

Members Present:

Katie Jo Armbrust *	Alyssa Kroshus	Kari Schultz
Brenda Bergsrud *	Beth Larson-Steckler *	Sue Shirek
Lorraine Davis *	Keiara Lesmeister	Mike Weatherly *
Keylee Engelhard	Rikki Roehrich	Shawnel Willer
Kim Hemphill *	Zach Rose *	

* Indicates voting members

1. Meeting called to order at 10:05 a.m.

2. Introductions

3. Review and Approval of Agenda

Motion to approve the agenda by Brenda Bergsrud, second by Mike Weatherly, motion carried.

4. Review and approval of October Meeting Minutes

Motion to approve the October 18, 2021 meeting minutes by Beth Larson-Steckler, second by Lorraine Davis, motion carried.

5. Continuum of Care Update

a. Membership /Board Update

- There are 169 members representing 85 agencies. The newest members are Easter Seals of Goodwill, Lighthouse Church of Fargo, and The Lotus Center.
- Board:
 - Reviewed Board Member list. Kim Hemphill and Zach Rose are the newest members to the board.
 - Once the Youth Action Board is more established, they will decide who will represent their board.

b. Prioritization List/Referrals

- Total on the list: 344, (as of 12/13/21), down from 61 last month.
 - Family type: 318 single adults, 4 multi-adults, and 22 households with children
 - Age: 134 ages 25-39, 110 ages 40-54, 68 age 55 and over, and 32 ages 0-24
 - Gender: 225 male, 116 female, 2 Transgender, and 1 a gender other than singularly female or male
 - Race: 187 White, 99 American Indian/Alaska Native, 49 Black/African American, 4 Other
 - Exits (November): 55 Total, 0 to shelter, 0 to unsheltered/other, 3 to facility, 25 to rental/owned, 9 to family/friends, 1 deceased, and 17 are unknown
 - Total Exits for 2021 through November 516: 26 to shelter, 27 to unsheltered/other, 24 to facility, 205 to rental/owned, 57 to family/friends, 3 deceased, and 219 unknown
 - Referrals: 496 referrals through November 2021
 - September 76, October 93, November 56

- Successful: 88
- Unsuccessful (unable to contact client): 136
- Unsuccessful (client selected another provider): 37
- Unsuccessful (client other): 81
- Unsuccessful (provider rejected): 32
- Pending: 122
- Funding Source for those referrals:
 - EHV: 163
 - ESG-CV: 201
 - CoC: 77
 - Other: 55
- c. Monitoring Plan and Form:
 - Minor changes
 - Added some plans and policies
 - Added the Monitoring Audit form as Appendix C
 - Monitoring Form
 - Added plans and policies
 - Motion to approve the Monitoring Plan and Form by Beth Larson-Steckler, second by Lorraine Davis, motion carried.
- d. PIT/HIC - I'm missing one of the regions
 - Unsheltered count is scheduled for the night of Jan 26, 2022
 - Region 1: Will talk about at the coalition meeting at the January meeting.
 - Region 2: Either Project BEE or the Minot Area Coalition
 - Region 3: We don't have anyone there right now - Rob Johnson was going to talk to someone - Brenda will talk to see if we can figure something out.
 - Region 4: Jenna Richardson Spectra Health
 - Region 5: FM Coalition
 - Region 6: Will talk about it at the coalition meeting in January
 - Region 7 - Rachel Monge, Ministry on the Margins
 - Region 8 - Chantel Zeller and Heather Ingman
 - ICA will prepare the portal - it will be similar to last year
 - Training
 - Training for the unsheltered count will be done by Jayna and Shawnel
 - January 13, 3 p.m. and January 20, 10 a.m.

- Training for the sheltered count will be done by Kari and Jayna
 - January 13, 9:30 a.m., and January 20, 3:30 p.m.
- Emails with this information will be sent out to everyone next week after Christmas.
- e. Other
 - VI-SPDAT: The pilot ended on December 15 and a debrief was held on December 16. We are waiting for the report side of things from ICA, but it looks like our full roll-out date of January 10 will be pushed back.
 - YHDP
 - RFP for a consultant was awarded to Heather Keeler - at a cost of \$35,000 (budgeted amount in the YHDP Planning Grant)
 - The FM Coalition will be a pass through for compensation for YAB members and NDHFA will reimburse the Coalition.
 - Applied for and were awarded the National Center for Homeless Education Intensive TA.
 - Listening sessions will be scheduled in January to do some outreach for others to join the team/workgroups. One is scheduled for January 4 with juvenile justice and foster care.
 - Zach Rose will represent the CoC board with the YHDP team.
 - January and February Board meetings fall on federal holidays:
 - Will move the January meeting to 24th
 - Will cancel the February meeting
 - Shawnel will be off starting December 22 through December 28. Shawnel will get back to you when she returns if you need anything.
- 6. Partner Updates
 - a. NDCHP
 - A letter will be sent to the ND Department of Human Services regarding ND Rent Help. If you would like your agency to be included in the signature, contact Sue by December 27. Email Dalton if you want a copy of the letter. Katie Jo will sign the letter on behalf of the ND CoC.
 - Will be hiring for a position from a grant that was received to help with ND Rent Help.
 - b. ICA
 - Continue to work through the Longitudinal System Analysis for HUD and have only been able to get one of the preliminary uploads completed.
 - Kari will be on vacation the week of December 27.
 - c. NDHFA
 - Survey for HOME-ARP was sent out to over 300 email addresses - 30 responses so far. Dave and Jennifer have been meeting with local coalitions and sending the survey out again regionally.

- A housing needs assessment is being conducted.
- d. Department of Commerce
- Sending out the semi-annual progress report and adding it to the website. Hoping to send it out by this Wednesday, December 22.
 - Looking at potentially contracting to do the coordinated entry piece for ESG-CV referrals. The contract will run through September 30.
7. Regional Updates
- a. Region 1: No update.
- b. Region 2: Project BEE and some other agencies in the area are still meeting every other week.
- c. Region 3: Shelter in Devils Lake opening delayed due to having to move a sink to make it handicap accessible.
- d. Region 4: Things have still been busy with the ESG-CV. Starting to see a steady increase of Covid cases. There are some complexities without having an emergency mandate in place. Will be having some discussions about if the dollars run out and not having an emergency shelter in place.
- e. Region 5: No update.
- f. Region 6: Housing authority has done some pop-up clinics, but haven't had great attendance. Looking at doing it again in the spring or summer. Eagle Flats is under construction that will have low-income units.
- g. Region 7: NATIVE, Inc. opened an office in Fargo. Will have one employee trained on HMIS and then will hire a second person. Have already served 20 people. Currently have six case managers here in Bismarck doing HMIS work - had lost 2, so had to backfill those.
- h. Region 8: Tomorrow (12/21) will go before the City Commission to present on the need for a homeless shelter. Homeless numbers have been about the same. Meeting will be at 4:30 p.m. Wendy will reach out and find out if the city council meeting will be virtual so others can watch.
8. Committee Updates
- a. CARES: Meeting will be this afternoon. Will be discussing the new prioritization tool. Training for the new tool will be given before it is rolled out.
- b. Data Committee: Lorraine Davis will cover the data committee for the board. The committee has decided to start meeting quarterly rather than monthly.
- c. System Performance: Holding off to meet until February to look at the information that Kari submits to HUD. The committee has decided to start meeting quarterly rather than monthly.
- d. Rating and Ranking: Mike Weatherly will cover this committee for the board.
9. Other Discussion: None.
10. Motion to adjourn the meeting made by Beth Larson-Steckler. Meeting was adjourned at 11:04 a.m.

Minutes approved by the board on January 24, 2022.