

A. Review and Approval of Agenda

1. Add to Other-Discuss Emergency Food and Shelter Grant (EFSG)
2. Motion to approve by Cody Schulz, second by Ellen McKinnon. Motion carried.

B. Approval of Minutes

1. Corrections
 - a. Collaborative Applicant section change “Shawnell Willard” to Shawnel Willer and “Shawnelle” to Shawnel
 - b. Correction - Region 1, change “they” to Lynea Geinert
 - c. Correction – Change Sarah Sel to Sarah Selseth
2. Motion to approve pending changes by Andrea Olson, second by Kristi Anderson. Motion carried.

C. Regional Reports

1. Region 1-Williston
 - a. Community Action: A lot of people moving with the downturn of the oil. High number of client calls.
2. Region 2-Minot
 - a. Community Action: A lot of calls for rental assistance. Hired a temp, part time staff to help with the extra phone calls. Uptick of veterans needing assistance.
 - b. Crisis Center: COVID-19 reduced some of their shelter capacity. Online groups for individuals that are anonymous.
 - c. NW Human Service Center: Pretty quiet. Keeping in touch with Mac from Homeless Coalition.
 - d. Youthworks: Shelter in Minot for youth is temporarily closed due to low referrals.
3. Region 3-Devils Lake
 - a. Community Action: Call from veterans. Online chat for veterans. Money to help with rent.
 - b. Safe Alternatives for Abused Families: Seeing an uptick in calls. Had to get two apartments because hotels were getting expensive. Staff is in the office now.
4. Region 4-Grand Forks
 - a. Community Violence Intervention Center: Shelter half full due to COVID-19 adjustments, doing telehealth.
 - b. Northlands Rescue Mission: Low in-house capacity. Working on diversion to help resolve housing needs. Getting food out to the community.
 - c. Salvation Army: Pathway to Hope has six families that they are working with. Drive through food pantry. Some rent assistance.
 - d. Community Action: Women and Children’s’ shelter should be up and operational by next week.
 - e. Spectra Health: Still having trouble to serve those with CD and MI. Working to find creative solutions to get them housed.

6. Region 5-Fargo

- a. Fargo/Moorhead Coalition for Homeless People: Closed office and working online. Shelter partners working overtime to come up with creative solutions. Gladys Ray contracted to manage the hotel for COVID-19. Numbers are constantly changing. Helping with contact tracing. VA has made themselves available.
- b. New Life Center: Did testing at the shelter and had four confirmed cases with guests and one staff. Suspended volunteers and put other precautions into place. Community meals are now being distributed at the front door.
- c. YWCA: Limited the number of intakes. Taking extra precautions for safety. Childcare is still open. Donations have stopped unless urgent. Food pantry is being distributed at the door. Doing continued education with the residents. Still housing individuals and 13 families moved.
- d. Youthworks: Continue to do outreach. Belief that there is an increase in trafficking. Struggling with follow through.
- e. Southeast ND Community Action Agency: Individuals looking for assistance.
- f. Fargo Housing & redevelopment Authority: High Rise will start their relocation. Will get assistance with moving, furniture. 80 landlords will have signed up to help. Mainstream-filling 100 vouchers. Homeless or about to be homeless under 62. RAHS/SRO-filling a few more units. VASH-a few vouchers. FUP-filling vouchers and coordinating with CCSS. Not sure what will happen with SRO. Waiting list will be closed. Four openings at Cooper House.
- g. Just a quick update. We are a recipient of CARES Act funding through our CDBG program. We will be addressing rental payments and homelessness. We are currently working with our partners/experts to develop this program, including the state. More to come as the program solidifies.

7. Region 6-Jamestown

- a. Community Action Region VI: Homeless Coalition hasn't met since February. Have more flexibility to serve the more vulnerable veterans. Doing food box at door pick up.
- b. South Central Human Service Center: Handing out housing packets to help navigate housing. Temporary shelter is not operational as of now. Being able to find alternative housing options. Working with the Housing Authority to move people into housing faster.

8. Region 7-Bismarck

- a. Abused Adult Resource Center: Closed the thrift store (a major income loss) for two months and the Family Safety Center but will be doing gradual openings soon. Shelters are running with safe guidelines, but numbers are down overall, just now, they are starting to see client numbers and calls increasing.
- b. Community Action Region VII: SSVF, people in hotels.
- c. Youthworks: Multiple agencies who are trying to help with hotel vouchers.
- d. ND Department of Public Instruction: A lot of youth dropping off the radar. Increase of unaccompanied youth.
- e. Missouri Slope Areawide United Way: Food scarcity. 1500 households being fed over the weekend. Homeless shelter has been planning since March. Funds to

security deposits and first month's rent. Started with 45 clients and are down to 14 the others have been housed. Working on a capital campaign to build a shelter. March 27, 46 calls for assistance.

9. Region 8-Dickinson

- a. Community Action Program: Increased calls about evictions. Helping to understand the unemployment application. SSVF can help veterans who have been helped in the past.
- b. Domestic Violence & Rape Crisis Center: Moving clients from one side to the other. Seeing things move slower. Court is still having hearings.
- c. Badlands Human Service Center: PATH is still seeing a lot of people for loss of employment and then housing.

6. State

- a. ND Department of Human Services: PATH: Working in collaboration. Implemented HMIS with PATH. Also trained in SOAR and building SOAR teams.
- b. Nd Department of Commerce: State will receive \$1.6 million in ESG funding. Award letter has been received but not the guidelines. Waived the match requirements. Still waiting on word on other funding source. Should be retro to March.
- c. Community Action Partnership of ND: Waiting for CARES funding. Ready to deploy funding as soon as it's received. Money will be used as most highly identified on the need of the community. Rental, utility assistance, and other high needs.
- d. Community Options: Emergency applications and can go back to October. Started working with the counties to initiate ND Works. And will help during this time. Some assistance with clothing and transportation.
- e. ND Coalition for Homeless People: HUD supersedes the state eviction moratorium through July.

D. CoC Update (Shawnel)

1. PIT/HIC: All information was received. 557 persons counted, up 15 from 2018.
 - a. Unsheltered count was 12, down 36 from 2018.
 - b. Emergency shelters was 391, up 52 from 2018.
 - c. Safe havens were 30, up 30 from 2018.
 - d. Transitional housing was 124, down 31 from 2018.
2. COVID-19 numbers: 415 total client count from March 21-May 3
 - a. 359 total answers related to COVID
 - b. 95 were seeking services due to COVID
 - c. 4 were experiencing symptoms (3 confirmed positive)
3. Membership: Letters were sent on April 21. Still need a board member from Region 1 and someone with lived experience.
4. Website: Working to roll it over from NDCHP. Will still be searchable.
5. Logo: There were nine total logos and the Board narrowed it down to 3. Completed a live poll and the winner was announced.

F. HMIS Lead Agency and Budget

1. Four proposals were received and were reviewed by the committee. ICA was the top contender. Motion made by Cody Schulz to approve ICA as the HMIS lead and second by Katie Jo Armbrust. Motion carried.
2. Will work out and MOU with ICA.
3. Reviewed HMIS budget. Will conduct an internal audit in May and June.
4. ICA Will send out new license fees.

G. ICA Update (Kari Schultz)

1. 137 total users, 195 projects, 42 agencies
2. Data quality reports are being conducted
3. ROI
 - a. Valid for 1 year from signature or until they retract it.
 - b. Once it is signed with one agency it is good for other agencies who are participating agencies.
 - c. Upload the physical copy of the ROI to the client's information in HMIS.

H. Policies and Procedures Review and Approval

1. Governance Charter
 - a. Motion to approve by Angela Daly, second by David Klein. Motion carried.
2. HMIS Policies & Procedures
 - a. Motion to approve by Katie Jo Armbrust, second by Holly Papineau. Motion carried.
3. Written Standards for Emergency Solutions Grant and Continuum of Care Programs
 - a. HUD requirement. This was not in place prior.
 - b. Motion to approve by Katie Jo Armbrust, second by Darianne Johnson. Motion carried.
4. Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking
 - a. HUD requirement. Not in place prior.
 - b. Motion to approve by Angela Daly, second by Mark Heinert. Motion carried.

I. Priority List Management

1. Fargo and Grand Forks regions are the only two regions doing list management.
2. HUD requirement on how units are filled.
3. Andria Elhard will be moving over to West Central MN Continuum of Care full time for list management.
4. Need to identify a statewide priority list manager.
5. Need an agency to take on employer of record.

J. System Performance Measures-Patrick Wigmore- TA for HUD Alissa

1. How do we measure success as a whole?
 - a. Measure 1: Length of time homeless
 - b. Measure 2: Returns to homelessness
 - c. Measure 3: Number of homeless persons

- d. Measure 4: Employment and income growth
- e. Measure 5: First time homeless
- f. Measure 6: Category 3-N/A
- g. Measure 7: Housing placement

K. Committee Updates

- 1. CARES
 - a. Met on April 24. Serving more as a maintenance and evaluation committee.
 - b. CARESlink.org website password: link2housing
 - c. There is now a verbal component to the ROI just as there is for HMIS
 - d. Policy updates and updated MOU's
 - e. September 15 next meeting.
- 2. HMIS/Performance: No update
- 3. Ad-Hoc-Prioritization

L. Other Discussions

- 1. Emergency Food and Shelter Grant
 - a. Current amount \$218,582 cannot come into the state as there is no one to administer it. Will send out a page with information on what it entails.
 - b. Gathering applications, determine qualification and collecting reports.
- 2. Moving regional updates to NDCHP and off the CoC meeting agenda.

M. Adjourn: Motion to adjourn by Jill Elliott, second by Karl Davis. Motion carried and meeting was adjourned at 2:05 p.m.

89 members were present during the meeting.