**GLHRN Board Meeting Minutes**

**Tuesday, March 27, 2018**

**9:00-11:00 am**

**City Rescue Mission**

Board Members Present:

Sharon Dade, Jessica Lamson, Katrina Urista, Toni Young, Jennifer McMahon, Jenny Leaf, Cindi Borgman, Erin Roberts, Liza Rios, Mark Criss, Rose Taphouse, Rich Howard, Meaghan Redd

Meeting called to order at 9:05 am

**Introductions**

Attendees introduced themselves.

Sharon offered thanks for prayer, thanks for her team, Jessica for taking charge and stepping up while she was away.

**Review of minutes**

January and February Board Meeting Minutes were distributed for review.

Motion to approve by Erin Roberts.

Seconded by Jessica Lamson.

All in favor

None opposed

**Additions to the Agenda**

None

**Committee reports**

*Strategic Planning*:

Two meetings one in February one in March

February minutes were approved last night.

More members in the meetings would be helpful. Only about five or six people coming.

The Committee had not met formally since July due to becoming NOFA work, then morphed into Coordinated Entry work.

At the last meeting, they reviewed accomplishments from the last year.

The Committee is working to create a timeline and knock out the plan for strategic meetings.

From the March meeting, recommendations for the Board:

1. To create an ad hoc committee to review the VAWA policy. We believe shelters and coordinated entry should weigh in on this issue.

2. The discussion about mission and vision, a draft that was created by the committee and in reviewing, they felt they needed to get more input from the rest of the Network. That the vision and mission be brought forward at the next Network meeting in April and have a facilitated discussion of both topics and get input. Then bring the results back to the board for the April meeting.

Opened for discussion.

We need a policy related to equal access relating to equal housing. Where the rubber meets the road is usually at the shelters. So even though MSHDA is asking for housing, we should start at the shelter level.

Erin believes this is a different policy that we have to get in place, and that we do not need a committee for VAWA. She has recommendations and options when she presents on VAWA later in the meeting.

This can be the policy we recommend but each agency will have to eventually make their own, based off GLHRN recommendations.

The first recommendation above is tabled for now.

Second recommendation is approved and accepted. All in favor.

*CQI Committee*

Some of the targets don’t seem to make sense anymore; they are way too low and we are blowing them out of the water, or they are way too high and we aren’t even close. One of the questions from the committee is to change the benchmarks, and if they can be changed, how do we do that.

Some are mandated, some are done by us. The mandated ones we would leave.

One of the ones we would change would be the where are you going when you leave here. Loaves and Fishes was never meeting the performance, but VOA was, and so Loaves will do it like VOA now.

Sharon would like the committee bring the recommendations for benchmark adjustments to the board in April.

Liza explained that we set some of those measurements almost nine years ago. We brought the same issue to the board why are we not meeting this measurement. The response was that it will look bad because we are lowering the target at the level where we apply for aid and funding.

There should be an expectation that we are reviewing these on a regular basis. The environments are changing and we aren’t sure that our benchmarks are keeping up.

Jenny will bring benchmark recommendations to April Board Meeting.

*Finance Committee*

There are three agencies from the January meeting that had to submit a CAP. The process as of the February board meeting became a variance explanation (VE). Advent House was recommended to do a VE. Advent House will keep reporting until its right sized. LHC program ends in April, so we want a report in April.

The recommendation to the board is regarding Advent House completing a Variance Explanation. .

Motion to accept the recommendations of the Finance Committee

Silence moved to discussion.

Liza wondered how Advent House responded. Susan was at the meeting, and agreed. Katrina made the point that whether or not Susan agreed, the programs need to be right sized. Next Step program is going away in September and those people need to be placed elsewhere. There are currently 21/22 people that need to be moved by the end of September. They are families and singles.

Motion to approve the finance committee recommendations that Advent House continue to submit Variance Explanations until right sized.

Mark moved, Liza seconded.

All in favor. None opposed.

ESG application and scoring tool needs to go out today if the board approves.

The City is trying to get the Lansing Housing Commission (LHC) to engage and they are trying to get them at the table. In return, the LHC is engaging more than usual.

4 changes to the application and one change to the scoring sheet are being submitted for approval.

The scoring tool currently states that if you get a CAP there are negative points, but we want to change that to say that the program failed to comply with a corrective action plan in three months instead of just getting a negative ten for a CAP. The fiduciary previously scored this area, but in the future will make it more clear on the application which areas are scored by the City and which are not.

There are two recommendations to make to the Application and scoring tool.

Katrina’s recommendation to the Board for the following changes on the GLHRN ESG Grant Application:

Question to add: Does your program/project exclusively serve a HUD specified Special

Population?

Adding a space for how many clients will be served (for reporting purposes only)

Adding a signature page will include a statement that includes the following:

*“By submitting/signing this application you are agreeing to (regular attendance, sending a person with authority, the possibility of a Variance Explanation Report and a CAP) The grant will be managed using (HUD regulations CFR Rule 578~~,~~ GLHRN bylaws, fiduciary expectations) Finally, this information is true to the best of their knowledge.”*

The changes on the GLHRN Scoring Sheet as follows:

“Program has a GLHRN CAP” will be changed to: “program has failed to comply with corrective action within three months”

Motion to approve.

Erin moved, Jessica second.

All in favor.

Any opposed. None.

The GLHRN application will be sent today with a due date of April 13. The next Finance Committee meeting will be pushed to Friday April 20. This will be a review of funding.

The City ESG was recommended to move more money to Rapid Rehousing. A few members disagreed.

$167,812 was the amount given last year.

As the shelter allocation is decreasing in MSHDA, we’ve tried to increase the city ESG funding to shelter.

Of that amount, the percentages are as follows:

Emergency Shelter  57%

Prevention                30%

Admin                        7%

HMIS                         3%

Outreach                   3%

Rapid Rehousing      0%

Discussion

Talking about pulling together all levels of money to see what the total financial picture looks like for housing in the Lansing area.

There is stricter eligibility for prevention than rapid rehousing.

SPADAT for rapid rehousing and to measure vulnerability.

Do we decrease shelter dollars slightly?

Prevention dollars are used when people go to court, when they get a judgement and they have so long to pay for it. They have to pay the amount right then, use the prevention money.

Legal services, gets around $25,000 of the prevention money, the rest goes to the agencies to pay the bill.

We need a more intentional use of the dollars.

We are not getting any CDBG money at this time but are seeing a major increase in HUD funding.

CDBG could be used for funding above or below the 30% to 50% level. City ESG money used for lower than 30%. Check the City Planning website for CDBG monies.

Domestic violence money set aside in budget.

Youth Development Grant funding is available out there, we may need to more aggressively bid for these funds.

Rose moves that we keep percentages same for ESG from last year so we can get it out and then as a Board we look ahead to next year funding.

Erin second

All in favor

None opposed.

It was agreed to keep the percentages the same for this coming year.

*Veteran Committee*

The latest monthly report showed 30 veterans on the list at the beginning of February, 8 new veterans identified, seven were housed. No one refused. Homeless veterans seeking housing at the end of the month was 29. The list went down by one.

We were asked to submit another level of benchmarks. They are always asking for a new set and something more recent. We’ve explained over and over why we have newly identified, homeless veterans. The new GPD program serves 20 counties.

We think we have a good system and are doing well in terms of getting people housed. They expect we are housing people in 90 days. Number of days to getting people housed is at 97.

We are not meeting all the benchmarks consistently every period.

Discussion.

Do we have another call scheduled with Beverly Ebersol? We are waiting for our next set of data, lets schedule one more call with her so we can have the conversation before we throw our hands up.

We’re not the only community with a GPD. Julie feels like we don’t have a lot of support from the Battle Creek VA.

Next Veterans meeting is April 6.

*Human Services/Network Committee*

In March, Jenny Cogson and the Re-entry project for offenders with Special Needs presented. The parole supervisor was also there.

In March, it was decided that the Human Services meeting would combine with the Network Meetings. However, the April Human Services Meeting will still occur on the usual Wednesday one last time. Gateway Community Services will be hosting and presenting.

Cindi will be resigning her role with Human Services Committee, but will remain on the board and stay connected.

Cindi gave an update on what is happening at CMH and the new housing program.

*Membership Committee*

The March meeting was Susan, Meaghan, and Matt from Levaire.

We talked about how to better inform people about GLHRN and how to improve communication and recruiting.

Later in the month of March, the Membership committee met with Susan, Meaghan, Jessica and Matt to discuss new website format. To simplify the website, they are recommending it will be broken into three main areas. The I need help area, a members area, and how we introduce the larger community to make them aware of who we are and what we do.

Levaire would be willing to help with creating a new logo for the GLHRN which will include our new mission and vision.

Susan is working on a historical summary of the GLHRN.

**City of Lansing**

Application are due April 6 if you are applying for general fund.

**Move Up Voucher Report**

The next meeting is tomorrow at 2 pm at Lansing Housing Commission. 7 people are approved to go on the HCB list for vouchers so far.

50 vouchers, 7 have been approved. 43 are left. That opens up the people who are most vulnerable being serviced. The Next Steps program is dissolving and those people will be moved up and then the beds will be free.

There is someconcern that clients are being coached on how to get the right SPDAT score, in order to get the services that they want.

Loaves and Fishes were told that everyone who comes in the shelter was to do a SPDAT.

Part of the Coordinated Entry training should be how often and when to do a SPDAT, ensuring everyone has a SPDAT score so everyone has equal access to housing.

Need to ask clarifying questions at some level about how often and when a SPDAT is done. In HMIS can you see when a client has a SPDAT? Are there conflicting instructions telling us how to operate and when to administer a SPDAT?

We need to be able to see SPDATS in HMIS.

**Veterans Stand Down and Community Connect**

The third Wednesday in May is the Veterans Stand Down. May 16.

Community Connect is not mandated, but we need to be doing this. GLHRN is not seeing the information to analyze the gaps on the community connect. Community connect will be the city taking the lead in that event.

**VAWA Update**

Erin distributed a packet with a proposed policy and the HUD form. It’s a housing provider policy.

HUD regulations that provide explanation for how this is handled in the COC’s.

Recommending, in accordance with the regulations, we need to adopt this as an approved policy from the GLHRN and our housing providers should follow this.

Developing a COC policy that will affect how we do housing in our community. PSH and PH programs, will need to include a policy that at least responds to this with our housing programs.

The agency most impacted by this will be the Lansing Housing Commission. The smaller agencies will be easier to manage.

Get changes back to Erin and she will make changes to the master. Toni will email out the HUD notice regarding this as well as the policy from HUD.

Deadline to review and get comment back to Erin by mid-April, so that she can take to April Board meeting. The recommendation in April will be what is recommended that agencies adopt.

**LGBQT Update**

Our current policy is very different than what we are using right now, in terms of how the policy relates to transgender people and how they are sheltered. If someone says they are a female, then they are required to be sheltered as a female. However, we are currently placing people in a different way. We are using safety as a first pass at placement.

In no case may a policy isolate or segregate transgender or gender non-conforming occupants.

You can set up safety measures and provide accommodations. Offering “What is your safety option?” is a good spot to start.

LARA, with Emily Devendorfer, and the Solas Center are great resources for writing and developing this policy.

We must submit COC policies to a MSHDA Specialist by May 25.

Jennifer will bring a new policy language that can be reviewed at the April meeting. Who can we talk to at MSHDA to extend our date for the LGBQT policy due May 25. We would like it pushed out to after the May Board meeting.

Toni has the new MSHDA contact information. Kathy French is the Move-Up person.

**Old Business**

Update on shelter for Clinton and Shiawassee Counties. 50-60 homeless in Owosso. Both counties were on board with creating a shelter in Ovid. The school that was going to be gifted was sold to an investor. The Mission will wait for a while, to see what comes of the school and see how it plays out. There will be no shelter soon. It was a great investment of time, but is going to be a wait and see for now.

**New Business**

From Rose, President Trump just passed a budget that gives homeless education a ten percent increase, and will also increase school safety.

The State Department of Education is doing a credentialing tool that every school liaison will have to take. This will increase awareness in what they are to be developing and providing for schools to the homeless youth.

Meeting adjourned at 11:17am.