1. Introductions (Alicia Ramon)
   - Welcome New Members
   - Attendance:

<table>
<thead>
<tr>
<th>Nada Jakach, ACCESS</th>
<th>Carol Jolly, Neighborhood Legal Services</th>
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<tr>
<td>Ibrahim Adam, ACCESS</td>
<td>Allison Green, WMCAAA</td>
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<td>Kelly Marietti, Community Care Services</td>
<td>Courtney Hierlihy, WMCAAA</td>
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<td>Debbie Petri, Christnet</td>
<td>Francesca Vitale, WMCAAA</td>
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<td>Tania James, Detroit Wayne Mental Health Authority</td>
<td>Kristen DeLong, WMCAAA</td>
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<td>Wanda Meriweather, First Step</td>
<td>Doug Courter, WMCAAA</td>
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<td>Jennifer Turinsky, Veterans Health Administrations (VA)</td>
<td>Julie Ratekin, WMCAAA</td>
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<td>Jeanette Felton, Community Housing Network</td>
<td>Nikita Carnings-Miller, WMCAAA</td>
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<td>Tamieka Andrews, Samartitas</td>
<td>Christine Chapa, WMCAAA</td>
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<td>David McCoy, Salvation Army</td>
<td>Charlotte Carrillo, WMCAAA</td>
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<td>Tamara Gaines, Salvation Army</td>
<td>Nick Rinehart, WMCAAA</td>
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<td>Mitch Blum-Alexander, AppleWorks</td>
<td>Martha Esquival Leon, WMCAAA</td>
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<td>Amanda Gregory, Lakeshore Legal Aid</td>
<td>Alicia Ramon, WMCAAA (by phone)</td>
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2. Additions to Agenda (Alicia Ramon)

   Alicia took time to more fully introduce Wayne Metro staff and their roles for Wayne Metro and the CoC. Some responsibilities have changed:

   - Francesca Vitale is the program manager for SSVF, Veterans, and ESG
   - Chapa – HMIS Systems Administrator
• Julie Ratekin is the McKinny-Vento coordinator and oversees initiatives for youth homelessness and coordination of homeless strategies among school systems
• Courtney Hierlihy – Coordinator for CoC programs
• Kristen – is the program coordinator for ESG, the PIT Count, Project Connect, and the Detroit CoC initiative
• Doug – landlord engagement coordinator

Alicia announced that Allison Green has been appointed as the CoC Coordinator. This will be a full time position.

3. Old Business (Alicia Ramon)
   – Summit to End Homelessness – Takeaways
   – Copy of Exhibit 1 for MSHDA ESG FY 2018-19 available for viewing

Kristen DeLong noted in the 2017 Annual Report for Ending Homelessness in Michigan that Region 10 – which includes Out-Wayne County - had the second largest decrease in homelessness last year (21%). Julie Ratekin noted that while HUD defined homelessness has fallen, homelessness as defined by McKinney Vento has risen by 50%. More CoCs are using diversion which often results in doubled up situations. Mckinney Vento counts that as homelessness.

Courtney Hierlihy noted that at a session at Summit by Org Code on W. VA Coordinated Entry, the system there has 10 to 12 case managers for the whole state. Perhaps this could provide ideas on how case management is conducted for Out-Wayne.

4. Coalition Business
   – Finance Report (Alicia Ramon)
   – AppelWorks (Michael Appel and Mitch Blum-Alexander)

Alicia provided information about the new position of CoC Coordinator that will be undertaken by Allison Green. The CoC Coordinator is an opportunity to build on the role of what had been previously called the CoC Facilitator, to expand TA for partners, to help implement the new governance structure, and build the capacity of the CoC. Alicia will be transitioning CoC Facilitator roles she had been performing to Allison. AppelWorks would do one more facilitation of meeting for
December and then that role will transition to Allison. All of Allison’s existing responsibilities will be transitioned to other Wayne Metro staff so that she will be able to fully focus on the role of CoC Coordinator. For now, anything that Allison was working on will come to Charlotte Carrillo. Wayne Metro has posted a hiring announcement for Allison’s position as Program Manager of Supportive Housing and Homeless Services.

5. Governance (Alicia Ramon and Mitch Blum-Alexander)
   - Board & Executive Committee Recruitment
   - Committees
   - Plan for Community Wide Meeting
   Alicia explained that the roll out of the new structure was proceeding more slowly so that Allison Green could come on board as CoC Coordinator. The goal is to be fully operating within the new structure by early 2019.

6. PIT Count 2019 Planning Committee (Julie Ratekin)
   First PIT Planning Committee meeting is taking place Nov. 5 9:30 am at Jefferson Barnes. When is the PIT Count date? Christine Chapa recommended keeping it the last Wednesday to provide consistency for reporting and to avoid any difficulties with HMIS if a different date was selected.

7. Youth Homelessness (Julie Ratekin)
   Julie attended the annual conference of the National Association for the Education of Homeless Children and Youth. Key takeaways included that USICH and the Dept. of Education are partnering more, and there will be a third round of HUD’s Youth Homelessness Demonstration Program.

8. Homeless Awareness Week (Julie Ratekin)
   Project Connect happens on Nov. 14. There will be a committee meeting after the membership meeting today to finalize plans. Caro Jolly asked if anybody has coats for donation to coordinate with her or drop off in hallway of Wayne Metro’s Wyandotte office. Deadline for donation of coats is Nov. 12.
9. Communications and Events (Nikita Cargins)
   Alicia informed the CoC that Lindsay Karas has left Wayne Metro. There is a new person in her position – more info on this person will be provided at the next meeting.

10. HMIS and Data Quality (Christine Chapa)
    - Longitudinal Systems Analysis (LSA) report
      Christine reported that after an update to Service Point tonight, the new report for the LSA will be installed. Christine is sending out data quality reports. This is the annual report for data review. HUD asks for annual data review reports for agencies with clients open over a year. Christine asked agencies to follow through ASAP to review and close cases when appropriate. Christine will CC will be working with agencies for different data quality reports every couple of months. But there will be more responsibility for agencies to run data quality reports themselves and follow through with findings.

11. Coordinated Entry (Alicia Ramon and Charlotte Carrillo)
    - Strategizing for referrals to NLSM
    - Coordinated Entry research by HUD
      Charlotte said she will be more involved with the Coordinated Entry process. Referrals and requests should be sent to Charlotte; she will be sending matches to agencies. Charlotte observed that through recent work and discussions with Carol Jolly at NLSM, it made her realize the value of having Out-Wayne meetings to provide opportunities to work through Coordinated Entry issues. Carol commented that there will be changes to the Coordinated Entry policies and procedures document to reflect changes that she and Charlotte had discussed. Charlotte said she is looking to have a draft of the revised document ready for the December CoC meeting.

12. Housing Programs & Initiatives
    - ESG (Charlotte Carrillo) - Francesca reported ESG progressing well. In October there was a lot of referrals for prevention; RRH picking up. Charlotte told the CoC that Francesca will be sending out dates for quarterly ESG partner meetings.
    - SSVF (Francesca Vitale) – Francesca reported SSVF progressing well; Martha is new SSVF coordinator. Wayne Metro is focusing on building partnerships in the community. Charlotte said that updates on Martha’s outreach schedule will be sent out.
    - Lincoln Park Lofts/Visger/Raupp (Charlotte Carrillo) – a total of 4 openings (2 at each).
    - Christnet (Debbie Petri)
a) Nighttime shelter program open; Drop In Center continues – Shelter at capacity. Drop In very busy. Some guests of Drop In are staying outside at night in tents and cars.

Fundraiser this Saturday is sold out – all of proceeds go towards the rehab of building that will be dedicated for the Drop In Center

- Schedule of monthly meetings for case managers. Meetings are on Thursday’s at 2:30pm at the Wayne Metro Wyandotte office training room. (Allison Green):
  - 1st Thursday is SPDAT (Full SPDAT training today) – Allison is only certified SPDAT trainer in Out-Wayne County. If new staff come on at an agency and need training send request by email to Allison.
  - 2nd Thursday is Families Case Consultation By-Name List. At Samaritas Family Center.
  - 3rd Thursday is In-Service Training (Julie speaking on Dept. of Education and McKinney-Vento). Jefferson Barnes Community Revitalization Center.
  - 4th Thursday is Single Adult Case Consultation By-Name List. No meeting - Thanksgiving this month.

Note: Discussion of case consultation and other issues for Veterans are discussed as part of the case consultation meetings listed above

13. MSHDA/MDHHS Vouchers and Waitlist (Allison Green)
   - HCV/PBV waitlist
   - Moving Up Vouchers
     Allison – for Moving Up vouchers Wayne Metro only needs one copy of documents
     PBV – documents go to Charlotte who turns them into MSHDA
     First Step representative asked about how to learn who need recertification for HCV/PBV. Allison Green responded that she sends out a list each month with recertification requests.

14. HUD and the VA (Alicia Ramon & Mitch Blum-Alexander)

15. Policy

16. Other Issues/New Business/Announcements
   - MCAH Advocacy Day in Lansing – new date is December 5

17. Next Meeting – (Alicia)
   - Membership meeting December 6, 2018, 9:30am to 11:00am at Wayne Metro, 2121 Biddle, Wyandotte, MI 48192. Meeting will be held in the first floor board room.