

CoC Steering Committee Minutes

11/18/2019

Members Present: Patrick-HUD TA Support, David Klein, Andrea Olson, Sandy Wilson, Carla Solem, Jill McDonald, Beth Saylor, Sarah Hasbargen, Katie Jo Armbrust, Erin Dahl

1. Welcome and Roll Call
2. Review an Approval of Agenda- Kati Jo made a motion to approve the agenda and Jill second the motion. All in favor motion carried
3. Review and Approval of Previous Meeting minutes
 - a. Jill made a motion to approve the meeting minutes from the September 25 electronic vote, September 16th and the October 21st meeting. Katie Jo second the motion. All in favor motion carried.
4. New Members
 - a. Andrea Olson-NDCHP Board representative to the Steering Committee
 - b. Beth Saylor-Region 3 representative out of Devils Lake. Volunteers at the Lake Region Community Shelter and is also a board member.
5. Nomination and Recommendations for members with terms ending
 - a. Recommendations sent to NDCHP for Deb Christenson to replace Jill
 - b. Erin and Sarah will serve another term
 - c. Lorraine Davis has stepped down
 - d. Still looking for a youth representative
6. CoC Coordinator Update-
 - a. Carla gave a presentation on structure of CoC Steering Committee and goals and plans in regard to her role.
 - b. Carla will email out slideshow
7. Committee Updates:
 - a. CARES Governance:
 - i. New policy approved
 - ii. Framework
 - iii. Resigning new partnership agreements
 - iv. 2 positions available- one from Grand Forks Area and someone in Bismarck to take Janelle's position.
 - v. Training complete
 - vi. Draft of CARES policy, invite ICA
 - b. HMIS/Performance- No update from Dave
 - c. Ad hoc- Prioritization-Meeting on 12/2
8. Governance Update-Patrick Wigmore
 - a. Went over roles and responsibilities
 - b. Talked to Julie at ICA
9. Statewide 211 use of Coordinated Entry
 - a. Provide service and tracking
10. Partner and Regional Updates
 - a. ICA-up and running to its best ability
 - b. Not enough licenses for PATH workers

- c. Will meet with Andrea
 - d. More formal template for board report
11. Adjournment-
- a. Katie Jo made a motion to adjourn the meeting and David second the motion. Motion carried.