

## Alliance for Housing, Oakland County Continuum of Care Board Meeting Minutes

<b>Date:</b>	10/16/19	<b>Start Time:</b>	1:35pm	<b>Stop Time:</b>	2:40pm	<b>Location:</b>	OC Exec Building 41 West 21000 Pontiac Lake Rd, Waterford MI 48238
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**Members Present:** Leah McCall, Ashley Burton, Ernestine McRae, Kathy Williams, Marc Craig, Rachel Densmore, Jill Anderson, Elizabeth Kelly, Anne Harpe  
**Members Absent:** Deb Brinson, Heather Rae, Susan Benson, Sylvia Clark, Ryan Hertz, Sara Orris, Beth Baker

Item	Discussion	Outcome	Action Item	Responsible Person and Due Date
<b>STANDING ITEMS</b>				
<b>1. Public Comment</b>	Melissa Brown, MCAH presented about the state wide initiative focusing on systems change/integration between health and housing and human services.	<p>This is a project funded by the Michigan Health Endowment Fund. The goal is to assess the need, challenges and opportunities in a community that is representative of community across the state.</p> <p>RPF was sent out early this year and CHN applied, and Oakland County was selected</p> <p>There is a series of 3 Discovery and Planning workshops that will include a variety of stakeholders from the community to provide a platform for everyone to come together and create a model/solution &amp; to identify the challenges and how we can create a better system.</p> <p>Targeting individuals that are homeless – specifically those who are over the age of 55</p>		If you or someone you know is interested in participating in the process please contact Melissa Brown at <a href="mailto:mbrown@mihomeless.org">mbrown@mihomeless.org</a>
<b>2. Agency Announcements</b>	Community & Home Improvement Division is	Oakland County Community &	Agencies serving the needs	

<p><b>3. Approval of Previous Meeting Minute - June</b></p> <p><b>4. Review September Financials</b></p>	<p>conducting an “Analysis of Impediments to Fair Housing Choice”. <b>Citizen participation is a key element of this effort.</b></p> <p>Community Housing Network has now moved to a new office space: 5505 Corporate Drive, Ste. 300, Troy, MI 48098. Phone, fax &amp; emails will remain the same.</p> <p>Group reviewed.</p> <p>Suggested in the Alliance account to separate out restricted dollars within a</p>	<p>Home Improvement is hosting a series of 6 public forums to hear citizen’s views on:</p> <ul style="list-style-type: none"> <li>- Awareness of people’s rights under fair housing laws</li> <li>- Access to housing of their choice</li> <li>- What can be done locally to address impediments to fair housing choice</li> </ul> <p>Kathy Williams motion to approve, Elizabeth Kelly second, unanimous approval.</p> <p>Elizabeth Kelly motion to approve, Ernestine second, unanimous approval.</p>	<p>of low-income residents and citizens with special needs are keenly aware of housing issues facing your clientele. <b>Please reach out to your clients and staff and invite them to attend a public forum. Help Oakland County promote the dates, times and locations of the six meetings to provide citizens an opportunity to voice their housing issues.</b> Promotion can include:</p> <ul style="list-style-type: none"> <li>- Post flyers throughout your office(s)</li> <li>- Post flyers/invitations on your website</li> <li>- Distribute at public meetings or facilities where citizens frequent</li> <li>- Announce through social media</li> <li>- Post in strategic public locations</li> </ul>	<p>Please see attachments for the survey, letter template and flyer for public comment information.</p> <p>At the next General Membership Meeting, November 13, at L. Brooks Patterson Building Conference Center 2100 Pontiac Lake Road, Waterford from 1:30PM – 3:30PM a stakeholder’s focus group will be held.</p>
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<p><b>5. Summary reports</b></p>	<p>line item that has non restricted dollars.</p> <p>Amendment has been suggested, under Advocacy and Public awareness.</p> <p>Advocacy and Public Awareness Committee – HB 4853 (Tommy Brann) &amp; HB 4152 (Steve Johnson) and HB 4153 (Vanessa Guerra) Bills.</p> <ul style="list-style-type: none"> <li>- Both concerning birth certificates.</li> <li>- One is to create a funding stream for birth certificates to be permanently funded for people who are experiencing homelessness. Right now there is temporary funding that has been allocated for this year.</li> <li>- The second is to change the issue of people who were born before 1978 to unwed parents or adopted that their birth certificates only reside in Lansing. With the passage of these it will make their birth certificates available at the local clerk's office.</li> </ul>	<p>The two bills have gone to the senate but they are not back in committee there. May take a little long for them to get out.</p>		<p>Ashley will update.</p>
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<p><b>New Business</b></p> <p><b>1. Alliance Cash flow</b></p>	<p>HUD, which is the greatest sources of operating funds for the Alliance, works on a reimbursement bases. The Alliance has increased its operations due to increasing size. The cash on hand is not sufficient enough to pre-fund all ongoing operating expenses while awaiting reimbursement.</p> <p>Currently have about 5,000 in available unrestricted net cash. In order to make payroll and be in compliance with HUD regulations (which say you must have spent the money before you can ask for reimbursement). We draw down once a month, we can draw down twice a month.</p>	<p>We need to get from 5,000 net cash to 20,000 – we need 15000. Suggested ways to do this:</p> <ul style="list-style-type: none"> <li>- Fundraising</li> <li>- Going to foundations such as McGregor for operating support.</li> <li>- Line of credit; have to pay interest, and Leah would have to personally sign off so it would be tied to her personally credit.</li> <li>- In order to get CRA Banks need to invest in things such as affordable housing</li> <li>- Secure funding through building relationships</li> <li>- Earning revenue from operating programs – other organizations have done this. Alliance could become administration of LL fund, there could be a 5000 annual administrative fee that could become unrestricted</li> </ul>	<p>OC has CRA Association; each bank has difference process. Reach out to Flagstar, Fifth Third, Chemical, Comerica, PNC.</p> <p>Board could commit to raise 10,000 by using their</p>	<p>Leah contact McGregor Foundation</p> <p>Anne will pass Leah’s information along to colleague for Leah to connect with.</p>
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<p><b>2. HUD &amp; MSHDA Updates</b></p> <p><b>3. New Officer Positions</b></p>	<p>HUD FY2019 Application was submitted for 7,030,853. MSHDA we have received for this year 512,333; started Oct 1, 2019</p> <p>Jill Anderson will remain as Treasurer but requires reelection.</p> <p>Kathy Williams is currently Secretary as Pat Wolschon has left.</p> <p>Starting in January the following positions will be vacant:</p>	<p>revenue.</p> <ul style="list-style-type: none"> <li>- Larger membership base that paid dues (Commissioners, Organizations, Landlords) try to increase the memberships, such as public commissioners.</li> <li>- Community Development Financial Institutions. Funded by foundations and can invest in communities.</li> </ul> <p>We ask that each person or organization represented on the Board, consider making a contribution to this operating account to the extent that they are able.</p> <ul style="list-style-type: none"> <li>- At whatever level you are comfortable please consider giving a gift to the Alliance before the end of the year.</li> </ul> <p>These positions are elected by the Board. (Board Members are elected by General Membership).</p> <p>Rachel Densmore has stepped up to be President</p> <p>Ernestine McRae has stepped up to be Vice President</p> <p>Elizabeth Kelly motioned to</p>	<p>resources. Including personal contributions.</p> <p>Alliance needs to invest in having a data base of donors. Give the ability to target the donors and tell them what we are doing.</p>	<p>Can get a free database through Sales Force.</p> <p>Anne will have her manager to connect with Leah.</p> <p>Ashley will create flyer explaining who we are/ what we do with clickable donation ability. Elizabeth will give language for IRS tax deduction.</p> <p>Need process in place for prompt donor acknowledgement. Leah can hand write cards or email them for appreciation.</p> <p>Results will be taken to the General Membership meeting.</p>
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<p><b>4. Merging Advocacy &amp; Public Awareness Committee with Strategic Plan Implementation, Funding &amp; Partnership Committee (SPIF)</b></p>	<p>President and Vice President</p> <p>While these two committees are different the functions of both are similar and related.  - Under SPIF we do not want to lose the Alliance funding for community operations and partnership and for the Alliance itself and continue to stay on track with our strategic plan. However a lot of this falls under Advocacy and Public Awareness and many individuals that were part of one committee were also part of the other.</p>	<p>propose this slate of officers, Anne Harpe seconded.  All in favor of electing proposed slate of officers, Jill Anderson, Ernestine McRae and Rachel Densmore abstained.  Unanimous approval of newly elected officers and reelected officer, term will start January 1, 2020.</p> <p>As the committees merge we will still keep them separate on the agenda to make sure that we still discuss those important areas.  Operate jointly.</p> <p>If we formally merge we would have to reflect that change in the bylaws. As we move forward it will be on a pilot basis, if it seems to be working out we will change the bylaws accordingly.</p> <p>Rachel Densmore motion to jointly operate these committees, Elizabeth Kelly second, unanimous approval.</p>		
<p><b>Old Business</b></p> <p><b>1. November Homeless Awareness Month</b></p>	<p>In lieu of Community Resource day the Alliance has decided to promote agency events in November for Homeless Awareness Month.</p>	<p>If your agency has anything they would like to promote on the calendar please email Ashley – <a href="mailto:aburton-alliance@oaklandhomeless.org">aburton-alliance@oaklandhomeless.org</a> and she will put it on the calendar.</p>		<p>Please see attached for the Homeless Awareness Month Calendar.</p>

	<p>The Alliance along with Homeless Health Care Collaboration is hosting a Law Enforcement, First Responder, and Service Provider Symposium: Working with People experiencing Homelessness.</p> <p>Alliance has partnered with Genesis the Church as MSU Extensions to host a Poverty simulation.</p> <p>Alliance is partnering with SMART for 'How to Ride a Bus' training.</p> <p>Capitalize on Homeless Awareness Month by asking the county executive &amp; Board of Commissioners to issue a proclamation that</p>	<p>Click <a href="#">HERE</a> for more information and registration</p> <p><b>We are still looking for volunteers to help facilitate the event along with people to participate in the event.</b></p> <p>DATE: Nov 8, 2019  TIME: 1:00PM – 4:00PM  LOCATION: Geneses the Church - 309 N Main St, Royal Oak, MI 48067</p> <p><b>- REGISTRATION:</b>  <a href="#">Poverty Simulation</a></p> <p><b>- VOLUNTEER SIGN UP:</b>  <a href="#">Volunteer Sign up</a></p> <p>Still figuring out logistics for event details.  - The training will pertain to doing a tour on the bus, how to down the app, what is available for transportation and what SMART and offer for Get a Job get a Ride.</p>		<p>Please see attached for the flyer.</p>
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<p><b>Adjournment</b></p>	<p>recognizes Homeless Awareness Month to bring attention to the issue.</p> <p>Leah is going to write an Op-ed piece and submit it to the Oakland Press about Homeless Awareness Month</p> <p>Anne Harpe motion to adjourn, Kathy Williams second, unanimous approval.</p>			
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Ashley Burton  
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10.18.19  
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 Date

**The next Board Committee Meeting is on December 18, 2019; 1:30-3:00 at Oakland County Executive Building**