



BOARD OF DIRECTORS MEETING MINUTES

NORTH DAKOTA CONTINUUM OF CARE

Monday, June 21, 2021

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	Tonya Forderer	Monica Moore
Erin Dahl	Jayna Gray	Mike Weatherly
Lorraine Davis	Keiara Lesmeister	Shawnel Willer
David Flohr	Cheryl Merck	

1. Meeting called to order at 10:07 a.m.
2. Review and Approval of Agenda
 - a. There was not a quorum at the meeting to approve the agenda.
3. Review and Approval of Minutes
 - a. There was not a quorum at the meeting to approve the April 19 minutes. Minutes will be approved at the next board meeting in July.
4. Continuum of Care Update
 - a. Membership /Board Update
 - There are 158 members representing 79 agencies, increasing the number of members by nine and agencies by five from the previous month.
 - Beth Saylor (Region 3) and Monica Moore (Region 6) have submitted their resignations from the board. Mike Weatherly has submitted his application to replace Monica Moore. Shawnel sent an email to Region 3 CoC members soliciting board applications. Mike and the Region 3 representative will be voted in by the membership at the August membership meeting.
 - b. COVID-19 Report
 - 4,154 total client count from March 21, 2020-June 13, 2021
 - 621 were seeking services due to COVID.
 - 143 were experiencing symptoms and 156 confirmed positive.
 - c. System Performance Measures
 - Submitted to HUD on time

METRICS		ND COC PERFORMANCE				
1.	Length of Time Persons Remain Homeless: Decrease the average number of days people are homeless	48 days for ES/SH 69 days for ES/SH/TH				
2.	Persons who Exit Homelessness to PH Destinations Return to Homelessness: Decrease the number of people who return to homelessness after exit from a program	From	< 6 mo.	6-12 mo.	12-24 mo.	2+ yrs.
		SO	63%	0%	0%	63%
		ES	17%	7%	6%	31%
		TH	14%	5%	8%	27%
		SH	0%	0%	33%	33%
		PH	2%	3%	6%	11%
		Total	14%	5%	6%	25%

3.	Number of Homeless Persons: Decrease the total number of people homeless	2,029 persons in HMIS in report period 541 persons counted during January PIT
4.	Employment and Income Growth for Homeless Persons in CoC Program-funded Projects: Increase the earned and unearned income of adults in homeless programs. Reported here for those exiting programs.	Earned income at exit: 9% leavers Non-employment income: 25% Total income at exit: 30% leavers
5.	Number of Persons who Become Homeless for the First Time: Decrease the number of first time homeless	1,250 persons in ES/SH/TH 1,481 persons in ES/SH/TH/PH
6.	Homeless Prevention & Housing Placement of Persons Defined by Category 3 of HUD's Homeless Definition in CoC Program-funded Projects	N/A in FY19 and FY20
7.	Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing: Increase the number of people who exit a homeless program to permanent and stable housing	39% w/ positive exits from SO 35% w/ positive exits from ES/SH/TH/RRH 93% w/ positive exits from PH

d. Longitudinal System Analysis (LSA)

- Submitted to HUD on time for reporting period 10/1/19-9/30/20
- 2,284 households and 2,547 people served
- 61 days homeless was the average for 2,078 households
 - 62 days for adult only households (1,913 households)
 - 83 days for adult and child households (84 households)
 - 7 days for child only households (58 households)
- Destination Exits
 - 28 percent exited to permanent destinations (519 or 1,825 households)
 - 26 percent for adult only households (436 households)
 - 60 percent for adult and child households (41 households)
 - 62 percent for child only households (36 households)
 - 52 percent exited to unknown destinations
 - 20 percent exited to temporary destinations

- Returns to the homeless system
 - 17 percent (48 of 289 households) returns within six months
 - 17 percent for adult only households (42 households)
 - 0 percent for adult and child households (0 households)
 - 25 percent for child only households (6 households)
- Demographics
 - Gender: 78 percent male
 - Age: 64 percent age 25-54
 - Race and Ethnicity: 47 percent White, 16 percent Black/African American, 21 percent American Indian or Alaska Native
 - Household Composition: 97 percent households of one person
 - Veterans: 90 percent non-veterans
 - DV status of HoH: 68 percent not a DV survivor
 - Chronic homeless and disabling condition: 25 percent chronically homeless, 31 percent <270 days with a disabling condition, and 29 percent <270 days with no disabling condition
 - System engagement: 61 percent were first time homeless in the system
 - Geography of where household was served: 97 percent served in the city
- e. Policy Reviews
 - HMIS Memorandum of Understanding
 - Jayna, Shawnel, and Kari will work on the workplan and goals on July 19 when we meet in person
 - Removed agency “user group” and assigned to the Data Committee for implementation of policies, procedures, data standards, etc.
 - Changed site visit timeline from December 30, 2021, to annual site visits
 - Added a budget for ICA
 - Total income: \$210,634
 - Total Expenses: \$193,170
 - An additional full-time employee needs to be added for ICA and the current budget does not allow for the additional employee.
 - Katie Jo offered comments on minor corrections.
 - There was not a quorum at the meeting to approve the HMIS MOU. The MOU will be sent out for an electronic vote.
- f. Youth Homelessness Development Program Grant
 - The ND CoC will be submitted an application that is due on July 27, 2021.
 - A committee has been put together to help write the grant.

- g. Coordinated Entry: HUD TA continues to work with the various regions on their process to develop coordinated entry.
 - h. VI-SPDAT/Prioritization Policy: A committee has been formed with individuals from West Central MN CoC and ND CoC. Their first meeting is this week where they will start to work on the development of a new tool. They will also be reviewing the prioritization policy. The goal is to have a pilot project ready by October 1, 2021 with full roll-out by January 1, 2022.
 - i. HMIS Data Collection
 - There was a request to add a category for coordinated entry referrals. Currently, there is “Successful referral: client accepted”, “Unsuccessful referral: client rejected”, and “Unsuccessful referral: provider rejected”. The request is to add an additional category that states, “Unsuccessful referral: client not found”. The board agreed this option should be added.
 - When entering data for exits, if the agency knows where the client is going but no formal exit interview is completed, what is the norm for data collection? Should “No Exit Interview Conducted” be entered or should the plans of the individual be entered? After discussion, it was agreed that if verbal confirmation is given and the information is solid, the known exit destination can be entered in HMIS.
 - j. NOFO: The Grant Inventory Worksheet was submitted to Elizabeth Clark. There was one change that was requested, and Elizabeth has submitted that to HUD headquarters.
 - k. Emergency Housing Vouchers (EHVs)
 - Four housing authorities in ND received EHVs at just over 100 total vouchers for the state.
 - HUD mandated that an MOU be signed by the CoC and the public housing authorities (PHAs). Shawnel is working with the PHAs and is hoping to have it signed by June 30.
 - Referrals for the vouchers must come through the coordinated entry system.
5. Partner Updates
- a. NDCHP: No update
 - b. ICA
 - Kari is doing monitoring/training in person over the next six weeks.
 - ESG-CV: ICA will start setting up projects and start training in the next few weeks.
 - HMIS policies will be presented to the board in July for approval.
 - Annual renewal for users/licenses was sent out and invoicing will be sent out soon.
 - c. NDHFA
 - HOME set aside has no changes
 - ND HIF: 10 percent set aside for homelessness barrier mitigation for a total of \$950,000.
 - d. Department of Commerce

- ESG-CV financial awards were sent out and are slowly being returned, but agencies are wanting to make amendments to their grant agreements. The requirement forms will be emailed out. Source document stating what will be required for supporting documents. Training will be available in September.
- NDHG scoring and ranking this week.
- ESG scoring and ranking will occur in mid-July.

6. Regional Updates

- a. Region 1: No update
- b. Region 2: YWCA has left the umbrella and a new agency has been created, Project BEE.
- c. Region 3: No update
- d. Region 4: No update
- e. Region 5: YWCA update on Lantern Light
- f. Region 6: Mike Weatherly will be the new representative for Region 6 as Monica Moore has resigned.
- g. Region 7: New McKinney-Vento coordinator will be starting at the ND Department of Public Instruction. NATIVE, Inc. received a large grant and another grant for addressing racial disparities back in December. They are providing training and it is a three-year grant. They also received ESG-CV.
- h. Region 8: No update

7. Committee Updates

- a. CARES: No further update
- b. Data Committee: No update
- c. System Performance: The committee established three measurable goals to focus their efforts. They will connect with the Data Committee for a joint meeting. A sub-committee is being created to review and develop a more comprehensive definition of homelessness.
- d. Rating and Ranking: No update as the committee is not currently active.

8. Other Discussion

- a. Shawnel will be on vacation July 3-5.
- b. Shawnel will be joining Kari on some of the monitoring visits.

9. Motion made to adjourn the meeting by Beth Larson-Steckler, second by Lorraine Daivs. Meeting was adjourned at 11:19 a.m.

Minutes approved by the board on July 19, 2021.