



**Lenawee County Continuum of Care**  
**Virtually via Zoom & In-Person at Goodwill Industries**  
**May 9, 2023**

**MINUTES**

1. Roll Call

In attendance: Madeline DeMarco, Kelli Beavers, VeronCia Daffin, Angie Shepherd, Becky Selenko, Frank Nagle, Audricka Jacob, Jennifer Ferrari, Brian Elliott, Claudia Annoni, Christal Albig, Jackie Bradley, Lynne Punnett, Amanda Truman, Ted Crockett, Candace Aranda, Kelly Castleberry, Cara Snyder, Amy Luce, Will (Housing Help), Jennifer Casto, Shannon De Sloover, Lily Vasquez, Annie Waltz, Mike Kiehne, Ashley Lieto, Austin See,

2. APPROVE: Agenda & Previous Minutes

a. **Motion to approve today's meeting agenda and the previous meeting minutes as presented made by Lynne. Supported by Jennifer. The motion carried.**

- Cara Snyder - Yes
- Catherine Cobb Safe House - Yes
- Community Action Agency - Yes
- disAbility Connections - Yes
- Goodwill Industries - Yes
- Housing Help of Lenawee - Yes
- Family Medical Center of Michigan - Yes
- Lenawee Community Mental Health Authority - Yes
- Lenawee Department of Veterans Affairs - Yes
- Lynne Punnett - Yes
- Michigan Works! - Yes
- ProMedica Charles & Virginia Hickman Hospital - Yes
- WellWise - Yes
- The Salvation Army - Yes
- Share the Warmth - Yes
- Unified - HIV Health & Beyond - Yes
- United Way of Monroe/Lenawee Counties - Yes

3. Lenawee County Homeless Numbers

a. Housing Help

- i. 13 homeless veterans for the month
- ii. 3 adults and 4 children currently in the emergency shelter.

b. Catherine Cobb

i.

	April
<b>Catherine Cobb</b>	
Number of DV Adults in Shelter	16
Number of SV Adults in Shelter	2

Number of HT Adults in Shelter	3
Number of Children in Shelter	16
Shelter Nights Total	783
Average length of stay	21
Calls for shelter Adult	39
Denial for shelter Adult	25
Calls for shelter Child	51
Denials for shelter Child	31
Number of Adults in TSH	10
Number of Children in TSH	25
TSH Nights	1050

- c. Share the Warmth of Lenawee  
i.

	April
<b>Share The Warmth</b>	
Total Served	93
Veterans	9
Male	65
Female	28
Trasgendered	0
Over Age 55	22
Youth 18-24	9
MH Condition	15
Substance Use	7
No income	60
DV/Fleeing	26/9
Denials	27
Total Bed Nights	1745
Exited to Housing	6
<b>Outreach</b>	
Total Served	3
Veterans	0
Male	2

Female	1
Transgendered	0
Over Age 55	0
Youth 18-24	0
MH Condition	2
Substance Use	3
No Income	2
DV/Fleeing	1/1
Positive Destination	1
Still Engaged in Services	2
Lost Contact	0

- d. Lenawee Intermediate School District
  - i. No updates.
- e. MSHDA Veteran Report
  - i. No updates.

4. MCAH's Breakfast of Champions - Kelli Beavers

- a. [Gathering in person on June 22nd from 9:00am - 11:00am at the Detroit Marriott in Livonia.](#)  
Please come as you're available and interested. There are discount codes available for people who need them. We could potentially car pool if there's a group of folks that's interested in attending.

5. Discussion on Voting and By-laws

- a. We reviewed what our By-laws say about voting:
  - i. Each individual, agency, or organization who is in good standing of the Continuum of Care shall be permitted to vote and each shall only have one vote. To maintain membership in good standing, member organizations must attend at least 75% of scheduled meetings per year and maintain a current Memorandum of Understanding.
  - ii. Members who have a conflict of interest with a funding or other programmatic decisions shall be required to abstain from the vote.
  - iii. A quorum shall consist of seven voting members being present at the meeting. No formal action shall be taken in the absence of a quorum; however, business matters of the Continuum of Care may be discussed.
  - iv. Electronic meetings and voting: Members that are not able to physically attend a meeting shall be allowed to participate via phone or similar equipment as long as all members participating in the meeting can hear each other. Participating in a meeting pursuant to this section constitutes presence in person at the meeting. Electronic voting by email is permitted when an emergency vote is needed. In order for an electronic vote to pass, all voting members must vote unanimously. If a unanimous vote doesn't occur, then the motion does not pass.

6. FY 2023-2023 MSHDA ESG Exhibit 1

- a. Exhibit 1 is due on June 1st. Please add any of your programs that prevent or add homelessness to this document and send it back to the Leadership Team. This is very important for our funding applications. Please use phrases that reference the Michigan and the USICH Campaigns

to End Homelessness whenever you can. A copy of last year's Exhibit 1 should be available on [Housing Help's website](#).

7. Interim Rule and the Requirements of the CoC

- a. The Interim Rule describes what the requirements of a CoC are. For example, we should be reviewing our By-laws every year. We are responsible for operating a Coordinated Entry System. Records of our current system are out of date. We're also responsible for funding. This responsibility has traditionally been placed solely on Housing Help instead of sharing the work and implementing plans together.

8. Capacity to Complete Work or Need Assistance from Outside Organizations

- a. Kelly discussed some of the features of the Balance of State, a Continuum of Care made up of 61 counties from Michigan. Features include access to training, a defined coordinated entry system, and additional planning/capacity support. We need to continue meeting the Interim Rule in order to maintain our independent CoC status. Regardless of what direction we want to move in, we still need to write our own grants through October. There are also concerns about loss of local control and the need for community engagement, regardless of which direction we might want to move in. We are interested in getting an informational presentation about the Balance of State to learn more about the benefits and costs of joining such a group. It's also important that people like Clint, who have experience in both systems, are present for these conversations.

**Ted will reach out to folks at the state to see if we can get someone to share an informational presentation with us. We want to know about:**

- Potential value adds
- How this would impact funding
- Amount of local control we would maintain
- Requirements and expectations for being part of this system
- Participation
- Educational and training opportunities

- b. **Motion to start a Coordinated Entry workgroup with Claudia and Housing Help taking the lead on it made by Jackie. Supported by Ted. The motion carried.**

**Claudia, Annie, Ted, and Shannon will get together to discuss our Coordinated Entry System + VOWA.**

- Cara Snyder - Yes
- Community Action Agency - Yes
- disAbility Connections - Yes
- Goodwill Industries - Yes
- Housing Help of Lenawee - Yes
- Family Medical Center of Michigan - Yes
- Lenawee Community Mental Health Authority - Yes
- Lenawee Department of Veterans Affairs - Yes
- Lynne Punnett - Yes
- Michigan Works! - Yes
- ProMedica Charles & Virginia Hickman Hospital - Yes
- WellWise - Yes
- The Salvation Army - Yes
- Share the Warmth - Yes
- Unified - HIV Health & Beyond - Yes
- United Way of Monroe/Lenawee Counties - Yes

9. Grants and News Updates

- a. Kelly shared a link to the new [United Way 2023 ALICE Report](#).

- b. [Online Placemaking Conference for Rural Communities](#): program through the USDA and the University of Kentucky. It takes place on My 23<sup>rd</sup> from 10am to 4pm. Free conference.

## 10. Discussion and Update on PIT/HIC Count

- a. This year's report was shared with the CoC before the meeting. Madeline will also send the report out with the meeting minutes. Our numbers have been pretty consistent over the past 3-years.

**The Data Collection & Analysis Workgroup will share the last 3-years of data with us so that we can easily reference and add to it as we go.**

## 11. Workgroup Updates

- a. Campaign Collaboration
  - i. Has been working to answer questions for Exhibit 1.
- b. Data Collection and Analysis
  - i. Jill created a Spreadsheet for everyone to share their data on.
- c. CERT Team
  - i. Thank you to everyone who attended the May 5th meeting! The team's CoC Action Planning Tool has been submitted and presented. One suggestion that came through that was creating a tenant bill of rights. **Everyone contact Audricka if you'd like to help create this tenant bill of rights! Please also put your organization's information into the Systems Map!**
- d. Are any workgroups done with their projects? Do we need to form any new workgroups?
  - i. We need a temporary workgroup to plan Project Connect (November).
  - ii. **Kellie will create a calendar of important dates related to funding and grants for us to reference.**
  - iii. **The Executive Committee will communicate over email about our capacity to be part of a By-laws workgroup.**
  - iv. **Motion to start an Operations and Planning workgroup made by Kelly. Supported by Audricka. The motion carried. Community Action Agency, Housing Help, CMH, The Salvation Army, and UNIFIED HIV Health and Beyond abstained.**
    1. Kelly, Frank and Cara will send out a calendar invitation to the full group for all of us to participate in setting the expectations and scope for this workgroup.
      - Cara Snyder - Yes
      - Community Action Agency - Abstain
      - disAbility Connections - Yes
      - Goodwill Industries - Yes
      - Housing Help of Lenawee - Abstain
      - Lenawee Community Mental Health Authority - No
      - Lenawee Department of Veterans Affairs - Yes
      - Lynne Punnett - Yes
      - Michigan Works! - Yes
      - ProMedica Charles & Virginia Hickman Hospital - Yes
      - WellWise - Yes
      - The Salvation Army - Abstain
      - Share the Warmth - Yes
      - Unified - HIV Health & Beyond - Abstain
      - United Way of Monroe/Lenawee Counties - Yes

## 12. Reminders

- a. Please submit an MOU at your earliest convenience if you still need to do so! This is needed to maintain your membership.
- b. News Articles

<b>May</b>	PIT Count Follow-up	Shannon DeSloover
<b>June</b>	Homelessness & HIV	Ashley Lieto
<b>July</b>	???	Austin See
<b>August</b>	???	???

Finished articles can be emailed to Claudia Annoni ([cannoni@h2lenawee.org](mailto:cannoni@h2lenawee.org)) and Kelly Castleberry ([kelly@stwenawee.org](mailto:kelly@stwenawee.org)). **Let Claudia and Kelly know if you'd like to write an upcoming article. Madeline will share the guidelines via email after the meeting.**

- 13. Updates & Announcements
  - a. There's a Homeownership Seminar on 5/10 at the Adrian District Library at 6:00pm.
  
- 14. **NEXT MEETING: June 13th at 3:15pm via Zoom and in-person at [Goodwill Industries](#).** This will be a FULL meeting.
  - a. Please send any meeting materials being referenced during the meeting to Madeline BEFORE the meeting so that they can be shared with folks joining virtually.