



# MiBOSCO Governance Council Minutes

Thursday, December 8 at 10:00 AM ET

**Attending:** Johanna Hulsey, Tarin Pressler, Theresa Beesley, Tina Allen, Stephanie Conklin, Carrie Nyenhuis, Robin Ross, Emily O'Brien, Haley Schneider, Adam Traviss, Sheila Berger, Rochelle O'Shay, Hannelore Dysinger, Megan Hall, Erica Heminger, Cathy Gordon, Victoria Purvis, Misty Bowers, Jennifer McNeely, Louanne McIntyre, Hannah Patton, James Perlaki, Katrina Pelfrey, Ashley Gagnon, Jen Leaf, Jason Weller, Lori Pieri, Eva Rohlman, Julie Moberg, Jack Ho, Laura Reaume, Thomas Pettit, Daniel Unekis, Lori Offenbecher, Diana Hanna, Sherry Thelen, Ragan Cudney, Amy Eddinger, Carrie Badgero, Chad Lytle, Ashley Smart, Chanitty Brouse, Elise Gapczynski, Grace Ronkaitis, Jaime Gabriel, Jennifer Rodgers, Jerica Stewart-Collins, Karen Bertetto, Kerry VanHouten, Kim Browning, Kim Hemker, Lisa Reinecke, Michele Gunkelman, Morgan Quinney -Naval, Nicole Beagle, Samuel Anglin, Sarah Hughes, Ted Fines, Zienab Fahs, Kelli Rembowski, Donna St. John, Rachel Berzack, Ashley Sweet, Sharon Maki, Simone Latuszek, Tracy Mulvany, Ashley Halladay-Schmandt, Gerry Leslie, Sally Currie, Rebecca Rogan, Lynn Hedges, Wendy Hughes, Dana Vignes, Jessica Mays

## **Welcome and Introductions**

Meeting was called to order at 10:02AM ET by the Chair, Eva Rohlman, who reminded meeting attendees that work is done using the consensus model and how to engage in conversations.

## **Review/Approve Agenda**

The meeting agenda was approved as presented by consensus.

## **Review/Approve Meeting Minutes**

The minutes from the November 10, 2022 meeting were approved by consensus.

## **Presentation: LPB Best Practices**

Tina Allen, MiBOSCO Past Chair, presented on best practices for Local Planning Body meetings that the CoC is contracting with her to document. This work arose from her previous project, talking to each HARA to learn about after hours processes, and the requests she heard from people for more guidance.

Meeting participants were encouraged to follow along with the LPB Operational best Practices Manual and to note that the manual is a draft and we are seeking feedback on it to improve it. The presentation began with a review of LPB roles and responsibilities and definition.

Presentation covered three committees or areas of focused work/conversation within the Service Sector of the LPBs: Access, By Name List, and Housing and Support Interventions, that focus on the work being done and could be just internal to one agency if that is all who is doing the work. The other LPB Committees that should have members from multiple agencies are Communications and Partnerships and the ESG Funding Committee. The Communications/Marketing/Partnerships committee should be focused on communicating out how the community is ending homelessness and how the general public can engage/refer to it. The ESG Committee is an annual process to ensure funding is directed to effectively meet community needs. Beyond this, the LPB should be engaged with other community groups working on housing related initiatives.

Additionally, Tina shared the drafted standardized LPB meeting agenda template. Followed by steps to take to begin aligning with these recommendations.

## Committee Updates

**Coordinated Entry (Ashley Halladay-Schmandt):** The new schedule for Coordinated Entry Committee, HARA and Shelter Subcommittee meetings was shown to the group. They will meet on the 4<sup>th</sup> Wednesday of the month, with January's meeting being January 25<sup>th</sup> at 10am for the Shelter Subcommittee. The HARA Subcommittee will meet February and the Coordinated Entry Committee will meet in March. The rotation will continue in that order. The November and December meetings will need to be rescheduled.

**Finance and Contractual Oversight (Jessica Mays):** Both committees are being moved into the Executive Committee meetings and workgroups or updates will be made as needed.

**Performance and Outcomes (Tina Allen):** Meeting was cancelled in December to allow staff to meet and work through issues within the restructure project. One point of delay is waiting on feedback from agencies on who their agency administrators are.

**Funding Committee (Lori Pieri):** This committee has been on hiatus, will need to start back up soon to update the application.

**Membership and Equity (Jessica Mays):** Committee will meet December 9 and focus on finding a new meeting time. This is a good time for prospective new member to join. In January Katrina Pelfrey will take this and attendance over as Secretary.

Jesica read the names of those in attendance.

**HELP Committee (Jessica Mays):** Committee spent their time in the C4 report rather than the committee to learn about equity efforts.

### **Vulnerable Populations:**

**Youth Subcommittee (James Perlaki):** Group is exploring opportunity of applying for the Youth Homelessness Demonstration Project (YHDP) and in December committed to beginning the work of applying. Anticipating a NOFO release in March and due date in June.

**DV Subcommittee (Rachel Berzack):** The group has been focusing on new plans for the committee and increasing DV participation in PIT Count. Also discussing comparable database rollout.

**Veterans Subcommittee (Eva Rohlman):** If SSVF providers need a letter of support for their application, please send the request to Jessica Mays. The committee has moved to meeting every other month. Next meeting in January and will focus on setting goals for the next year.

**Coordinator Update (Jessica Mays):** Joining more Local Planning Body meetings frequently, LPBs can request coordinator attendance for specific meetings. Program and Data meetings will resume in January, focused on the By Name List training and report available on the training site.

**HMIS Administrator Update (Gerry Leslie):** Point in Time Count will be January 25<sup>th</sup>, communities should be in their planning now. Beth will host some open office hours to assist. Longitudinal System Analysis (LSA) is a performance report submitted to HUD annually and MCAH is working on this now. Beth is reaching out for requests to clean update data errors. There is a new data quality report

available on the Data Warehouse as a beta test. Anyone interested in testing can place a request with the help desk to gain access.

**Public Comment/Announcements:**

MCAH has an upcoming training that can be found in the most recent newsletter.

The next meeting will be January 12, 2023.

Meeting adjourned at 11:15 AM.