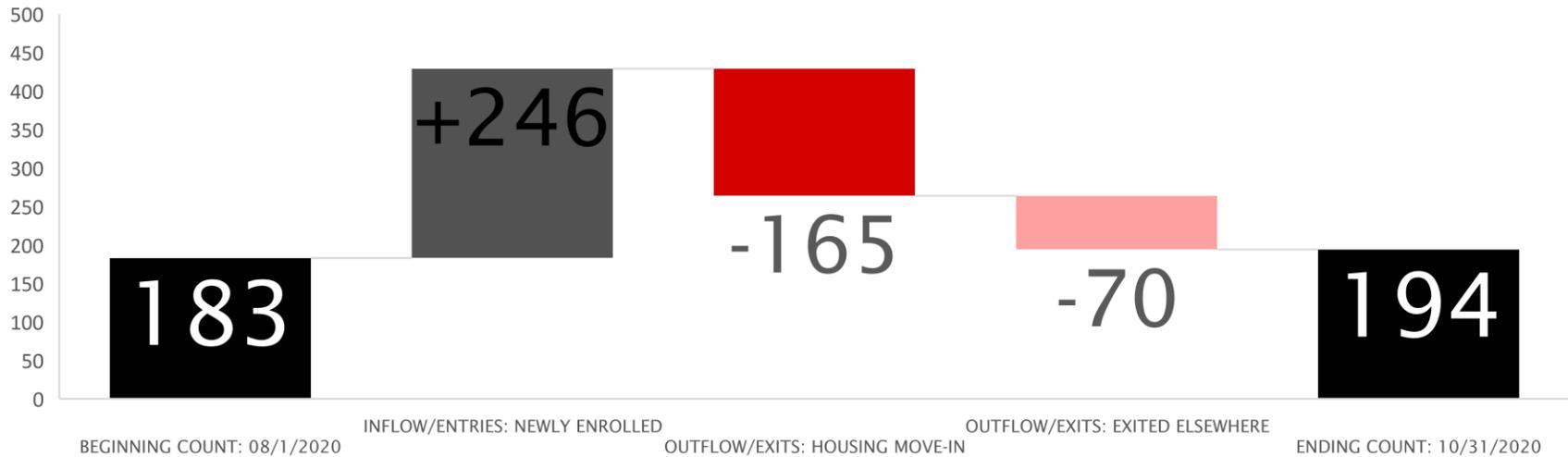
This can be visually demonstrated as follows:



### October 2020 HMIS-Reported Homelessness Inflow and Outflow



### August - October 2020 HMIS-Reported Homelessness Inflow and Outflow



**Genesee County - 2019 ESG Spending Report - as of 11/9/2020**

Agency	Activity	HUD AWARD	Disbursed	Balance	% of grant spent	% of grant remaining	Contract End Date
<b>MBK</b>	Emergency Shelter	\$18,569.00	\$18,569.00	\$0.00	100.0%	0.0%	9/30/2020
<b>Shelter of Flint</b>	Emergency Shelter	\$18,604.89	\$18,604.89	\$0.00	100.0%	0.0%	9/30/2020
<b>Catholic Charities</b>	Homeless Prevention	\$10,830.00	\$1,403.00	\$9,427.00	13.0%	<b>87.0%</b>	12/31/2020
	Rapid Rehousing	\$20,887.00	\$4,118.42	\$16,768.58	19.7%	<b>80.3%</b>	12/31/2020
<b>Metro</b>	HMIS	\$7,736.00	\$7,736.00	\$0.00	100.0%	0.0%	9/30/2020
	TBRA (2019 HOME)	\$49,413.77	\$44,975.26	\$4,438.51	91.0%	9.0%	9/30/2020
<b>GCYC</b>	Emergency Shelter	\$29,188.00	\$29,185.07	\$2.93	100.0%	0.0%	9/30/2020
<b>GCCARD</b>	Homeless Prevention	\$10,830.00	\$10,830.00	\$0.00	100.0%	0.0%	9/30/2020
<b>YWCA</b>	Emergency Shelter	\$26,507.00	\$26,507.00	\$0.00	100.0%	0.0%	9/30/2020

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Agency	Activity	HUD AWARD	Disbursed	Balance	% of grant spent	% of grant remaining	Contract End Date
<b>MBK</b>	Emergency Shelter	\$26,018.00	\$0.00	\$26,018.00	0.0%	<b>100.0%</b>	7/31/2020
<b>Shelter of Flint</b>	Emergency Shelter	\$19,273.00	\$0.00	\$19,273.00	0.0%	<b>100.0%</b>	7/31/2020
<b>Catholic Charities</b>	Homeless Prevention	\$13,780.00	\$0.00	\$13,780.00	0.0%	<b>100.0%</b>	7/31/2020
	Rapid Rehousing	\$21,201.00	\$0.00	\$21,201.00	0.0%	<b>100.0%</b>	7/31/2020
<b>Metro</b>	HMIS	\$8,030.00	\$0.00	\$8,030.00	0.0%	<b>100.0%</b>	7/31/2020
	TBRA (2020 HOME)	\$43,000.00	\$0.00	\$43,000.00	0.0%	<b>100.0%</b>	7/31/2020
<b>GCCY</b>	Emergency Shelter	\$31,800.00	\$0.00	\$31,800.00	0.0%	<b>100.0%</b>	7/31/2020
<b>GCCARD</b>	Homeless Prevention	\$9,187.00	\$0.00	\$9,187.00	0.0%	<b>100.0%</b>	7/31/2020
<b>YWCA</b>	Emergency Shelter	\$19,273.00	\$0.00	\$19,273.00	0.0%	<b>100.0%</b>	7/31/2020

Start Date	Funder	Grant #	Agency	Award Amount	Billed	Balance	Months into grant	% of grant spent	% of grant remaining	# of mths remaining	est mthly \$ to meet reqs.
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Total paid or billed through 9/30/20

Mar 2020	<b>MSHDA</b>	HML-200-Shelter-5101-C19	Catholic Charities	\$118,500	\$0	\$118,500	7	0.00%	100.00%	24	\$4,938
	Term: 3/1/20-9/30/22		GCYC	\$28,440	\$0	\$28,440	7	0.00%	100.00%	24	\$1,185
			Metro	\$67,150	\$67,150	\$0	7	100.00%	0.00%	24	\$0
			My Brother's Keeper	\$131,140	\$46,542	\$84,599	7	35.49%	64.51%	24	\$3,525
			Shelter of Flint	\$81,546	\$492	\$81,054	7	0.60%	99.40%	24	\$3,377

Jul 2020	<b>MSHDA</b>	HML-2020-Shelter-5101-CRF	GHS	\$2,795,082	\$1,349,048	\$1,446,034	3	48.27%	51.73%	3	\$482,011
	Term: 7/1/20-12/31/20		SOF (admin)	\$9,841	\$2,460	\$7,381	3	25.00%	75.00%	3	\$2,460

**Flint/Genesee County 2020/2021 HUD Grant Spending Report through August/September 2020**

*Red: concern/discussion      Yellow: Caution      Green: on track*

Start Month	Agency/Project Name	Grant #	Funds Req Type	HUD AWARD	Disbursed (eLOCCS)	Balance (eLOCCS)	Months into grant	% of grant spent	% of grant remaining	# of mths remaining	Est mthly \$ to meet reqs.	Avg Mthly Reimburse-ment	Notes	
APR 2019	<b>GCYC- Homeless Outreach</b>	<b>0147-911</b>	supp svc	\$100,203.00	\$55,855.21	\$44,347.79	6	55.74%	44.26%	6	\$7,391.30		MCD 810 bal \$0	
	4/1/2020-3/31/2021		admin	\$7,014.00	\$0.00	\$7,014.00		0.00%	100.00%		\$1,169.00			
		Total		\$107,217.00	\$55,855.21	\$51,361.79		52.10%	47.90%		\$8,560.30			\$11,171.04
		<b>SOF- Chronic Homeless Families</b>	<b>0343-905</b>	supp svc	\$14,911.00	\$6,698.57	\$8,212.43	6	44.92%	55.08%	6	\$1,368.74		804 bal \$3,345.88
	4/1/2020 - 3/31/2021		leasing	\$79,029.00	\$35,723.70	\$43,305.30	45.20%		54.80%	\$7,217.55				
			admin	\$6,000.00	\$0.00	\$6,000.00	0.00%		100.00%	\$1,000.00				
		Total		\$99,940.00	\$42,422.27	\$57,517.73	42.45%		57.55%	\$9,586.29		\$14,140.76		
		<b>SoF - Veterans Lease Up</b>	<b>0344-906</b>	supp svc	\$25,461.00	\$10,012.20	\$15,448.80	6	39.32%	60.68%	6	\$2,121.75		805 bal \$3,618.77
	4/1/2020-3/31/2021		leasing	\$79,818.00	\$39,083.68	\$40,734.32	48.97%		51.03%	\$6,651.50				
			admin	\$6,056.00	\$0.00	\$6,056.00	0.00%		100.00%	\$504.67				
		Total		\$111,335.00	\$49,095.88	\$62,239.12	44.10%		55.90%	\$10,373.19		\$16,365.29		
		<b>MCD-Coordinated Entry</b>		supp svc	\$69,509.00	\$9,703.94	\$59,805.06	3	13.96%	86.04%	9	\$9,967.51		Grant was action 9/23/2020
		DV	\$50,000.00	\$0.00	\$50,000.00	0.00%	100.00%							
7/1/2020 - 6/30/2021		admin	\$4,865.00	\$0.00	\$4,865.00	0.00%	100.00%		\$810.83					
	Total		\$124,374.00	\$9,703.94	\$114,670.06	7.80%	92.20%		\$12,741.12					
JUL 2019	<b>SoF - CoC Lease Up</b>	<b>0143-912</b>	ops	\$17,490.00	\$0.00	\$17,490.00	3	0.00%	100.00%	9	\$1,943.33			
	7/1/2020-6/30/2021		supp svc	\$80,613.00	\$15,878.41	\$64,734.59		19.70%	80.30%		\$7,192.73			
			leasing	\$163,736.00	\$43,987.68	\$119,748.32		26.87%	73.13%		\$13,305.37			
			admin	\$16,253.00	\$0.00	\$16,253.00		0.00%	100.00%		\$1,805.89			
		Total		\$278,092.00	\$59,866.09	\$218,225.91		21.53%	78.47%		\$24,247.32			\$29,933.05
		<b>SoF - Rosewood Manor</b>	<b>0150-912</b>	ops	\$30,242.00	\$0.00	\$30,242.00	3	0.00%	100.00%	9	\$3,360.22		
	7/1/2020 6/30/2021		supp svc	\$33,657.00	\$5,475.00	\$28,182.00	16.27%		83.73%	\$3,131.33				
			admin	\$4,172.00	\$0.00	\$4,172.00	0.00%		100.00%	\$463.56				
		Total		\$68,071.00	\$5,475.00	\$62,596.00	8.04%		91.96%	\$6,955.11		\$497.73		

Start Month	Agency/Project Name	Grant #	Funds Req Type	HUD AWARD	Disbursed (eLOCCS)	Balance (eLOCCS)	Months into grant	% of grant spent	% of grant remaining	# of mths remaining	Est mthly \$ to meet reqs.	Avg Mthly Reimbursement	Notes	
2019	<b>GCYC Transistional Living</b>	<b>0144-912</b>	ops	\$55,869.00	\$23,929.18	\$31,939.82	3	42.83%	57.17%	9	\$3,548.87			
	7/1/2020 - 6/30/2021		supp svc	\$62,500.00	\$6,963.76	\$55,536.24		11.14%	88.86%		\$6,170.69			
			admin	\$8,285.00	\$0.00	\$8,285.00		0.00%	100.00%		\$920.56			
		<b>Total</b>		\$126,654.00	\$30,892.94	<b>\$95,761.06</b>		24.39%	75.61%		<b>\$10,640.12</b>			
	<b>MCD - CoC Planning</b>	<b>0649-900</b>	CoC planning	\$125,000.00	\$0	\$125,000.00	1	0.00%	100.00%	11	\$11,363.64			
	10/1/2020 - 9/30/2021		admin	\$0.00	\$0.00	\$0.00		100.00%	\$0.00					
		<b>Total</b>		\$125,000.00	\$0.00	<b>\$125,000.00</b>		0.00%	100.00%		<b>\$11,363.64</b>			
	AUG 2019	<b>SoF - Lease UP</b>	<b>0314-912</b>	supp svc	\$19,000.00	\$1,171.10	\$17,828.90	2	6.16%	93.84%	10	\$1,782.89	\$4,464.12	
		8/1/2020 - 7/31/2021		leasing	\$96,895.00	\$7,757.13	\$89,137.87		8.01%	91.99%		\$8,913.79		
				admin	\$7,147.00	\$0.00	\$7,147.00		0.00%	100.00%		\$714.70		
<b>Total</b>				\$123,042.00	\$8,928.23	<b>\$114,113.77</b>	7.26%		92.74%	<b>\$11,411.38</b>				
<b>SoF - Community Lease Up</b>		<b>373-906</b>	supp svc	\$10,579.00	\$0.00	\$10,579.00	2	0.00%	100.00%	10	\$1,057.90	\$8,524.33		
8/1/2020 - 7/31/2021			leasing	\$97,435.00	\$7,757.40	\$89,677.60		7.96%	92.04%		\$8,967.76			
			admin	\$7,175.00	\$766.93	\$6,408.07		10.69%	89.31%		\$640.81			
		<b>Total</b>		\$115,189.00	\$8,524.33	<b>\$106,664.67</b>		7.40%	92.60%		<b>\$10,666.47</b>			
<b>GHS - Lease Up</b>		<b>0149-911</b>	leasing	\$259,284.00	\$20,527.00	\$238,757.00	2	7.92%	92.08%	10	\$23,875.70	\$2,766.68		
8/1/2020 - 7/31/2021			supp svc	\$73,548.00	\$3,587.17	\$69,960.83		4.88%	95.12%		\$6,996.08			
		admin	\$31,816.00	\$3,552.67	\$28,263.33	11.17%		88.83%	\$2,826.33					
	<b>Total</b>		\$364,648.00	\$27,666.84	<b>\$336,981.16</b>	7.59%		92.41%	<b>\$33,698.12</b>					
<b>MCD - HMIS</b>	<b>0146-912</b>	HMIS costs	\$85,747.00	\$0.00	\$85,747.00	1	0.00%	100.00%	11	\$7,795.18	\$0.00			
10/1/2020 - 9/30/2021		admin	\$3,830.00	\$0.00	\$3,830.00		0.00%	100.00%		\$348.18				
	<b>Total</b>		\$89,577.00	\$0.00	<b>\$89,577.00</b>		0.00%	100.00%		<b>\$8,143.36</b>				
<b>GHS - RR</b>	<b>0447-905</b>	RA	\$189,360.00	\$15,427.67	\$173,932.33	2	8.15%	91.85%	10	\$17,393.23	\$2,342.87			
8/1/2020 - 7/31/2021		supp serv	\$41,747.00	\$1,657.65	\$40,089.35		3.97%	96.03%		\$4,008.94				
		admin	\$15,396.00	\$1,657.65	\$13,738.35		10.77%	89.23%		\$1,373.84				
	<b>Total</b>		\$246,503.00	\$18,742.97	<b>\$227,760.03</b>		7.60%	92.40%		<b>\$22,776.00</b>				
<b>GCYC Transistional Living</b>	<b>0670-900</b>	RRH-TH	\$95,940.00	\$0.00	\$95,940.00	1	0.00%	100.00%	11	\$10,660.00				
10/1/2020 -		supp serv	\$75,592.00	\$0.00	\$75,592.00		0.00%	100.00%		\$8,399.11				

Start Month	Agency/Project Name	Grant #	Funds Req Type	HUD AWARD	Disbursed (eLOCCS)	Balance (eLOCCS)	Months into grant	% of grant spent	% of grant remaining	# of mths remaining	Est mthly \$ to meet reqs.	Avg Mthly Reimbursement	Notes
	10/1/2020 9/30/2021		admin	\$17,005.00	\$0.00	\$17,005.00		0.00%	100.00%		\$1,889.44		
		Total		\$188,537.00	\$0.00	<b>\$188,537.00</b>		0.00%	100.00%		<b>\$20,948.56</b>		