

## AGENDA

### AD HOC on Homelessness & Solutions AGENDA FOR JULY 11, 2023 AT 3:30 PM



Lansing City Hall, City Council Conference Room  
124 W. Michigan Avenue, 10th Floor

To provide input or ask questions on any item that is listed on the agenda,  
members of the public may contact the City Council at [city.council@lansingmi.gov](mailto:city.council@lansingmi.gov) or (517) 483-4177 prior to the meeting.  
view on: <https://www.youtube.com/@lansingcitycouncil4446/streams>

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Council Member Brown, Chairperson

Council Member Hussain, Vice Chairperson

Council Member Spitzley, Member

1. **Call to Order**
2. **Roll Call**
3. **Minutes**
  - A. June 27, 2023
4. **Discussion/Action:**
  - B. DISCUSSION - Committee Recommendations and Reporting
    - i. Resolution establishing Ad Hoc Committee on Homelessness & Solutions #2023-014
    - ii. 2023 Committee Minutes
    - iii. Meeting Materials
5. **Public Comment on Agenda Items (Up to 2 Minutes)**
6. **Other**
7. **Adjourn**

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**MINUTES**  
**Ad Hoc on Homelessness & Solutions**  
**Tuesday, June 27, 2023 @ 3:30 p.m.**  
**City Council Conference Room, 10<sup>th</sup> Floor City Hall**

**CALL TO ORDER**

Council Member Brown called the meeting to order at 3:32 pm

**PRESENT**

Council Member Jeffrey Brown, Chair  
Council Member Adam Hussain, Vice-Chair  
Council Member Patricia Spitzley, Member

**OTHERS PRESENT**

Sherrie Boak, Council Office Manager  
Matt Staples, OCA  
Council Member Kost  
Belinda Fitzpatrick  
Laura Purchase  
Cathleen Edgerly, DLI  
Toni Young, HRCS  
Joseph MacDonald, HRCS  
Norma Bauer

**MINUTES**

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE MINUTES OF JUNE 13, 2023 AS PRESENTED. MOTION CARRIED 3-0.

**Public Comment**

Ms. Fitzpatrick spoke in opposition to Code Compliance doing inspections without search warrants.

Ms. Purchase spoke on behalf of Ms. Fitzpatrick's housing situation and animal control conflict with her pets.

**DISCUSSION/ACTION**

**Discussion on Committee Recommendations and Reporting**

The Committee looked at the documents from the Ad Hoc on Housing from 2022 as templates and boilerplates for their reporting.

The Committee discussed on expectations including recommendations, policies, recommendations to State and neighboring agencies.

Council Member Spitzley reviewed the 2022 bullet points and asked the Committee to consider reviewing this Committee minutes from 2023 for topics. She also asked testimony from the

administration on what they are already doing for homelessness moving forwards. If this Committee makes recommendations they can advise if things are already being done or if some of the recommendations cannot be done. Council Member Brown stated the administration was invited and were not able to attend and asked for a list of questions in advance for them to respond and not attend. Council Member Hussain stated it needs to go to the Mayor to instruct them to attend, and if it is clear that the department is not willing to attend. Council Member Brown will follow up with Ms. Richmond and forward that to the Mayor's office for participation in the process. Council Member Hussain asked Council Member Brown to review the minutes and topics to consider. Ms. Boak asked if they wanted handouts from all residents

Council Member Hussain asked to invite to the July 11<sup>th</sup> meeting and if they cannot attend that one, then have a special meeting so they can all attend. Council Member Spitzley and Brown concurred. The Committee asked to invite departments that address the warming centers, HRCS, EDP staff that handles the programs (Barb Kimmel and Doris Witherspoon) to address homelessness, Neighborhoods and Citizen Engagement, and EDP for housing. Council Member Hussain reiterated a bullet list from the minutes, and Council Member Brown stated he could have it turned around quickly and get back to Committee.

### **OTHER**

It was reiterated to the Committee that the Budget Priorities are due October 1<sup>st</sup>, and Council Member Brown chose 9/11.

Council Member Spitzley referenced a resolution that was done in 2022 and proposed a possibility of doing a resolution again this year from this Committee.

### **Public Comment**

Ms. Bauer spoke on a housing situation that was brought to her attention on possible discrepancies with housing benefits for different individuals in the same units and spoke in support of State wide rent control.

### **ADJOURN**

Adjourned at 3:57 pm

Submitted by,

Sherrie Boak, Recording Secretary

Lansing City Council

Approved by the Committee on

**Ad Hoc on Homelessness and Solutions Committee  
2023**

**Topics to consider based on 2023 meetings:**

1. Review and discuss Homeless Management Information System (HMIS).
2. Review and discuss the Service Prioritization Decision Assistance Tool (SPDAT).
3. Review and discuss City of Lansing Supported Agencies and funding allocation amounts.
4. Review and discuss regional outreach and collaboration. What are other municipal partners doing to address homelessness crisis and how is HRCS working with our regional partners.
5. Ensure Lansing Housing Commission and other agency's that administer vouchers in the region to ensure timely payments and better access.
6. Review and discuss Permanent Supportive Housing (PSH) program which aids chronic homeless with disabilities etc.
7. Review and discuss 24 hour warming and cooling centers.
8. Identify the total number of affordable housing units in the region. i.e., Lansing vs East Lansing, Holt, Mason, Grand Ledge, Dewitt, Okemos, and Haslett.
9. Discuss advocacy and legal support for residents of Lansing having difficulty with "slumlords" and code compliance issues.
10. Review and discuss how the City of Lansing collaborates and/or provides support to Lansing residents/ Lansing School District students and families who are facing homelessness or are currently homeless.
11. Define and discuss required soft skills and DEI training for provider agencies by an outside organization that is not receiving HRCS funds to help the homeless and other vulnerable populations.
12. Review and discuss a Medical Respite model to triage and serve people facing homelessness or who are currently homeless.
13. Review and discuss eligibility, process, and documentation requirements for those seeking homeless services.
14. Review and discuss the exact job description and duties of the Housing Ombudsmen.
15. Review and discuss policy and procedure of pink and red tagging properties and how the city what system is in place to address homelessness because of being tagged. Further are there any additional systems in place for people with disabilities whose home is being tagged.
16. Review and discuss legislation that will hold landlord accountable for temporary housing when their property is out of compliance.
17. Review and discuss how city of Lansing is collaborating and coordinating care for people with mental health issues who are facing or currently homeless.
18. 54-District Court Eviction Diversion Program reports 60% of people facing homelessness document having a disability. How is the city of Lansing addressing the barriers "disabilities" causing homelessness.
19. Review and discuss current state and federal legislation and potential changes needed to address homelessness.
20. Update on pink/red tags of owner-occupied vs rental from Code. Review and discuss.
21. Review and discuss any input HRCS have provided to Rep Emily D. relating to housing and homelessness as the front-line city department.

**Resolution #2023-014**

By Council Member Wood

Resolved by the City Council of the City of Lansing

WHEREAS, the City Council has a duty to represent the citizens of Lansing and ensuring a safe and healthy community; and

WHEREAS, an Ad Hoc Committee on the Homelessness and Solutions will be established to review policies, services and resources to recommend assistance to connect the homeless to those services and resources; and

WHEREAS, the Ad Hoc Committee on Homelessness and Solutions will meet with service providers in the community and city staff to address the best path in providing direction to the homeless population in the City of Lansing.

NOW BE IT RESOLVED, Lansing City Council President Wood appoints Council Member Brown as Chair of the Ad Hoc Committee on the Homelessness and Solutions, Council Member Hussain as Vice Chair, and Council Member Spitzley as Member.

BE IT FURTHER RESOLVED, the Ad Hoc Committee on the Homelessness and Solutions will report their findings and recommendations to the Committee of the Whole no later than September 11, 2023.

BE IT FURTHER RESOLVED, with the establishment of the Ad Hoc Committee on Homelessness and Solutions, the Council President has also reviewed the functions of all the standing committees and those functions are consistent with the duties outlined in Council Rule 16.

BE IT FINALLY RESOLVED, the Ad Hoc Committee on the Homelessness and Solutions will meet on the days and times set by the Committee and will be dissolved by December 11, 2023.



**Minutes**  
**Ad Hoc on Homelessness & Solutions**  
**Tuesday, January 24, 2023 @ 3:30 p.m.**  
**City Council Conference Room**

**CALL TO ORDER**

Council Member Brown called the meeting to order at 3:30 p.m.

**PRESENT**

Council Member Brown, Chair  
Council Member Hussain, Vice-Chair  
Council Member Spitzley, Member- excused

**OTHERS PRESENT**

Sherrie Boak, Council Office Manager  
Lisa Hagen-Lawrence, OCA  
Matt Staples, OCA  
Judge Cynthia Ward, 54- A District Court Judge  
Jody Washington  
Tamara Carter  
Ulises Rosa, 54-A District Court Advocacy

**PUBLIC COMMENT**

No public comment at this time.

**DISCUSSION/ACTION**

**DISCUSSION – Establish the AD HOC on Homelessness & Solutions Goals and Timeline**

Council Member Brown read the resolution into the record;

WHEREAS, the City Council has a duty to represent the citizens of Lansing and ensuring a safe and healthy community; and

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BE IT FINALLY RESOLVED, the Ad Hoc Committee on the Homelessness and Solutions will meet on the days and times set by the Committee and will be dissolved by December 11, 2023.

Council Member Brown started the conversation with talking about the plans for the Committee and asked Council Member Hussain for his thoughts on goals.

Council Member Hussain began by stating Review policies, services and resources to recommend assistance to connect the homeless to those services and resources;

-Meet with service providers in the community and city staff to address the best path to addressing homelessness (we also need to include some of the top advocates in our community that work on behalf of the homeless population, and engage members of the homeless community)

- Will report back to COW by September 11th

- Homeless Management Information System (HMIS) is a local information technology system used to collect client-level data and data on the provision of housing and services to homeless individuals and families and persons at risk of homelessness. Our HMIS analyst position has been vacant since September 2021. Who manages HMIS and how is this vacancy affecting the efficacy of HMIS? We need to ensure we are following federal law when it comes to our HMIS system.
- [Service Prioritization Decision Assistance Tool \(SPDAT\)](#); supposed to be used by Continuum of Care by law. This is an assessment tool for front-line workers at agencies that work with homeless clients to prioritize which of those clients should receive assistance first.
- Inventory of and audit City of Lansing Supported Agencies. What are the services being provided? Is there unnecessary duplication? Have we conducted a void analysis to determine what services we are not providing that we should be?
- Regional outreach and collaboration. What are our municipal partners doing to address the homelessness crisis? How do we partner?
- Work with LHC (Public Housing Agency) and others that administer vouchers in the region to ensure timely payments and better access.
- Delve into Permanent Supportive Housing (PSH) Program which provides rental assistance for hard-to-serve chronic homeless individuals with disabilities and chronic homeless (two-person) families with disability issues with a Housing First approach. How many units does Lansing/Ingham County have? Do we know what the need is in terms of units? Who do we partner with to increase the number of units?
- Address the idea of a 24-hour warming shelter

Council Member Brown agreed, noting that fact finding will be handled, what is the true accessibility and talking to speaking to homeless individuals for accurate examples, what are the qualifying eligibility to receive services, and start with groups with the City. This would include HRCS, City housing services and programs, and then work out to agencies and advocacy groups; DLI, Mayor's Officer, LPD, LFD, HRCS and get the stance on what they are seeing. As an outside agency, they would invite CMH. Council Member Hussain agreed to all statements by Council Member Brown.

Council Member Hussain referred to the recent arrive of public and noted that there was public comment at the Council meeting on 1/23/2023 and those same people are present and he would like to hear their public comment now.

Council Member Brown noted each member of the public would be given two (2) minutes and Council Member Hussain disagreed and asked not to time the speakers, but then added it is up to the Chairperson.

Ms. Washington spoke on her experience with working with the homeless in the community, her frustration with the funding being given but services not being provided and asked for research into agencies on what they are doing with the funds they are getting. She expanded on educating the homeless when they are provided housing, to teach them how to maintain their homes. She then provided statistics on low income housing units with Grand Ledge having 2 multi-family and Council Member Hussain asked how many units in those and she was not able to provide that but stated the Committee should research that. She then expanded on the numbers:

East Lansing – 7

Holt – 4

Haslett 3

Williamston -2

Lansing- 57

Meridian Township-0

Ms. Washington provided examples of services the homeless should be provided.

Council Member Hussain stated that the Committee should plan to have LHC, CMH, LFD, CATA, CADL and the Cardboard Prophets.

Ms. Washington asked them not to include Homeless Angels, and she would compile a list also and provide at the next meeting.

Council Member Brown acknowledge the information and stated the Committee will take inventory, ask for documentation on the services the agencies provide, who are the individuals doing the services. He also intends to individually go into the shelters and area to see what is happening. Ms. Washington recommended he visit shelters unannounced, and added that if HRCS cannot address the issues the department should be eliminated, and not to rely on anyone who receives funding from COC.

Council Member Brown added he will also include and add the court systems to the invites so they can provide documentation on what is taking place.

Mr. Rosa provided an updated on the court program and his role as the eviction diversion facilitator. His goal is to work with the families to help them elevate themselves so they don't need eviction funding.

Council Member Brown wrapped up the meeting by detailing to the public that the Committee needs to report by 9/11/2023 and dissolve 12/11/2023. This allows for 13 meetings before the 9/11/2023 date with the last one being 8/22/2023. There are options to add meetings after that if needed, but the last meeting he will invite people for input will be 7/25/2023 allowing the Committee two meetings to finalize the report.

Ms. Carter voiced her concerns on the access to funding the need for an organization that can provided funding. Council Member Brown stated his intention is to invite groups that provide for support services, one on one support, to make sure there are life skills, advocacy and they have the means to access what is available.

Council Member Hussain asked to prioritize who Council Member Brown invites and start with the people on the front-line, and Council Member Brown agreed.

**Adjourn**

Adjourned at 4:04 p.m.

Submitted by,

Sherrie Boak, Recording Secretary

Lansing City Council

Approved by the Committee February 28, 2023



**MINUTES**  
**Ad Hoc on Homelessness & Solutions**  
**Tuesday, February 28, 2023 @ 3:30 p.m.**  
**City Council Conference Room, 10<sup>th</sup> Floor City Hall**

**CALL TO ORDER**

Council Member Brown called the meeting to order at 3:30pm

**PRESENT**

Council Member Jeffrey Brown, Chair  
Council Member Adam Hussain, Vice Chair  
Council Member Patricia Spitzley, - excused

**OTHERS PRESENT**

Renee Richmond, Council Staff  
Lisa Hagen-Lawrence, OCA  
Matt Staples, OCA  
Jennifer West, LSD  
Rose Taphouse, LSD  
Belinda Fitzpatrick  
Jason Gray, Seventh Day Homelessness Outreach Advocates  
Ulices Rosa – 54A District Court Advocacy  
Jody Washington  
David (guest)  
Daniel Arnold,  
Gabriel Biber, Haven House  
Tamera Carter, Lake Trust CU  
Tessa Reeves, Lake Trust CU  
Julie Reinhardt, Downtown Lansing Inc  
Linda Appling  
Gail Sawyer

**MINUTES**

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE MINUTES OF JANUARY 24, 2023, AS PRESENTED. MOTION CARRIED 2-0.

**PUBLIC COMMENT**

Mr. Arnold introduced himself and is attendee to listen and take information back to the streets.

Ms. Carter stated she works at Lake Trust CU and have members that encounter roadblocks and experiences with landlords and is attendee to listen and share information.

Ms. Washington stated she brought a guest to share his story and that she intended to bring guest to future meetings as well so the committee could hear their stories.

David stated he is nervous talking in front of groups but has gone from tent to tent, been homeless on the streets, and in shelters and now has a place and goes to the doctors at CMH or New Hope, but they cancel his appointments repeatedly. He doesn't believe the agencies are there to help, it takes 4-6 weeks to get a return call, adding that he feels he talks to someone different each time and has to start all over again. Ms. Washington asked him to speak on his transportation issues. David stated he can't get a bus pass because he needs the bus to get money, they say they will help him but he said they don't.

Councilmember Brown thanked him for sharing and asked what he would say is causing his struggle, is it not working. David said he is not working and the agencies don't seem to want to help him and I have to walk. Councilmember Hussain thanked David for sharing his story and for being nervous said he did very well.

Mr. Biber stated he is from Haven House in East Lansing and wanted to listen to the presentations and see how they could help.

Ms. Appling stated she lives in the City of Lansing in Eaton County and urged the Committee not to forget those that are in Eaton County. She continued that everyone always talks about Ingham and not Eaton. Ms. Appling mentioned that assisting people and allowing them to put money into escrow may encourage landlords into doing repairs, as well as adding that legal representation for those being evicted is needed.

## **PRESENTATIONS**

### **PRESENTATION – Lansing School District**

Ms. West stated she has been with the LSD for 23 years and a resident of Lansing for three decades on the southside, Ms. Taphouse stated she has been with LSD for 28 years. Councilmember Brown asked that they explain what their program is. Ms. West spoke on the following and handed out cards with the information and a QR Code:

The Families Overcoming Rough Times (F.O.R.T.) Program is a new program that assists Lansing School District students who are living in temporary or inadequate living situations.

The F.O.R.T. Program assists qualified students with:

- transportation to and from school from wherever the student is living
- access to the free meals programs at the school
- uniforms and clothing necessary for the child to attend and participate in school
- school supplies to the student
- cap and gown so they may participate in graduation commencement
- enrolling students within 24 hours even when the student does not have birth certificate and other vital record
- & many other needs that the student may need so that they may fully participate and achieve at school

Ms. West continued that in a typical they see maybe 500 cases in a full year, but into February already of 2023 and it is between 500-600 already in temporary or no housing. They are seeing a lot on the streets and try to get them connected with hotels, or like the Advent House. They are doing summer camps to build resilience to the trauma they see, education support, and mental health support for students as well as staff. Ms. West referenced a large packeted, stating that even to access free mental health they have to read all this first and that is a barrier along with transportation, bus passes, clothing, food, etc. the list goes on.

Ms. Taphouse concurred and added that the program gives them a chance to graduate, go to college, and be successful. Laundry is also a hurdle because hotels don't have access for that, some families don't speak English or read and the communication is difficult so we've started provided cell phones when we can.

Ms. West talked about families losing their house and being red tagged, losing jobs, domestic violence, and the older siblings are couch surfing and then the absences rise and even just missing two days a month is astronomical with a child. Councilmember Hussain spoke that the numbers are catastrophic and they see it in his school district but not to that extent, there is a need for affordable housing and to take this regionally as well as in the city. Ms. West indicated they are doing gas cards when they can, the best outcome is if they can stay in the district they started even if they temporarily move out so they don't have to make new friends, adjust to different teaching.

Councilmember Hussain informed the group that the committee's intention for the first few months is to listen to the presentations and then maybe locally through ordinance, budgetary, or community partners come up with a solution and report out to Council in September.

Ms. West continued that they are probably under reporting the amount, and Ms. Taphouse added that they have the opportunity to identify those at risk but parents are protecting their kids and finding shelter on their own and then are no longer eligible for assistance. Ms. West finished that at the end of the day they are an education entity and are doing everything they can to remove barriers, they do not hire mental health professionals but are contracting those services. Councilmember Brown asked Ms. West if they could send that list of providers to them, and they agreed.

#### PRESENTATION – Seventh Day Homelessness Outreach Advocates

Mr. Gray started the homeless outreach in 2017 with Greg Pratt, he was discharged from the Army and after two years got addicted to pain medication, hit rock bottom, and then found Christ. He had everything to be happy about, wife and kids and then was homeless, saying it can happen to anybody. He continued he is a vet and has trouble getting mental health, if the VA says they don't have the resources, then who does.

Councilmember Brown as an advocate on a typical week what services and obstacles do you see. Mr. Gray responded they handout sleeping bags, food, wood, call ahead for shelters to get beds. One struggle recently during the code blue is turning people away. He indicated he went 'under cover' and Holy Cross denied him and then dodged his calls when he followed up. Councilmember Brown asked if they had beds available during the code blue, and Mr. Gray said they told him no. Hotels aren't any options for homeless so they end up in red tagged homes, under bridges, in parks all places they can't be, and that he is currently trying to get tents but they are expensive.

Councilmember Hussain thanked Mr. Gray and stated that himself, Councilmember Brown, and Mr. Pratt sat down and discussed a few things. Speaking generally he is wondering what the biggest issue is, whether HMIS, mental health services, service providers, etc.

Councilmember Brown thanks Mr. Gray for coming and speaking to the committee.

#### **DISCUSSION/ACTION**

##### DISCUSSION – Committee Intentions

Councilmember Hussain asked if items for the next meeting have been determined. Ms. Richmond indicated that Sparrow Hospital and Cardboard Prophets have confirmed and McLaren is still pending. Councilmember Brown mentioned the next meeting is March 14<sup>th</sup>, and the schedule is the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of each month.

**OTHER**

Ms. Reeves spoke that this is dear to her heart and that she was homeless at one point, a teenage single mother and still hearing the same problems of no resources. Councilmember Brown asked what her biggest barriers, Ms. Reeves stated judgement that people had toward her and transportation as she would need a job near the bus route and sometimes had to take three different buses.

Councilmember Brown lastly questioned what training of soft skills are being done for the providers, everyone gets burnt out and it leaves a negative impact, are they just processing the numbers.

**ADJOURN**

Adjourned at 4:53pm

Submitted by

Renee Richmond, Recording Secretary

Lansing City Council

Approved by the Committee on March 14, 2023



**MINUTES**  
**Ad Hoc on Homelessness & Solutions**  
**Tuesday, March 14, 2023 @ 3:30 p.m.**  
**City Council Conference Room, 10<sup>th</sup> Floor City Hall**

**CALL TO ORDER**

Council Member Brown called the meeting to order at 3:31pm

**PRESENT**

Council Member Jeffrey Brown, Chair  
Council Member Adam Hussain, Vice Chair  
Council Member Patricia Spitzley, Member – arrived at 3:34pm

**OTHERS PRESENT**

Renee Richmond, Council Staff  
Lisa Hagen-Lawrence, OCA  
Matt Staples, OCA  
John Shaski, Sparrow Hospital  
Mike Karl, Cardboard Prophets  
Linda Karl, Cardboard Prophets  
Gail Sawyer  
Daniel Arnold  
Belinda Fitzpatrick  
Michael Lynn  
Councilmember Jackson  
Norma Bauer  
Jody Washington  
Sherri Davio  
Tessa Reeves

**MINUTES**

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE MINUTES OF FEBRUARY 28, 2023, AS PRESENTED. MOTION CARRIED 2-0.

**PRESENTATIONS**

**Sparrow Hospital**

Mr. Shaski is the Government Relations Officer and has been with Sparrow for 15 years, throughout 127 years they have provided compassionate care partnering with various local organizations like Cristo Rey, Holy Cross (which used to be VOA).

Councilmember Spitzley arrived at 3:34

Mr. Shaski continued they also operate a mobile clinic staffed by physician and family medical residents to help bridge the gap. Councilmember Brown said he hears the vision and the support with the health

center but is looking on if there is an uptick and what is the hospital doing. Mr. Shaski stated that trends have been consistent with 5-10 patients per day in the ER for services. Councilmember Brown asked about during COVID, Mr. Shaski did not know specifically during 2020. Adding that they come in seeking shelter, food, respite, over the counter medications and they see a modest increase in cold weather, during the polar vortex years ago we had a number seeking shelter in the lobby. Mr. Shaski mentioned Joan Jackson Johnson and how she had a way with people and would come in and talk with people, was amazing and yielded respect, he continued to read a comment from case management:

There is difficulty in the homeless population when they have medical needs and a homeless shelter is unable to accommodate. We do encounter many of these very vulnerable, and often very ill, adult patients. In the Detroit market, the Salvation Army has initiated a "Medical Respite" clinic. This innovative approach to care transitions of the homeless is something completely lacking in the mid-Michigan area

Many of the Medical health plans subsidize this type of setting. The Sparrow case managers have referred cases to the medical respite site when the patient has the appropriate subsidizing health plan. This type of setting allows a homeless individual to recover and heal in a supportive setting, connects them to medical care, and transitions them to the appropriate housing situation when recovery is complete.

Mr. Shaski indicated in his roll he is aware the state is focused on number of issues, medical respite care centers, and they will advocate for those. Councilmember Spitzley asked what the cost breakdown for respite clinic and partners are, Mr. Shaski didn't have specifics and would be happy to dig in and check, he will follow up with Ms. Richmond.

Councilmember Brown indicated he would like to have Mr. Shaski return to speak on medical respite, Mr. Shaski responded that he didn't know if Sparrow would lead the charge on that and suggested Ingham Community Health.

Councilmember Hussain inquired about the UM takeover, everybody talks about disruption but not preventing and hope that Sparrow and McLaren continue to care and be concerned. Councilmember Spitzley asked if a representative with McLaren was present. Ms. Richmond stated she received confirmation but has not seen anybody. Councilmember Spitzley continued that she has heard that EMTs and EMS are told to go to Sparrow and not McLaren, so it is like there is only one hospital. Mr. Shaski stated that Sparrow is a Trauma 1 hospital and on the night of the MSU tragedy they also had three traumatic vehicle accidents and if the next nearest is Grand Rapids and Ann Arbor.

Councilmember Brown asked if there is any vision for supporting homeless directly, Mr. Shaski said he did not know, but it is a concern and this is their city too and these are their community members. He finished with staff challenges he is unaware of what more can be done but is open for ideas.

#### McLaren Hospital

No one present.

#### Cardboard Prophets

Mr. Karl gave a brief introduction, he's been doing street outreach since 2010 and after being with the Homeless Angel, in 2017 decided to do something separate. He is the founder of Cardboard Prophets along with his mother Linda Karl who runs the Capital Area Diaper Bank. He proceeded to handout a folder to the Committee Members. Stating that the biggest hurdle is to get a category 1 for homeless, there is way too much paperwork from the State of Michigan (SOM), in the packet there is a verification form and they need this and an HMIS card# to be documented. The shelters like City Rescue Mission (CRM) do not use the number, using religious exemptions but still get money from the city.

Councilmember Spitzley commented if they are claiming religious exemption how are getting money from the state and city, and the people aren't documented, Mr. Karl voiced he didn't know, but then they can't get to the next level. Councilmember Brown asked as an example if he is homeless and goes to

CRM and not documented he can't get housing support, Mr. Karl said not without the HMIS but you can still go to CRM. Councilmember Brown asked what other shelters, Mr. Karl indicated Holy Cross and Advent House. Councilmember Brown asked Mr. Shaski if Holy Cross is the shelter connected to the health center, Mr. Shaski confirmed.

Mr. Karl continued that the shelters aren't following the process, stating that Tim Bays owns a mortgage company that owns one of the hotels so he is benefiting, saying holding people for a year then moving to personal properties. Councilmember Brown asked if he had documentation on this, and Mr. Karl referenced the pink binder clipped portion of the folder he handed out. Mr. Karl said there is a scale from 1-10 rating the severity of homelessness and 4 is chronically homeless. Receiving permission to share Sam's story he stated she has been homeless 100 times but things were missing, on paper she qualified for housing (9+), put in rapid housing in Todd Dowrick homes that didn't meet habitability standards, sewage in basements, electrical not done so Sam went back into the system. Councilmember Spitzley asked when you go to CRM you have to demonstrate homelessness for x amount of day, Mr. Karl confirmed.

Councilmember Brown asked how Capital Area Housing is and Mr. Karl responded they control the housing money. Councilmember Brown said if he has this case study why are these groups passing money and the system broken how do we have these fiduciary's passing money, Mr. Karl did not know.

Mr. Karl said he brought a guest, Jessica to give her story if the committee allowed.

Councilmember Jackson left the meeting at 4:00pm

Jessica stated she became homeless the end of 2021 due to a domestic violence situation, was dropped off at the Causeway Hotel by CPS and they paid for three days. She reached out to Holy Cross and they advised her they were not a domestic violence shelter and wasn't able to help, so Jessica reached back out to CPS and they extended her another two weeks in the hotel. After that ended, she went to America's Best saying it is not a safe hotel and holy cross continued to refuse her help or put her on a hotel program. Councilmember Brown stated for the record why do we keep giving money if this continues to happen and this began in December 2021. Councilmember Spitzley asked if anyone from HRCS contacted her, Jessica said no. Continuing, Jessica was passed to the Advent House still with no verification or HMIS ID, they used all her funds to pay for the hotel from Dec 31 to June 15, she was on a Section 8 waitlist and found her funds were being used illegally. Every time she asked a case worker, she was told they'd look into it and then she got a different one. Until Mr. Karl reached out and put pressure on them for an ID, they said they couldn't. Jessica added that by using her funds illegally they put her "address" as Holy Cross not the hotel.

Councilmember Brown commented he was on the HRCS Board and they had grants.

Jessica added she finally got a Section 8 voucher but was told by the LHC it would be 9 months to get it because money going to Holy Cross and that when she found out they changed her "address". The first three months were paid upfront but for some reason she had late fees and the apartment complex told her they were aware that LHC is always late and even though she was incurring \$50/monthly late fees she wouldn't have to pay. Jessica finally added that she received assistance from a gracious person and paid the apt. complex.

Mr. Karl added the big issue is when not documented is messes up everyone, he reference the folders he gave the committee and there is a list of names and numbers for them. Councilmember Spitzley asked him for three things they should do. Mr. Karl responded:

1. First issue is HMIS, every person in a shelter should have an intake and get an ID
2. He challenges them to walk up to just one homeless person in a shelter and ask for their HMIS ID, more than likely they won't have one

3. Address the demerits received in shelters, like if someone misses chapel they get a demerit and if it happens again they get another.

Councilmember Brown thanked Jessica for sharing and Mr. Karl for his presentation and stated he would like to look through the folder and possibly have him back to a meeting. Councilmember Spitzley asked Jessica if she's spoken to the Housing Ombudsman, Jessica didn't know there was one.

### **DISCUSSION/ACTION**

#### **DISCUSSION – Committee Intension**

Councilmember Brown is waiting on a few follow-ups and will confirm with Ms. Richmond.

### **PUBLIC COMMENT**

Ms. Washington expressed her gratitude towards Cardboard Prophets and all she's learned from them, and commented that CoC is broken, Housing Ombudsman is worthless, the grants are a joke.

Mr. Lynn mentioned that the passion out of this committee is amazing and can't wait to see the actions that come out.

Ms. Davio mentioned she has worked in housing and care, she loves what Cardboard Prophets are doing, unsure how she can help but has the skills to do so and has volunteered with Habitat for Humanity, Sparrow Nest, etc.

Ms. Bauer mentioned she has seen people sleeping in the corner at Sparrow lobby, Cedar Place is terrible, locks broken, and there are lots of places that the homeless aren't counted, so keep an eye out.

Mr. Arnold spoke on his approval and likes what is happening in this committee.

### **OTHER**

#### **ADJOURN**

Adjourned at 5:10pm

Submitted by

Renee Richmond, Recording Secretary

Lansing City Council

Approved by the Committee on March 28, 2023



**MINUTES**  
**Ad Hoc on Homelessness & Solutions**  
**Tuesday, March 28, 2023 @ 3:30 p.m.**  
**City Council Conference Room, 10<sup>th</sup> Floor City Hall**

**CALL TO ORDER**

Council Member Brown called the meeting to order at 3:30pm

**PRESENT**

Council Member Jeffrey Brown, Chair  
Council Member Adam Hussain, Vice Chair - *excused*  
Council Member Patricia Spitzley, Member

**OTHERS PRESENT**

Renee Richmond, Council Staff  
Lisa Hagen-Lawrence, OCA  
Dr. Adenike Shoyinka, Medical Health Officer ICHC  
Kris Drake, Executive Director, ICHC  
Roselyn Williams  
Marcy Doozan  
Cheryl Campbell  
Sara Fase  
Shelia & Steve Antes  
Chrstopher  
Mike Karl  
Greg Pratt  
Tesha Reeves  
Judge Cynthia Ward, 54A District Court  
Ulices Rosa, 54A District Court  
Michael Lynn  
Farhan Sheikh-Omar  
Kyle Richard  
Jody Washington  
Linda Appling  
Gail Sawyer  
Schnika McKissic  
Sherri Davio  
Linda Karl  
Belinda Fitzpatrick  
Jeffrey Filip

**MINUTES**

MOTION BY COUNCIL MEMBER SPITZLEY TO APPROVE THE MINUTES OF MARCH 14, 2023, AS PRESENTED. MOTION CARRIED 2-0.

## **PRESENTATIONS**

### **Ingham Community Health Centers**

Dr. Shoyinka acknowledged the great turnout from the public, introducing herself she is the Chief Medical Officer for Ingham County and they are a federal health center and department that gives them the opportunity to provide a range of services up to primary care. ICHC is essentially a comprehensive primary care and can provide other care as needed, created patient center so providers can give and overcome barriers. They have 11 sites throughout Lansing with one dedicated to those experiencing homelessness under 330H program that provides federal grants, and others with Behavioral Health Services, Substance Abuse, General Health, and Nursing Services within Holy Cross. Adding the Community Health workers are the main connection to those that walk in, once they do they get a housing assessment, and whether they need food, vouchers, legal resources, clothing, etc. Councilmember Brown asked that she talks about Holy Cross is that their facility, she stated no, they are just located in the building and just lease space. Councilmember Spitzley asked out of the 11 sites where are they located. Mr. Drake indicated all 11 are throughout the Greater Lansing area, some free standing and some in schools like Eastern, Sexton, Pattengill, Gardner, and Everett. Willow Community Health Center on Pennsylvania, the one at Holy Cross, Birch Community Center on Jolly, and the Human Services Building holds the Women's Health Center, they also have a mobile dental service.

Councilmember Brown asked if the New Hope Health Center at Holy Cross is only accessible by those at Holy Cross, Mr. Drake responded no those who identify as homeless can access any location. Councilmember Spitzley stated for the ones located in the schools she is worried about accessibility but sounds like they are off major bus lines, Mr. Drake confirmed and they offer vouchers as well. Councilmember Brown asked about any other organizations besides those mentioned that they are partnering with. Dr. Shoyinka restated there are 15 of the 330h federal funded to specifically provide services, there are other free clinics that they've partnered with in the past but were dismantled during the Pandemic. He continued Spartan Street Medicine included vaccinations, minor wound care and referrals to the ER when needed.

Councilmember Brown asked they had a number on how many homeless, Dr. Shoyinka said that is difficult to give a certain number, when you think of housing one indicator is number of those who use more than 30% of income, that is 1/3 of our population, East Lansing is #1 and that is at 48%, Lansing is at 46%. Councilmember Spitzley mentioned EL is skewed because of the students. Councilmember Brown asked how many served at new hope and Dr. Shoyinka said in 2021 it was 2,250 which would be 8% in all 15 sites across the state, with approximately 30,000 served total in all programs. Councilmember Brown asked for clarification when she mentions statewide, Dr. Shoyinka repeated that ICHC is federal funded in the 330h, there are 15 sites and they share one with New Hope. Adding that in Michigan they service 30,000 and that is our 2,250. Councilmember Brown asked how many patients, Mr. Drake answered appropriately 20,000 – 30,000 and nearly 2,250 of them are homeless. Dr. Shoyinka stated they don't have numbers for 2023, in 2022 it was about 2,137. Mr. Drake included in 2020 was about 2,259 (hard to say because of COVID). Dr. Shoyinka added that 2019 and 2018 would be close to the same but shelters couldn't take as many people because of isolation. Dr. Shoyinka concluded that even though they don't do direct care they identify homelessness as a public health crisis and want to make sure they are having conversations with the right people.

## **DISCUSSION/ACTION**

### **DISCUSSION – Rosalyn Williams; Lansing Resident Advocate Discussion Human Relations & Community Services and Red Tags**

Ms. Williams said she is here as a resident of Autumn Ridge, Councilmember Spitzley asked if she was talking on behalf of HRCS or not. Councilmember Brown said no her and him have been in conversation about red tags and she is facing homelessness. Ms. Williams continued that AR has 600+ units and she was pink tagged Nov. 2019 with a simple violation of the ventilation needing cleaning and the complex didn't get it done. Adding the unit next to her is horrible having mice and bed bugs and she paid to have it cleaned because she didn't want it in her place. But it is still not up to

code and AR never shows up when you call, now seeing pests, on Feb. 24<sup>th</sup> the furnace went out and AR brought her two space heaters to heat bedrooms upstairs and living area, she had to turn the oven on it was red tagged by code and she was told to leave. Councilmember asked if between it being pink and red tagged to best of her knowledge was code there, Ms. Williams responded yes that Dave Klein always comes out. Ms. Williams indicated to was injured and Councilmember Spitzley asked if it was onsite, she answered yes, they had some palettes out that covered some ground and it was wobbly and she stepped on it and it tilted and broke. Councilmember Brown asked where she's been staying since February and she said a hotel, that they offered a City hotel but that one is horrible so she went to a different one, she was told she still can't go home, Consumers shut gas off, maintenance took the tag off, so she can't live there. Councilmember Spitzley asked if she's spoke to the Housing Ombudsman and asked for a yes or no, Ms. Williams said yes and he told her he couldn't do anything for her. Councilmember Spitzley asked if he's provided counseling or your rights, she said no she's been doing it on her own.

Councilmember Brown asked what her experience with the City has been, she said they offered to pay her BWL, but she calls one person they say someone else will call back and nobody ever does, and Mr. McDonald asked her if she looked at Zillow and HRCS is no help.

Councilmember Brown and Spitzley confusingly asked about the City hotel, and Ms. Williams said she didn't want to say the name and just knew what hotel they wanted to send her to and it is off S. Pennsylvania by the car dealership. Councilmember Spitzley stated that they've been dealing with AR for some time and didn't know if she could speak, Ms. Hagen-Lawrence stated that litigation is no longer active.

Councilmember Spitzley asked Ms. Williams if she had three suggestions what were they, and Ms. Williams replied:

1. take red tags and offer to residents who want to be homeowners despite credit
2. make people that run the programs live in them
3. do your job, make people accountable and talk to the people

#### DISCUSSION – Committee Intention

CM Brown said he was going to bypass this as the intention of the committee has been stated several times.

#### PUBLIC COMMENT

Mike Karl spoke on HMIS again and gave a handout to the Committee of guidelines and said he handed out to people and added that if the homeless ask for a HMIS number they are threatened to be removed.

Sheila Antes spoke on three family's homes are red tagged and code won't release because the landlord doesn't have property listed as a rental, he's taken \$40,000 from these families that put money into fixing issues. Advent House said they would only help women/children so the men are sleeping in cars. She continues that every time she calls Joe McDonald he doesn't call back. Councilmember Brown asked if she escalated the call to Director Coleman of HRCS, Ms. Antes said no, she hasn't heard that name. Councilmember Spitzley regrettably stated the person that spend \$40,000 on repairs doesn't own the house and the landlord doesn't have a rental certificate, it is the responsibility of the landlord.

Mike Lynn spoke on financial accountability to the landlords and hitting them in the pocket, they've been having red tag convo's since 2019. Councilmember Spitzley agreed and stated they were fining and sending notices to Autumn Ridge. Mr. Lynn acknowledged that Code is extremely understaffed, and Councilmember Spitzley said it is budget time and Council speaks through resolution so it will be looked at. Then asked Ms. Hagen-Lawrence to share the penalty of removal, Ms. Hagen-Lawrence

responded it is a criminal misdemeanor with \$500 fine and 90 days in jail but has not seen any recently but is limited in her role.

Greg Pratt spoke on that he is with 7<sup>th</sup> Day Adventist Outreach and every Thursday is handing out sleeping bags, food, jackets, and hand warmers. He believes the Mayor needs a city of emergency for the homeless, he witnessed that pass Friday four LPD officers evicted a homeless person out of a shed without calling a social worker. Finished that there are only two shelters for men, they are all full and in winter nowhere to go.

Cheryl Campbell spoke on being homeless for two years, advent house paid for a hotel, but HMIS report is blank and shows she is a single person and she had six people in her family that are right now in a hotel. She is working two jobs, kids aren't going to school no what to get there, averaging three hours of sleep because all of them are sleeping sideways on the bed. Finishing that she qualifies for rapid housing but nothing in the HMIS report.

Councilmember Spitzley stepped out of the meeting at 4:42pm. Councilmember Brown paused the meeting with no quorum present at the time.

Councilmember Brown reconvened at 4:46pm

Councilmember Brown asked if she contacted HRCS, Ms. Campbell said no.

Farhan Sheikh-Omar spoke on the only difference now is the news is covering this and the mayor is not standing up because nobody has a plan on how to fix, need a concrete plan moving forward. He continued maybe hire outside investigator to look into it, it's a disgrace what's happening in this city.

Schnika McKissic is a resident of Lansing, works for the school district, a health science master, and receiving disability section 8 voucher and is being evicted from 212 E. Cavanaugh Rd which has never been up to code. She moved into the home in 2019, LHC was supposed to inspect and owner stole \$20,000 because nothing was ever fixed. Ms. McKissic paid upfront and doesn't own anything and she was forcefully removed and evicted on February 6, 2023.

Jody Washington spoke on the HRCS meeting tonight at 5:30pm and asked Ms. Richmond if she could look up the locations. Continuing that America's Best and Causeway are the worst hotels possible. She is told from Advent House they run out of money all the time and she doesn't understand how when they get so much.

Kyle Richard spoke on his great love for the city and he was a teacher at Sexton. Knew people at Autumn Ridge and the recent letter to the Fledge from the City is disgraceful. Adding to not discount the power of their voice and letterhead, City Hall could've opened during the Code Blue for a 24/7 shelter.

Linda Appling spoke on the city establishing legal aid for those evicted and red tagged, the City of Detroit has it, and Councilmember Spitzley stated Wayne County does too. Ms. Appling continued that the bus services in the city are horrible.

Pat walked out at 5:03, guy upset at being ignored, no quorum.

## **OTHER**

### **ADJOURN**

Adjourned at 5:11pm

Submitted by

Renee Richmond, Recording Secretary

Lansing City Council

Approved by the Committee on May 9, 2023



**MINUTES**  
**Ad Hoc on Homelessness & Solutions**  
**Tuesday, April 11, 2023 @ 3:30 p.m.**  
**City Council Conference Room, 10<sup>th</sup> Floor City Hall**

**CALL TO ORDER**

Council Member Brown called the meeting to order at 3:30pm

**PRESENT**

Council Member Jeffrey Brown, Chair  
Council Member Adam Hussain, Vice Chair  
Council Member Patricia Spitzley, Member - excused

**OTHERS PRESENT**

Renee Richmond, Council Staff  
Matt Staples, OCA  
Hope Lovell, LoveJoy Community Services  
Brooke Hall, CMHA-CEI  
Sara Lurie, CEO CMHA-CEI  
Norma Bauer  
Jazmine Anderson  
Paul Anderson  
Tasha Reeves  
Gail Sawyer  
Ulices Rosa, 54-A District Court

**MINUTES**

Councilmember Brown tabled the minutes from March 28, 2023 until the next meeting, April 25, 2023.

**PRESENTATIONS**

Councilmember Brown explained that the Committee meetings are now streaming on YouTube, when speaking please speak up and come to the table, there will be public comment at the end of the meeting.

**CMHA-CEI; Brooke Hall, Housing & Residential**

Ms. Lurie indicated she just wanted to listen to what everyone had to say and that Brooke Hall was the presenter today. Also, their agency is heavily 85% funded by Medicaid so their flexibility is limited, she brought a few brochures for the group and office to have.

Ms. Hall indicated mental health services provided are their main focus and build on support, their support team has 3 staff, they have 23 internal programs. They look for the least restrictive option available, group homes are ok but for some lose the independence feeling. Her team walks alongside the case managers to find what the particular individual needs best. They try to assist in avoiding eviction, but some cannot care for themselves, they provide and directly operation three foster care

homes, less than 30 beds in the tri-county area. Councilmember Hussain asked where they are located as she states tri-county are they in Lansing, Ms. Hall confirmed Lansing area. Councilmember Brown asked how many in the city total, Ms. Hall said less than 40 adult foster care homes, some are smaller with about 6 beds, about 130 on mental health side. Councilmember Brown thanked for the explanation, with CMH so multi-dimensional and her describing the restrictions because of Medicaid, what are her thoughts on why mental health isn't getting or receiving services. Ms. Hall thinks CMH does provide the services, there are many factors, they may not need inpatient care, may not be appropriately cared for in a shelter environment which could upset them. They have Bridges Crisis Unit as a hospital diversion to get connected to services and onto next steps and that's 16 bed short-term stay maximum 14 days. Ms. Hall added peer support shelters are huge, her team only has one peer support staff, Ms. Lurie added they have two peer recovery coaches that visit shelters on a regular basis. Councilmember Brown cited he lived in Oklahoma previously and they had training with the community and development, will or can CMH do anything within the City, Ms. Hall recommended MDHHS.

Councilmember Hussain asked as a tri-county entity what can be done better as a city maybe policy/budget, what are other municipalities doing. Ms. Hall said nothing, supportive housing projects are here, symptom of urban area and stricter laws, need an advocate at the state level. She added that in order for CMH to help folks they need to move to the area, in places like Colorado and California they work with state government to provide housing support like they are, also rural transportation is an obstacle to navigate because need more support than city bus.

Councilmember Brown asked is there any type of place for the individuals that have mental health challenges, and what kind of numbers for example if they have 1,000 people what percentage are in group homes. Ms. Hall was unsure of accurate data but they support between 6,000-7,000 and estimate 200 are housing instability which means couch homeless, staying at friends or maybe a group home. Ms. Lurie added they try roommate matching to see if can bring people together to share rent but need landlords on board. Councilmember Brown asked if any agencies like Advent House or Holy Cross participate to get grant funds, Ms. Hall said yes they ask but they take the lead and CMH offer support. Councilmember Brown asked what they would say is the number one challenge and how is addiction included, Ms. Hall said the state hospitals have closed beds so less inpatient care and CMH has to manage and community goes back to housing that doesn't support the level of care needed, the addiction portion complicates treatment, could have underlying condition or just primarily substance use, it's an in/out cycle through the ER. Ms. Lurie informed the committee that they are currently working on a Crisis Stabilization Center (CSC) as a pilot project, currently they can only observe for 23 hours and cannot detain unless they go through a petition, in the CSC they could have a secured 72 hour unit to keep if it's a substance abuse issue and withdrawal while in a secure unit. Councilmember Hussain asked where they are in a timeline for it, Ms. Lurie again said pilot is starting in May and still developing, they cannot finalize until state finalizes the certificate process, very specific things in a secure unit, doors have to open a certain way, room sizes, etc. Councilmember Hussain asked how many beds, Ms. Lurie responded eventually 12 adult and 12 youth.

Mr. Rosa introduced himself from 54A District Court and had an individual that needs assistance and would like to speak to CMH afterward and handed is card out.

Ms. Bauer spoke on mental health hospitals that were closed due to abuse and at the time legislators didn't understand the same people victimized needed the services from CMH and severely undercut funding. She hopes someone is working on getting funds from legislature and just realized there is a Tri-County Regional Planning Commission and nobody from the City attends and thinks they should.

Councilmember Hussain asked what other revenue CMH receives besides the 85% from Medicaid, Ms. Lurie responded they get state fund dollars, mental health block grants from the state, one that funds the veterans navigation team, money from counties, contracts for providers like McLaren where they have a crisis staff member, and provide clinical supervision to behavioral health staff under contract

with Ingham County Health Dept. Councilmember Brown asked if they were receiving anything from the City of Lansing, Ms. Lurie apologize they do get some to support Bridges and fills the gaps for room/board and funding for the recovery center. Ms. Hall added that room/board is \$1,027.50 based on the SSI rate which is \$900 and apply for a bump through DHHS. Councilmember Brown asked where the 1027 is room/board is for. Ms. Hall said adult foster care home, Bridges is licensed. Councilmember Brown said so limited housing but our hotel program is 2000/mo. so a supportive environment is 1027. Ms. Lurie reminded that it is a congregate setting, and Ms. Hall indicated it has 6 beds shared room, Councilmember Brown asked typically how many people per room, Ms. Lurie answered two.

Councilmember Hussain mentioned Ms. Bauer spoke on cuts, historically what is the biggest they've seen for example state general funding. Ms. Lurie said in 2015 there was a monumental cut and everybody thought they'd be covered by Medicaid and that wasn't the case. The State reduced by 60%, which they had to stop providing some services and closed Richard's Place. Both Ms. Lurie and Ms. Hall spoke that if it happened again programs not funded by Medicaid would likely be shutdown and if you don't spend what they have, they have to return it.

Paul Anderson asked how they can reduce administration and regulatory barriers continuing to face as community. Ms. Lurie responded she had the opportunity to testify at the house health policy committee, and the amount of accountability of reporting and rules is hinderance, eliminate duplication and wonders if they review actual things, for them more flexible dollars.

Councilmember Brown asked about their support for veterans. Ms. Hall again stated the Veterans Navigation team, they work alongside the homeless and Holy Cross, no barriers so can work with anyone, they coordinate directly with the VA. Councilmember Brown asked how many on the team and approximately how many do they serve, Ms. Lurie indicated three staff and close to 100 and staff are veterans as well.

Councilmember Brown commended both Ms. Hall and Mr. Rosa on their efforts and thanked CMH.

#### LoveJoy Community Services; Hope Lovell, Executive Director

Ms. Lovell explained her role and what LoveJoy Community Services does. They are a provider of CMH, been around for about 15 years around when the psychiatric hospital was closing and jumped in to help people, finding away to keep them integrated into the community setting to avoid institutionalization which in their language looks different, 1) hospital, 2) jail, and 3) nursing home. She started working with various CMHs and hospitals to provide care for those who are at risk for institutionalization. This includes those mentally ill (MI), intellectually/developmentally mentally disable, chronically ill and traumatic brain injury, their goal and guide is to provide support to stay in the community whether it is room/board, group home, or home care which we call community living supports (CLS). CLS is a catch net service for example those that are MI whose level of care say they don't need group home and are 24/7 assistance. We assess to see if they need that support of 1 or 2 staff or do room/board setting and give community living support.

Talking about the homeless, they work with hospitals, VA, CMHs many clients some who may be not guilty by reason of insanity, those are highest risk of homelessness coming out of jail. Work with program called NHFT (Nursing Home Facility Transition), let's say you get someone chronically ill go to the hospital and have stroke or something and all of a sudden they look up and can no longer live alone, hospital moves them to a nursing home and the nursing home says no longer can stay, so they reach out to the community to find housing, maybe Burkhardt, hotel program if no funds, maybe if they have a social security number be part of a senior apt if social security or living with a friend or family. When put into apt with no access to care and then 30 days back in hospital, it's a cycle. Ask ourselves how do homeless get home care, worked with VA and Disability Network, hotel programs, see individuals most at risk not just homeless but that have a form of pre-existing condition (maybe a stroke, speech

problems) if they had a home, they could get a script for an agency to go in, to provide service but with no address they are released.

In About 2015 pushed providers to reimage setting and push for choice (roommate/staff, no rules) unless it is articulated in what we call residential providers upland of care. Many providers found couldn't keep people safe with this new policy push and unfortunately ask about numbers and what happened, the level of care got dropped and rates got dropped and they got discharged. If there was availability for staff, they would get some form of CLS and get room/board but didn't happen for everyone. At that time looked at more supportive services module.

In her, personal experience she has traveled the country looking at various housing programs and adult based, goal is to keep people in the community and housed but give support, whether food stamps, guardianship, coordination of bills, care, assistance with doctor appts, being their voice and advocating for them, or if high needs (traumatic brain injury) found that is supportive housing module. This looks different all over, most unique in Detroit area, in the old yellow pages building (old fox building) had approximately 125 units and made all permanent Supportive Housing and on the main level included PACE (Program with All-inclusive Care for Elderly), it's an all-day adult program. In a shelter in the morning you have to get out so in the adult day program was the safety net program to get them access to doctors, physicals, social workers, activities to help get positive socialization and training, very practical skill building,

Detroit looks different than other environments not a lot of places you're going to go to with that high of a concentration of chronic homeless, at risk of homeless, but it works for them. Also seen like Lansing scattered site type of module where providers don't control or own real estate and but contract with landlords and send case managers. It's great it gives choice, however flip side it's difficult to get that intense support for the individual and keep them in housing. Before you know it they are again living in setting as unsafe or maybe uninhabitable, or just not optimal for their safety or remaining housed.

Councilmember Brown asked about Peckham and if they are helping, Ms. Lurie believes Peckham draws from a number of different populations but not viewed the same way, they are more of an employer with skills training. Councilmember Brown then asked if PACE is a government agency, Ms. Lurie responded own entity for the elderly. Ms. Lovell responded they are like an adult day care on steroids, a senior community services like the VOA and do serve the homeless. Adding as an adult foster care provider they pay her, Councilmember Brown asked if they have to be disabled, Ms. Lovell acknowledged yes and over 55.

Councilmember Brown asked Ms. Lovell what she believes for this committee is the gap that needs to be addressed. Ms. Lovell stated the support for individuals with chronic health conditions/needs, because people don't want to come in, the body breaks down and the risk of high cost of care are the frequent fliers and revolving doors through the system.

Councilmember Hussain asked about the housing piece, Ms. Lovell stated with MSHDA requires of developers in the application is amenities, you get points for, urban area, if you are competitive, one mile away from grocery store, or school/bus stop. So when that developer is looking for a space/site this is taken into consideration.

Councilmember Brown asked Mr. Rosa working with CMH and Hope what is the percentage trying to avert eviction. Mr. Rosa stated the data just started to be collected in March and the biggest number he's seen is a little over 100 surveys with 80% women and 60% claiming disability.

## **DISCUSSION/ACTION**

### **DISCUSSION – Committee Intention**

No discussion.

## **PUBLIC COMMENT**

Jazmine Anderson spoke about working at DLI and just wanted to learn more, be supportive and an advocate. Councilmember Brown asked what she is seeing from working downtown, she replied that the homelessness population is definitely going up and the winter was hard. Ms. Anderson continued that she spoke to an individual recently and is curious if they know what's available or uninterested in what is sometimes. Ms. Hall spoke on the CMH-DEI "Mental Health First Aid" training available that offers a 7-hour training for professionals, community members, caregivers and families to learn the skills needed to reach out and provide initial support to someone who may be developing a mental health, substance use disorder or experiencing a crisis, the number is (517) 346-5232 or [prevention@ceicmh.org](mailto:prevention@ceicmh.org).

Tesha Reeves spoke on also working downtown at Lake Trust and glad that she came to the meeting it was very informative.

## **OTHER**

### **ADJOURN**

Adjourned at 4:51pm

Submitted by

Renee Richmond, Recording Secretary

Lansing City Council

Approved by the Committee on April 25, 2023



**MINUTES**  
**Ad Hoc on Homelessness & Solutions**  
**Tuesday, April 25, 2023 @ 3:30 p.m.**  
**City Council Conference Room, 10<sup>th</sup> Floor City Hall**

**CALL TO ORDER**

Council Member Brown called the meeting to order at 3:30pm

**PRESENT**

Council Member Jeffrey Brown, Chair  
Council Member Adam Hussain, Vice Chair  
Council Member Patricia Spitzley, Member - excused

**OTHERS PRESENT**

Renee Richmond, Council Staff  
Matt Staples, OCA  
Erika Brown-Binion, Executive Director Refugee Development Center  
Mark Pierce, Executive Director Disability Network Center  
Ulices Rosa, 54A District Court  
Judge Ward, District Court  
Jazmine Anderson  
Belinda Fitzpatrick

**MINUTES**

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE MINUTES OF APRIL 11, 2023 AND TABLE MARCH 28, 2023, AS PRESENTED. MOTION CARRIED 2-0.

**PRESENTATIONS**

Refugee Development Center; Erika Brown-Binion, Executive Director

Ms. Brown-Binion gave an overview of the RDC, they have been around for 21 years, they exist because Lansing is a welcome space for refugees, they are the largest program with about 400. When they first arrive, they have the support of case management, most come in speaking different languages so they teach them English, tutoring from k-12, all this is within the first 90 days. They help find employment and to be self-sufficient, in finding apartments or housing. They have a home visiting program for new families with an interpreter and help navigate housing and help with health education along with housing education. Most refugees come from Afghanistan, Syria, Sudan, Iran, Iraq, and more.

Councilmember Brown asked what she is seeing in Lansing and how it's effecting the RDC from the past 10 years, does she have any solutions. Ms. Brown-Binion acknowledged they don't see much homelessness compared to the general population. For the most part culturally refugees live in larger family units than typical, and they emphasize the prevention stages that is one reason they added the housing navigation so they engage in home ownership and not land contract to get taken advantage of.

Councilmember Hussain asked in terms of regional partners who else is opening up or is it just mainly Lansing. Ms. Brown-Binion noted resettlement happens all over like, Grand Rapids, Greater Detroit, Kalamazoo, Battle Creek, and Traverse City. Once they first resettle most end up staying and building roots, only a few may move.

Disability Network Capital Area; Mark Pierce, Executive Director

Mr. Pierce stated he has been with DNC for nine years, they have been around for 47 years and service Ingham, Clinton, Eaton, and Shiawassee Counties. Their Mission Statement is – Transforming thinking to improve the environment and quality of life for people with disabilities. The agency serviced 516 consumers (people), closed out 112, and 30% were minority. One of the biggest concerns is they served 47 consumers that came through direct services and they couldn't speak for themselves. Councilmember Brown asked of those were they homeless and families or individuals, Mr. Pierce responded yes and they only serve individuals, the biggest services is social security benefits, it's a huge piece, whether it's just that or Medicaid.

Mr. Pierce shared a quick story of a person that came from the hospital that had their toes amputated and lived on the street and ended up back in the hospital after being robbed. Social Worker called a transition specialist and they were able to connect with him and get an ID card and into adult protective services. The person is now in the process of getting a checking account at MSUFCU and bringing some normality.

Mr. Pierce added that homelessness means no name on a lease or mortgage, no address for mail. They partnership with other agencies like the Rescue Mission, Haven House, VOA, and more, he then handed out a list for the record that his staff uses to help with hotels or center, etc.

Councilmember Brown asked would he say they've helped about 10% of the people with homelessness, Mr. Pierce noted the big issue landlords, apartments or house that are red tagged, the person with disabilities have no where to go and may access a red tag just to have somewhere to go, they've seen a huge increase because you have interest rates that increase, constraints on Section 8 and the amount of money that is made. Councilmember Brown asked if he was saying people with disabilities are living in red tag houses then having to leave, his response was yes and if they could know ahead of time maybe they could work with them. With the Rescue Mission there is a process they get categorized and some don't understand what is happening. Councilmember Brown asked if he could categorize the people, he services what type of disability stands out that are experiencing homelessness the most, Mr. Pierce said no specific disability stands out but if they have a guardian, they are better off rather than speaking for themselves. In most cases the disability could be emotional, developmental, or intellectual and they don't know what resources they have. Councilmember Brown asked if he would agree there is a gap of support for those with moderate disabilities who aren't able to advocate for themselves, Mr. Pierce agreed adding that during COVID people got assistance with rent and those with disabilities could fill out the paperwork.

Councilmember Hussain asked what he thought the City could do better with the housing navigation, red tags, gaps for service, sounds like these are leading to the increase in homelessness. Mr. Pierce stated trying to find/create enough places ahead of time but it's difficult, there is a 400% increase and if you have 100 homeless how do you find that many. He included just brainstorming but if your unemployed and you get unemployment the employer pays insurance, what if there was red tag insurance, like some people are required to have fire insurance or car insurance.

Councilmember Hussain asked him how other municipality partners doing since you serve four counties. Mr. Pierce said he didn't have a definite answer, rural areas are closed mouth and don't want to talk about it like the inner city is willing. He concluded Lansing, Kalamazoo, places with universities are different they have options not like smaller cities.

## **DISCUSSION/ACTION**

### **DISCUSSION – Committee Intention for next meeting**

The Committee concurred for the next meeting no presenters and to start discussing strategy and how to tackle the issues.

## **PUBLIC COMMENT**

Judge Ward spoke on information she received regarding the special meeting on red tags and questions for Court Administration and what's been filed. She added that numbers were run over the last three years and types of filing for rentals and housing, they are looking over everything and she needs to speak to someone and digest everything before reporting back, she just wanted to give an update.

Belinda Fitzpatrick noted she likes the idea of oca looking into the insurance portion to see if that is possible for landlords to get to avoid eviction. Also, that the term "hoarder" is a protective class and that it's something DNC may run into.

Ulices Rosa requested to ask the presenters a question, Councilmember Brown agreed. Mr. Rosa stated to Ms. Brown-Binion that the refugee's getting work within 30-60 days is amazing and that 90% are experiencing income loss and those are getting hired. Ms. Brown-Binion explained that at the federal level they must find work immediately, whether it's at McDonald's or elsewhere, and most are minimum level wage positions. She added that Peckham helps, some refugee's have PTSD and it may not be their first choice position but it's something, including that self sufficiency is the ultimate goal within 90 days.

Mr. Rosa asked Mr. Pierce who he thinks he handles more of for their evicted people when it comes to disabilities. Mr. Pierce stated there is a stigma around people they don't want to identify as disabled, they do awareness assessments and we would gladly welcome those evicted and please reach out to us, Mr. Rosa confirmed.

## **OTHER**

### **ADJOURN**

Adjourned at 4:24pm

Submitted by

Renee Richmond, Recording Secretary

Lansing City Council

Approved by the Committee as Amended on May 9, 2023



**MINUTES**  
**Ad Hoc on Homelessness & Solutions**  
**Tuesday, May 9, 2023 @ 3:30 p.m.**  
**City Council Conference Room, 10<sup>th</sup> Floor City Hall**

**CALL TO ORDER**

Council Member Brown called the meeting to order at 3:42pm

**PRESENT**

Council Member Jeffrey Brown, Chair  
Council Member Adam Hussain, Vice Chair  
Council Member Patricia Spitzley, Member

**OTHERS PRESENT**

Renee Richmond, Council Staff  
Lisa Hagen-Lawrence, OCA  
Matt Staples, OCA  
Mike Lynn  
Ulices Rosa, 54A District Court  
Rita Dunlop  
Jody Washington

**MINUTES**

MOTION BY COUNCIL MEMBER SPITZLEY TO APPROVE THE MINUTES OF MARCH 28, 2023.  
MOTION CARRIED 3-0.

MOTION BY COUNCIL MEMBER HUSSAIN TO AMMEND THE MINUTES OF APRIL 25, 2023 TO REMOVE LISA HAGEN-LAWRENCE AND ADD MATT STAPLES AS ATTENDING. MOTION CARRIED 3-0.

**DISCUSSION/ACTION**

**DISCUSSION – Committee Recommendations and Reporting**

Councilmember Brown indicated there were no presentations today and wanted to review what's been discussed previously and look towards recommendations and reporting out. Councilmember Spitzley noted the presenters so far have been very helpful but feels input from the Administration or HRCS is needed prior to any recommendations, otherwise what's submitted is delegitimized. Councilmember Hussain agreed and mentioned bringing in County and State officials, the Committee has to report to COW by September 11<sup>th</sup>, but can continue meetings afterward until December 11<sup>th</sup>.

Councilmember Spitzley spoke on last years Ad Hoc and suggested inviting Rep. Emily Dievendorf. Councilmember Brown then confirmed a few members of the Ingham County Board of Commissioners, and Councilmembers Hussain and Spitzley both suggested Rep. Elissa Slotkin, Sen. Sarah Anthony, and Sen. Sam Singh.

## **PUBLIC COMMENT**

Jody Washington spoke on that County Commissioners that she has talked to and that they have a bigger voice in the housing decision, it should be more regional and the reps are out there. She continued that one group/department should not be handling the money.

Mike Lynn mentioned he received a call from Krystal at LSJ for an update on the 24/hr warming centers and that the Mayor came back with a 2.2 million dollar cost, with a breakdown of approximately \$600,00 for a facility and \$500,000 for staffing, etc. No address was given and the is was for just one building. Councilmember Spitzley mentioned last years conversation with the mayor was it can't be one place and she had suggested opening Schmidt, Letts, Foster, and Gier Community Centers, but the response was a staffing issue and for people to work overnight was hard to find. Councilmember Brown commented he thought all these may fall with Bishop Maxwell and faith based initiative and getting volunteers. Ms. Washington added maybe open Otto as well, Derek Knox would open, the homeless can't see the alerts on TVs or computers, churches have offered to open up, adding when the fledge opened it was sanctioned.

Ulices Rosa mentioned he is currently trying to help a pregnant/homeless woman get into a shelter since Thursday, and the shelters say no. He also mentioned that the eviction side of things are higher since April 2019, passing pre-pandemic. During COVID people got all this money but nobody helped them be efficient with it, they just spent it and now are getting evicted. He added that he has tried helping over 500 families, need landlords involved, all state shelters. He concluded that they schedule people for eviction diversion but only about 10% may show up. Councilmember Brown asked how many staff Mr. Rosa had, he replied it was just him.

Councilmember Spitzley stated as she recalls the Housing Ombudsman was created as the one stop for all folks, initially was looking at a legal background but not a lawyer, to offer direction and provide help with rental clinics, education and knowing their rights if evicted and/or red tagged, in addition to working with HRCS Department, work with all departments and based out of the Mayor's Office. When the previous administration left, Joe McDonald needed somewhere to go and he was placed in this position and in HRCS. Councilmember Brown asked if Mr. Rosa is working with Joe, Mr. Rosa answered that Mr. McDonald will reach out monthly with some questions, what he does with the information he does not know.

Rita Dunlop introduced herself, she is with RPOAMM, she wanted to come and see how she and other owners can help. Councilmember Brown asked if she's worked with HRCS, she indicated she isn't aware of who they are. Councilmember Brown then asked if her group works with the Housing Ombudsman to help the homeless get placed into units that they may have available, Mr. Dunlop answered at this time they are creating a list, she's received lots of referrals, adding some owners are reluctant to rent/house to the homeless due to they've been isolated and may destroy property and vacant units will not be furnished. Councilmember Brown noted that working with HRCS can help with barriers, and addressing housing, mental health, rehabilitation, etc.

Councilmember Brown asked how many owners, Mr. Rosa answered 135 landlords. Councilmember Spitzley made a recommendation to figure out how much to operate the existing community centers (Schmidt, Letts, Foster, Gier, and Otto). On average Lansing has 10 cold days/year, so to staff, have coffee and a Community Police Officer, maybe an EMS on hand.

Ms. Hagen-Lawrence left at 4:50pm

Councilmember Brown inquired budget wise about taking for example 200k from one department and 100k from another to support eviction prevention and warming centers. Councilmember Spitzley commented they continue with the same issue of too many people doing the same thing. Councilmember Hussain noted Mr. Rosa is doing what the housing ombudsman is doing.

Councilmember Brown asked if funding is going to the housing ombudsman, Councilmember Spitzley stated that is a question for the Internal Auditor.

**OTHER**

**ADJOURN**

Adjourned at 4:54pm

Submitted by

Renee Richmond, Recording Secretary

Lansing City Council

Approved by the Committee on June 13, 2023



**MINUTES**  
**Ad Hoc on Homelessness & Solutions**  
**Tuesday, June 13, 2023 @ 3:30 p.m.**  
**City Council Conference Room, 10<sup>th</sup> Floor City Hall**

**CALL TO ORDER**

Council Member Brown called the meeting to order at 3:32pm

**PRESENT**

Council Member Jeffrey Brown, Chair  
Council Member Adam Hussain, Vice-Chair  
Council Member Patricia Spitzley, Member – excused

**OTHERS PRESENT**

Renee Richmond, Council Staff  
Lisa Hagen-Lawrence, OCA  
Matt Staples, OCA  
Natasha Atkinson, Legislative Director for Rep. Emily Dievendorf  
Kim Coleman, HRCS  
Joe McDonald, HRCS  
Toni Young, HRCS  
Ulices Rosa, 54A District Court  
William Walker  
Norma Bauer  
Belinda Fitzpatrick  
Jesse Lasorda  
Trisha Washburn  
Rita Dunlop  
Councilmember Jackson

**MINUTES**

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE MINUTES OF MAY 09, 2023 AS PRESENTED. MOTION CARRIED 2-0.

**DISCUSSION/ACTION**

**DISCUSSION – Representative Emily Dievendorf on homelessness overview and intentions for the county**

Natasha Atkinson introduced herself as the Legislative Director for Representative Emily Dievendorf's office. She stated that the Representative is taking a strong stance on not only homelessness but also renter's rights, understanding that housing is a right and that there is work to do to bring equity. They are proposing a homeless bill of rights and renter's bill of rights. When look at renters they have just cause evictions which effect the people that have month to month leases and how they can get evicted and what stands for an eviction.

Councilmember Jackson arrived at 3:34pm

Ms. Atkinson continued that from the people reaching out to our office is on the verge of homelessness, return citizens and discrimination within the housing industry that can prevent people from getting housing, they've been working with nation outside, also discussion relocation issues on red tag houses and know that's been a burden on city. Their office has also had talks with the mayor and about the response with the city to re-house those who are in red tag homes. Noticing with Red tags there are two different circumstances. One is re-housing and asking landlords to take the cost on, and two is red and pink tags where they can provide assistance to the landlords understanding that, in talks with the association of landlords, the majority of those who are housing are not wealthy, so burden of cost is on them as well and how can we alleviate. Their office has heard from Code Enforcement and that if people reached out earlier and explain the situation, both may be able to compromise and get in front of it. The want to balance the scales and protect the tenants but provide the landlords with resources so not having to go that route.

Councilmember Jackson left at 3:38pm

Councilmember Brown asked in talking with constituents where small mom/pop landlords versus the big corporations, if there is support or programs they are putting together. Ms. Atkinson noted in talks they've discussed a requirement that goes along with a renewal to license to rent, possibly require an educational class for the landlords to take and home buyers and have possibly presenters to talk and educate landlords on the barriers to housing, how to properly protect themselves in doing wrong things. Knowing their rights could alleviate the stress of the outcomes.

Councilmember Brown asked Mr. Rosa what group he was working with, and he responded the Rental Property Association of Mid-Michigan (RPAOMM). Ms. Atkinson believes the group they've spoken to is in Ypsilanti. Her office is seeing that landlords want to be accountable, responsible and want to help, and not have constant overturn of tenants. Their Renter's Bill is almost 27 bills packed into one package. There is equity in the bill and not attacking the landlords, clear outline who is responsible for what.

Councilmember Brown asked how the residents find out about the bill, where can they look. Ms. Atkinson indicated the bills are in the proposed phase and have not gone to the housing committee yet. I would recommend reaching out to some of the agencies like Nation Outside, Tony Gant's office or their representative's office. Ms. Atkinson gave the phone number and email for her office which is 517-373-2277, email is [Emilydievendorf@house.mi.gov](mailto:Emilydievendorf@house.mi.gov) also they can find it on the State of Michigan page. They are District 77 and are located in Court Anderson House building, Office #1096. People do not need an appointment to walk in but may need one to have a discussion.

Councilmember Hussain asked Ms. Atkinson spoke of a 25 bill package and talk a lot about equitable housing which can mean a lot of things. Have they in part of this package do away with exclusionary zoning, asking because some municipalities are moving forward with their own housing code. Adding in reality as an example, if someone is poor, they don't have to live in the City of Lansing. But that said it's difficult to get local partners to take on some responsibilities, so are you looking at that. Ms. Atkinson responded that is a good question for the Representative to answer but what she does know, is there has been talks and no-one has stepped forward to propose that yet. She knows the Representative's position is absolutely not and nobody should be told to live in or not live in a certain area. Councilmember Hussain also asked in talking about landlords financial responsibility, what does that look like. Ms. Atkinson answered the way they are working with LSB (the lawyers that help them) discussing relocation up to certain amount and size, like a family currently in a 3 bedroom apartment and a landlord can't put them in a single room hotel. She added there has to be a cap they are not sure yet and looking for advice on how to enforce, and take into consideration, it is going to be difficult to put a line on a certain amount so might have to be done based on number of units rented.

Councilmember Hussain asked when finding someplace to move a tenant to is it going to be 60-90 days, or when the property is in compliance. Ms. Atkinson stated consideration will have to be made pending how many units they may need. Councilmember Hussain also mentioned that Ms. Atkinson referenced fair housing at the state level, what does that look like, and is that going to be applied consistently across the state or more for municipalities to opt into. Ms. Atkinson stated their fair chance housing is in reference to their housing bill of rights, and Councilmember Brown said Nation Outside advocates for 2<sup>nd</sup> chances and also calls their proposal the same thing. Ms. Atkinson acknowledged that Rep. Aiyash is working with Nation Outside through the housing committee as and once it does pass, they hope it would be state as opposed to municipality.

Councilmember Hussain inquired about any data that says most landlords are small business owners with multiple homes or is it an assumption. Ms. Atkinson responded they got their numbers from MSHDA and unsure how it was collected.

Ms. Atkinson went on to talk about the homeless bill of rights, this will aid the population significantly on how to assist in rapid re-housing, employment, education, etc. Councilmember Brown asked for elaboration on that, Ms. Atkinson stated like the need of the warming/cooling centers, goal is to get funding to implement more workers into working with the homeless and money to agencies who cannot provide for rapid re-housing. Councilmember Brown asked Mr. Rosa to introduce himself and explain what he has dealt with for rapid re-housing. Mr. Rosa said for him it is folks in shelters with section 8, and vouchers trying to get into section 8 housing but because of the red tags they expire can't get in and people on the street can't get into shelters. The evictions most recently the May pre-COVID they had 81 writs, this May 123 writs. 52% increase. Rapids rehousing is just a buzz word nothing is happening rapidly. Ms. Atkinson added they are hoping for budget money to go into programming, fund development as MSHDA had a great program for owners for age stock to allow funding to repair and receive incentives for renting to people with section 8 vouchers, etc. Councilmember Brown stated after some talks landlords are reluctant because of damages, and Ms. Atkinson suggested maybe a deposit for damages.

Councilmember Brown brought up employment and helping those who can and want to work, but may have gaps in history or lack of education, it's challenging enough for those that do have the education but those that are homeless is even more difficult. Ms. Atkinson agreed it is going to be complicated and there will need to be a shift culturally. They hear business owners can't find workers and have had to change hours.

Councilmember Jackson returned at 4:06pm

Councilmember Hussain asked if she had any bill numbers, Ms. Atkinson concluded by handing out a paper with the renter's bill of rights, indicating that it is preliminary and the bill itself is a 27 page package, once available she would send to Ms. Richmond.

Councilmember Jackson left at 4:13pm

#### DISCUSSION – Committee Recommendations and Reporting

Councilmember Hussain mentioned that Councilmember Spitzley has specific recommendations and he'd like to see all the minutes to review for the next meetings discussion.

## **PUBLIC COMMENT**

Norma Bauer spoke on the challenge to provide equitable services like the federal department does. The five social determinates of health are; economically stable, adequate education, adequate health care, do you live in safe housing, and do you live in a safe neighborhood. She continued to note that hoarding is a mental illness as well.

Jesse Lasorda spoke on the town hall meeting on Saturday mentioning red tags and Rep. Dievendorf mentioned no money for code enforcement. He is wondering on the percentage of those that are homeless and at peace at being homeless, that some are.

Councilmember Brown asked Ms. Richmond to get an update on the red/pink tags of owner occupied vs. rental from code if possible.

Trisha Washburn is a volunteer for Nation Outside and spoke on the discrimination of offenders with criminal backgrounds and they are denied employment after being released because of fear of re-offending. How are they going to get job skills, and she believes they need the fair change housing ordinance. Councilmember Brown asked law to speak on that, Ms. Hagen-Lawrence noted a request from the last Ad Hoc on Housing Safety they did a preliminary draft, but it would need significant changes, and then morphed into Public Safety Committee, then to pursue on more state level for consistency. Councilmember Hussain noted he has spoke with Tony Gant and like municipalities like Ann Arbor, he is not willing to pass an ordinance just to pass.

Elinda Fitzpatrick spoke on her multiple monitoring fees and if she had that money, she could repair her homes.

Rita Dunlop spoke that she has 28 units and is open to high risk and looses money even before damages. It is important to get small and large companies on board to help.

## **OTHER**

### **ADJOURN**

Adjourned at 4:44pm

Submitted by

Renee Richmond, Recording Secretary

Lansing City Council

Approved by the Committee on June 27, 2023

## Richmond, Renee

---

**From:** Shaski, John <John.Shaski@sparrow.org>  
**Sent:** Wednesday, March 15, 2023 5:29 PM  
**To:** Richmond, Renee  
**Cc:** Boak, Sherrie  
**Subject:** [EXTERNAL] 23\_March 14 Lansing City Council homelessness  
**Attachments:** 23\_March 14 Lansing City Council homelessness.docx

Hi Renee, it was nice to meet you yesterday. Please see my notes below as well as attached. The link I mentioned yesterday for the Detroit Medical Respite project is below, if you would please share it with members of the ad hoc committee I would appreciate it.

Thank you,

John

- What has the health system encountered with homelessness and the impact on the hospital, its services, employees, and patients?

Throughout our 127-year history it has been our mission to provide quality and compassionate healthcare to everyone, every time, regardless of their ability to pay. We have worked with local community partners (Care Free Medical, Cristo Rey, etc) to ensure those who experience permanent housing challenges have access to health care. Specifically, in 2014 Sparrow collaborated with Ingham County Health Centers (IHC), Volunteers of American Michigan (VOAMI), and Holy Cross Family Services to create a medical clinic and serve those who lack permanent housing. This was the first such project between a health system and VOAMI in Michigan and only the second in the nation. The practice offers an opportunity for preventative care in a setting that already works with most of the regions homeless. The clinic currently operates as a federally qualified health center (FQHC) under the IHC.

Sparrow also operates a mobile clinic that is dedicated to providing care to those in our communities who lack access to healthcare through traditional avenues. Sparrow's mobile clinic is staffed by physicians from the Sparrow Family Medicine Residency Clinic and nurses from Sparrow's Population Health Department and offers a number of services like health screenings, immunizations, wellness exams, and referrals to preventative cancer screenings like mammography as well as physician referrals.

- Do we have programs in place or are work on anything related to homelessness?

We do engage in social work (SW) and case management (CM) to assist these patients when we have coverage, but these patients often come in overnight and we may not have SW/CM on site during their visit.

- Have we noticed an increase or decrease in the homeless population seeking healthcare services?

We see about 5-10 patients a day in Sparrow's emergency department (ED) who are undomiciled or unstably housed, seeking shelter/food/respice/over the counter medications. Some of these patients will have frequent ED visits when they are kicked out of local shelters, etc. We see a modest increase with cold weather, but otherwise have not noticed any particular trends.

- Anything else we would like to share.

Comments from case management:

There is difficulty in the homeless population when they have medical needs and a homeless shelter is unable to accommodate. We do encounter many of these very vulnerable, and often very ill, adult patients. In the Detroit market, the Salvation Army has initiated a "Medical Respite" clinic. This innovative approach to care transitions of the homeless is something completely lacking in the mid-Michigan area.

Many of the Medicaid health plans subsidize this type of setting. The Sparrow case managers have referred cases to the medical respite site when the patient has the appropriate subsidizing health plan. This type of setting allows a homeless individual to recover and heal in a supportive setting, connects them to medical care, and transitions them to the appropriate housing situation when recovery is complete.

[Detroit Medical Respite - Great Lakes \(salvationarmy.org\)](http://salvationarmy.org)

Sparrow also faces enormous challenges with people who have a history of several mental illness, developmental delay, or behavioral related issues. Many of the homeless population suffer from a mental illness which compounds their medical situation and can significantly impact their hospital discharge.

We are aware the State of Michigan is contemplating development of crises residential units and crises stabilization units and a medical respite setting would also be a good complement and would benefit hospitals and local communities.

John A. Shaski  
Government Relations Officer  
Sparrow Health System

Cell: 517.614.2923  
[john.shaski@sparrow.org](mailto:john.shaski@sparrow.org)



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We are aware the State of Michigan is contemplating development of crises residential units and crises stabilization units and a medical respite setting would also be a good complement and would benefit hospitals and local communities.

information was captured accurately. Actions may also include a corrective action plan to address gaps and/or barriers in the agency's policies and/or procedures, with oversight of the CRHC Board.

9.0 Data Collection and Client Confidentiality

9.1 Management Information System and Data Sharing

All fully cooperating agencies or agencies using MIHMIS are subject to confidentiality agreements with regard to data sharing and system access or use. Client confidentiality is detailed in the assessment packet and the informed written consent is required on the release of information (ROI). Clients who sign the ROI can choose to revoke their sharing of information at any time by contacting a fully cooperating agency and requesting to opt out of the information sharing agreement. Clients have a right to receive a copy of any information disclosed in the MIHMIS.

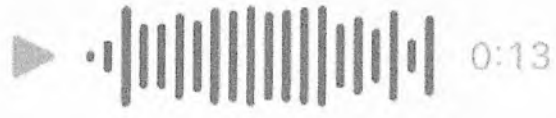
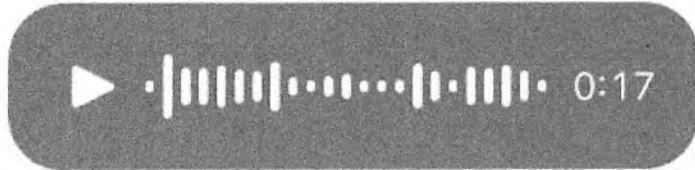
If a client contacts an agency and requests to be removed from data sharing, the agency who received the request will first contact the Ingham County HMIS administrator and make him/her aware of the request. The HMIS Administrator will ensure visibility is restricted and confidentiality is updated and will alert the CRHC Continuous Quality Improvement (CQI) Committee Chair of the request.

10.0 Community Education and Marketing

The CRHC Board and the designated CE Agency will work with cooperating agencies, CoC membership and partners to identify opport for community education and marketing. A point information will be used to create info that will be posted in service provider agencies, CoC

Submitted @ mtg

2:24 PM



7:24 PM

So I spoke with a lady that has been at the hotel in the same program and she told me that if anyone requests their hmis or any other records will be dropped from the program then when I told her about the meeting at City Hall tomorrow she told me to be careful because they're looking for us working with you or going to these meetings and such to drop us from the program



*Sammi Williams*

all of your Loans and Investments, as designated by SBA.

16. Amend § 107.1810 by revising paragraphs (f)(2)(ii) and (iii) and adding paragraphs (f)(2)(iv), (f)(11), (f)(12), and (j) to read as follows:

**§ 107.1810 Events of default and SBA's remedies for Licensee's noncompliance with terms of Debentures.**

\* \* \* \* \*

(f) \* \* \*

(2) \* \* \*

(ii) Payments from Retained Earnings Available for Distribution based on either the shareholders' prorata interests or the provisions for profit distributions in your partnership agreement, as appropriate;

(iii) Distributions by Participating Securities issuers as permitted under §§ 107.1540 through 107.1580; and

(iv) Distributions by Early Stage SBICs as permitted under § 107.1180.

\* \* \* \* \*

(11) *Failure by an Early Stage SBIC to meet investment requirements.* You are an Early Stage SBIC and, beginning on the first fiscal quarter end when your cumulative total Financings (in dollars) are at least equal to your Regulatory Capital, you have not made at least 50 percent of such Financings to Small Businesses that at the time of your initial Financing were "early stage" companies, as defined under the definition of Early Stage SBIC in § 107.50 of this part.

(12) *Failure by an Early Stage SBIC to maintain required interest reserve.* You are an Early Stage SBIC and you fail to maintain a sufficient reserve to pay interest and Charges on your Debentures as required under § 107.1181 of this part.

\* \* \* \* \*

(j) *Additional SBA remedies applicable to Debentures issued by Early Stage SBICs.*

If you are an Early Stage SBIC, upon SBA's payment pursuant to its guarantee of any of your Debentures, SBA shall have the following additional rights and you consent to SBA's exercise of any or all of such rights:

(1) To prohibit you from making any additional investments except for investments under legally binding commitments you entered into before such payment by SBA and, subject to SBA's prior written approval, investments that are necessary to protect your investments;

(2) Until all Leverage is repaid and amounts related thereto are paid in full, to prohibit Distributions by you to any party other than SBA, its agent or Trustee;

(3) To require all your commitments from investors to be funded at the earliest time(s) permitted in accordance with your Articles;

(4) To review and re-determine your approved Management Expenses; and

(5) To the appointment of SBA or its designee as your receiver under section 311(c) of the Act for the purpose of continuing your operations.

Dated: December 6, 2011.

**Karen G. Mills,**

*Administrator.*

[FR Doc. 2011-31658 Filed 12-8-11; 8:45 am]

BILLING CODE 8025-01-P

**DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

**24 CFR Parts 91, 576, 580, and 583**

[Docket No. FR-5475-P-01]

**Homeless Management Information Systems Requirements**

**AGENCY:** Office of the Assistant Secretary for Community Planning and Development.

**ACTION:** Proposed rule.

**SUMMARY:** This proposed rule provides for the establishment of regulations for Homeless Management Information Systems (HMIS), which are the local information technology systems that HUD recipients and subrecipients use for homeless assistance programs authorized by the McKinney-Vento Homeless Assistance Act (the McKinney-Vento Act). The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act), enacted into law on May 20, 2009, in addition to consolidating and amending programs authorized by the McKinney-Vento Act, codifies in law the Continuum of Care planning process, as well as certain data collection requirements integral to HMIS. The HEARTH Act requires that HUD ensure operation of and consistent participation by recipients and subrecipients in HMIS. While Continuums of Care have been using HMIS for several years, this proposed rule would add a new part to the Code of Federal Regulations to regulate the administration of HMIS and collection of data using HMIS, as provided for by the HEARTH Act. In addition, this proposed rule would make corresponding changes to HUD's regulations for Consolidated Submissions for Community Planning and Development Programs, at 24 CFR part 91; the Emergency Solutions Grants program, at 24 CFR part 576; the Shelter

Plus Care Program, at 24 CFR part 582; and the Supportive Housing Program, at 24 CFR part 583.

**DATES:** *Comment Due Date.* February 7, 2012.

**ADDRESSES:** Interested persons are invited to submit comments regarding this rule to the Regulations Division, Office of General Counsel, 451 7th Street, SW., Room 10276, Department of Housing and Urban Development, Washington, DC 20410-0500.

Communications must refer to the above docket number and title. There are two methods for submitting public comments. All submissions must refer to the above docket number and title.

1. *Submission of Comments by Mail.* Comments may be submitted by mail to the Regulations Division, Office of General Counsel, Department of Housing and Urban Development, 451 7th Street SW., Room 10276, Washington, DC 20410-0500.

2. *Electronic Submission of Comments.* Interested persons may submit comments electronically through the Federal eRulemaking Portal at <http://www.regulations.gov>. HUD strongly encourages commenters to submit comments electronically.

Electronic submission of comments allows the commenter maximum time to prepare and submit comments, ensures timely receipt by HUD, and enables HUD to make them immediately available to the public. Comments submitted electronically through the <http://www.regulations.gov> Web site can be viewed by other commenters and interested members of the public. Commenters should follow the instructions provided on that site to submit comments electronically.

**Note:** To receive consideration as public comments, comments must be submitted through one of the two methods specified above. Again, all submissions must refer to the docket number and title of the rule.

*No Facsimile Comments.* Facsimile (FAX) comments are not acceptable.

*Public Inspection of Public Comments.* All properly submitted comments and communications submitted to HUD will be available for public inspection and copying between 8 a.m. and 5 p.m., eastern time, weekdays at the above address. Due to security measures at the HUD Headquarters building, an advance appointment to review the public comments must be scheduled by calling the Regulations Division at (202) 708-3055 (this is not a toll-free number). Individuals with speech or hearing impairments may access this number through TTY by calling the Federal Information Relay Service at (800) 877-

8339. Copies of all comments submitted are available for inspection and downloading at <http://www.regulations.gov>.

**FOR FURTHER INFORMATION CONTACT:** Ann Marie Oliva, Director, Office of Special Needs Assistance Programs, Office of Community Planning and Development, Department of Housing and Urban Development, 451 7th Street SW., Washington, DC 20410-7000; telephone number (202) 708-4300 (this is not a toll-free number). Hearing- and speech-impaired persons may access this number through TTY by calling the Federal Information Relay Service at (800) 877-8339 (this is a toll-free number).

**SUPPLEMENTARY INFORMATION:**

**I. Background—HEARTH Act**

The Act to Prevent Mortgage Foreclosures and Enhance Mortgage Credit Availability was signed into law on May 20, 2009 (Pub. L. 111-22). This new law implements a variety of measures directed toward keeping individuals and families from losing their homes. Division B of this new law is the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009. The HEARTH Act consolidates and amends three of the homeless assistance programs authorized by title IV of the McKinney-Vento Act (42 U.S.C. 11371 *et seq.*) into a single grant program. Also, the HEARTH Act revised the Emergency Shelter Grants program to broaden its existing emergency shelter and homelessness prevention activities, to add new activities to rapidly rehouse homeless families and individuals, and to change the program's name to the Emergency Solutions Grant program. The HEARTH Act also codifies in law the Continuum of Care planning process and certain data collection requirements and requires HUD to ensure operation of and consistent participation by recipients and subrecipients of programs authorized by Title IV of the McKinney-Vento Act in HMIS.

**II. This Proposed Rule**

**A. Background**

Commencing in 2004, HUD has required recipients of McKinney-Vento Act funds to collect electronic data on their homeless clients through HMIS.<sup>1</sup>

<sup>1</sup> HUD's "Third Progress Report on HUD's Strategy for Improving Homeless Data Collection, Reporting and Analysis," dated March 2004, described HUD's efforts, commencing in 2001 and in collaboration with recipients and subrecipients to develop an effective data collection system on the homeless, at both the national and local levels. See <http://www.hud.gov/offices/cpd/homeless/>

HMIS is a software application used to collect demographic information on people served. The purpose of HMIS is to record and store client-level information about the numbers, characteristics and needs of persons who use homeless housing and supportive services and about persons who receive assistance for persons at risk of homelessness over time, to produce an unduplicated count of homeless persons for each Continuum of Care; to understand the extent and nature of homelessness locally, regionally and nationally; and to understand patterns of service use and measure the effectiveness of programs.

This proposed rule establishes regulations for HMIS at 24 CFR part 580 and makes corresponding amendments to the Consolidated Plan regulations, codified in 24 CFR part 91; the Emergency Solutions Grants program regulations, codified in 24 CFR part 576, and established by interim rule published on December 5, 2011 (76 FR 75954); the Shelter Plus Care program regulations, codified in 24 CFR part 582; and the Supportive Housing Program regulations, codified in 24 CFR part 583. Informed by HUD's experience with HMIS, the proposed rule would implement the HEARTH Act requirements and make mandatory the practices that HUD previously provided as guidance. The regulatory framework proposed by this rule is designed to provide for uniform technical requirements of HMIS, for proper collection of data and maintenance of the database, and to ensure the confidentiality of the information in the database. HUD is publishing the HMIS rule separate from the program rules in part to avoid repetition in those rules, but also because recipients of grants and assistance from other Federal agencies that are now requiring them to use HMIS to collect data and produce reports will benefit from a separate rule.

The following sections of this preamble provide a section-by-section overview of the proposed rule.

**B. Section-by-Section Overview of Proposed Part 580**

**General Provisions (Subpart A)**

**Purpose and Scope (§ 580.1)**

This section provides that the purpose of HMIS is to record and store client-level information about the numbers, characteristics, and needs of homeless persons and those at risk of

[hmis/strategy/reporttocongress2004.pdf](http://www.hud.gov/offices/cpd/homeless/hmis/strategy/reporttocongress2004.pdf). These efforts concluded with a notice that HUD published in the *Federal Register* on July 30, 2004 (69 FR 45888) that provided final data and technical standards for HMIS.

homelessness. This section also clarifies the scope of homeless assistance and prevention programs that must utilize HMIS.

With respect to scope, this rule clarifies that all recipients of financial assistance under the Continuum of Care program, the Emergency Solutions Grant program, the Rural Housing Stability Assistance (RHS) program, as well as HUD programs previously funded under the McKinney-Vento Act (the Supportive Housing Program, the Shelter Plus Care program, and the Section 8 Single Room Occupancy Moderate Rehabilitation program) are required to use HMIS to collect client-level data on persons served. Homeless and nonhomeless projects not funded under the McKinney-Vento Act may participate in the local HMIS, and must follow HMIS regulations and any additional requirements as may be issued by notice, in accordance with the Paperwork Reduction Act.

**Definitions (§ 580.3)**

Under this rule, a comparable database means a database used by a victim service provider or a legal service provider that collects client-level data over time and generates unduplicated aggregate reports based on the data, in accordance with the requirements of this part. Information entered into a comparable database must not be entered directly into or provided to an HMIS.

Consistent with section 401(32) of the McKinney-Vento Act, this rule defines the term *victim service provider* as a private nonprofit organization whose primary mission is to provide services to victims of domestic violence, dating violence, sexual assault, or stalking. This term includes rape crisis centers, battered women's shelters, domestic violence transitional housing programs, and other programs.

**HMIS Administration (Subpart B)**

This section of the proposed rule identifies the responsibilities of the Continuum of Care, and the HMIS Lead.

**Responsibilities for HMIS Administration (§ 580.5)**

This section establishes that the Continuum of Care is responsible for making decisions about HMIS management and administration. As provided in the Definition section of this rule, Continuum of Care means the group composed of representatives of organizations, including nonprofit homeless providers, faith-based organizations, governments, businesses, advocates, public housing agencies, school districts, social service providers,

mental health agencies, hospitals, universities, affordable housing developers, and law enforcement, that serve homeless and formerly homeless veterans, and homeless and formerly homeless persons that carry out the responsibilities delegated to a Continuum of Care under HUD's regulations in 24 CFR part 578. The Continuum of Care is responsible for ensuring that the HMIS for the Continuum of Care is operated in accordance with the provisions of the new regulations and other applicable laws.

#### Duties of the Continuum of Care (§ 580.7)

This section provides that the Continuum of Care must designate a single information system as the official HMIS software for the geographic area. A single information system reduces administrative burden, is more economical for Continuums and, most importantly, allows for Continuum-wide collaboration between organizations serving homeless persons and persons at risk of homelessness. The Continuum must also designate the HMIS Lead. The HMIS Lead must be an instrumentality of state or local government, or a private nonprofit organization. The Continuum must review, revise, and approve all policies and plans the HMIS Lead is required to develop. Finally, the Continuum must develop a governance charter and document all assignments and designations consistent with the governance charter.

This section also provides that a Continuum of Care may choose to participate in HMIS with one or more other Continuums of Care. To create a multi-Continuum HMIS, each Continuum must designate the same HMIS software and the same HMIS Lead and must adopt a joint governance charter. The HMIS must be capable of reporting unduplicated data for each Continuum of Care separately.

#### Duties of the HMIS Lead (§ 580.9)

This section lists the duties of the HMIS Lead. These duties include developing written policies and procedures for all Covered Homeless Organizations (CHOs), executing an HMIS participation agreement with each CHO, serving as the applicant to HUD for any HMIS grants that will cover the Continuum of Care geographic area, and monitoring compliance by all CHOs of the Continuum of Care.

#### Eligible Activities (Subpart C)

##### Funding for HMIS (§ 580.21)

Funding for HMIS is provided through Federal assistance or other

public or private resources. HMIS Leads and CHOs must refer to program regulations to determine how funds are made available. One source of Federal funding for HMIS is the programs authorized by Title IV of the McKinney-Vento Act. The applicable program regulations for the HUD McKinney-Vento Act programs are found in the regulations of Chapter V of title 24 of the Code of Federal Regulations. These regulations provide how funds are made available and the requirements attached to those funds. Concurrently with the publication of this rule, HUD is also publishing the Emergency Solutions Grants interim rule. HUD expects to publish proposed rules for the new programs created by the HEARTH Act amendments to the McKinney-Vento Act shortly. Those rules will control the extent to which grant funds can be used for the costs of carrying out HMIS activities.

#### Eligible Activities (§ 580.23)

This section identifies the activities that are needed to administer and run an HMIS. The activities listed in § 580.23(a) may be carried out only by the HMIS Lead. This is because the HMIS Lead is the only organization given the authority by the Continuum of Care to make system-wide decisions regarding the HMIS that impact all CHOs within the Continuum and because all of these activities relate to administering the system on behalf of the Continuum and the CHOs. The activities listed in § 580.23(b) are activities that every organization that contributes data to an HMIS will need to do. If an HMIS Lead also operates a project and contributes data to the HMIS, it will carry out these activities in addition to those listed under § 580.23(a). This section also clarifies that operation of a comparable database by victim service providers and legal service providers is an eligible HMIS activity.

#### Carrying Out HMIS Activities (§ 580.25)

This section requires recipients and subrecipients of McKinney-Vento Act program funds to participate in the HMIS established by the Continuum of Care for their geographic area and specifies the parameters in which recipients and subrecipients of funds carry out eligible HMIS activities. Participation in HMIS by recipients and subrecipients of Emergency Solutions Grants program funds is statutorily required.

This section also provides that victim service providers must not directly enter or provide data into an HMIS if they are legally prohibited from participating in

HMIS and that legal service providers may choose not to use HMIS if it is necessary to protect attorney-client privileges. Victim service providers and legal service providers that are recipients of funds requiring participation in HMIS, but which do not directly enter data into an HMIS, must use a comparable database. This section specifies the standards for a comparable database. Victim service providers have been prohibited from entering data into HMIS since the passage of the Violence Against Women Act and Department of Justice Reauthorization Act of 2005 (42 U.S.C. 13925). The *Notice of Allocation, Application Procedures, and Requirements for Homelessness Prevention and Rapid Re-Housing Program Recipients and subrecipients under the American Recovery and Reinvestment Act of 2009* (HPRP Notice) established, for the first time, standards for a comparable database and required victim service providers to enter data into a comparable database. Entering data into a comparable database was necessary to produce the reports required by the Homelessness Prevention and Rapid Re-Housing Program (HPRP). The HPRP Notice also established the ability for legal service providers to use a comparable database instead of directly entering data into the HMIS where it is necessary to protect attorney-client privileges. HUD is proposing to adopt above requirements in this rule because without information from victim service providers and legal service providers, the collaborative applicant cannot effectively carry out its required duties and the Continuum of Care cannot evaluate the system-wide performance of the Continuum. A comparable database allows the collaborative applicant and Continuum to obtain the aggregate data needed while respecting the sensitive nature of the client-level information if it complies with all HMIS data, technical, and security standards as established in this part or by notice.

#### HMIS Governance, Technical, Security, and Data Quality Standards (Subpart D)

##### HMIS Governance Standards (§ 580.31)

The importance of the integrity and security of HMIS cannot be overstated. Given such importance, it is equally important that HMIS is administered and operated under high standards of data quality and security. To strive to meet this objective, this section requires the HMIS Lead to adopt policies and procedures for the operation of its HMIS. These policies and procedures must not only meet HUD standards, but as this regulatory section specifies, the

policies and procedures must meet applicable state or local governmental requirements. This section also emphasizes that the HMIS Lead and the CHOs are jointly responsible for ensuring that HMIS data processing capabilities, including the collection, maintenance, use, disclosure, transmission, and destruction of data and the maintenance privacy, security, and confidentiality protections. In particular, governing policies and procedures must allow any CHO that is also a covered entity under the Health Insurance Portability and Accountability Act (HIPAA) to make disclosures of protected health information in a manner that fully complies with the HIPAA privacy and security rules.

HMIS Technical Standards (§ 580.33), HMIS Security Standards (§ 580.35), and Data Quality Standards and Management (§ 580.37)

These three sections address required technical aspects of the HMIS system and provide direction to ensure that each HMIS is and remains a system of accuracy, integrity, and confidentiality. The standards in these three regulatory sections broadly present the parameters of each of these areas. By including these standards in regulations, HUD seeks to have uniform and consistent standards with respect to technology, security, and data quality. It is not HUD's intent that these standards be so restrictive that there is no flexibility to adapt to changing technology, which may enhance security, data quality, and the technical features of the system application that is currently HMIS. Therefore, specific details applicable to each of these areas will be reserved for inclusion in a notice that will be subject to the Paperwork Reduction Act.

The placement of the detailed operating and technical functions of HMIS in a supplemental document will allow HUD to be more responsive to changes in technology. HUD will propose any changes to these standards through notice and the public comment process. This procedure will allow for a more expedient adoption of technology requirements. The security standards section specifies that HMIS Leads must establish a security plan, which must be approved by the Continuum of Care, designate a security officer, conduct workforce security screening, report

security incidents, establish a disaster recovery plan, and conduct an annual security review. Additionally, HMIS Leads must ensure that each CHO designates a security officer and conducts workforce security measures, and that each user completes security training at least annually and each CHO conducts an annual security review.

The data quality standards and management section specifies that HMIS Leads must set data quality benchmarks for CHOs, including bed coverage rates and service-volume coverage rates. In the 2006 Continuum of Care Exhibit 1 Application, HUD established the use of bed coverage rates as a data quality measure. As HMIS is used to collect increasing amounts of information on projects without overnight accommodations, HUD needs a method for calculating the coverage rate a Continuum of Care has in recording the people served in these projects. HUD proposes that service-volume coverage be calculated for a HUD-defined category of projects without overnight accommodations, such as homelessness prevention projects or street outreach projects, by dividing the number of persons served annually by the projects that participate in the HMIS by the number of persons served annually by all of the Continuum of Care projects within the HUD-defined category. HUD is specifically seeking public comment on this data quality measurement.

Maintaining and Archiving Data (§ 580.51)

This section specifies that CHOs and HMIS Leads refer to applicable program regulations to determine the length of time that records must be maintained for inspection and monitoring purposes. The HMIS Lead may archive data in the HMIS, but must follow archiving data standards established by HUD in *Federal Register* notices.

*C. Explanation of Changes to Proposed Changes to Parts 91, 576, 582, and 583*

This proposed rule would revise the definition of HMIS in 24 CFR part 91 and each of the HMIS-related sections of 24 CFR part 576, as amended by the Interim Rule for the Emergency Solutions Grants program, published on December 5, 2011 (76 FR 75954). Specifically, references to the new part 580 replace the references to HUD's standards on participation, data

collection, and reporting under a local HMIS.

This proposed rule would also revise the recordkeeping requirements for the definition of "homeless" to allow a certificate or other appropriate service transaction recorded in an HMIS that meets the requirements of the new part 580 to be acceptable evidence of third-party documentation and intake worker observations in parts 576, 582, and 583.

### III. Solicitation of Public Comment

HUD invites comment on the HMIS requirements as presented in this proposed rule. Public comment on this rule will assist HUD in developing an effective regulatory framework for administration of HMIS.

### IV. Findings and Certifications

#### *Regulatory Planning and Review*

The Office of Management and Budget (OMB) reviewed this rule under Executive Order 12866, "Regulatory Planning and Review." This rule was determined to be a "significant regulatory action," as defined in section 3(f) of the order (although not an economically significant regulatory action under the order). The docket file is available for public inspection in the Regulations Division, Office of the General Counsel, 451 7th Street SW., Room 10276, Washington, DC 20410-0500. Due to security measures at the HUD Headquarters building, please schedule an appointment to review the docket file by calling the Regulations Division at (202) 402-3055 (this is not a toll-free number). Individuals with speech or hearing impairments may access this number via TTY by calling the Federal Relay Service at (800) 877-8339.

#### *Information Collection Requirements*

The information collection requirements contained in this proposed rule have been submitted to OMB under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520). In accordance with the Paperwork Reduction Act, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information, unless the collection displays a currently valid OMB control number.

The burden of the information collections in this proposed rule is estimated as follows:

## REPORTING AND RECORDKEEPING BURDEN

Information collection	Number of respondents	Response frequency (average)	Total annual responses	Burden hours per response	Total annual hours
580.5 Responsibility for HMIS administration .....	450	1	450	4	1,800
580.7 Duties of the Continuum of Care .....	450	1	450	42	18,900
580.9(a) Duties of the HMIS Lead—Ensure operation and participation .....	350	125	43,750	8	350,000
580.9(b) Duties of the HMIS Lead—Develop written policies .....	350	1	350	80	28,000
580.9(c) Duties of the HMIS Lead—Execute participation agreements .....	350	125	43,750	1	43,750
580.9(e) Duties of the HMIS Lead—Monitor and Enforce Compliance .....	350	125	43,750	8	350,000
580.9(f) Duties of the HMIS Lead—Develop plans .....	350	3	1,050	40	42,000
580.25(d) Carrying out HMIS Activities—Standards for Comparable Database .....	2,000	1	2,000	40	80,000
580.31(c) Unduplicated Count .....	350	1	350	16	5,600
580.31(f) Implementing specifications .....	300	1	300	4	1,200
580.35(d)(1) Administrative Safeguards—Security Officer .....	7,600	1	7,600	2	15,200
580.35(d)(2) Workforce Security .....	7,600	12	91,200	2	182,400
580.35(d)(3) Security Awareness Training and Follow-up .....	350	125	43,750	1	43,750
580.35(d)(4) Reporting Security Incidents .....	350	1	350	8	2,800
580.35(d)(5) Disaster Recovery Plan .....	350	1	350	8	2,800
580.35(6) Annual Security Review .....	350	125	43,750	1	43,750
580.35(7) Contracts and Other Arrangements .....	350	125	43,750	.25	10,938
580.37(c) Data Quality Benchmarks .....	350	1	350	4	1,400
<b>Total .....</b>					<b>1,224,288</b>

In accordance with 5 CFR 1320.8(d)(1), HUD is soliciting comments from members of the public and affected agencies concerning this collection of information to:

- (1) Evaluate whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility;
- (2) Evaluate the accuracy of the agency's estimate of the burden of the proposed collection of information;
- (3) Enhance the quality, utility, and clarity of the information to be collected; and
- (4) Minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated collection techniques or other forms of information technology; e.g., permitting electronic submission of responses.

Interested persons are invited to submit comments regarding the information collection requirements in this rule. Comments must refer to the proposal by name and docket number (FR-5475-P-01) and must be sent to: HUD Desk Officer, Office of Management and Budget, New Executive Office Building, Washington, DC 20503, Fax number: (202) 395-6947; and Reports Liaison Officer, Office of Community Planning and Development, Department of Housing

and Urban Development, 451 Seventh Street, SW., Room 7220, Washington, DC 20410-7000.

#### *Environmental Impact*

This proposed rule does not direct, provide for assistance or loan and mortgage insurance for, or otherwise govern or regulate, real property acquisition, disposition, leasing, rehabilitation, alteration, demolition, or new construction, or establish, revise, or provide for standards for construction or construction materials, manufactured housing, or occupancy. Accordingly, under 24 CFR 50.19(c)(1), this proposed rule is categorically excluded from environmental review under the National Environmental Policy Act of 1969 (42 U.S.C. 4321).

#### *Unfunded Mandates Reform Act*

The Unfunded Mandates Reform Act of 1995 (2 U.S.C. 1531-1538) (UMRA) establishes requirements for Federal agencies to assess the effects of their regulatory actions on state, local, and tribal governments and on the private sector. This proposed rule does not impose a Federal mandate on any state, local, or tribal government, or on the private sector, within the meaning of UMRA.

#### *Regulatory Flexibility Act*

The Regulatory Flexibility Act (5 U.S.C. 601 *et seq.*) generally requires an agency to conduct a regulatory

flexibility analysis of any rule subject to notice and comment rulemaking requirements, unless the agency certifies that the rule will not have a significant economic impact on a substantial number of small entities. This rule addresses the requirements of the HMIS as provided by the HEARTH Act (Pub. L. 111-22). The purpose of this rule is to determine the framework and conditions of the information technology system used by all recipients of grant funds under the McKinney-Vento Act, as amended by the HEARTH Act. Given the narrow scope of this rule, HUD has determined that it would not have a significant economic impact on a substantial number of small entities.

Notwithstanding HUD's determination that this rule will not have a significant effect on a substantial number of small entities, HUD specifically invites comments regarding any less burdensome alternatives to this rule that will meet HUD's objectives as described in this preamble.

#### *Executive Order 13132, Federalism*

Executive Order 13132 (entitled "Federalism") prohibits an agency from publishing any rule that has federalism implications if the rule either imposes substantial direct compliance costs on state and local governments and is not required by statute, or the rule preempts state law, unless the agency meets the consultation and funding requirements of section 6 of the Executive Order. This

final rule does not have federalism implications and does not impose substantial direct compliance costs on state and local governments nor preempt state law within the meaning of the Executive Order.

#### List of Subjects

##### 24 CFR Part 91

Aged, Grant programs—housing and community development, Homeless, Individuals with disabilities, Low- and moderate-income housing, Reporting and recordkeeping requirements.

##### 24 CFR Part 576

Community facilities, Emergency solutions grants, Grant programs—housing and community development, Grant program—social programs, Homeless, Reporting and recordkeeping requirements.

##### 24 CFR Part 580

Community facilities, Emergency shelter grants, Grant programs—housing and community development, Homeless, Information technology system, Management system, Nonprofit organizations, Reporting requirements, Supportive housing programs—housing and community development, Supportive services.

##### 24 CFR Part 582

Homeless, Rent subsidies, Reporting and recordkeeping requirements, Supportive housing programs—housing and community development, Supportive services.

##### 24 CFR Part 583

Homeless, Rent subsidies, Reporting and recordkeeping requirements, Supportive housing programs—housing and community development, Supportive services.

Accordingly, for the reasons stated above, HUD proposes to amend 24 CFR parts 91, 576, 580, and 583 as follows:

#### PART 91—CONSOLIDATED SUBMISSIONS FOR COMMUNITY PLANNING AND DEVELOPMENT PROGRAMS

1. The authority citation for 24 CFR part 91 continues to read as follows:

**Authority:** 42 U.S.C. 3535(d), 3601–3619, 5301–5315, 11331–11388, 12701–12711, 12741–12756, and 12901–12912.

2. In § 91.5, the definition of “Homeless Management Information System (HMIS)” is revised to read as follows:

##### § 91.5 Definitions.

\* \* \* \* \*

*Homeless Management Information System (HMIS).* The information system designated by the Continuum of Care to comply with the requirements of 24 CFR part 580 and used to record, analyze, and transmit client and activity data in regard to the provision of shelter, housing, and services to individuals and families who are homeless or at risk of homelessness.

\* \* \* \* \*

#### PART 576—EMERGENCY SOLUTIONS GRANTS PROGRAM

3. The authority citation for 24 CFR part 576 continues to read as follows:

**Authority:** 42 U.S.C. 11371 *et seq.*, 42 U.S.C. 3535(d).

4. In § 576.2, the definition of “homeless management information system (HMIS)” is revised, and the definition of “HMIS Lead” is added, to read as follows:

##### § 576.2 Definitions.

\* \* \* \* \*

*Homeless Management Information System (HMIS)* means the information system designated by the Continuum of Care to comply with 24 CFR part 580 and used to record, analyze, and transmit client and activity data in regard to the provision of shelter, housing, and services to individuals and families who are homeless or at risk of homelessness.

*HMIS Lead* means the entity designated by the Continuum of Care in accordance with 24 CFR part 580 to operate the Continuum’s HMIS on the Continuum’s behalf.

\* \* \* \* \*

5. Section 576.107 is revised to read as follows:

##### § 576.107 HMIS component.

(a) *Eligible costs.*

(1) The recipient or subrecipient may use ESG funds to pay the costs of contributing data to the HMIS designated by the Continuum of Care for the area, including the costs of:

(i) Purchasing or leasing computer hardware;

(ii) Purchasing software or software licenses;

(iii) Purchasing or leasing equipment, including telephones, faxes, and furniture;

(iv) Obtaining technical support;

(v) Leasing office space;

(vi) Paying charges for electricity, gas, water, phone service, and high-speed data transmission necessary to operate or contribute data to the HMIS;

(vii) Paying salaries for operating HMIS, including:

(A) Completing data entry;

(B) Monitoring and reviewing data quality;

(C) Completing data analysis;

(D) Reporting to the HMIS Lead;

(E) Training staff on using the HMIS or a comparable database; and

(F) Implementing and complying with HMIS requirements;

(viii) Paying costs of staff to travel to and attend HUD-sponsored and HUD-approved training on HMIS and programs authorized by Title IV of the McKinney-Vento Homeless Assistance Act;

(ix) Paying staff travel costs to conduct intake; and

(x) Paying participation fees charged by the HMIS Lead, as defined in 24 CFR 580.3, if the recipient or subrecipient is not the HMIS Lead.

(2) If the recipient or subrecipient is the HMIS Lead, as defined in 24 CFR 580.3, it may also use ESG funds to pay the costs of:

(i) Hosting and maintaining HMIS software or data;

(ii) Backing up, recovering, or repairing HMIS software or data;

(iii) Upgrading, customizing, and enhancing the HMIS;

(iv) Integrating and warehousing data, including development of a data warehouse for use in aggregating data from subrecipients using multiple software systems;

(v) Administering the system;

(vi) Reporting to providers, the Continuum of Care, and HUD; and

(vii) Conducting training on using the system or comparable database, including traveling to the training.

(3) If the subrecipient is a victim services provider or a legal services provider, it may use ESG funds to establish and operate a comparable database that complies with 24 CFR part 580.

(b) *General restrictions.* Activities funded under this section must comply with the HMIS requirements at 24 CFR part 580.

6. In § 576.400, paragraph (f) is revised to read as follows:

##### § 576.400 Area-wide systems coordination requirements.

\* \* \* \* \*

(f) *Participation in HMIS.* The recipient must ensure that data on all persons served and all activities assisted under ESG are entered into the applicable HMIS for the geographic area in which those persons and activities are located, or a comparable database, as provided under 24 CFR part 580. The entry, storage, and use of this data are subject to the HMIS requirements at 24 CFR part 580.

7. In § 576.500, paragraphs (b) and (x)(1)(i) are revised to read as follows:

**§ 576.500 Recordkeeping and reporting requirements.**

\* \* \* \* \*

(a) \* \* \*

(b) *Homeless status.* The recipient must maintain and follow written intake procedures to ensure compliance with the homeless definition in § 576.2. The procedures must require documentation at intake of the evidence relied upon to establish and verify homeless status. The procedures must establish the order of priority for obtaining evidence as third-party documentation first, intake worker observations second, and certification from the person seeking assistance third. However, lack of third-party documentation must not prevent an individual or family from being immediately admitted to emergency shelter, receiving street outreach services, or being immediately admitted to shelter or receiving services provided by a victim service provider. A certificate or other appropriate service transaction recorded in an HMIS or other database that meets the standards prescribed by HUD in 24 CFR part 580 is acceptable evidence of third-party documentation and intake worker observations.

\* \* \* \* \*

(x) \* \* \*

(1) \* \* \*

(i) All records containing protected identifying information, as defined in 24 CFR 580.3, regarding any individual or family who applies for and/or receives ESG assistance will be kept secure and confidential;

\* \* \* \* \*

**PART 582—SHELTER PLUS CARE**

8. The authority for 24 CFR part 582 continues to read as follows:

**Authority:** 42 U.S.C. 3535(d), and 11403–11407b.

9. In § 582.301, paragraph (b) is revised to read as follows:

**§ 582.301 Recordkeeping.**

(a) [Reserved.]

(b) *Homeless status.* The recipient must maintain and follow written intake procedures to ensure compliance with the homeless definition in § 582.5. The procedures must require documentation at intake of the evidence relied upon to establish and verify homeless status. The procedures must establish the order of priority for obtaining evidence as third-party documentation first, intake worker observations second, and certification from the person seeking assistance third. However, lack of third-party documentation must not prevent an individual or family from being

immediately admitted to emergency shelter, receiving street outreach services, or being immediately admitted to shelter or receiving services provided by a victim service provider, as defined in section 401(32) of the McKinney-Vento Homeless Assistance Act, as amended by the HEARTH Act. A certificate or other appropriate service transaction recorded in an HMIS or other database that meets the standards prescribed by HUD in 24 CFR part 580 is acceptable evidence of third-party documentation and intake worker observations.

\* \* \* \* \*

**PART 583—SUPPORTIVE HOUSING PROGRAM**

10. The authority citation for 24 CFR part 583 continues to read as follows:

**Authority:** 42 U.S.C. 3535(d) and 11389.

11. In § 583.301, paragraph (b) is revised to read as follows:

**§ 583.301 Recordkeeping.**

(a) [Reserved.]

(b) *Homeless status.* The recipient must maintain and follow written intake procedures to ensure compliance with the homeless definition in § 583.5. The procedures must require documentation at intake of the evidence relied upon to establish and verify homeless status. The procedures must establish the order of priority for obtaining evidence as third-party documentation first, intake worker observations second, and certification from the person seeking assistance third. However, lack of third-party documentation must not prevent an individual or family from being immediately admitted to emergency shelter, receiving street outreach services, or being immediately admitted to shelter or receiving services provided by a victim service provider, as defined in section 401(32) of the McKinney-Vento Homeless Assistance Act, as amended by the HEARTH Act. A certificate or other appropriate service transaction recorded in an HMIS or other database that meets the standards prescribed by HUD in 24 CFR part 580 is acceptable evidence of third-party documentation and intake worker observations.

\* \* \* \* \*

12. A new part 580 is added to read as follows:

**PART 580—HOMELESS MANAGEMENT INFORMATION SYSTEM****Subpart A—General Provisions**

Sec.

580.1 Purpose and scope.

580.3 Definitions.

**Subpart B—HMIS Administration**

580.5 Responsibility for HMIS administration.

580.7 Duties of the Continuum of Care.

580.9 Duties of the HMIS Lead.

**Subpart C—Eligible Activities**

580.21 Funding for HMIS.

580.23 Eligible Activities.

580.25 Carrying out eligible activities.

**Subpart D—HMIS Governance, Technical, Security, and Data Quality Standards**

580.31 HMIS governance standards.

580.33 HMIS technical standards.

580.35 HMIS security standards.

580.37 Data quality standards and management.

**Subpart E—Maintaining and Archiving Data**

580.41 Maintaining and archiving data.

**Subpart F—Sanctions**

580.51 Sanctions.

**Authority:** 42 U.S.C. 11301, 42 U.S.C. 3535(d).

**Subpart A—General Provisions****§ 580.1 Purpose and scope.**

(a) *Purpose.* The purpose of a homeless management information system (HMIS), whether funded by public or private resources, is to record and store client-level information about the numbers, characteristics, and needs of persons who use homeless housing and supportive services and for persons who receive assistance for persons at risk of homelessness, including:

(1) *Aggregation of HMIS data.*

Information in HMIS may be aggregated to:

(i) Obtain information about the extent and nature of homelessness over time;

(ii) Produce an unduplicated count of homeless persons;

(iii) Understand patterns of service use; and

(iv) Measure the effectiveness of homeless assistance projects and programs.

(2) *Uses of aggregate HMIS*

*information.* Information generated from the HMIS:

(i) Will be used by recipients and subrecipients to report to HUD and for such other reasons as may be specified in law or regulation or by HUD through notices;

(ii) Will be used by HUD and other Federal agencies to report to Congress, to evaluate recipient performance, and for such other reasons as may be specified in law or regulation or by HUD through notice; and

(iii) May be made available to the public to raise awareness and enhance local planning processes.

(b) *Scope.* (1) Every Continuum of Care must have an HMIS that is operated in compliance with the requirements of this part.

(2) All recipients of grants from the programs authorized by Title IV of the McKinney-Vento Act are required to use HMIS, except as provided in § 580.25(d).

(3) Homeless and nonhomeless projects that are not funded by grants from programs authorized by Title IV of the McKinney-Vento Act may also participate in the local HMIS, and must follow all of the requirements set forth in this part.

### § 580.3 Definitions.

The following terms have the following meanings:

*Act* means the McKinney-Vento Homeless Assistance Act, and, unless otherwise specified, as amended by the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (Division B of Pub. L. 111–22 (HEARTH Act) (42 U.S.C. 11371 *et seq.*)).

*Continuum of Care* means the group composed of representatives from organizations including nonprofit homeless providers, victim service providers, faith-based organizations, governments, businesses, advocates, public housing agencies, school districts, social service providers, mental health agencies, hospitals, universities, affordable housing developers, law enforcement, organizations that serve veterans, and homeless and formerly homeless persons organized to carry out the responsibilities of a Continuum of Care established under 24 CFR part 578.

*Comparable database* means a database that is not the Continuum's official HMIS, but an alternative system that victim service providers and legal services providers may use to collect client-level data over time and to generate unduplicated aggregate reports based on the data, and that complies with the requirements of this part. Information entered into a comparable database must not be entered directly into or provided to an HMIS.

*Contributing HMIS Organization* (or CHO) means an organization that operates a project that contributes data to an HMIS.

*Data recipient* means a person who obtains personally identifying information from an HMIS Lead or from a CHO for research or other purposes not directly related to the operation of the HMIS, Continuum of Care, HMIS Lead, or CHO.

*Homeless Management Information System (HMIS)* means the information system designated by Continuums of

Care to comply with the requirements of this part and used to record, analyze, and transmit client and activity data in regard to the provision of shelter, housing, and services to individuals and families who are homeless or at risk of homelessness.

*HMIS Lead* means an entity designated by the Continuum of Care in accordance with this part to operate the Continuum's HMIS on its behalf.

*HMIS vendor* means a contractor who provides materials or services for the operation of an HMIS. An HMIS vendor includes an HMIS software provider, web server host, data warehouse provider, as well as a provider of other information technology or support.

*HUD* means the Department of Housing and Urban Development.

*Participation fee* means a fee the HMIS Lead charges CHOs for participating in the HMIS to cover the HMIS Lead's actual expenditures, without profit to the HMIS Lead, for software licenses, software annual support, training, data entry, data analysis, reporting, hardware, connectivity, and administering the HMIS.

*Protected identifying information* means information about a program participant that can be used to distinguish or trace a program participant's identity, either alone or when combined with other personal or identifying information, using methods reasonably likely to be used, which is linkable to the program participant.

*Unduplicated count of homeless persons* means an enumeration of homeless persons where each person is counted only once during a defined period.

*User* means an individual who uses or enters data in an HMIS or another administrative database from which data is periodically provided to an HMIS.

*Victim service provider* means a private nonprofit organization whose primary mission is to provide services to victims of domestic violence, dating violence, sexual assault, or stalking. This term includes rape crisis centers, battered women's shelters, domestic violence transitional housing programs, and other programs.

## Subpart B—HMIS Administration

### § 580.5 Responsibility for HMIS administration.

Every Continuum of Care must have an HMIS that complies with this part. The Continuum of Care is responsible for ensuring that its HMIS is administered in accordance with the requirements of this part and other

applicable Federal, state, and local laws and ordinances.

### § 580.7 Duties of the Continuum of Care.

(a) *Required duties.* The Continuum of Care must:

(1) Designate a single information system as the official HMIS software for the geographic area. The software must comply with the requirements of this part.

(2) Designate an HMIS Lead, which may be itself, to operate the HMIS. The HMIS Lead must be a state or local government, an instrumentality of state or local government, or a private nonprofit organization.

(3) Develop a governance charter, which at a minimum includes:

(i) A requirement that the HMIS Lead enter into written HMIS Participation Agreements with each CHO requiring the CHO to comply with this part and imposing sanctions for failure to comply;

(ii) The participation fee charged by the HMIS; and

(iii) Such additional requirements as may be issued by notice from time to time.

(4) Maintain documentation evidencing compliance with this part and with the governance charter; and

(5) Review, revise and approve the policies and plans (required by this part and by any notices issued from time to time).

(b) *Discretionary actions.* A Continuum of Care may choose to participate in an HMIS with one or more other Continuums, subject to the following conditions:

(1) All Continuums of Care within a multi-Continuum HMIS must designate the same HMIS Lead and must work jointly with the HMIS Lead to develop and adopt a joint governance charter;

(2) All Continuums of Care within a multi-continuum HMIS must designate the same governance, technical, security, privacy, and data quality standards;

(3) Each Continuum of Care must designate the same information system as the official HMIS software; and

(4) The HMIS must be capable of reporting unduplicated data for each Continuum of Care separately.

### § 580.9 Duties of the HMIS Lead.

The HMIS Lead shall:

(a) Ensure the operation of and consistent participation by recipients of funds from the Emergency Solutions Grants Program and from the other programs authorized by Title IV of the McKinney-Vento Act. Duties include establishing the HMIS; conducting oversight of the HMIS; and taking

corrective action, if needed, to ensure that the HMIS is compliant with the requirements of this part;

(b) Develop written HMIS policies and procedures in accordance with § 580.31 for all CHOs;

(c) Execute a written HMIS Participation Agreement with each CHO, which includes the obligations and authority of the HMIS Lead and CHO, the requirements of the security plan with which the CHO must abide, the requirements of the privacy policy with which the CHO must abide, the sanctions for violating the HMIS Participation Agreement (*e.g.*, imposing a financial penalty, requiring completion of standardized or specialized training, suspending or revoking user licenses, suspending or revoking system privileges, or pursuing criminal prosecution), and an agreement that the HMIS Lead and the CHO will process Protected Identifying Information consistent with the agreement. The HMIS Participation Agreement may address other activities to meet local needs;

(d) Serve as the applicant to HUD for grant funds to be used for HMIS activities for the Continuum of Care's geographic area, as directed by the Continuum, and, if selected for an award by HUD, enter into a grant agreement with HUD to carry out the HUD-approved activities;

(e) Monitor and enforce compliance by all CHOs with the requirements of this part and report on compliance to the Continuum of Care and HUD;

(f) The HMIS Lead must submit a security plan (see § 580.35), a data quality plan (see § 580.37), and a privacy policy (see § 580.31(g)) to the Continuum of Care for approval within [the date that is 6 months after the effective date of the final rule to be inserted at final rule stage] and within 6 months after the date that any change is made to the local HMIS. The HMIS Lead must review and update the plans and policy at least annually. During this process, the HMIS Lead must seek and incorporate feedback from the Continuum of Care and CHO. The HMIS Lead must implement the plans and policy within 6 months of the date of approval by the Continuum of Care.

### Subpart C—Eligible Activities

#### § 580.21 Funding for HMIS.

Eligibility of costs of carrying out HMIS activities depends on the source of the funds. HMIS Leads and CHOs must look to the regulations for the funding source to determine what costs are eligible.

#### § 580.23 Eligible activities.

(a) *HMIS Lead.* Only the HMIS Lead may carry out the following activities:

(1) Host and maintain HMIS software or data;

(2) Backup, recovery, and repair of the HMIS software or data;

(3) Upgrade, customize, and enhance the HMIS;

(4) Integrate and warehouse data, including development of a data warehouse for use in aggregating data from subrecipients using multiple software systems;

(5) System administration;

(6) Report to providers, the Continuum, and HUD;

(7) Conduct training for recipients on the use of the system, including the reasonable cost of travel to the training; and

(8) Such additional activities as may be authorized by HUD in notice.

(b) *HMIS Lead and CHOs.* HMIS Leads that are also CHOs and other CHOs may carry out the following activities:

(1) Purchase, lease, or license computer hardware and software;

(2) Purchase or lease equipment, including telephones, faxes, and furniture;

(3) Pay for technical support;

(4) Lease office space;

(5) Pay for electricity, gas, water, phone service, and high-speed data transmission costs necessary to operate and participate in the HMIS;

(6) Pay salaries for operating HMIS, which includes:

(i) Data entry;

(ii) Monitor and review data quality;

(iii) Data analysis;

(iv) Report to the HMIS Lead;

(v) Attend HUD-sponsored and HUD-

approved training on HMIS and programs authorized by Title IV of the McKinney-Vento Act;

(vi) Conduct training for CHOs on the HMIS or comparable database;

(vii) Travel to conduct intake and to attend training;

(viii) Implement and comply with HMIS requirements; and

(7) Pay the participation fee to the HMIS Lead that is established by the Continuum of Care in the governance charter;

(8) If the CHO is a victim services provider, as defined under 24 CFR 580.3, or a legal services provider, establish and operate a comparable database that complies with 24 CFR 580.25; and

(9) Such other activities as authorized by HUD in notice.

#### § 580.25 Carrying out HMIS activities.

(a) *ESG.* Each recipient and subrecipient of ESG grant funds under

24 CFR part 576 is required to enter data in the Continuum's HMIS or a comparable database, as provided under this part.

(b) *Reserved.*

(c) *Reserved.*

(d) *Victim service and legal service providers.* Victim service providers shall not directly enter or contribute data into an HMIS if they are legally prohibited from participating in HMIS. Legal service providers may choose not to use HMIS if it is necessary to protect attorney-client privilege. Victim service and legal service providers that are recipients of funds that require participation in HMIS that do not directly enter or contribute data to an HMIS must use a comparable database instead.

(1) *Standards for a comparable database.* (i) The comparable database must meet the standards of this part and comply with all HMIS data information, security, and processing standards, as established by HUD in notice.

(ii) The comparable database must meet the standards for security, data quality, and privacy of the HMIS within the Continuum of Care. The comparable database may use more stringent standards than the Continuum of Care's HMIS.

(2) Victim service providers and legal service providers may suppress aggregate data on specific client characteristics if the characteristics meet the requirements of this part and any conditions as may be established by HUD in notice.

### Subpart D—HMIS Governance, Technical, Security, and Data Quality Standards

#### § 580.31 HMIS governance standards.

(a) *Development of local HMIS policies and procedures.* An HMIS Lead must adopt written policies and procedures for the operation of the HMIS that apply to the HMIS Lead, its CHOs, and the Continuum of Care. These policies and procedures must comply with all applicable Federal law and regulations, and applicable state or local governmental requirements. An HMIS Lead may not establish local standards for any CHO that contradicts, undermines, or interferes with the implementation of the HMIS standards as prescribed in this part.

(b) The HMIS Lead and the CHO using the HMIS are jointly responsible for ensuring that HMIS processing capabilities remain consistent with the privacy obligations of the CHO.

(c) *Unduplicated count.* An HMIS Lead must, at least once annually, or upon request from HUD, submit to the

Continuum of Care an unduplicated count of clients served and an analysis of unduplicated counts, when requested by HUD.

(d) *Reporting.* The HMIS Lead shall submit reports to HUD as required.

(e) *CHO requirements.* A CHO must comply with the applicable standards set forth in this part.

(f) *Implementing specifications.* A CHO must comply with Federal, state, and local laws that require additional privacy or confidentiality protections. When a privacy or security standard conflicts with other Federal, state, and local laws to which the CHO must adhere, the CHO must contact the HMIS Lead and collaboratively update the applicable policies for the CHO to accurately reflect the additional protections.

(g) *Other requirements.* (1) An HMIS Lead must develop a privacy policy. At a minimum, the privacy policy must include data collection limitations; purpose and use limitations; allowable uses and disclosures; openness description; access and correction standards; accountability standards; protections for victims of domestic violence, dating violence, sexual assault, and stalking; and such additional information and standards as may be established by HUD in notice.

(2) Every organization with access to protected identifying information must implement procedures to ensure and monitor its compliance with applicable agreements and the requirements of this part, including enforcement of sanctions for noncompliance.

(3) An HMIS Lead or CHO that contracts with an HMIS vendor must, as part of its contract with an HMIS vendor, require the HMIS vendor and the software to comply with HMIS standards issued by HUD.

#### **§ 580.33 HMIS technical standards.**

(a) *In general.* HMIS Leads and HMIS vendors are jointly responsible for ensuring compliance with the technical standards applicable to HMIS, as provided in this document and any supplemental notices, and for addressing any identified system or operating deficiencies promptly. Grant funds must be used only for software that meets the requirements of this part.

(b) *Required functionality.* The HMIS must meet all required functionality established by HUD in notice.

(c) *Unduplication requirements.* An HMIS must be capable of unduplicating client records as established by HUD in notice.

(d) *Data collection requirements.* (1) *Collection of all data elements.* An HMIS must contain fields for collection

of all data elements established by HUD in notice. For fields that contain response categories, the response categories in the HMIS must either directly match or map to the response categories defined by HUD.

(2) *Maintaining historical data.* An HMIS must be able to record data from a theoretically limitless number of service transactions and historical observations for data analysis over time and assessment of client outcomes, while following Federal, state, territorial, or local data retention laws and ordinances.

(e) *Reporting requirements.* (1) *Standard HUD reports.* An HMIS must be able to generate the report outputs specified by HUD. The reporting feature must be able to represent dates in the past for all historical and transactional data elements.

(2) *Data quality reports.* An HMIS must be capable of producing reports that enable the CHOs and the HMIS Lead to assess compliance with local data quality benchmarks and any HUD-established data quality benchmarks.

(3) *Audit reports.* An HMIS must be capable of generating audit reports to allow the HMIS Lead to review the audit logs on demand, including minimum data requirements established by HUD in notice.

#### **§ 580.35 HMIS security standards.**

(a) *In general.* Security standards, as provided in this section, are directed to ensure the confidentiality, integrity, and availability of all HMIS information; protect against any reasonably anticipated threats or hazards to security; and ensure compliance by end users. Written policies and procedures must comply with all applicable Federal law and regulations, and applicable state or local governmental requirements.

(b) *System applicability.* All HMIS Leads, CHOs, and HMIS vendors must follow the security standards established by HUD in notice.

(c) *Security management.* (1) *Security plan.* All HMIS Leads must develop a HMIS security plan, which meets the minimum requirements for a security plan as established by HUD in notice, and which must be approved by the Continuum of Care.

(2) *Timeline for implementation.* The HMIS Lead must submit the security plan to the Continuum of Care for approval within 6 months of [effective date of final rule to be inserted at final rule stage]. The HMIS Lead and CHOs must implement all administrative, physical, and technical safeguards within 6 months of the initial approval of the security plan. If one or more of

these standards cannot be implemented, the HMIS Lead must justify the implementation delay and produce a plan of action for mitigating the shortfall, and develop milestones to eliminate the shortfall over time.

(d) *Administrative safeguards.* The administrative actions, policies, and procedures required to manage the selection, development, implementation, and maintenance of security measures to protect HMIS information must, at a minimum, meet the following:

(1) *Security officer.* Each HMIS Lead and each CHO must designate an HMIS security officer to be responsible for ensuring compliance with applicable security standards. The HMIS Lead must designate one staff member as the HMIS security officer.

(2) *Workforce security.* The HMIS Lead must ensure that each CHO conduct criminal background checks on the HMIS security officer and on all administrative users. Unless otherwise required by HUD, background checks may be conducted only once for administrative users.

(3) *Security awareness training and follow-up.* The HMIS Lead must ensure that all users receive security training prior to being given access to the HMIS, and that the training curriculum reflects the policies of the Continuum of Care and the requirements of this part. HMIS security training is required at least annually.

(4) *Reporting security incidents.* Each HMIS Lead must implement a policy and chain of communication for reporting and responding to security incidents, including a HUD-determined predefined threshold when reporting is mandatory, as established by HUD in notice.

(5) *Disaster recovery plan.* The HMIS Lead must develop a disaster recovery plan, which must include at a minimum, protocols for communication with staff, the Continuum of Care, and CHOs and other requirements established by HUD in notice.

(6) *Annual security review.* Each HMIS Lead must complete an annual security review to ensure the implementation of the security requirements for itself and CHOs. This security review must include completion of a security checklist ensuring that each of the security standards is implemented in accordance with the HMIS security plan.

(7) *Contracts and other arrangements.* The HMIS Lead must retain copies of all contracts and agreements executed as part of the administration and management of the HMIS or required to

comply with the requirements of this part.

(e) *Physical safeguards.* The HMIS Lead must implement physical measures, policies, and procedures to protect the HMIS.

(f) *Technical safeguards.* The HMIS Lead must implement security standards establishing the technology that protects and controls access to protected electronic HMIS information, and outline the policy and procedures for its use.

#### § 580.37 Data quality standards and management.

(a) *In general.* The data quality standards ensure the completeness, accuracy, and consistency of the data in the HMIS. **The Continuum of Care is responsible for the quality of the data produced.**

(b) *Definitions.* For the purpose of this section, the term:

(1) *HMIS participating bed* means a bed on which required information is collected in an HMIS and is disclosed at least once annually to the HMIS Lead in accordance with the requirements of this part.

(2) *Lodging project* means a project that provides overnight accommodations.

(3) *Nonlodging project* means a project that does not provide overnight accommodations.

(c) *Data quality benchmarks.* HMIS Leads must set data quality benchmarks for CHOs. Benchmarks must include separate benchmarks for lodging and nonlodging projects. HMIS Leads must establish data quality benchmarks, including minimum bed coverage rates and service-volume coverage rates, for the Continuum(s) of Care. HMIS Leads may establish different benchmarks for different types of projects (e.g., emergency shelter projects, permanent housing projects) based on population.

(1) For the purpose of data quality, the bed coverage rate measures the level of lodging project providers' participation in a Continuum of Care's HMIS.

(i) The bed coverage rate is calculated by dividing the number of HMIS participating by the total number of year-round beds in the geographic area covered by the Continuum of Care.

(ii) Bed coverage rates must be calculated separately for emergency shelter, safe haven, transitional housing, and permanent housing.

(iii) Bed coverage rates must be calculated for each comparable database.

(2) For the purpose of data quality, the service-volume coverage rate measures the level of nonlodging project participation in a Continuum of Care's HMIS.

(i) Service-volume coverage is calculated for each HUD-defined category of dedicated homeless nonlodging projects, such as street outreach projects, based on population.

(ii) The service-volume coverage rate is equal to the number of persons served annually by the projects that participate in the HMIS divided by the number of persons served annually by all Continuum of Care projects within the HUD-defined category.

(iii) Service-volume rates must be calculated for each comparable database.

(d) *Data quality management.* (1) *Data quality plan.* All HMIS Leads must develop and implement a data quality plan, as established by HUD in notice.

(2) The HMIS must be capable of producing reports required by HUD to assist HMIS Leads in monitoring data quality.

#### Subpart E—Maintaining and Archiving Data

##### § 580.41 Maintaining and archiving data.

(a) *Maintaining data.* Applicable program regulations establish the length of time that records must be maintained for inspection and monitoring to determine that the recipient has met the requirements of the program regulations.

(b) *Archiving data.* Archiving data means the removal of data from an active transactional database for storage in another database for historical, analytical, and reporting purposes. The HMIS Lead must follow archiving data standards established by HUD in notice, as well as any applicable Federal, state, territorial, local, or data retention laws or ordinances.

#### Subpart F—Sanctions

##### § 580.51 Sanctions

The program regulations for the programs that fund the HMIS activities contain the sanctions for noncompliance with this part.

Dated: November 4, 2011.

Mercedes Márquez,

Assistant Secretary for Community, Planning and Development.

[FR Doc. 2011-31634 Filed 12-8-11; 8:45 am]

BILLING CODE 4210-67-P

## DEPARTMENT OF HOMELAND SECURITY

### Coast Guard

#### 33 CFR Part 167

[USCG-2011-0351]

#### Port Access Route Study: The Atlantic Coast From Maine to Florida

AGENCY: Coast Guard, DHS.

ACTION: Notice of study; reopening of the comment period.

**SUMMARY:** The U.S. Coast Guard is reopening the comment period to further its outreach efforts and solicit additional comments concerning its Port Access Route Study being conducted along the Atlantic Coast from Maine to Florida.

**DATES:** Comments and related material must reach the Docket Management Facility on or before January 31, 2012.

**ADDRESSES:** You may submit comments identified by docket number USCG-2011-0351 using any one of the following methods:

(1) *Federal eRulemaking Portal:* <http://www.regulations.gov>.

(2) *Fax:* (202) 493-2251.

(3) *Mail:* Docket Management Facility (M-30), U.S. Department of Transportation, West Building Ground Floor, Room W12-140, 1200 New Jersey Avenue SE., Washington, DC 20590-0001.

(4) *Hand delivery:* Same as mail address above, between 9 a.m. and 5 p.m., Monday through Friday, except Federal holidays. The telephone number is (202) 366-9329. To avoid duplication, please use only one of these four methods. See the "Public Participation and Request for Comments" portion of the **SUPPLEMENTARY INFORMATION** section below for instructions on submitting comments.

**FOR FURTHER INFORMATION CONTACT:** If you have questions on this notice of study contact George Detweiler, Office of Navigation Systems, Coast Guard, telephone (202) 372-1566, email [George.H.Detweiler@uscg.mil](mailto:George.H.Detweiler@uscg.mil) or submit questions to [ACPARS@uscg.mil](mailto:ACPARS@uscg.mil). If you have questions on viewing or submitting material to the docket, call Ms. Renee K. Wright, Program Manager, Docket Operations, telephone (202) 366-9826.

#### SUPPLEMENTARY INFORMATION:

##### I. Public Participation and Request for Comments

We encourage you to participate in this study by submitting comments and related materials. All comments received will be posted, without change,

Good Evening City Council Members and Mayor,

My name is Greg Pratt. I volunteer through a church organization to help the homeless on a weekly basis.

Friday afternoon I witnessed firsthand how the systems fails the homeless on a regular basis.

Due to time constraints, I won't go into all of the details. I witnessed 4 Lansing Police officers evict 4 homeless people from a location without calling the social worker unit for assistance in getting these people resources or a place to stay.

By not using the resources, one of the homeless people missed out on receiving services that were already scheduled for her the next day.

What good is the social work unit if the officers choose not to use it?

With the recent increase in apartments being red tagged and apartment fires. More people are being displaced.

How you may ask?? Well lots of people are staying with the names person on the leases. The person in the lease receives resources to aid them while the friend who stayed with them cannot receive the same resources or funding.

With the increase in homeless people; the Mayor needs to declare an emergency and open at least 1 more Men's shelter. By declaring the emergency more resources are available to the City and homeless alike. Not doing anything means we will continue to see the numbers increase across the City of Lansing.

When you leave here to go home tonight, look to your left and you will see a brown sleeping bag on the ground.

That person has no where to go as the 2 shelters have been full for over 6 months. This is the type of thing we will continue to see increase if additional shelters are not provided and made available to the homeless people of Lansing.

*Submitted @ mtg*



901 E. Mt. Hope Ave. • Lansing, MI 48910  
(517) 999-2760 Voice • (517) 999-2767 Fax

## **Emergency Services and Shelters**

**Adult Protective Services** 24-hour Toll Free Number: 1-855-444-3911  
Adult Protective Services investigators protect vulnerable adults from abuse, neglect, and exploitation. If you suspect abuse, neglect, exploitation or feel an adult is at risk call any time day or night to make a report.

### **Overnight Shelters**

**City Rescue Mission Men's Shelter** 607 E. Michigan Ave Lansing, MI 48912(517) 485-0145  
Sign- in is from 6:30 p.m. to 6:55 p.m. ID is required. Contact shelter for more information.

**City Rescue Mission Women and Children's Shelter** 2216 S. Cedar St. Lansing, MI 48910(517) 485-0145  
This shelter is for women or female guardians with children. Facility has 24- hour security. Call shelter to confirm availability.

**Haven House** 121 Whitehills, East Lansing, MI 48823 (517) 337-2731  
Shelter for homeless families with children only.  
Contact shelter for more information.

**Homeless Angels** 3216 W. Main St., Lansing, MI 48917  
Intake Line: 844-464-6635  
Offers temporary shelter through the Homeless Angles Hotel. You must try to seek shelter with a licensed shelter agency and there must be no availability at other shelters. To gain shelter you also need to have a Service Point ID from Volunteers of America. Contact the intake line to obtain shelter.

**Loaves and Fishes** 831 N. Sycamore, Lansing, MI 48906 (517) 482-2099  
Loaves and Fishes can offer overnight shelter for 6 men and 4 women for up to 14 nights. Contact the shelter after 9:30a.m. to obtain a bed.

*Submitted @ mtg.*

### **Volunteers of America**

430 N. Larch, Lansing, MI 48912 (517) 484-4414

VOA has an overnight emergency shelter and a hotel emergency lodging program. The overnight shelter offers 50 beds and the women's shelter has 14 beds and room for two cribs. The hotel emergency lodging program is put into action when no other shelter space is available in the community. Contact Volunteers of America for availability.

### **Domestic Violence Shelters**

#### **EVE, Inc. (End Violent Encounters)**

24-hour Crisis Line: (517) 372-5572

Eve provides temporary safe housing, meals, and personal care items for survivors of domestic violence and their children. It is in a secure and confidential location. Call Eve's crisis line to check shelter availability.

#### **MSU Safe Place**

(517) 355-1100

MSU Safe Place provides shelter to adults and their minor children who are experiencing stalking and/or emotional, physical, or sexual abuse in an ongoing relationship and need a safe, confidential place to stay.

#### **Safe Center**

24-hour Crisis Line: (877) 952-7283

Safe Center houses a 24-hour Crisis Hotline, emergency shelter, legal advocacy, and ongoing support for victims of domestic and sexual violence in Shiawassee and Clinton Counties. Contact the crisis line for shelter availability.

#### **SIREN/Eaton Shelter, Inc.**

24-hour domestic violence crisis line: (800) 899-9997

SIREN/Eaton Shelter provides emergency shelter for homeless families and domestic violence survivors. Contact the shelter for availability.

### **Disability Network Capital Area**

901 E Mt Hope Ave, Lansing, MI 48910

Phone: (517) 999-2760

## **Day Shelters**

**Advent House Ministries, Inc.** 743 N. Martin Luther King Jr Blvd.,  
Lansing, MI 48915(517) 485-4722

Advent House provides a Weekend Day Shelter which includes the Children and Family Program. The Weekend Day Shelter program meets the basic needs of food and day shelter and provides access to community resource information. Contact Advent House for more information.

**Volunteers of American** 430 N. Larch, Lansing, MI 48912(517) 484-4414  
VOA runs the New Hope Day Center which is a weekday one-stop service center for individuals to gain access to case management, meals, housing resources and employment resources. Contact VOA for more information.

## **Meals**

**Advent House Ministries** 743 N. Martin Luther King Jr. Blvd.  
Lansing, MI 48915(517) 485-4722

Advent House provides three meals a day on Saturdays and Sundays. Saturday meals are served at 8 a.m., 11:30 a.m. and 3:30 p.m. Sunday meals are served at 9 a.m., 1 p.m. and 4 p.m.

### **City Rescue Mission**

607 E. Michigan, Lansing, MI 48912(517) 485-0145

City Rescue Mission serves three meals a day, every day of the week. Breakfast is served to overnight shelter guests only and lunch is served daily with sign-in starting at 11:00 a.m. They also serve dinner daily with sign-in starting at 6:30p.m.

**Volunteers of America** 430 N. Larch, Lansing, MI 48912(517) 484-4414  
VOA serves meals Monday through Friday at 11:30 a.m. and 4:30 p.m. They have an additional meal on Wednesday from 7 a.m. to 7:45 a.m.

**For additional food resources call 2-1-1 and request assistance with emergency meals.**

### **Disability Network Capital Area**

901 E Mt Hope Ave, Lansing, MI 48910  
Phone: (517) 999-2760

## **Health Care**

### **Sparrow Medical Clinic at Volunteers of America**

430 N. Larch, Suite 1, Lansing, MI 48915(517) 253-5000

The Sparrow Medical Clinic at VOA is open Monday through Friday from 8:00 a.m. to 4:30 p.m.

### **Sparrow Hospital Emergency Room**

1215 E. Michigan Ave., Lansing, MI 48912(517) 364-1000

### **Sparrow Clinton Hospital, St. Johns Emergency Room**

805 S. Oakland Street, St. Johns, MI 48879(989) 227-3400

### **McLaren Greater Lansing Emergency Room**

401 W. Greenlawn Ave. Lansing, MI 48910(517) 975-6000

### **Eaton Rapids Medical Center Emergency Room**

1500 S. Main St., Eaton Rapids, MI 48827(517) 663-2671

### **Hayes Green Beach Memorial Hospital Emergency Room**

321 E. Harris St. Charlotte, MI 48813(517) 543-1050

**All emergency rooms will help treat a mental health emergency. However, if you wish to discuss a mental health crisis with someone first, contact:**

**Community Mental Health's crisis line at (800) 372-8460**

### **Disability Network Capital Area**

901 E Mt Hope Ave, Lansing, MI 48910

Phone: (517) 999-2760

- **CACS**  
(Capital Area Community Services)  
Funds for car repairs, home repairs, water sewage, can pay late fees for utilities, etc.  
101 E Willow St, Lansing, MI 48906, (517) 482-1504
- **Capital Area Housing Partnership**  
**Emergency Rent Assistance - Capital Area Housing**  
600 W Maple St Ste D, Lansing, MI 48906  
(517) 332-4663  
The COVID Emergency Rental Assistance (CERA) program is designed to keep Michigan residents who fell behind on their rent and/or utilities during COVID-19 in their homes. This program provides Covid Emergency Relief Assistance (CERA) for housing (rent), utility, and internet assistance to qualifying individuals or families.
- **INGHAM COUNTY COVID Emergency Rental Assistance (CERA)** The **COVID Emergency Rental Assistance (CERA)** program provides rent and utility payment assistance to help renters who have fallen behind on their rent during the COVID-19 pandemic.
- **TCOA** for 60+  
Senior Millage has funds for utilities, car repairs, home repairs. 5303 S Cedar St, Lansing, MI 48911, (517) 887-1440
- **Salvation Army**  
Desirae Strong 517-484-4424 ext. 103 or 104 for case workers: has some funding for utility assistance (not late fees)
- **St. Vincents Catholic Charities**  
For emergency temporary housing (517) 323-4734.

- Most besides, CACS require client to apply for SER funding through DHHS prior to being able to assist with utilities, deposits (first and last month's rent).

## Housing assistance resources (Rent/Hotel/Temporary Housing)

- **Capital Area Community Services**

(517) 393-7077, ext. 651

Misty Fogg Vankampen

Homeless Assistance Programs Coordinator

- **Capital Area Housing Partnership**

600 W Maple St Ste D, Lansing, MI 48906

(517) 332-4663

The COVID Emergency Rental Assistance (CERA) program is designed to keep Michigan residents who fell behind on their rent and/or utilities during COVID-19 in their homes. This program provides Covid Emergency Relief Assistance (CERA) for housing (rent), utility, and internet assistance to qualifying individuals or families.

- **Salvation Army**

525 N Pennsylvania Ave, Lansing, MI 48912

(517) 484-4424

- **St. Vincents Catholic Charities**

For emergency temporary housing (517) 323-4734.



The Families Overcoming Rough Times (F.O.R.T.) Program is a new program that assists Lansing School District students who are living in temporary or inadequate living situations.

The F.O.R.T. Program assists qualified students with:

- transportation to and from school from wherever the student is living
- access to the free meals programs at the school
- uniforms and clothing necessary for the child to attend and participate in school
- school supplies to the student
- cap and gown so they may participate in graduation commencement
- enrolling students within 24 hours even when the student does not have birth certificate and other vital record
- & many other needs that the student may need so that they may fully participate and achieve at school

If you or someone you know has children who attend school with the Lansing School District and are having a really rough time maintaining a permanent and adequate residence due to

- foreclosure
- eviction
- housing code violation red tags
- guardianship or suitable home placement
- house fire
- natural disasters
- any other situation beyond their control

and are living with another family, shelter, motel, car, campground, or other place not meant for a person to live in permanently within the last 6 months please contact Rose Taphouse, Lansing School District Homeless Coordinator, at 517-755-2813 or contact the child's school to see if they qualify for the F.O.R.T. Program



**Have You Been Displaced from Your Home Due to:**

- A house fire, mold, or red tag
- Domestic violence
- Loss of utilities (heat or electric)
- Inability to pay rent, or being foreclosed on
- Being evicted or kicked out

**The F.O.R.T. Program can Help with:**

- Connections to housing programs
- School enrollment within 24 hours
- Transportation to and from school
- Tutoring programs at local shelters
- Free breakfast and lunch at school
- Personal hygiene & school supplies
- Clothing: shoes, coats, etc.
- Fees for school-sponsored field trips
- Cap and gown for graduation
- Financial aid application assistance

**Submit a Confidential Application Today**



<https://bit.ly/3QR0d5U>

For more info or to apply for yourself or for someone else, visit us online at [www.lansingschools.net/FORT](http://www.lansingschools.net/FORT)

*Submitted @ mty.*



# RENTER'S BILL OF RIGHTS



A renter's bill of rights is a suite of legal mechanisms that protect renters from landlord exploitation. These laws work to affirm the rights of renters against health hazards, harassment, and displacement. While framed here as a cohesive policy tool, these tenant protections are often enacted independently. The "bill of rights" terminology points to a broad narrative grounded in a universal right to safe and healthy housing. This coordinated framework also acknowledges that one or two solutions alone will not be enough to guarantee renter protection.

## CLAUSES THAT MAY BE INCLUDED IN A RENTER'S BILL OF RIGHTS

- **Fee limitations** restrict application fees and/or the percentage of rent that a landlord can charge for a rental deposit.
- **Relocation assistance** stipulates that a landlord must pay a certain amount towards moving costs for tenants who are displaced by housing rehabilitation, demolition, or other breaks in the lease agreement.
- **Preventing consideration of criminal history** is an anti-discrimination measure wherein landlords cannot consider the criminal history of an applicant when evaluating potential tenants.
- **First come, first served** requires landlords to accept the first rental application that meets their publicly stated rental requirements.
- **Renter agency for repairs** allows tenants to take care of repairs themselves and charge the landlord accordingly; it is a policy aimed at landlords who often take a long time or refuse outright to make necessary repairs.
- **Surprise building inspections** work to enforce landlord accountability by increasing the frequency of city inspections to assure the quality and safety of rental units.
- **Right to organize** prevents landlords from interfering if renters decide to form a tenants' union.

*Failure to comply with State or Fed law*

- **Just-cause eviction** strictly limits when and how landlords can remove tenants by forcing them to prove that the situation meets a certain standard to justify eviction.
- **Adequate notice for rent changes** means that landlords must give a certain amount of warning before they raise rents.
- **Right of first refusal** applies to when a landlord puts a building up for sale, and gives tenants the power to band together and put up the money to purchase the building for themselves; in some cases, tenants may also assign this right to a local nonprofit like a community land trust.
- **Right-to-counsel** is a guarantee that all renters should have publicly subsidized legal representation in housing court.

## Know Your Rights

In addition to the legal protections themselves, public campaigns around a renter's bill of rights serve as an important reminder that renters have rights in the first place. This can help to empower renters to build power for themselves in other ways, like setting up a **tenants' union** or connecting with tenants' rights organizations.

*Submitted @ Mtg.*



## CURRENT STATUS OF TENANT PROTECTIONS

There are several long-standing federal- and state-level renter protections. At the federal level, renter protections are primarily regulated by the Fair Housing Act (FHA). This Act was part of the Civil Rights Act of 1968 and signed into law by President Johnson. It prohibits housing discrimination (including rental discrimination) based on religion, race, sex, and national origin. Upon later amendment, these protections were expanded to account for disability and family status. State-wide protections vary significantly, but the Department of Housing and Urban Development provides a central repository for state-by-state regulations.

The demand for municipal level tenant protections to bolster insufficient state and federal regulations has grown as the displacement crisis has worsened. Washington D.C., for example, enacted a tenants bill of rights in 2015, which even requires landlords to supply rental applicants with a copy of the legislation. Other municipalities have recently passed increasingly stringent renter protection laws including Seattle, Portland, and Palo Alto.

Other cities been focusing efforts on right-to-counsel. The most robust example comes out of New York City, which in 2017 became the first place in the country to guarantee a lawyer to every tenant facing eviction, dedicating \$155 million to the effort. Cities in Pennsylvania, California, Massachusetts, along with Washington D.C. are currently pursuing similar **right-to-counsel** measures.

## CONSIDERATIONS

### Local Context

Just as the rental market is highly variable from one municipality to the next, the obstacles that renters face depends on market conditions, landlord incentives, and existing housing policy. A renter's bill of rights presents an opportunity to examine the landscape as it currently stands and address it accordingly.

### Burden of Enforcement

Once legal protections are in place, enforcement remains an obstacle. In cases where landlords don't follow these laws, the burden falls on the renter to both know their rights and take their complaint to the city. Furthermore, municipalities often do not have the resources nor the infrastructure to enforce these laws fully.

### Legal Challenges

Many of the measures included in a renter's bill of rights directly challenge a power structure upheld by decades of legal precedent affirming the rights of private property owners. Because of this, municipalities are likely to face legal challenges to newly enshrined renter protection laws. In Seattle, for example, a judge overturned the city's **first come, first served** rental law, declaring it unconstitutional. The legal challenge, brought by a group of landlords, claimed that these requirements violated their rights to property, free speech, and due process.



**Resolution #2022-160**

By the Ad Hoc Committee on Housing and Resident Safety  
Resolved by the City Council of the City of Lansing

WHEREAS, the Lansing City Council is committed to representing the citizens of Lansing and ensuring a safe and healthy community; and

WHEREAS, issues of housing and resident safety are a priority of the Lansing City Council, and to that end, an Ad Hoc on Housing and Resident Safety was established in Resolution 2020-012, and extended in Resolution 2020-097 to explore issues related to residential housing in the City of Lansing; and

WHEREAS, the Lansing City Council have been exploring possible ordinances to enhance the safety and security of residents of the City of Lansing; and

WHEREAS, tenants who have their rental dwellings vacated due to health and safety concerns which are not the direct result of tenant damage are often burdened financially when attempting to secure alternate housing; and

WHEREAS, the Lansing City Council has explored options relating to direct financial assistance to those tenants of rental dwellings that have been red-tagged due to immediate health and safety issues that are not caused by the tenant; and

WHEREAS, other jurisdictions across the nation have enacted legislation at the state level that authorizes a municipality to establish a framework that establishes an obligation on a property owner to issue tenant relocation payments directly to a tenant who has their dwelling vacated due to immediate health and safety concerns; and

WHEREAS, the State of California has enacted such a statute in 2005 and is attached to this resolution as an example.

NOW THEREFORE BE IT RESOLVED that the Lansing City Council encourages the Michigan Legislature to prioritize issues of housing and resident safety and explore legislation similar to the attached.

BE IT FURTHER RESOLVED, the City Clerk forward this Resolution along with the attached California Statute on to the State Legislature and Governor's Office upon adoption.



Chris Swope, CIMMC/MMC  
Lansing City Clerk

I hereby certify that the foregoing is true  
and is a complete copy of the action  
adopted by the Lansing City Council.


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### HEALTH AND SAFETY CODE - HSC

**DIVISION 13. HOUSING [17000 - 19997]** ( *Division 13 enacted by Stats. 1939, Ch. 60.* )

**PART 1.5. REGULATION OF BUILDINGS USED FOR HUMAN HABITATION [17910 - 17998.3]** ( *Part 1.5 added by Stats. 1961, Ch. 1844.* )

**CHAPTER 5. Administration and Enforcement [17960 - 17992]** ( *Chapter 5 added by Stats. 1961, Ch. 1844.* )

**ARTICLE 2.5. Tenant Relocation Assistance [17975 - 17975.10]** ( *Article 2.5 added by Stats. 2004, Ch. 473, Sec. 1.* )

**17975.** Any tenant who is displaced or subject to displacement from a residential rental unit as a result of an order to vacate or an order requiring the vacation of a residential unit by a local enforcement agency as a result of a violation so extensive and of such a nature that the immediate health and safety of the residents is endangered, shall be entitled to receive relocation benefits from the owner as specified in this article. The local enforcement agency shall determine the eligibility of tenants for benefits pursuant to this article.

(*Added by Stats. 2004, Ch. 473, Sec. 1. Effective January 1, 2005.*)

**17975.1.** (a) The relocation benefits required by this article shall be paid by the owner or designated agent to the tenant within 10 days after the date that the order to vacate is first mailed to the owner and posted on the premises, or at least 20 days prior to the vacation date set forth in the order to vacate, whichever occurs later.

(b) If there are fewer than 10 days between the first posting and mailing of the order to vacate and the vacation date, the relocation benefits shall be paid by the owner or designated agent to the tenant within 24 hours after the notice is posted and mailed. The local enforcement agency shall attempt to provide telephonic or written notice to the owner to notify the owner that the benefits are payable immediately. Failure to provide the notice as specified in this section shall not relieve the owner of any obligations imposed by this article.

(c) If a tenant is entitled to relocation benefits pursuant to Section 17975, the local enforcement agency shall provide either telephonic or written notice to the tenant of his or her entitlement to the benefits. Written notice may be satisfied by posting a written notice on the premises stating that tenants may be entitled to relocation benefits.

(*Added by Stats. 2004, Ch. 473, Sec. 1. Effective January 1, 2005.*)

**17975.2.** The relocation payment shall be made available by the owner or designated agent to the tenant in each residential unit and shall be a sum equal to two months of the established fair market rent for the area as determined by the Department of Housing and Urban Development pursuant to Section 1437f of Title 42 of the United States Code. In addition, the relocation payment shall include an amount, as determined by the local enforcement agency, sufficient for utility service deposits. The relocation benefits shall be paid by the owner or designated agent in addition to the return, as required by law, of any security deposits held by the owner. The relocation benefits shall be payable on a per residential unit basis.

(*Added by Stats. 2004, Ch. 473, Sec. 1. Effective January 1, 2005.*)

**17975.3.** (a) Any owner or designated agent who does not make timely payment as specified in Section 17975.1 shall be liable to the tenant for an amount equal to  $1\frac{1}{2}$  times the relocation benefits payable pursuant to Section 17975.2.

(b) Subdivision (a) shall not apply when relocation benefits are payable fewer than 10 days after the date the order to vacate is first mailed and posted on the premises, if the owner or designated agent makes the payment no later than 10 days after the order is first mailed and posted.

(*Added by Stats. 2004, Ch. 473, Sec. 1. Effective January 1, 2005.*)

**17975.4.** (a) No relocation benefits pursuant to this article shall be payable to any tenant who has caused or substantially contributed to the condition giving rise to the order to vacate, as determined by the local enforcement agency, nor shall any relocation benefits be payable to a tenant if any guest or invitee of the tenant has caused or substantially contributed to the condition giving rise to the order to vacate, as determined by the local enforcement agency. The local enforcement agency shall make the determination whether a tenant, tenant's guest, or invitee caused or substantially contributed to the condition, giving rise to the order to vacate at the same time that the order to vacate the tenants is made.

(b) An owner or designated agent shall not be liable for relocation benefits if the local enforcement agency determines that the unit or structure became unsafe or hazardous as the result of a fire, flood, earthquake, or other event beyond the control of the owner or the designated agent and the owner or designated agent did not cause or contribute to the condition.

(c) In the situations described in subdivisions (a) and (b), the tenants of units within a multiunit structure who did not cause or substantially contribute to the uninhabitable condition shall be eligible for relocation benefits from the local enforcement agency that elects at its discretion to pay relocation payments in accordance with Section 17975.2 to those tenants.

(d) An owner or designated agent shall not be liable to make any payment as prescribed by this section if the local enforcement agency does not provide for an appeals process for the order to pay relocation benefits.

*(Added by Stats. 2004, Ch. 473, Sec. 1. Effective January 1, 2005.)*

**17975.5.** (a) If the owner or designated agent fails, neglects, or refuses to pay relocation payments to a displaced tenant or a tenant subject to displacement, except in the situations described in Section 17975.4, the local enforcement agency may advance relocation payments as specified in Section 17975.2. If the local enforcement agency, pursuant to locally adopted policies, offers to advance relocation payments in accordance with Section 17975.2, the local enforcement agency shall be entitled to recover from the owner any amount paid to a tenant pursuant to this section except payments made pursuant to subdivision (c) of Section 17975.4. The local enforcement agency shall also be entitled to recover from the owner or designated agent an additional amount equal to the sum of one-half the amount so paid, but not to exceed ten thousand dollars (\$10,000), as a penalty for failure to make timely payment to the displaced tenant, and the local enforcement agency's actual costs, including direct and indirect costs, of administering the provision of benefits to the displaced tenant.

(b) Any amounts paid by the local enforcement agency, except pursuant to subdivision (c) of Section 17975.4, and any applicable penalties and actual costs may also be placed as a lien against the property by the local enforcement agency by recording the lien in the county recorder's office of the county in which the real property is located.

(c) Any local enforcement agency that elects, at its own option pursuant to subdivision (a), to advance relocation payments to displaced tenants when the owner or designated agent fails, neglects, or refuses to pay relocation payments to displaced tenants, shall prior to instituting any action to collect from the owner or designated agent relocation benefits paid pursuant to this section, or to impose a lien therefor, send to the owner or designated agent by first-class mail, postage prepaid, at the owner's address as shown on the last equalized assessment roll, an itemized accounting of all benefits paid by the local enforcement agency to the owner's tenants, and any penalties or costs the local enforcement agency is seeking to recover as authorized pursuant to subdivision (a). If the owner or designated agent contends that not all of the benefits are chargeable to the owner or designated agent because the recipients were not displaced tenants, no benefits were payable pursuant to Section 17975.4, or on other grounds, the owner or designated agent shall submit a written appeal to the director of the local enforcement agency within 20 days after receipt by the owner or designated agent of the itemized accounting. The director, or the director's designee, shall hold an administrative hearing for the purpose of determining the amount of benefits paid that are chargeable to the owner or designated agent, and any penalties or costs the local enforcement agency may recover pursuant to subdivision (a). The local enforcement agency shall provide an administrative appeal process for any appeal of a decision of the director or the director's designee. The final decision of the local appellate body shall be subject to Section 1094.5 of the Code of Civil Procedure. If the owner fails to obtain a more favorable decision than that set forth in the itemized accounting, the owner or designated agent shall be liable to the local enforcement agency for the costs of the administrative hearing and appeal, not to exceed five thousand dollars (\$5,000). The failure to receive the itemized accounting shall not relieve the owner of any obligation to the city or county.

(d) Nothing in this article shall be construed to require the local enforcement agency to pay any relocation benefits to any tenant, or assume any obligation, requirement, or duty of the owner pursuant to this article.

*(Added by Stats. 2004, Ch. 473, Sec. 1. Effective January 1, 2005.)*

**17975.6.** Notwithstanding subdivision (b) of Section 17975.1 and subdivision (a) of Section 17975.5, if there are fewer than 10 days between the first posting and mailing of the order to vacate and the vacation date, and if the local enforcement agency advances relocation benefits to any tenants, prior to the expiration of the 10-day period, the owner shall not be required to reimburse the local enforcement agency for a charge identified on the itemized accounting described in subdivision (c) of Section 17975.5 if the owner contests the charge within 30 days after the itemized accounting is mailed to the owner or designated agent pursuant to subdivision (c) of Section 17975.5. The owner or designated agent shall pay the charge that was the subject of the appeal pursuant to subdivision (c) of Section 17975.5 within 30 days after an adverse decision by the director of the local enforcement agency on the appeal is mailed to the owner.

*(Added by Stats. 2004, Ch. 473, Sec. 1. Effective January 1, 2005.)*

**17975.7.** The remedies under this article are cumulative and in addition to any other remedies available under federal, state, or local law.

*(Added by Stats. 2004, Ch. 473, Sec. 1. Effective January 1, 2005.)*

**17975.8.** Any order by a local agency that requires a tenant's displacement and is issued to an owner, designated agent, or tenant, shall be accompanied by a summary of the provisions of this article. Failure to provide a summary shall not relieve any person of the obligations imposed by this article.

*(Added by Stats. 2004, Ch. 473, Sec. 1. Effective January 1, 2005.)*

**17975.9.** While it is the intent of the Legislature in enacting this article to provide an expedient means by which to provide relocation funds to tenants, nothing in this article shall be construed to limit the rights available to owners, designated agents, or tenants under any other provision of law. Furthermore, nothing in this article shall be construed to deprive an owner of procedural due process rights guaranteed by law, including, but not limited to, a right to file a judicial action against a local enforcement agency that has failed to proceed in a manner required by law.

*(Added by Stats. 2004, Ch. 473, Sec. 1. Effective January 1, 2005.)*

**17975.10.** When seeking reimbursement under an optional local program intended to advance relocation payments to displaced tenants when the owner fails, neglects, or refuses to pay relocation payments to displaced tenants pursuant to the provisions of this article, the local code enforcement agency shall first explore the potential of using funds from any available federally funded program that provides tenant relocation assistance in cases of local code enforcement activities.

*(Added by Stats. 2004, Ch. 473, Sec. 1. Effective January 1, 2005.)*