



OUT-WAYNE COUNTY

Homeless Services Coalition

OUT-WAYNE COUNTY HOMELESS SERVICES COALITION

GENERAL MEMBERSHIP MEETING

March 7, 2019, 9:30-11:30am

WAYNE METROPOLITAN COMMUNITY ACTION AGENCY

2121 BIDDLE AVENUE, WYANDOTTE, MI 48192

<http://www.outwaynehomeless.org>

1. Introductions (Alicia Ramon) 9:30-9:35
 - Welcome New Members
 - Attendance:

Carol Jolly, Neighborhood Legal Services Jacqueline Nowden, Lincoln Behavioral Services Cynthia Telfer, Melvindale Housing Commission Elizabeth Dionisi, Melvindale Housing Commission Kelly Marietti, Community Care Services Ashley Kaufman, Community Housing Network Debbie Petri, Christnet Ilene Hogan, First Step Sally Coder, First Step Tania James, Detroit Wayne Mental Health Authority Julie Ratekin, Homeless Youth Consortium and WMCAA Alicia Ramon, CoC Facilitator and WMCAA Charlotte Carrillo, WMCAA Nawal Jabbar, ACCESS Tamieka Andrews, Samaritas Allison Green, CoC Coordinator and WMCAA	Joan Siavrakas, Wayne County Senior Services Jasmine Martin, Rockwood Housing Chris Townsend, Salvation Army Elialuisa Garza, Aetna Carrie Beth Lasley, Wayne County Land Bank Brandie Isaacson, Livonia Housing Commission Ermon Sims, Livonia Housing Commission Courtney Hierlihy, WMCAA Nicolette Rankin, WMCAA Okeima Saxton, WMCAA Kristen DeLong, WMCAA Christine Chapa, WMCAA Francesca Vitale, WMCAA Mitch Blum-Alexander, AppleWorks Michael Appel, AppelWorks
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2. Additions to Agenda (Alicia Ramon) 9:30-9:35
3. Old Business (Alicia Ramon) 9:30-9:35
4. Coalition Business 9:35-9:40



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- Finance Report (Alicia Ramon)
- AppelWorks (Michael Appel and Mitch Blum-Alexander)

Michael reported that the two main areas of focus for AppelWorks are covered in agenda items #5 and #6 below. He noted the milestone today of elections for the board under the revised Governance Charter, a result of over a year of work focused on governance structure.

5. HUD CoC NOFA 9:35-9:40

- FY 2019 Notice for Registration released, due March 14 (Mitch Blum-Alexander)
- FY 2018 CoC Program Competition Debrief (Allison Green)

Wayne Metro has completed the registration process for the FY 2019 NOFA. Alicia, Charlotte and Allison presented information from HUD's debriefing webinar and the debriefing report HUD issued for Out-Wayne's responses to the FY 2018 CoC Application. Out-Wayne scored 182.75, significantly better than last year. The highest point total for any CoC in the country was 190. The Median Score was 160 and the Weighted Mean Score was 166.75 (the latter is an indicator of the ability of a CoC to get new projects funded).

For the FY 2019 NOFA, Systems Performance Measures will continue to be very important. There will be another \$50 million for DV Bonus projects. Alicia noted that it works well for the CoC, for the CE to be the initial piece of the DV Bonus to get funded. Charlotte said Wayne Metro is interested in looking at re-submitting the Joint Component TH-RRH proposal. Ilene Hogan from First Step said her agency would look forward to increasing their involvement in the CoC's DV strategy with a Joint Component project. In April AppelWorks will be presenting more information to debrief the CoC about the 2018 CoC Application.

6. Governance 9:40-10:00

- Vote on Board of Directors and Officers (Michael Appel)

Prior to the vote for Board members, Michael presented an overview of the changes to the board structure. He noted that under the revised Charter that the Membership remains the core focus for discussion and voting. Larger community meetings twice a year are a mechanism for the CoC to conduct additional outreach and pull in more



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representatives of the different sectors important to the homeless effort. The biggest change to the board structure was to identify a larger board that could take on critical votes on behalf of the CoC. Alicia said among the board candidates there is representation for a person who is experiencing homelessness or has, but they chose not to self identify. Ilene Hogan pointed out that there is a DV survivor on the First Step board but they never publicly self-identify.

The slate of candidates for the board and positions for Chair, Vice-Chair and Secretary are attached to the meeting summary. There are 15 nominations, and the maximum size of the board allowed in the Charter is 15. Julie Ratekin motioned to approve the slate, Ilene Hogan seconded. The vote was unanimous to approve, with no abstentions.

7. PIT Count 2019 (Julie Ratekin) 10:00-10:10
 - PIT Count was held Wednesday, February 27th, 2019

Julie passed out a draft summary of initial results. Teams for the unsheltered count were able to canvass in 92% of zip codes in Out-Wayne County, more than ever before. The first shift did a good job of scouting out places for the second shift to go to. The weather was cold (may have been the coldest night of February) although not anywhere near the Polar Vortex conditions of the original date.

Julie thanked the planning committee. She noted that some volunteers did double shifts. Keith Hernandez, who is the Director of HUD's Detroit field office, went out on an outreach team with Fern Clement, a HUD rep. Brandie Isaacson from the Livonia Housing Commission suggested doing a PIT Count exercise in the summer as a way of getting more information about sheltered and unsheltered people experiencing homelessness and comparing results to the traditional winter count. There was consensus that this is an idea for the CoC to consider and an ad hoc planning committee was established with Allison Green as the Chair and Carol Jolly as the Co-Chair. Allison mentioned that being a CoC voting member means an agency is required to send a rep to the PIT Count planning committee and participate during the night of the count for the traditional January date.

8. Youth Homelessness (Julie Ratekin) 10:10-10:15

The National Network for Youth is holding the National Summit on Youth Homelessness later in March. Part of that conference is to meet with and educate members of



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Congress regarding youth experiencing homelessness. There will be another NOFA issued by HUD for the Youth Homelessness Demonstration Program in the near future.

Michael noted that Ruth Ellis Center in Detroit got a LIHTC award from MSHDA.

9. Communications and Events (Nicolette Rankin) 10:15-10:20

Nicolette Rankin introduced herself as a Communications Specialist with Wayne Metro. April 5th is Wayne Metro's Masquerade Ball. There are opportunities to buy tickets, sponsor, and donate auction items. Some of the proceeds go to the Save the Day Fund which helps to fund Basic Needs and assist people experiencing homelessness with resources not available through other programs.

10. HMIS and Data Quality (Christine Chapa) 10:20-10:30

- Data Quality Reports
- Longitudinal Systems Analysis (LSA) report
- PIT data reporting deadlines
- HMIS In-Service

Christine suggests each agency run HMIS performance reports each month. She has sent out instructions on how to do that. Christine emphasized that the data and the Systems Performance Measures they inform will be important for the data required for the FY 2019 HUD CoC NOFA, and performance and data quality tracking by the CoC.

LSA has been submitted and Christine is waiting for feedback from the HUD consultant.

PIT and Housing Inventory Count (HIC) submission into HDX is due April 30. Christine will be working to enter the PIT and HIC data into HMIS. She may be contacting people to confirm data quality. Systems Performance Measures must be submitted into HDX by May 30.

Christine has sent out an email to staff at agencies emphasizing the importance of being timely inputting data into HMIS when clients exit programs. Christine has the experience of running data reports for the PIT Count and then doing so again a couple of months later and seeing numbers change. Timely inputting is important so reports contain up to date information.



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The monthly in service for March will focus on HMIS data entry and reporting issues. The in service is on March 21st and all appropriate agency staff are encouraged to attend.

Alicia also noted importance of data. She suggested doing video recordings of HMIS trainings so that the information is readily available to staff at CoC agencies.

11. Coordinated Entry (Charlotte Carrillo) 10:30-10:35

Charlotte noted that the data in the Systems Performance Measures for Length of Time Homeless shows this is an area the CoC needs to improve in. The CoC scored 6 of 8 points in the 2018 CoC Application for Returns to Homelessness so this is also an area for the CoC to address. Wayne Metro is still seeking to hire a manager for CE. Please refer suggestions to Charlotte; job description is on the Wayne Metro web site. After the membership meeting today, there will be a meeting among agency staff on developing shared language to explain why Wayne Metro is not able to provide housing opportunities at this time.

Charlotte reported that TH programs have 7 openings. Safe Haven has 3 openings. HUD RRH programs are full. PSH openings -

Charlotte said that as FY 2018 CoC grant renewals are being processed there is a notice from HUD about environmental review. Charlotte created a work flow sheet about the environmental review process. She believes this is the first year HUD is having this requirement before drawing funds. HUD requires an authorized official to sign off on the environmental review - Charlotte will let HUD know that the CoC is working to identify who at the County will sign. Carol Jolly asked if there could be a training to go over the environmental process in more detail. Michael Appel suggested that the CoC assemble the environmental reviews for all of the renewals as a single packet for the County to sign.

12. Housing Programs & Initiatives 10:35-10:45

- ESG (Francesca Vitale)
MSHDA ESG - all of the funding has been committed. Michelle Edwards had said there might be additional funding available so Charlotte has submitted a request to MSHDA.



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She anticipates that the CoC will receive another \$32,000 more but not sure for which category. MSHDA released proposed changes for next funding round. This is in draft form:

Shelter providers, allowing child care for up to \$150

Allowing educational expenses

Allowing employment training services up to \$150

Prevention and RRH:

Re-certification of incomes - currently every 3 months, this may be eliminated

Security deposit - allow an increase from 1 to 2 months which is consistent with HUD

Allowing rental application fees, up to 3 per household

Allow up to \$250 for moving costs

Charlotte will clarify with MSHDA regarding the maximum for the security deposit - Michigan law says 1.5 months max for deposit.

- SSVF (Francesca Vitale)
2019 SSVF renewal app was submitted. Rapid Resolution policies and process being drafted.
- PATH (Charlotte Carrillo)
Still working to identify outreach specialists. Had a team identified. But candidates did not make it through the hiring process as expected. Charlotte meeting with MDHHS PATH rep to review PATH goals. Finding it hard to fill positions - need candidates who are comfortable and safe engaging with population in streets and other unsheltered locations. Send any suggestions to Charlotte for candidates for outreach specialists. CHN and NSO are other providers for Region 10 - they are also having difficulties identifying outreach specialists. Ilene Hogan pointed out that this is an ongoing issue - difficult to hire people given the salaries available and keeping them. Getting good quality people is a challenge. Alicia noted that Wayne Metro will post for job openings with Indeed, MNA, MCAH, and other local networks. One challenge is time to screen through the many resumes that come in. Alicia mentioned Wayne Metro is looking at developing an internship program. Kelly Marietti said CCS has done that and interns have developed into full time positions. Kristen DeLong mentioned reaching out to schools of social work to advertise positions.
- Lincoln Park Lofts/Visger/Raupp (Charlotte Carrillo) 2 people at Raupp. 1 at Lincoln Park. Screenings are happening of apps submitted.
- Christnet (Debbie Petri)
 - a) Nighttime shelter program is open. Drop-In Center continues.
Shelter program is almost always full. 3 openings last night which is unusual.
Averaging 28 guests at shelter, max is 30. Van can transport 28 guests so 2 must be able to drive using their own vehicles. Nick is busy working with guests and has made



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referrals to NLSM and Rockwood Commission and CSH. A challenge is the length of time guests in program. One young woman at Shelter for 60 days past the normal 90 day max stay. Another approaching that. Finding perm housing can be challenge. Renovation of drop in center - ceiling done, flooring installed. ADA shower installed but then had to be ripped out and now being put back in, this time with tile. Kitchen next up to work on. March 16 fundraiser - tickets are \$20.

Carol Jolly commented that each agency with a permanent housing program is doing some type of landlord engagement. She thinks the CoC could make more progress if agencies coordinate on their landlord engagement efforts. Alicia said that Jerome Drain along with Stephanie Marchese will help to lead that. Carol tells clients she is willing to talk with landlords on their behalf. Charlotte Carrillo noted that the Community Engagement Committee can be part of the landlord engagement effort.

- Schedule of monthly meetings for case managers. Meetings are on Thursday's at 2:30 pm (Allison Green):
 - 1st Thursday is SPDAT (today is a session for VI-SPDAT training)
 - 2nd Thursday is Families Case Consultation By-Name List
 - 3rd Thursday is In-Service Training - regarding HMIS this month as described by Christine Chapa earlier in the meeting
 - 4th Thursday is Single Adult Case Consultation By-Name ListNote: 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 (Charlotte Carrillo) 10:45-10:50

- HCV/PBV wait list
 - Added 161 to the wait list as of Jan. 2019
 - 762 on the current wait list as of Feb. 1, 2019
- Moving Up Vouchers
 - 25 Vouchers available at this time

14. Policy 10:50-11:00

- Legislative Action Committee Call (Kristen De Long)

Kristen attended first MCAH Legislative Action Committee Call for 2019. Issues discussed included:

- Policies to increase access to housing and reduce barriers, how to provide incentives for landlords, how to provide assurances to landlords.



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- Decrease barriers to discrimination especially around sources of income. State legislation may be introduced.
- Expungement a national issue.
- At State level there isn't yet detailed info on the Governor's proposed budget, hope to know more by next month's meeting.
- March 28th is implementation date for waiver of fees for people experiencing homelessness to get State ID's. Training will start for Secretary of State staff. Julie Ratekin asked if the CoC should considering issuing ID for clients.
- April 16th is Advocacy Day in Lansing. There is training on how to be an advocate and the issues in the morning, then meet with legislators in the afternoon. For CoC clients who come, fees will be waived.
- SNAP Benefits - March distributedApril will be between 3rd and 5th, then return to normal schedule in May. Schedule adjusted to help with timing gap may brought on by government shutdown.

– Environmental Site Reviews (Charlotte Carrillo)
Already discussed earlier in meeting

15. CoC Partner presentation (David McCoy, Salvation Army Step-Down) 11:00-11:15
Mr. McCoy out, will present in April

16. Other Issues/New Business/Announcements 11:15-11:25

Ilene - First Step gala is May 17th. Tickets are \$75.

Carrie Beth Lasley, Operations Director for the Wayne County Land Bank, introduced herself. Land Bank does engage with people experiencing homelessness. Currently they are working with 10 people who can't afford to stay in their homes. The Land Bank is trying to identify agencies and resources that can help. Of the 10, one is in Out-Wayne County (a person in River Rouge). Alicia suggested Wayen Metro staff and Carrie meet and then do a presentation for the CoC.

Cynthia Telfer, Melvindale Housing Commission - Melvindale has 25 Mainstream Vouchers available for people with disabilities. The CoC had provided a letter of support for the Commission's proposal for these vouchers. Cynthia will reach out to



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Charlotte about opportunities to get referrals from CoC agencies. Disability includes both physical and mental health challenges.

Chris Townsend - introduced himself as the new Salvation Army regional coordinator for shelters. Chris noted that the issue for length of stay is a concern being looked at within the Salvation Army network.

17. Next Meeting – (Alicia) 11:25-11:30

- Membership meeting April 4, 2019, 9:30 am to 11:30 am at Wayne Metro, 2121 Biddle, Wyandotte, MI 48192. The meeting will be held in the first-floor board room.