

Members Present:

Katie Jo Armbrust	David Flohr	Sue Shirek
Brenda Bergsrud	Jayna Gray	Mike Weatherly
Erin Dahl	Sarah Hasbargen	Shawnel Willer
Lorraine Davis	Kari Schultz	

1. Meeting called to order.
2. Review and Approval of Agenda
 - a. Motion to approve the agenda by Brenda Bergsrud, second by Mike Weatherly, motion carried.
3. Review and Approval of Minutes
 - a. Motion to approve the July 19, 2021 meeting minutes by Katie Jo Armbrust, second by Mike Weatherly, motion carried.
4. Continuum of Care Update
 - a. Membership /Board Update
 - There are 162 members representing 81 agencies
 - Patrick Schmid has stated via a phone call that he will be resigning from the board. Once a letter of resignation is received, Shawnel has someone else that is interested in serving in that position.
 - b. COVID-19 Report: This item will be removed from the agenda.
 - c. Prioritization List/Referrals
 - Total on the list: 343
 - Family type: 329 single adults, 2 multi-adults, 10 households with children, and 2 unknown
 - Age: 136 ages 25-39, 98 ages 40-54, 72 age 55 and over, and 37 ages 0-24
 - Gender: 240 male, 101 female, 2 trans-male
 - Race: 189 White, 104 American Indian/Alaska Native, 41 Black/African American, and 9 Other
 - Exits (September): 16 to shelter, 2: 16 to shelter, 24 to unsheltered/other, 40 to facility, 186 to rental/owned, 48 to family/friends, and 181 are unknown
 - Average days on the list for September is 142
 - Referrals: 266 referrals as of September 6, 2021
 - Successful: 14
 - Unsuccessful (unable to contact client): 23
 - Unsuccessful (client selected another provider): 10
 - Unsuccessful (client other): 31
 - Unsuccessful (provider rejected): 9
 - Pending: 179

d. Policy Reviews

- Ranking and Review Policy
 - Approved by the membership in August but it needed to be revised due to the NOFO.
 - If approved by the board today, it will be sent to the membership for a virtual vote.
 - Added Roles and Responsibilities for the Rating and Ranking Committee
 - Updated Eligibility section
 - Motion to approve the Ranking and Review Policy made by Katie Jo Armbrust, second by Brenda Bergsrud, motion carried.

e. CoC Competition

- Competition notice was sent out to the membership on August 27, 2021.
- Intent to Apply and Threshold forms were due to the CoC on September 1, 2021.
- Application labs are scheduled for new projects on September 10, 2021 and renewal projects on September 24, 2021.
- Applications are due to the CoC by 5 p.m. on October 1, 2021. Applications will be reviewed and ranked by the Rating & Ranking Committee on October 13 and projects will be notified of their acceptance or rejection by October 14, 2021.
- Projects that are rejected have the opportunity to appeal the committee's decision and must have their appeal submitted by October 20, 2021. If there are appeals, the Rating & Ranking Committee will review on October 26 and projects will be notified on October 27.
- Final project application edits must be submitted in e-snaps and PDF to Shawnel by November 3, 2021. The Collaborative Application will be posted on the CoC website on November 4.
- The membership will vote on the Collaborative Application at the membership meeting on November 10 and the approved application will be posted to the CoC website by November 12.
- The final application will be submitted to HUD no later than November 16, 2021.
- Available funding (total of \$2,482,452):
 - Annual Renewal Demand: \$2,050,304
 - CoC Bonus: \$102,515
 - DV Bonus: \$268,124
 - CoC Planning: \$61,509
- There were 26 Intent to Apply forms returned to the CoC for a total of \$3,408,700. The City of Fargo submitted an Intent to Apply for \$2.0 million and rescinded their application.
- The Planning Grant has been started and Shawnel will have it reviewed before submitting.

- A contract has been put in place with Carla Solem to guide Shawnel through this process.
 - f. VI-SPDAT/Prioritization Policy
 - CARES staff and the committee continue to work on the new tool. Shawnel also sent to HUD TA to review. A meeting with ICA is scheduled for this week to discuss a timeline for reports.
 - g. Youth Homelessness Demonstration Program
 - North Dakota was awarded \$1.9 million!
 - A meeting with HUD Technical Assistants Tom Baker and Caroline Roddey was held on Friday.
 - The Planning Grant will be submitted on Tuesday, September 21 and will include funding for a consultant to help develop the Coordinated Community Plan, compensation for the Youth Action Board, and Shawnel's time. We have six months to write the Coordinated Community Plan.
 - The CoC Governance Charter will be updated in the spring to include the Youth Action Board (YAB) as a standing committee of the CoC.
 - h. November membership meeting will be held virtually due to the rise in COVID cases.
5. Partner Updates
- a. NDCHP
 - Poster and info cards distributed for access points.
 - Met with Visioning Committee and BOD and how to do a Homeless Awareness walk.
 - November 16, doing a forum for landlords, consumers, government officials to discuss what's next and how to best serve individuals.
 - b. ICA
 - Kari is working on the learning management system to help with the training process and give Kari some reprieve.
 - Monitoring is on pause for now.
 - Data element changes are coming in October.
 - Kari is working on setting up the ESG projects.
 - Budget: capacity building grant, ESG-CV, Commerce line item, ESG, NDHG
 - Kari and Jayna will divide what committee meetings they each attend.
 - c. NDHFA
 - Starting up a new statewide housing needs assessment.
 - Collaborating with NDSU to help conduct the research.
 - Kayla Ver Helst is the contact person.
 - Goal is to have it complete by September 2022.
 - HOME-ARP

- \$7.6 million to the state
 - Trainings are coming up from HUD on how to use those dollars.
 - Needs to be obligated by 2025 and we have until 2030 to spend the funds.
- d. Department of Commerce: No update.
6. Regional Updates
- a. Region 1: No update
 - b. Region 2: No update
 - c. Region 3: Hope to have a transition center open soon.
 - d. Region 4: Men's floor was in quarantine at Northlands Rescue Mission due to COVID, but they are coming out of it.
 - e. Region 5: Working on spending ESG-CV funds. EHV is full and won't be pulling anyone else at this time.
 - f. Region 6: Homeless coalition meeting there was a need for transitional housing or a shelter.
 - g. Region 7: No update.
 - h. Region 8: Researching turning a hotel into transitional housing or a shelter.
7. Committee Updates
- a. CARES: No update.
 - b. Data Committee: Using data completeness and data quality as scoring for CoC competition.
 - c. System Performance: Set up and met for the overarching definition of homelessness for the state. The Interagency Council on Homelessness will be incorporated to help advocate for the change.
 - d. Rating and Ranking: This committee will meet for the first time on October 8.
8. Other Discussion: None.
9. Motion made to adjourn the meeting by Katie Jo Armbrust, second by Erin Dahl. Meeting was adjourned.

Minutes approved by the board on October 18, 2021.