

# Detroit Continuum of Care | General Membership

Working to Equitably End Homelessness in Detroit, Highland Park, & Hamtramck

## May 16, 2023 General Membership Meeting Minutes

*Note: There were technical difficulties with recording attendance so you may or may not see your name on this list. We apologize for any confusion that this may cause.*

### **Board Members Present**

Eleanor Bradford  
Paige Beasley  
Dr. Celia Thomas  
Donna Price  
Terra Linzner  
Tasha Gray  
ReGina Hentz  
Kiana Harrison  
Amy Brown  
Candace Morgan  
Chris Harthen  
Courtney Smith  
Tania James  
Erica George  
Ed Cieslak  
Sarah Rennie

### **General Membership**

Donald Montgomery  
Rebecca Tallarigo  
Essence Wilson  
Amanda Sternberg  
Sally Coder  
Steve Van Every  
Br. Fred Cabras  
Matthew Tommelein  
Benne Baker  
Donald Montgomery  
Jamie Ebaugh  
Robert Wotypka  
Michelle Johnson  
Clay Bell  
Rachel Szymarek  
Austin Williams  
David Sampson  
Deloris Cortez  
Anita Baker  
Alan Haras  
Natasha Al-Rafie  
Diandra Gourlay  
Vanessa Samuelson  
Violet Ponders  
Felicia Mitchell  
Jane Scarlett  
Paige Beasley  
Viki DeMars  
China Aquino  
Charmaine Stone  
Sean de Four  
Denise Goshton  
Elise Grongstad  
Shautoya Redding  
Thaddeus Dean  
Julie Ratekin  
Tarra Hicks

Jamie Wojahn  
Lauren Licata  
Ki-Jana Malone  
Nzingha Masani-Manuel  
Scott Jackson  
Alan ROSETTO  
Lois Brown Nelson  
Torrey Henderson  
Julia Janco  
Mitchel Blum-Alexander  
Curtis Smith  
April McKeever  
Kimberly Benton  
Safiya Merchant  
Japheth Agboka  
Lori Lewis  
John Stoyka  
Brenda Miner  
Alesia McGlocton  
Katherine Izzo  
Anna Licavoli  
Carla Blakey  
Timothy Thompson  
Mike Willenborg  
Elaine Marion

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**Celia T. opened the meeting at 1:30 pm with introductions – utilizing the chat box.**

### ***CAM Transition Primer:***

#### **Summary –**

- This was an overview of the functions of the Coordinated Entry Model (CAM). The Primer defined the purpose, core elements and components of CAM system. The purpose of CAM is to create a consistent, streamlined process for accessing the resources available in the homelessness response system. CAM works in conjunction with a network of independently operating projects to form a fully integrated crisis response system. CAM is not a direct source of housing opportunities, but a single point of contact for our community partners. HUD requires each Continuum of Care (CoC) to operate a CES and requires CoC and ESG funded programs to use the CES process.
- The Core components of CAM are:
  - Access: Provide a streamlined, centralized process for people in the Detroit Continuum of Care to access assistance when experiencing a housing crisis that is putting them at risk of or experiencing homelessness.
  - Assessment: Use a standardized process to gather information on household’s vulnerability, needs, preferences, and barriers using the CoC’s designated assessment tools (e.g., VI-SPDAT and SPDAT).
  - Prioritization: The prioritization criteria are designed to match households with the most appropriate resources available
  - Referrals: Connect people to qualifying resources as they become available. Housing programs request referrals from CAM when they have vacancies in their program. CAM staff then refer the next households on the prioritization list to the requesting program.
- Overview of the Recent History Timeline of CAM:
  - 2018 - switched from Call Center Model to In-person access,
  - 2019 - made changes to the prioritization process, piloted additional access point locations in efforts to have multiple geographically located access points throughout the city of Detroit, these efforts were halted due to Covid-19.
  - 2020 – Salesforce was implemented, Salesforce is where prioritization lists are managed and maintained and used to schedule navigation.
  - 2021 – CAM fully integrated the general population coordinated entry process with the veteran process so that there was a shared process and procedures.
  - 2022 - Southwest Solutions relinquished the role of CAM lead agency in September 2022.
- CAM Transition Project Timeline
  - The CAM Transition planning stage began in November 2022 in which CAM Transition Subcommittees were formed, final questions were sent to SWS for framework/scope for what evaluation processes would look like,
    - Letter of Intent was released and in December 2022 Letters of Intent were submitted, Initial evaluation was complete, and we began collecting input for the RFQ.
    - January 2023 - we began the development of the RFQ in which we gathered input from stakeholders and held a 2-day CAM Transition Applicant Workshop.
    - February – We continued to gather stakeholder input and contracts were finalized with CAM Consultants.
    - March 2023 - The RFQ was released on March 10th, and the RFQ Applicant Workshop was held on March 15th.
    - April 2023 – April 5, the CAM Transition Team approved a CAM RFQ review committee,
    - Applicant submissions were due and received by April 17th, and the application evaluation and scoring of the two applicants began shortly thereafter.
    - May 2023 - The recommendation was approved by the CAM Transition Team on May 12 and Per the CoC Governance Charter, the CoC

# Detroit Continuum of Care | General Membership

## Working to Equitably End Homelessness in Detroit, Highland Park, & Hamtramck

membership is the decision-making entity to identify the CAM Lead Agency. The recommendation will be brought to the special CoC General Membership meeting on the 25th to be voted on.

- June 2023 – If the new lead agency is chosen the transition to the new agency will begin, this includes additional planning on transition of work. Finally, over the summer the new CAM Lead Agency will apply for coordinated entry renewal funding.
- Per the Governance Charter, the General Membership is responsible for designating the CE Lead Agency to implement the CE system for the Detroit CoC. This designation will happen by vote.
- There were 4 distinct Cam categories that could be awarded to one lead agency or multiple implementing partners providing select services.
  - CAM Lead Agency and Administration
  - CAM Access - Call Center
  - CAM Access - In-Person
  - CAM Back Office
- For More CAM Information visit the HAND website at: <https://www.handetroit.org/cam-transition>
- Register for the May 25 meeting via HAND's newsletter or here: <https://us02web.zoom.us/meeting/register/tZ0odOqpqD8sGNe0qW2rUI3-ehqriGp1PoyT>
- CAM RFQ Review Team
  - The CAM RFQ was developed with robust community engagement, input from multiple stakeholder groups and a detailed review by the CAM Transition Team.
  - The RFQ presented a unique process for the selection of a CAM Lead Agency by creating an opportunity for applicants to be flexible in what of four CAM services they would apply for, and how they wished their overall application to be considered in relation to other applications – All-In or allowing a higher scoring competing application to be selected for only parts of their application.
  - The result of the RFQ application process resulted in only two applications to provide CAM Lead Agency services, and only one application to provide all other CAM activities (B-Access Call Center, C-Access In-Person and D-CAM Back Office). The CAM RFQ Review Committee was selected by the CAM Transition Team to review, score and make recommendations to the CoC Membership on designating a new CAM provider(s) no later than May 25th.
  - The review committee referred to both the RFQ and the CoC Governance Charter to guide its decision-making process.
  - The RFQ stated that applications receiving an overall score of less than 70% would not be given further consideration.
  - The RFQ Review Committee originally consisted of six members. One member had to remove themselves from the responsibility due to scheduling conflicts. One of the five remaining members read but did not score the applications but participated in all review meetings. This meant that the applications were scored by four people.
  - The four individual scores were reviewed and averaged within the individual activities (A, B, C, and D) and overall.
  - The two applicants were Homeless Action Network of Detroit (HAND) who applied for option A (CAM lead agency) whereas, the City of Detroit (CoD) applied for options A-D (A -CAM Lead, B-Access Call Center, C-Access In-Person, and D-CAM Back Office). You can refer to the May GM Packet to see the scoring of the 2 applicants.
  - The RFQ Committee met for two hours on Tuesday, May 2nd and again on Wednesday, May 3rd. The committee prepared this report, circulated among the members for edits or clarifications and finalized on May 8th. The report provides their recommendation to the CoC Board, the CAM Governance Committee and CAM Transition Team to present for consideration by the CoC Membership for a vote for May 25th.
  - Based on the scores received, the parameters of the RFQ and the limited submissions, the RFQ Review Committee recommendation had only one possible outcome. Select HAND as the CAM Lead Agency and allow the CAM transition process to develop an alternative method for identifying the CAM services providers.
  - The RFQ Review Committee had robust discussion about the possibility of challenging the RFQ parameters and selecting the City of Detroit's All-In

# Detroit Continuum of Care | General Membership

## Working to Equitably End Homelessness in Detroit, Highland Park, & Hamtramck

application that provided all components of the CAM, even though their overall score did not meet threshold. The City of Detroit achieved the 70% scoring threshold for component C – Access In Person, however, the All-In submission by the City meant that we were unable to recommend the City of Detroit for that particular service.

- Because of the limitations presented in the RFQ Review committee recommendation, this leaves the CoC Board of Directors, the CAM Governance Committee, and the CAM Transition Team with the challenge of identifying qualified providers of the balance of CAM services within a very limited time period.

### Strategic Planning

#### Summary –

- The Strategic Planning process first (internal) meeting will start at the end of April where Barbara Poppy and associates who are a part of the consulting team will meet. There was a team of national homelessness experts to create an improvement plan for the CoC; it was approved by the city council back in March. The Project Team Charge is composed of stakeholders across the CoC, including providers, HRD, HAND, and residents with lived experience.
- The first meeting took place April 26 where the project team charter was approved, and timeline reviewed.
- This Plan will serve as a roadmap to support the community in achieving the following objectives:
  - Clear and unified message and plan for how Detroit is working to end homelessness, with a leading focus on equity and justice.
  - Coordinated and improved system response to end homelessness.
  - Streamlined procedures, standards, and expectations between all homelessness funding sources and homelessness service providers.
  - More efficient and better coordinated use of federal and private funds.
  - High quality services for those experiencing homelessness as measured by increased exits to permanent housing, shorter time experiencing homelessness, and increased overall household stability.
- They recently hired 2 PWLEH to join the consulting team to ensure that this project is continuously guided by residents with lived experience. They will review information about prior strategic initiatives, governance, and funding to align with the current strategic plan. They will also be conducting community engagements with residents with lived experience by conducting interviews, hosting focus groups, and gathering their feedback. They will have an onsite visit in July where they will be visiting providers and hosting more listening sessions. The strategic plan contract is divided in half and by December or beginning of Jan, they will be implementing this plan.
- Over the next two months, the consultant team is completing their onboarding of the residents with lived experience. They will convene with the Detroit Project Team and Strategic Plan Oversight Commission and then the recruitment and design of SPOC will take place.
- There will be a Strategic Planning Oversight Commission which will consist of 10 seats (5 PWLEH, 1 City, 1 HAND, 3 CoC). This committee will meet monthly for 1 hour. If you're interested in being a CoC rep, email Safiya Merchant at [safiya.merchant@detroitmi.gov](mailto:safiya.merchant@detroitmi.gov) OR apply through this link: <https://forms.gle/eNGiQSHbegsFuYeK8>
- General membership will vote at end of May on CoC seats. Send PWLEH contacts to Donna Price at [dprice398@gmail.com](mailto:dprice398@gmail.com).

### Community Announcements

#### Summary –

- Alternative for Girls (AFG) has been certified evidence based by U.S Department Health and Human Services in space of a teen pregnancy prevention curricular. AFG participated in a research project with HHS 5 years ago, where they applied their curriculum to high school girls (ages 14-19) across Detroit and Wayne County. They have scored evidence-based certification in various categories related to helping African American and Latino girls to early unplanned teen pregnancy. Moreover, AFG is going to be on the HHS website for evidence-based curriculum for this type of intervention.

# Detroit Continuum of Care | General Membership

## Working to Equitably End Homelessness in Detroit, Highland Park, & Hamtramck

- The YHDP is hosting a celebration on June 9th to celebrate the hard work that they have been doing for the past 2 years. It is open to anyone who can come but you will need to RSVP because there are limited spaces. You can click [here](#) to RSVP a seat.

### *Public Comments*

#### Summary –

- The floor was open for public comments. Each participant had three minutes to say their comment. There were multiple comments about the recommendation of the RFQ Review Committee on the new CAM Lead Agency and how services will be provided. There was also one person who expressed concerns about the safety of his residence. They were given contact information for follow-up.

**Celia T. closed the meeting at 3:00 PM.** *The next CoC General Membership meeting will be on Thursday May 25th, from 10:30am – 12:00pm. Location will continue to be virtual*

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