



**Housing Solutions Board**

**Meeting Date: February 21, 2019**

**Present: Jamie Schook, Alisa Parker, Anna Moss (Michigan Works!), Laurel Clark, Robert Elchert, Ellen Lassiter Collier, Maggie Honaker. Guest: Chris Lussier.**

Time	Agenda Item & Discussion Notes	Decisions/Next Steps
	<p><b>I. Welcome: Introductions of new members and visitors. Any additions to today's Agenda?</b></p>	
	<p><b>II. Approval of January 2020 Minutes</b></p> <p><b>Vote not applicable. No quorum.</b></p>	
	<p><b>III. Visiting Presentation</b></p> <ul style="list-style-type: none"> <li>• Chris Lussier from the City of Battle Creek will be presenting               <ul style="list-style-type: none"> <li>○ Public Engagement Survey conducted (asked everyone who has water service, neighborhood planning committees, homeless health fair, Share Center, about 950 responses) to rate needs on various public services and housing needs that can be approved through HUD CBDG funds.</li> <li>○ Data available for both 2014 and 2019 surveys. Some groups very underrepresented, but improving.</li> <li>○ Finalizing 5-year Consolidated Plan for HUD</li> <li>○ Focus on Strategic Planning for priorities coming out of the survey</li> <li>○ Census 2020 is critical to HUD programs continuing</li> <li>○ Public Comments on Public needs will be at the March 17 City Commissioners meeting</li> </ul> </li> </ul>	
	<p><b>IV. General Updates from Board Member organizations</b></p> <ul style="list-style-type: none"> <li>• Jamie – State is looking at possibilities for additional funding for RRH and Prevention. PIT Count is finished; SPH is finalizing the data.</li> <li>• Anna – Career Life Expo is coming up on Wed, 2/26 at the Kalamazoo Expo Center. Transportation is provided from Calhoun Michigan Works service center. 25 service providers. Up to 80 employers. Job ambassadors to help guide participants who may be worried about their background.</li> <li>• Laurel – Finishing grant rounds at UW-BCKR; announcements in mid-April. UW-BCKR has assumed responsibility for the CoC in Kalamazoo (hiring for a CoC Director, CoC Coordinator, HMIS administrator)</li> <li>• Ellen – Received a STOP grant. Melissa Smith moving into criminal justice/legal advocacy full-time. Still looking at organizational needs to backfill Melissa's shelter director responsibilities. Part-time legal advocate position posted. Bonus dollars are expected to be available on the VAWA grants when applications open. VOCA dollars at risk</li> </ul>	

	<ul style="list-style-type: none"> <li>• Alisa – In process of hiring an attorney to have support, outreach at workforce hubs. Goal is to have hired by the end of March. Looking at holistic response, including expungement and driver’s license issues. In interim, Legal Services has pro bono attorneys to help fill this gap.</li> <li>• Robert, Anna, Ellen – some transportation monies available for qualified trips like job interviews, medical appointments, other transportation needs. Public hearing on March 17 at 7:00pm at City Hall for BC Transit cost increases for buses (\$0.50 increase on standard fare, \$0.25 increase on reduced fare, desired to start July 1). Stated alternative is to reduce routes/services. HSB will provide comments, impacts to our populations, in the hearing and provide written comments.</li> </ul>	
	<p><b>V. Homeless Coalition Action Group Updates</b></p> <ul style="list-style-type: none"> <li>• Landlords’ Roundtable (Alisa) – Next event is April 23, dinner and discussion from 5:00-6:30. Lead and leasing is the topic.</li> <li>• HMIS Data Quality Group (Jamie) – no updates.</li> <li>• Hunger Free Calhoun (Laurel) – meeting 4<sup>th</sup> Monday of the month. Working on emergency boxes. Starting to work on ready-to-eat meals.</li> <li>• Street Outreach (Robert) – Officer Herbstreit is being reassigned, so a new officer will be coming onboard soon. Distributed winter care kits through Byrne grant. Deborah Grays from PATH is now on the outreach team. “Peace through War” video available on YouTube.</li> <li>• Veteran Resources/Built For Zero (Daniel, Tiyanina) – .</li> <li>• Homeless Health Fair (Laurel/Ellen) – Final reports completed for past grants. Looking at grants that we need this year. Expecting to change the name of the Fair to be more consistent with other counties and reduce stigma.</li> <li>• Coordinated Entry System (Maggie) – No additional updates.</li> </ul>	

**VI. FORMAL ACTIONS**

- **Vote A. Update Signers on the Homeless Coalition Fund.**

The Homeless Coalition currently maintains a fund at Battle Creek Community Foundation. It is proposed that we make the following changes:

- Homeless Coalition Fund would like to remove Elaine Hunsicker and add Maggie Honaker as fund representative(s) for the Homeless Coalition Fund held with Encourage BC!."
- "Homeless Coalition Fund would like to remove Elaine Hunsicker and add Maggie Honaker as an authorized signer(s) on expenditure request forms for the Homeless Coalition Fund held with Encourage BC!."

**Discussion:** None.

**Moved by:** Ellen

**Second by:** Laurel

**Approved by:** all; **Opposed by:** none; **Abstained by:** Maggie Honaker.

**Motion Vote:** Passed.

- **Vote B. Adopt updates to the Coordinated Entry Policy, the VAWA Emergency Transfer Plan, and the VAWA Notice of Occupancy Rights.**

Our Coordinated Entry System (CES) is required to include language showing compliance with the Violence Against Women Act. It is proposed that the following changes/additions be made to our CES documentation:

- Changes to the Coordinated Entry Policy to include VAWA protections and VAWA nondiscrimination language
- Addition of a new VAWA Emergency Transfer Plan for all CoC funded programs (under HUD)
- Addition of a new VAWA Notice of Occupancy Rights for all CoC funded programs (under HUD).

**Discussion:** Add a simplified document with layman's language in addition to these documents (Alisa moved, Laurel seconded, approved all).

**Moved by:** Ellen

**Second by:** Laurel

**Approved by:** all; **Opposed by:** none; **Abstained by:** Maggie Honaker.

**Motion Vote:** Passed.

Maggie: Develop Simplified document with layman's language for next board meeting.

	<p><b>VII. Outreach and Relationship Building</b></p> <ul style="list-style-type: none"> <li>• .</li> <li>• .</li> </ul>	
	<p><b>VIII. Grants</b></p> <ul style="list-style-type: none"> <li>• <b>Grant.</b> Text.</li> <li>• <b>Grant.</b> Text.</li> </ul>	
	<p><b>IX. Other Business</b></p> <ul style="list-style-type: none"> <li>• <b>Resignation of Rodrico Blackman.</b> Rodrico Blackman has chosen to step down from the board, effective Thursday, January 23, 2020. We thank him for his service.</li> <li>• <b>TBD</b> Text</li> </ul>	
	<p><b>X. New Business</b></p> <ul style="list-style-type: none"> <li>• Ran out of time. Push to March meeting.</li> <li>• <del>Discuss possibility of adding a conference call line for board members unable to attend in person.</del></li> <li>• <del>Discuss open Board member slots and desired agencies to fill positions.</del></li> <li>• <del>Discuss option for an extended meeting in May to incorporate a strategic planning session.</del></li> </ul>	
	<p><b>XI. Adjourn</b>  <b>Motion to adjourn:</b>  <b>Second:</b>  <b>Approved by: ; Opposed: ; Abstained:</b></p>	<p><b>MTG Reminder:</b>  <b>March 20,2020</b>  <b>10:00AM – 11:30AM</b>  <b>Summit Pointe</b></p>