

Lakeshore Housing Alliance
Bi-Monthly and Annual Meetings Minutes
December 5, 2025 at 12:00 to 1:30 pm
In Person – Fillmore Complex

Annual

- I. Welcome and Introductions
 - a. Attendees:
 - i. Christina Fort – Lakeshore Housing Alliance
 - ii. Sarah Bashaw – Community Mental Health of Ottawa County
 - iii. Liz Keegan – Fair Housing Center of West Michigan (FHCWM)
 - iv. Jessica Pressley – Community Action House
 - v. Lydia Dominguez – Community member
 - vi. Jen Brozowski – Ottawa County Community Action Agency
 - vii. Brianne Jurs - Heart of West Michigan United Way
 - viii. Mark Kornelis – City of Holland
 - ix. Scott Klingberg – Gateway Ministries
 - x. Brenna Zawacki – Good Samaritan Ministries
 - xi. Brittney Brown – Ottawa Pathways to Better Health
 - xii. Autumn Guarnaccia – Legal Aid of Western Michigan
 - xiii. Valerie Bender – Love in Action – Tri Cities
 - xiv. Nicole Shosten – Resilience
 - xv. Megan Hennessey – Resilience
 - xvi. Francine Kalnins – VA
 - xvii. Alicia Cox - VA
 - xviii. Kristy Smith - Family Promise Lakeshore
 - xix. Jeanna Raterink – Love Your Neighbor
 - xx. Kendra Spanjer - DHHS
 - xxi. Brad Dorland – Essential Patriot
 - xxii. Patrick Kiely – VA Suicide Prevention
 - xxiii. Yadah Ramirez – Community Foundation of the Holland Zeeland Area
 - xxiv. Jaelin Lugers – HHI Management Company
 - xxv. Patti Cummings – Lakeshore Habitat for Humanity
 - xxvi. Asha- Legal Aid
- II. General Overview of the Lakeshore Housing Alliance
 - a. Liz provided an overview of LHA’s mission, role and CoCs. It was recommend signing up for National Alliance to End Homelessness for up-to-date information and advocacy efforts due to recent federal reassessment of some current systems and areas of focus. Liz described the staffing structure of LHA, Exec Committee, subcommittees and membership. Connect with Christina if you or someone you know has lived experience and would like to engage for increased representation. Christina also reminded the group LHA serves all of Ottawa County so we want full representation across the region.
- III. Membership Review & Update
 - a. A review is required annually. Liz and the group reviewed current membership list, updated membership forms and voting authorities.

- i. The following agencies were identified as needing follow up contact regarding membership:
 1. Community Housing Advocacy
 2. OAISD
 3. Arbor Circle
 4. People Center
 5. Doors of Hope
 6. City Hill
 7. GH Area Community Foundation
 8. HWM United Way
 9. Disability Network
 10. VOA
 11. Lifeline
 12. Escape Ministries

Motion to approve current membership renewal list by Scott Klingberg, Patti Cummings supported, all in favor, motion passed.

IV. Executive Committee Election

- a. Christina shared the role of Executive Committee. Currently there are 10 nominations and 6 spots. Use QR code to vote by 4pm today.

V. Adjournment

Bi-Monthly

I. Approval of December Agenda and October Minutes

- A. *Volunteer for minutes*
- B. Motion to approve agenda/minutes by Patti Cummings, support by Mark Kornelus. All approved, motion passed.

II. Staff Update

A. Project Home

- Christina provided an overview and update on the Project Home transition plan. January 2025 LHA voted for Project Home to be a subcommittee. There are plans for a launch event to occur in January, more information to come. LHA was recently awarded a grant from CFHZ for additional staffing support.

B. PIT Count

- Jessica Pressley of Community Action House explained the process of the annual Point In Time (PIT) count and planning underway for the expected January 28, 2026 event. Trainings will be coming up. The group is currently mapping encampments and zones to gather a full scope picture.
- Christina shared efforts are ongoing for a Youth Action Board.

C. By Name List

- Christina shared the list has been dramatically reduced due to data clean up and coordination of services (400 in 2024 to 270 in 2025).

Christina shared the updated process of putting clients in three buckets and handoff navigation.

III. Continuum of Care Update

- A. Presentation – Source of Income Protections
 - Liz presented on new Source of Income Protections in rental housing for Michigan and provided a Fact Sheet handout. Attachments
- B. Member Spotlight-Gateway Mission (Scott Klingberg)
 - Scott shared updates on the new men’s shelter location opening.
- C. PIT Count Report
 - Shared earlier in the meeting.
- D. HUD CoC Grant NOFO Update
 - Christina gave an overview of the FY25 HUD NOFO and reminded the group of project applications are due by December 10th.
- E. Governance Charter Amendment Review & Vote
 - Liz shared the Governance Charter is required to be reviewed at least annually. Current version was emailed to the group on Nov 3. Proposed changes include adding review of new membership applicants at Bi-Monthly meetings as they arise throughout the year; new membership termination language; reference to the new member code of conduct; reference to a new executive committee code of conduct/conflict of interest policy; and adding a formal Executive Committee co-chair nomination process.
 - Mark Kornelis motioned to approve, Patti Cummings seconded. All in favor, motion passed.
- F. Invitation to share success stories
 - Liz shared on source of income education success
 - Jessica shared the groundbreaking of new 55 unit collaboration with Community Action House and Dwelling Place.

IV. Updates

- A. Executive Committee
 - Liz shared that the Executive Committee is working on creating strategic planning, a staffing plan, and continued policy updates. Liz explained that the new HUD NOFO will require governance member changes.
- B. Allocation and Accountability
 - Mark Kornelis shared information about the Allocation and Accountability Committee role and timeline with the FY25 HUD CoC NOFO. Emphasized a very tight turnaround time. Please contact Christina or Mark if you are not applying for funding and have an interest in serving.
- C. HMIS Agency Administrators

- Christina reported on System Performance Measures. 948 households were engaged in the system in the past year. Some room for improvement to increase exits to positive destinations. Still working on data clean up and reducing possible inaccuracies.

D. Housing Choice Vouchers

- Brenna provided an update that MSDHA will not be allocating new vouchers until they receive their budget from HUD, so expect no HCVs to be pulled for a while. Housed 28 people this year through HCV.

V. Announcements

Mark shared that Holland City will be hosting two public meetings at Herrick District Library on Jan 7 to gather public feedback and review of CBDG funds either 1:30 pm, or 6:30 pm, on Wednesday, January 7, 2026, in the main floor classroom of the Herrick District Library (300 S. River).

The meetings are for the purpose of soliciting public input on the City of Holland's next CDBG Annual Action Plan (July 1, 2026 to June 30, 2027).

- A. Brenna shared update on Good Samaritan Ministries Executive Director.
- B. Liz shared that there will be free fair housing training on January 27th and in April.
- C. Patrick from VA shared they are looking for cohort members for Square. Details will be provided to Christina to share with the CoC membership group.

VI. Adjournment

Save the date – next meeting – Friday, February 7, 2026 – 12 to 1:30 pm
*Save the Date – PIT Count **January 28, 2026***