



BOARD OF DIRECTORS MEETING MINUTES

NORTH DAKOTA CONTINUUM OF CARE

Monday, July 20, 2020

10 a.m.-11:30 a.m. CST/9-10:30 a.m. MST

Held via GoTo Meeting: <https://global.gotomeeting.com/join/380757821>

Members Present:

Katie Jo Armbrust	Sarah Hasbargen	Beth Sayler
Erin Dahl	David Klein	Kari Schultz
Lorraine Davis	Keiara Lesmeister	Alissa Weber
Tonya Forderer	Monica Moore	Shawnel Willer
Scott Fry	Alissa Parrish	

1. Review and Approval of Agenda
 - a. Motion to approve the meeting agenda by Katie Jo, second by Beth Sayler, motion carried.
2. Review and Approval of Minutes
 - a. Motion to approve the May 18, 2020 meeting minutes by Katie Jo, second by Erin Dahl, motion carried.
 - b. Motion to approve the June 15, 2020 meeting minutes by Katie Jo, second by Erin Dahl, motion carried.
3. Continuum of Care Update
 - a. HMIS Security Plan, HMIS Privacy Plan, and HMIS Data Quality Management plan were sent to the board prior to the meeting for their review. Motion to approve all three plans by Erin Dahl, second by David Klein, motion carried.
 - b. The HMIS Interagency Sharing Agreement was sent to the board prior to the meeting for their review. The agreement does not need approval and will be sent out to the full membership after the membership meeting in August.
 - c. Membership/Board Update
 - Regions 1, 6, and 7 need representation on the board. Monica Moore will be presented to the full membership for approval in August for Region 6.
 - Member-at-Large is vacant and we would like to fill that role with a minority. Lorraine Davis has been sent the application and will be presented to the full membership for approval in August.
 - d. COVID-19 Report
 - 1,149 total client count from March 21-July 13 (unduplicated)
 - 1,331 total answers related to COVID-19 questions
 - 278 were seeking services due to COVID-19
 - 63 were experiencing symptoms and 37 confirmed positive (36 positives in Region 5 and 1 in Region 3); 1 death in Cass County
 - e. Priority List Management: Shawnel trained with Andria Elhard before she left her position. Since the temporary policy was extended, there is little list management that needs to be done at this time.
 - f. CoC NOFA 2021: No update on upcoming NOFA for 2021 CoC funding. The pre-application is complete and ready to send out to agencies.
 - g. Self-assessments were sent out to the membership with a due date of August 1, 2020.

- h. HMIS budget: It sounds like the Commerce line item will be able to be used for HMIS. Working with ICA to get the requested documentation to Commerce.
4. Partner Updates
 - a. NDCHP: No update
 - b. ICA
 - Working on annual privacy and security trainings.
 - Coordinated entry project full launch is scheduled for August 3, 2020.
 - Trainings are ongoing for the change to the entry/exit workflow process. Receiving good feedback from the membership.
 - c. Department of Commerce: Continue to wait for guidance on additional funding for ESG-CV. Working on scoring and ranking the normal ESG applications.
 - d. NDHFA: The Interagency Council on Homelessness has been inactive for a couple of years. Dave Flohr has been charged with the council and will work to update contacts and get new members. We will work together to devise goals and plans for the committee.
 5. Regional Updates
 - a. Region 1 - Not present
 - b. Region 2 – Not present
 - c. Region 3 – Serving people in hotels and then working to get them into apartments. Working with partner agencies to secure funds to get people moved. Hopeful to get members from Spirit Lake where there is a lot of doubling of youth.
 - d. Region 4 – Agencies that had signed up for responsibilities for CARES and holding those accountable. Social detox shut down due to a positive COVID test.
 - e. Region 5 – Prevention and diversion specialist planning taking place. Sarah Kennedy will be the point person.
 - f. Region 6 – Working with those to secure housing. Landlord screening have proven to be difficult. Regional Coalition putting together blessing bags for those in need. Communication with individuals has been tough. Struggling with getting IDs.
 - g. Region 7 – Lorraine is ramping up collectively. Received COVID funding for food and meal delivery. Providing rental assistance to those impacted by COVID as well as motel stays. Cross-trained Free Through Recovery staff in HMIS.
 - h. Region 8 – Not present
 6. Committee Updates
 - a. CARES: No update
 - b. Data Committee: Working on getting a date secured to meet.
 - c. System Performance Measures: Meeting on Wednesday, July 22.
 - d. Rating/Ranking: On hold until we know more from HUD on the NOFA.



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7. Other Discussion

- a. ND Medicaid 1915(i): People who have mental health will no qualify for in-home services. DHS can't help non-profits establish a Medicaid billing system.
- b. Upcoming landlord trainings will be announced.
- c. Next meeting will be July 20.

8. Meeting adjourned at 10:56 a.m.

Minutes approved by the board on September 21, 2020.