

A. Review and Approval of Agenda

1. Motion to approve by Erin Dahl, second by Katie Jo Armbrust. Motion carried.

B. Approval of Minutes

1. Motion to approve by Ellen McKinnon, second by Melandie Deplazes. Motion carried.

C. CoC Coordinator Update

1. Membership and Board
 - a. Currently there are 130 members representing 70 agencies.
 - b. Lorraine Davis (member-at-large), Patrick Schmid (lived experience), and Monica Moore (Region 6) will fill three vacancies on the Board. Motion to accept the applications by Erin Prochnow, second by Cody Schuler. As we fill positions, we look to diversify our Board with representation from the LGBTQ+, youth, and minority groups. Motion carried.
2. COVID-19 numbers: 1,360 total client count from March 21-August 2
 - a. 1,702 total answers related to seeking services and 1,695 total answers for COVID symptoms
 - b. 314 were seeking services due to COVID
 - c. 70 were experiencing symptoms (39 confirmed positive)
3. PIT/HIC was submitted to HUD on May 20, 2020
 - a. PIT: 541 total persons (down 16 from 2019)
 - 369 in Emergency Shelter (down 22 from 2019)
 - 119 in Transitional Housing (down 5 from 2019)
 - 19 in Safe Haven (down 11 from 2019)
 - 34 Unsheltered (up 22 from 2019)
 - b. HIC: 1,642 total beds (up 52 from 2019)
 - 619 Emergency Shelter (down 56 from 2019)
 - 178 Transitional Housing (up 37 from 2019)
 - 701 Permanent Supportive Housing (up 185 from 2019)
 - 16 Safe Haven (down 17 from 2019)
 - 129 Rapid Re-housing (up 6 from 2019)
4. HMIS Budget
 - a. ICA submitted ESG and NDHG for maximum amounts
 - b. NDHG was awarded at \$30,000, \$10,000 less than last year
 - c. Working with ICA to get the documentation that Commerce has requested to change the scope of work for the Commerce line item budget.
5. HMIS Lead Agency Memorandum of Understanding was signed on June 15, 2020 by ICA, ND CoC, and NDCHP.
6. Racial Disparity
 - a. Reviewed data pulled from HMIS. There is a large racial disparity amongst Native Americans and African Americans across all regions.
 - b. Discussion on what the plan moving forward is from the Board. There is no plan to move forward at this time, but it is something that we need to start working toward. Providers should review their data and think about a plan.

7. Competition Debriefing
 - a. ND scored 137.25 out of 200 overall.
 - b. DV bonus projects scored 73.16 and 65.16 out of 100.
 - c. There is no explanation from HUD on the scoring.
8. CoC Spending Report
 - a. Total contract, total balance, and change/recaptured amounts were shared.
 - b. We have until the end of 2020 to spend down 2019 funds.
9. Other
 - a. SPDAT Training: CARES leadership is working with OrgCode to set up full SPDAT training for the state.
 - b. Priority List Management: Shawnel worked with Andria on the PLM. Since the temporary policy was extended, there is little list management that needs to be done at this time.
 - c. NOFA: Continue to wait for HUD to make a decision. The pre-application is ready to be sent out once the NOFA is released.
 - d. Self-assessments: Sent to agencies and were due back on August 1. Several have not been sent back to Shawnel.
 - e. PIT/HIC: The PIT/HIC will be here before we know it. Shawnel wanted to get it on everyone's radar.
 - f. Digital Chalk: Shawnel reminded everyone to send them in if you have not already.
 - g. Coordinated Entry: Two meetings will be set up providing an overview of coordinated entry with Homebase.

D. Policies & Procedures Review and Approval

1. HMIS Security Plan: Motion to approve by Melandie Deplazes, second by Orleen Orem. Motion carried.
2. HMIS Privacy Plan: Motion to approve by Lorraine Davis, second by Mark Heinert. Motion carried.
3. HMIS Data Quality Management Plan: Motion to approve by Brittany Brown, second by Sarah Kennedy. Motion carried.

E. Partner Updates

1. ND Coalition for Homeless People: No update.
2. Institute for Community Alliances
 - a. Thank you for the completion of the annual training. Thank you for the feedback relating to the materials used and that information will assist in development of next year's annual training.
 - b. The entry/exit workflow for coordinated entry was launched on Monday, August 3, 2020. We moved 166 clients into the new workflow. If you feel that a client has not been placed on the list and that individual should be please contact ICA and we will review.
 - c. All assessments need to be completed within the Entry/Exit tab and not the Assessments tab.
 - d. Data Quality reports for July should be sent no later than August 14, 2020.
 - e. Interagency Data Sharing Agreement: This is an agreement that allows information to be shared with other agencies.

3. ND Department of Commerce
 - a. Finished scoring and ranking for regular ESG funds, but don't have full confirmation from HUD on those funds. Award letters should be sent out by the end of next week.
 - b. No guidance from HUD on the ESG-CV funding. It was asked why this is delayed. There are other states in our region that are still not receiving their funding either.
4. ND Housing Finance Agency
 - a. The Interagency Council on Homelessness will start meeting again. Dave Flohr will be the contact but Shawnel will be running these meetings. Cody Schuler and Chandler Esslinger will participate on behalf of NDCHP. Planning to start meetings in September.

F. Committee Updates

1. CARES
 - a. CARES Governance Board meeting scheduled for September 2020.
 - b. Reviewing the status of the board and going to be updating the policies.
 - c. Looking to adjusting the partnership agreements so there are more spots at the table.
 - d. Reviewing the by-laws and MOU to make sure they match across the region with West Central MN CoC.
2. Data Committee
 - a. Erin Dahl volunteered to be the co-chair.
 - b. First meeting was held last week and will continue to meet monthly.
 - c. Mark Heinert volunteered to co-chair with Erin.
 - d. Working on the PIT/HIC.
3. System Performance
 - a. Denise Steinbach and Beth Larson-Steckler will be co-chairs and working on the governance charter items.
 - b. Held an additional meeting to review system performance measures with Homebase.
4. Ranking Rating: No update as we wait for HUD regarding the NOFA.

G. Release of Information Training

1. Kari Schultz gave a training on the Release of Information form for HMIS and where it should be uploaded in the system. She also reviewed the Coordinated Entry/Exit process.

H. Other Discussion

1. No further discussion.

- I. Adjourn:** Motion to adjourn by Andrea Olson, second by Kara Meduna. Motion carried and meeting was adjourned at 2:07 p.m.

86 members were present during the meeting.