GLHRN Finance Meeting

September 13, 2018

Loaves & Fishes

Finance Committee Members:

Susan Cancro (Advent House), Jessica Lamson (MMRS), Sharon Dade (VOA), Katrina Urista (City of Lansing), Jennifer McMahon (Child & Family), Elizabeth Rios (Legal Services), Toni Young (City of Lansing), Gabriel Biber (Haven House), Doris Witherspoon (City of Lansing)

**Call To Order**

Meeting began at 9:08am

**Introductions**

Jenny Leaf (Loaves & Fishes), Susan Cancro (Advent House), Maureen Nagy (Advent House), Julie Shaltry (VOA), Jessica Lamson (MMRS), Meaghan Redd (GLHRN), Katrina Urista (City of Lansing), Sharon Dade, (VOA)

**Approval of Minutes**

Julie Motions to Approve July minutes. Jessica seconds.

Discussion: Keep action items in front of us.

All in favor. None opposed.

Susan motions to Approve August 9 Minutes with corrections. Jenny Seconds.

All in favor. None opposed.

Susan motion to Approve August 24, 2018 special meeting minutes with edits. Julie Seconds

Add Matt’s chart into the minutes for award amount

All in favor. None opposed.

**Additions to the Agenda**

Adding in the Action Items from the July meeting to the Old Business Section

**CoC Application for HUD CoC grants NOFA 2018**

The City is working on the HUD grant submission.

The fiduciary invited Sharon Dade and Susan Cancro to come to lunch so that they could add in the history for the CoC, as well as Coordinated Entry and Outreach. The Fiduciary has also been calling and speaking with our agencies to answer questions. Katrina would like this to become a regular scheduled meeting during the NOFA process.

Will send a draft to the Board and will post it to the website for 24 hours. Email will go to the Board on Monday.

**MSHDA Exhibit One- Application Status**

The application was sent in, MSHDA denied it. MSHDA accepted the budget. There is now a signed agreement with Holy Cross and the application has been resubmitted to MSHDA. Once the MSHDA NOFA is submitted, on Monday, Katrina will go back to the list and documents from Holy Cross and resubmit to MSHDA. Exhibit One will then be submitted to MSHDA.

**MSHDA 1%**

There is a new requirement in the 2018 MSHDA NOFA. Participants are required to pay 1% of their GROSS annual projected income toward monthly rent either directly to the HARA or to the property owner. If participants pay the 1% to the HARA, then the HARA will pay the entire rent to the property owner. The COC will decide whether the 1% is paid to the property owner or to the HARA.

Holy Cross is the only one affected by this requirement because they are the HARA.

Holy Cross prefers the 1% be paid to the property owner. They will track participant’s payments as part of case management.

Jenny made a motion to require MSHDA participants receiving MSHDA RRH pay the property owner 1% copay for rent required by MSHDA and HARA track payment during case management. Katrina second. All in favor. None opposed. Sharon abstained.

Katrina will take recommendation to the Board.

Four agencies will be managing grants with RRH in 2018-2019, Advent House, OCOF, Child & Family, Holy Cross. Sharon will organize a meeting to discuss RRH policies.

**Old Business**

* Katrina will get budget to this group by end of month for email review
* Sharon and Dr. Johnson will pull together a meeting with landlords to discuss BECKA and CoC policies for RRH.
* Finance committee needs to approve CoC Cash Handling Policy

**New Business**

None.

**Announcements**

Holy Cross New Hope Community Center is 401 N. Larch as of October 1.

**Adjournment**

The meeting was adjourned at 10:10am

**ACTION ITEMS:**

* Katrina will take to the Board the recommendation for the MSHDA 1%
* Julie and Sharon will pull together a RRH meeting prior to October 1 to discuss the triangulation that will come from this new policy. How to make referrals to RRH.
* Katrina will get budget to this group by end of month for email review
* Sharon and Dr. Johnson will pull together a meeting with landlords to discuss BECKA
* Finance committee needs to approve CoC Cash Handling Policy