**Capital Area Regional Housing Collaborative**
**Board Meeting Minutes**
Tuesday, February 26, 2026
9:00 a.m. – 11:00 a.m. via Teams

**Board Members Present:**

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|---|---|---|---|---|---|
| ☒ | Jennifer McMahon (Chair) | ☒ | Rawley Van Fossen | ☒ | Matt Apostle |
| ☒ | Susan Cancro (Int. Vice Chair) | ☐ | Kim Shirey | ☐ | Delvata Moses (Interim) |
| ☐ | Dana Watson (Treasurer) | ☒ | Nickie Perera | ☒ | Rose Taphouse |
| ☒ | Brooke Hall (Secretary) | ☒ | Mark Criss | ☒ | Clinton Mireles |
| ☒ | Diana Bartlett | ☐ | Su A'lyn Holbrook | ☒ | Khadja Erickson |

**Guests:**

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|---|---|---|---|---|---|
| ☒ | Mary Corrigan | ☒ | Jennifer Slayer | ☒ | Paul Lopes |
| ☒ | Angel Purifoy | ☐ | Julie Thomas | ☒ | Erin Buitendorp |
| ☒ | Doris Witherspoon | ☒ | Meghan Palma | ☒ | Tricia Braman |
| ☒ | Daniel Spencer | ☒ | Trisha Washburn | ☒ | Jami Garver |
| ☒ | Amy Crank | ☒ | Sarah Court | ☒ | Kris Chessin |

February Board agenda reviewed; **motion to approve by D. Bartlett, seconded by M. Apostle; motion carried unanimously.** Review of January Board minutes; discussion about information related to status of Holy Cross Shelter; **motion to approve minutes as written by R. Van Fossen, seconded by R. Taphouse; motion carried unanimously.**

**Chair Report (J. McMahon)**

- Membership Drive
  - Dues are waived for 2026 as work continues to redevelop a dues structure
  - Membership packet was redesigned with support from HUD TA and Executive Committee along with feedback from the Membership Committee; will be distributed this week in an effort to engage new members. The packet will be regularly updated to meet CoC needs, but also to reflect changes within the upcoming new governance, including membership dues; changes will occur with the Membership Committee and presented to the Board for approval.
- New Governance Bylaws
  - Will be presented to membership to be adopted at the March 2026 Network meeting
- Board Elections
  - J. McMahon's seat will be vacant next month; membership will vote on a new Board member during the March Network meeting.
    - The Board will need to nominate and vote on a new Board Chair next month.
  - If new governance is adopted next month, there will be another election to fill newly formed seats.
- FY25 HUD CoC NOFO
  - Reminder of the 'T-HUD' Bill that allows the second year of the FY24-25 contracts to be renewed effective this month, so funds should be released to housing providers.
  - HUD continues to indicate intention of re-releasing the NOFO presented in Dec 2025 if/when the court order is lifted.
  - Advocacy efforts remain underway.

**Treasurer Report (D. Watson)**

- No Updates

**Finance Committee (D. Spencer)**

- Committee is working on upcoming ESG Grant Timeline, NOFO, and Application Review. Committee was able to create more time for applicants to submit applications and scorers to review them. Next steps are to review the application materials and present to the Board in March for approval.

**Shelter & Street Outreach Committee (T. Braman/S. Cancro)**

- Will be attempting to get a meeting together sometime during the first week of March; efforts have been delayed by the continued Code Blue status pulling staff to meet the emergent demands of sheltering the community. Upcoming meetings will focus on reviewing the Code Blue process and updating the status of shelters, including the shifting of Holy Cross Services (HCS).
- HCS is working closely with City Rescue Mission (CRM) to shift individuals from HCS to CRM and families to Homeless Angels. Staff are working to determine housing plans for those who remain at HCS Shelter. Intakes for single women and families has been paused.

**HARA (T. Braman/S. Cancro)**

- The MSHDA HCV wait list is opening up and Ingham County is able to add 78 individuals to the list no later than March 17, 2026. 100 Families has offered to provide case management to those who need support. RRH and ESG funds will be coming to the community as well.

**Strategic Planning (J. McMahon)**

- Will be working with the City of Lansing HRCS team to pull together Co-Chairs of the various Path Forward workgroups to update on progress toward strategic plans.

**CQI (J. McMahon)**

- Committee met with the Street Outreach teams to begin discussions around standardized data collection to ensure reporting data accurately represents needs and accomplishments. PATH has the most restrictive regulations, so those will be reviewed first and review will expand from there. The group will follow a similar process to develop and standardize reporting from frontline workers as well.
- Once complete, trainings will be offered at the Child and Family Drop-In Center space.

**Membership Committee (C. Mireles)**

- Working with CRHC Coordinator to develop outreach materials and planning outreach efforts, like going to events to put the CoC on the community's radar. Prior to moving forward, the group worked on updating the CRHC Logo and would like Board approval to use.
    - Discussion surrounding the CoC name change with the recommendation to revisit a return to the previous name, Greater Lansing Homeless Resolution Network, as the CRHC name is too similar to a CoC partner and has been confusing. Board Chair has asked this discussion to occur within the Membership Committee to determine whether a name change should occur.
    - Logo approval on hold pending potential name change.

**CE Policy Advisory Committee (T. Brahman)**

- Work will begin on updating CE policies, but next meeting has shifted to determine process to pull upcoming MDSHDA vouchers from the list.

**Grievance Committee (J. McMahon)**

- No updates from the Committee.
- Board members expressed desire to look at expanding the membership and/or role of the committee to address the various concerns of community members that may not be a formal grievance but rather advocacy opportunities.

**New Business**

- Community Mental Health will be offering tours of the new Crisis Stabilization Unit; there will be an Open House that will be shared with the greater community in the coming months (B.Hall)
- Recuperative Care Shelter (B. Hall)
    - The Workgroup held a community forum to introduce efforts to develop a recuperative care shelter in the Lansing area. CRHC Board member, B. Hall, represents the CRHC on the workgroup, but others will be invited to join planning as the workgroup moves forward with work plan.
- City of Lansing HRCS Department Annual Action Plan is in process; this will be the last update for the current 5 year plan ('22-'26) this plan is submitted to HUD and notices have gone out for a public hearing. Work will begin in the near future for the new 5-year plan, so be on the lookout for communications.
- Housing Trust Fund (D. Bartlett)
    - Rental Housing Development and Rehab funds are available
    - Ingham County Support Service Workgroup next meeting is Thursday, March 12th at 4:00pm.

**Meeting adjourned by CRHC Chair; the next CRHC Board meeting is March 24, 2026, beginning at 9:00am via Teams.**