

Eaton County Human Services Collaborative Council
Continuum of Care

Monday, February 10, 2020

Members in Attendance:

Claudine Williams – Eaton County Community Development, Misty Fogg – CACS, Denise Cornelius – HSMM, Christie Harry – HSMM, Martha Miller – SIREN, Tracy Mulvany – SIREN, Amanda Thompson – Helping Hands, Sophia Estrada-Ferreira – CFC Gateway, Barbara Rogers – Eaton County Commissioner, Cindi Borgman – CEI CMH, Brooke Hall – CMHA CEI, Stephanie Oles – MSHDA, Denise Hummel – Focus on Love Foundation, Michael Wilson – VOA Veteran Employment, Stephanie Goodrich – TCOA, Tiyanna Payne – VA Battle Creek, Hannah Coy – Bellevue Place & Rivervue Apartments, and Pam Elise - CACS

1. **Call to order and Introductions.** Meeting called to order by Chair Sophia Estrada-Ferreira at 9:01 a.m. and introductions were given.
2. **Establishment of the Agenda.** Claudine Williams moved to approve the agenda with the following amendments: move the CMH presentation immediately after nominations and elections and add a technical assistance report under Shelter update. Motion supported and carried.
3. **Approval of the Minutes.** Denise Cornelius moved to approve the January 13, 2020, meeting minutes. Motion supported and carried.
4. **Nominations and Elections for Chair, Vice-Chair and Secretary.** Claudine Williams reported the nominating committee recommends Misty Fogg as Chair, Melissa Cummings as Vice-Chair, and Claudine Williams as Secretary. *Denise Cornelius moved to cast a unanimous ballot per the nominating committee's report. Motion supported and carried.*

CMH Presentation was given. Misty Fogg suggested someone from CMH join the Eaton CoC and attend monthly meetings.

5. **Standing Committee Reports:**

a. **HARA Update - HSMM**

Housing Choice Vouchers: 21 new names were added, 1 was recertified and 10 were removed for a total of 49 names on the waiting list.

Public Housing Tax Credits: 1 new name was added, 0 were recertified and 0 were removed for a total of 1 person on the waiting list.

Coordinated Entry: Total grant amount of \$24,000. First month's rent spent \$0, follow up support services \$27.38, funds remaining \$10,005.98. CoC HMIS grant amount \$18,000. Funds spent \$12,000, funds remaining \$6,000. *Funds end May 31, 2020.*

Emergency Solutions Grant (ESG) Rehousing: Total grant amount \$15,560. Households served 4, funds spent \$ 2,687, funds remaining \$ 4,168. *ESG Funds end September 30, 2020.*

Emergency Solutions Grant (ESG) Prevention: Total grant amount \$14,596. Households served 2, funds spent \$1,140, funds remaining \$ 1,089. *ESG Funds end September 30, 2020.* Stephanie Oles stated MSHDA had extra funds and asked if HSMM would like to be put on the list to receive additional funding. Christie said yes, HSMM would like to be put on the list. Stephanie added HSMM is very high performing and that is why they receive extra funding.

Emergency Food and Shelter: Total grant amount \$34,455. Households paid on 20, funds spent \$82,793.16, funds remaining \$63,979. *Funds end March 31, 2020.*

PSH Heart: Total grant amount \$146,772. Filled 18; Adults 23; Children 18. Funds spent \$12,186 (for the month), funds remaining \$91,186. *Funds end June 30, 2020.* All leased up, no openings.

PSH Singles: Total grant amount \$ 42,865. Filled 6; Adults 6. Funds spent \$ 22,936, funds remaining \$ 19,929. *Funds end June 30, 2020.* All leased up, no openings. All leased up, no openings however, they do have one person looking just in case something opens up.

PATH: Christie Harry reported no Eaton County people were found.

b. SHELTER Update – SIREN/Eaton

SIREN Rapid Re-housing (RR): Total grant amount \$ 102,954. Households served 12, funds spent \$ 32,356, funds remaining \$ 70,598. *Funds end August 31, 2020.* Additionally, there are 2 families looking for housing.

DV Rapid Re-housing (DVR): Total grant amount \$ 51,980. Households served 5, funds spent \$ 8,586, funds remaining \$ 43,397. *Funds end June 30, 2020.* Additionally, there are 4 families looking.

Transitional Housing/Rapid Re-housing (TH/RR): Total grant amount \$ 252,622. Households served 11, funds spent \$ 140,356, funds remaining \$ 112,266. *Funds end June 30, 2020.* Two families are looking.

ESG Shelter nights in scattered sites: Total grant amount \$42,000. Funds spent \$30,515, funds remaining \$11,485. *Funds end June 30, 2020.* Seven families were served in January.

ESP Motel nights: Total grant amount \$139,698. Households served 17, funds spent on motels \$47,809, funds remaining \$91,888. *Funds end June 30, 2020.*

Technical Assistance (TA) Report – Pam Elise from CACS gave a report on the TA she has been providing to SIREN for their RR Program. Pam stated TA for the RR program began in December and has included 1 hour to 1 hour and a half each week either in person or by phone. Pam said she has provided several forms for SIREN to implement into their program that CACS used with success for years with HUD when they administered the same program. She said she has assisted with writing job descriptions for open positions that were posted and for which interviews are now being conducted. Hiring for all of the open positions should be done by the end of February. Pam noted the importance of providing TA to the new SIREN employees so they understand from the start and maybe that can flow over into other areas she is not providing TA for. She noted they will be working on APR's next. She said once the new staff is in place TA will be more intensive and likely more than one hour per week. Pam stated she understands how important this is to the CoC. Tracy Mulvany stated the documents have been very helpful as a starting point. She added the assistance with the job descriptions has already improved the number of applications she has received. Tracy stated she feels they are now on track to spend all of the RR grant dollars.

Stephanie Oles (from MSHDA) stated she knows Tracy has worked really hard and is doing all she can and thanked her and her staff. She said having an agency that specializes in providing DV services and homeless services is no easy task. Stephanie suggested Tracy and the SIREN board look at the bigger picture and what is important to their organization. She said sometimes organizations take on too much in order to make sure services are provided. Stephanie suggested Tracy work with the SIREN board moving forward to be strategic and evaluate if these programs are the best fit for the organization. Stephanie noted past SIREN leaders have mentioned the organization maybe taking on too much and other shelters have indicated to her it is a significant burden to take on other projects in addition to DV. She said administering other programs from HUD can make it difficult and she just wants to put it out there that SIREN evaluates itself for self-care for their organization as a whole and what is best. She said it is just a suggestion, she cares about SIREN, Tracy and the CoC and wants everyone to do well. Pam Elise noted CACS administers several different programs and it could just be a matter of looking at their administrative make up and making changes. She said they may not need to carve anything out, but realign the organization. Stephanie said CACS is set up organizationally to administer several different programs. Stephanie stated you can see on the new agenda the Eaton CoC has an

amazing amount of money coming into the community. She pointed out we have a lot of successes in our county compared to others communities the same size. She also noted the new additional vouchers HSMM just received is a huge win; it is a lot of money to the community and will serve a lot of people. Denise Cornelius noted twelve people were housed on the first day the vouchers were available, February 1. Stephanie said she has made her boss aware of the great work. Misty asked if we put a time frame on TA when we wrote the policy. Pam Elise said there is no time frame, but it may not be a bad idea. Claudine Williams said she believes the policy is in the Coordinated Entry Plan which would have to be amended if we wanted to add a time frame. Denise suggested having the Strats Committee address the issue at their next meeting. Misty said she would like TA on next month's agenda.

- c. **Peckham (I-EARN)** Immediate Employment and skills training: Total grant amount \$132,724. Clients served (no report), funds spent \$ 67,680, funds remaining \$ 65,044. *Funds end July 31, 2020.*
- d. **Steering/Strategy/Grants:** Tracy Mulvany said the group discussed TA and follow up. Denise Cornelius stated the group also discussed regulations for the CE policy manual. She added they will be working on a reallocation policy next and said they also talked more about prioritization. Stephanie Oles announced MSHDA is working on updating the ESG policy. She said they will be reaching out to CoC's within the next couple of months and we will be able to give feedback. Focus groups will also be held.
- e. **Bylaws/Public Relations:** Claudine Williams reported the CoC should be looking at the bylaws to see if they need updated.
- f. **Region 7:** There was no meeting in January. Denise announced future meetings would all be held at the MSHDA building. Region 7 meets every other month on the odd month (January, March, May, July, September, November).
- g. **McKinney Vento Liaison:** No report.
- h. **HMIS:** No report.
- i. **Veteran Homeless Count:** No report.
- j. **211 Report:** No report.
- k. **Project Connect Committee:** Christie Harry reminded everyone of previous discussions about reducing the size of the event and not providing food due to lack of participation from CoC agencies and volunteers. Christie said the AmeriCorps member has started working on the event. She said their next committee meeting will be on February 20, 2020 at 1:00 p.m. at Peckham and asked agencies to please come to the meeting and participate in the planning.

6. Old Business:

- a. **Point in Time (PIT) Count:** Christie Harry reported teams did go out on January 28th and no one was found. Sophia said her team did find one person in Grand Ledge, they did not go in to shelter, but did fill out a survey.
- b. **Ending Veteran Homelessness:** Tiyanna Payne reported she attended the Clinton County CoC meeting last week. Discussion was held. Sophia said Clinton County did vote to move forward. Stephanie said she would like to participate as this is a big deal to be first in the region. She added she thinks it will take less than six months. Misty asked if Tiyanna could contact Meghan and see if she would set up Eaton County's first meeting as she is already working to set up Clinton's.

7. New Business:

- a. **HSMM 6 month HUD PSH Report:** Christie Harry presented the HUD report.
- b. **SIREN 6 month HUD TH/RR Report:** Tracy Mulvany presented the HUD report.

8. Announcements:

Claudine Williams asked everyone to check out the Tiny Pantry on their way out if they have not seen it. She said they are currently looking for donations; Michelle in the Environment Health office is coordinating.

Sophia Estrada-Ferreira announced Gateway has hired an outreach person. She said the person has marketing experience as well and they are very excited to have her join Gateway.

Amanda Thompson said she is with Helping Hands and will be attending in the future. She said she is stepping up to help Phil more. She announced they moved into their new building in October and are open Tuesday, Wednesday, and Thursday. She said she is here to answer questions and to collaborate with other agencies.

Misty Fogg reminded everyone of the CACS Commodity Foods program. She said the “free” food does not impact food assistance from DHHS. Food is distributed quarterly unless you are a senior, then it is monthly. February is the next quarterly distribution. She said EATRAN will pick up and deliver the food for just the regular rider fee.

Denise Cornelius said the wait list for the mainstream vouchers started this morning. These vouchers are for non-elderly (18 to 61) with a documented disability. She said people can pick up an application from HSMM office or print from their website. The window will be open for two weeks until March 6. She said people will put on the list in the order applications are received. She said the waiting list is low because they just pulled from it.

Denise also reported on the CoC endowment fund through Capital Region Community Foundation. She said as of January 6, 2020 the fund balance is \$37,893. She said we should be notified shortly of how much money is available to draw. She noted we normally roll the amount back in to the fund, but she does recall using it once for a United Program benefiting homeless prevention. Stephanie asked how much the fund was when we started it. Denise said the fund was started with two separate grants from MSHDA one for \$20,000 and the other for \$10,000.

Pam Elise announced CACS Walk for Warmth will be on February 22, 2020. These are unrestricted funds and everything raised in Eaton County stays here.

Tiyanna Payne announced the Ingham County Stand Down will be on May 20. She also reported the Lansing VA will be expanding from 9,000 sq. ft. to 28,000 sq. ft. in the next 6 months to a year. She said the next Veterans Township Hall will be at the Lansing CBOC on February 18.

9. Establishment of next meeting: March 9, 2020

10. Adjournment: Denise Cornelius moved to adjourn. Motion supported and carried. Meeting adjourned at 11:35 am

Respectfully Submitted,

Claudine Williams
Secretary, Eaton CoC