Capital Region Housing Collaborative

October 29, 2019 Board Meeting

**Board Members:** Lucretia Stevenson (Consumer), Rawley Van Fossen (CAHP), Jennifer McMahon (C&F), Rose Taphouse, (LSD), Jenny Leaf (Loaves & Fishes), Sharon Dade (Holy Cross), Katrina Urista (City Of Lansing), Adrienne Deford (ICHD), Liza Rios (Legal Services), Doris Witherspoon (City of Lansing), Su’ALyn Holbrook, (DHHS), Gabriel Biber (Haven House), Susan Cancro (Advent House), Cindi Borgman (CMH), Mark Criss (CRM)

**Board Members Present:** Lucretia Stevenson (Consumer), Rawley Van Fossen (CAHP), Jennifer McMahon (C&F), Rose Taphouse, (LSD), Jenny Leaf (Loaves & Fishes), Sharon Dade (Holy Cross), Katrina Urista (City Of Lansing), Adrienne DeFord (ICHD), Liza Rios (Legal Services), Doris Witherspoon (City of Lansing), Gabriel Biber (Haven House), Susan Cancro (Advent House), Cindi Borgman (CMH), Katrina Urista (City of Lansing)

**Others in Attendance:** Maureen Nagy (Advent House), Brigitte Gurden (EVE), Meaghan Redd (CRHC), Toni Young (City of Lansing)

**Board Members Excused**: Mark Criss

**Call to Order**

Meeting Called to order at 9:06am

**Approval of September Minutes:**

Doris makes motion to approve minutes. Jenny Seconds. No discussion. All in Favor. Motion Passes.

**Additions to the Agenda:**

Doris has a few items for the City Report

Jennifer for Homeless Awareness Month

**Chair Report**:

*A. EVE Grievance* – The copy of the Grievance filed by EVE against the CRHC was hand delivered to Chair, Susan Cancro, at the Network meeting, October 17, 2019. Susan reviewed the grievance and determined the action required by CRHC governance, including researching procedural history in order to provide sufficient documentation to inform the board. The board received the Grievance October 28. Susan attached the copies of the Board policy, Grant application policy, and other relevant documents. It is planned to engage an independent arbitrator. The grievance will be discussed in a separate meeting.

*B. Financial Report:* The Budget and income statement were distributed. The revenue is dependent on membership dues.

The name change is in effect. Once the 990 is filed, the name change will be official.

*C. Final Exec Committee Report:* Attendance has increased at the Network meetings. Governance will need some updates in the upcoming year. Committee chairs, thank you as well for doing a great job this last year.

D. Commitment Forms, at November meeting. The Conflict of Interest form will also be updated to be signed at the November meeting.

*E. Executive Committee Nominations*, Chair, Vice Chair, Secretary, Treasurer.

Gabriel Biber and Susan Cancro are chair nominations. Discussion of the plan moving forward and what does the Board makeup look like. Gabriel thanks the board for his nomination and outlined his perspective for Board leadership, as well as his support for Susan should she be elected. Gabriel declines the nomination. Rose Taphouse shares that she and Susan spoke about the board nominations and what that should be moving forward. Rose explained that there will need to be a good balance between putting out fires and long term planning.

***Sharon Dade makes a motion for Susan Cancro as Chair. Doris Witherspoon Seconds. All in favor. None opposed.***

***Gabriel Biber makes a motion for Rose Taphouse for Co-Chair, Liza Rios Seconds. All in favor. None opposed.***

***Sharon Dade makes a motion for Rawley van Fossen, as Treasurer, Cindi Borgman Seconds. All in favor. None opposed.***

***Jenny Leaf is the Secretary by ballot vote.***

Toni Young agrees to continue as Chair of the Strategic Planning Sub-Committee.

Katrina Urista has been the chair of the Fund Distribution Sub-Committee, discussion about who will chair this committee and how we can plan ahead in the NOFA process. Suggestion to add in a special meeting to review the process of the funding. Discussion regarding making the strongest recommendation to HUD in the grant process. Suggestion to get information from Kent County, Eaton county and review how they are doing things.

Susan Cancro agrees to continue as Chair of the Membership Committee.

Gabriel Biber agrees to continue as Chair of the CQI Committee.

Rawley VanFossen agrees to continue as Chair of the Finance Committee in his role as Treasurer.

Rose Taphouse agrees to continue as Chair of the Network and facilitate those meetings.

Toni Young agrees to continue as Chair of the Veterans Sub-Committee; Toni is considering changing to quarterly meetings.

**Committee updates**

*Membership* - Did not meet.

*Funding* - No meeting unless there is funding.

*Finance* – No meeting (will be quarterly going forward).

*CQI* – Gabriel reports that they discussed MSHDA COC outcomes. Group will continue to monitor.

*Strategic Planning* - Team talked through the Racial Disparity survey that was discussed at the Board. Discussed possible solutions and causes. Poverty is heavily affecting the survey population. Bridges out of poverty information will be shared. The team is working on a recommendation.

*Move up* - This committee has been meeting sporadically. They often meet when there are clients ready to move up. Move up vouchers are section 8 vouchers for people who are in PSH. They can move into section 8 and keep their subsidy, but they relinquish Case management. They meet at the Lansing Housing Commission.

*RRH* – meets after the Board meeting at 2pm at Holy Cross. There are five programs in the area that have RRH.

*CE agency* – Susan is chairing the meeting. Last meeting brought up three areas of concern, Shelter Concerns, System Access Issues, System Structure Issues. Next meeting November 13, 9 am.

Discussed sending the Board all the minutes from every meeting, as well as every email.

*Emergency Shelter* – per diem reimbursement, administered by Salvation Army. Salvation Army used funding to pay for technical assistance from the National Alliance to End Homelessness. Positive housing outcomes are increasing, the state was at 19% and our area is at 33%. 100 day challenge to house 265 people into housing. Wednesday after the Board meeting at 3pm at Holy Cross.

*City of Lansing* - Doris shared that the Development office is going to be submitting the annual action plan to HUD. The first public hearing will be December 3. Email forthcoming with the details.

*Lansing School District* –Will be searching for an external candidate for Superintendent.

***Old Business*** - Liza, shared that she was on a panel last week, discussing prevention programs. Judgements are down 70% and evictions are down 20%. 55th district has an eviction court. Eviction and housing cases will be moved to Wednesdays starting in January. Two judges in the morning and two in the afternoon. Liza would like to start a prevention committee.

***New Business -*** November 16, Child & Family will be doing an awareness event at Kingdom Ministries, 6-9, screening of the film “Lost in America.” Will have some discussion after, if you would like to have a booth setup, please contact Jennifer.

Question posed, Point In Time, who will be taking the lead on this event. The last Wednesday in January.

MICAH is putting together a work group, and they are asking for a representative from the CoC. Board is in agreement to send Sharon.

**Adjournment**

Doris Witherspoon moves to adjourn the meeting and Rawley van Fossen seconds.

Meeting adjourned at 11:12.