

Members Present:

Katie Jo Armbrust *	Jayna Gray	Shanna Lindquist-Siegrist
Brenda Bergsrud *	Sarah Hasbargen *	Christina Morris
Matthew Coen-Tuff *	Jennifer Henderson	Jenna Richardson *
Maria Effertz-Hanson	Beth Humenyik *	Sue Shirek
Keylee Engelhard	Heather Ingman *	Kari Schultz
Dave Flohr	Alyssa Kroshus	Michael Tonarely
Tonya Forderer	Beth Larson-Steckler *	Shawnel Willer

* Indicates voting members (7 voting members needed for a quorum)

1. Meeting called to order at 10:08 a.m. by Katie Jo Armbrust
2. Introductions
3. Review and Approval of Agenda

A motion to approve the agenda was made by Beth Humenyik, seconded by Matthew Coen-Tuff, no further discussion. All in favor, motion carried.

4. Review and approval of Meeting Minutes

A motion to approve the September 19, 2022 and October 17, 2022 minutes was made by Beth Larson-Steckler, seconded by Beth Humenyik, no further discussion. All in favor, motion carried.

5. Continuum of Care Update

- Membership /Board Update
 - There are 171 members representing 86 agencies. Arkos Health, Dream Living Services, both of region 5, and Welcome House in region 7 are the new agencies.
 - Beth Larson-Steckler has offered to be the new chair for the board. Cheryl Merck will continue to be the vice chair.
 - Beth Humenyik (region 1), Jenna Richardson (region 4), Heather Ingman (region 8), Matthew Coen-Tuff (at-large, LGBTQia+), and Shelby Keplin (at-large, BIPOC) are the new board members.
- Prioritization List/Referrals
 - Total on the list: 524, (as of 12/15/22), down 30 from October
 - Family type: 425 single adults, 41 family households, 58 Youth households
 - Age: 59 ages 0-24, 218 ages 25-39, 158 ages 40-54, and 89 ages 55 and over
 - Gender: 380 male, 139 female, 3 Transgender, 2 a gender other than singularly female or male
 - Race: 267 White, 141 American Indian/Alaska Native, 77 Black/African American, 28 Two or more, 8 Other, and 3 Unknown
 - Exits
 - ✓ September: 42 total, 1 to shelter, 4 to unsheltered, 1 to facility, 25 to rental/owned, 2 to family/friends, 1 deceased, 1 other, and 7 are unknown

- ✓ October: 21 total, 0 to shelter, 0 to unsheltered, 1 to facility, 16 to rental/owned, 0 to family/friends, 0 deceased, 3 other, and 1 is unknown
 - ✓ November: 91 total, 2 to shelter, 8 to unsheltered, 7 to facility, 20 to rental/owned, 0 to family/friends, 2 deceased, 20 other, and 32 are unknown
 - ✓ 647 total through November 30, 2022: 18 to shelter, 19 unsheltered, 35 to facility, 239 to rental/owned, 20 to family/friends, 9 deceased, 190 to other, and 117 are unknown
- Referrals: No new information on referrals this month.
- Monitoring visits:
 - 15 projects were monitored in October.
 - There were no major findings.
 - All follow-up documentation is due December 23, 12 of the 15 projects monitored had follow-up documentation to submit.
- Point-in-Time and Housing Inventory Counts
 - The count is scheduled for the night of January 25, 2023.
 - There are no changes to the portal or the paper form this year.
 - Training for the sheltered and unsheltered count will be held in January. An email will be sent out to the membership later this month.
 - Every region has a lead this year. We are working on agreements with Turtle Mountain Band of Chippewa and Spirit Lake Nation. We will also reach out to Standing Rock again this year.
- 2023 Training Calendar
 - January: Youth & Housing First, Mark Heinert
 - February: Housing Stability through Motivational Interviewing, San Mateo County
 - March: Ethics & Boundaries, Dr. Jeremy Carney
 - April: Human Trafficking, Amy Boyd & Mike Bolme
 - May: Secondhand Trauma & Self-Care, Angela Metz & Tessa Sieble
 - June: Mental Health, Trauma Informed Care, & Native American Practices
 - July: De-escalation Crisis Training, Angela Daly
 - August: Equal Access Training LGBTQia+, Housing Innovations
 - September: Housing First, Kelly Gorz
 - October: Domestic Violence, Power & Control, Angela Daly
 - November: VAWA, U.S. Housing Consultants
- CoC Spending Report
 - For 2018, \$42,257 has been recaptured by HUD. The Capacity Building Grant is the remaining balance of \$15,879. We have until June 2023 to spend these funds.

- 2019 grants, all grants have expired with a total balance of \$389,493. These funds will be recaptured by HUD.
- 2020 grants, \$347,446 in funds have not expired yet, \$224,029 have expired and will be returned to HUD.
 - Burleigh County Housing Authority is returning \$178,424.
 - Abused Adult Resource Center RRH has \$45,605 remaining. This grant ended after the report was sent, so there are still funds that could've been spent from this grant.
- 2021 grants, 14 grant agreements have been signed as of this report. FHRA has not signed any grant agreements to date as their 2020 grants haven't expired yet. RRVCA grant has been transferred to GFHA and the YHDP grants had not been signed as of this report. With all of those, our total original contract amount will be closer to \$3.0 million.
- Other
 - CARES documentation
 - The Housing Crisis Triage is still being reviewed. It is doubtful we will have this ready in January to go live.
 - All policies are under review and will be presented to the CARES Governance Board and the both CoC boards and memberships for approval.
 - Discussion around the pros and cons of continued close blending of coordinated entry between the ND and West Central MN CoCs. ICA and ND CoC do not feel it is in our best interest to merge databases between ND and West Central MN.
 - Upcoming meetings
 - Board meetings
 - ✓ The January board meeting will be moved to January 9, 2023 due to the MLK holiday.
 - ✓ The March board meeting will be moved to March 21, 2023 due to Shawnel being on vacation.
 - Membership meetings
 - ✓ The May and August membership meetings will be held in person with a virtual option.
 - ✓ Since we have scheduled monthly meetings, we will no longer provide a training during membership meetings. In place of the training will be an agency/project highlight. Regional updates will also be added back into the agenda.
 - The Monitoring Plan will be presented in January for approval from the board and to the membership in February.

6. Partner Updates

- NDCHP: Membership is low and recruitment continues. The new chair will be taking over with Sue's guidance. Board members are needed.

- ICA
 - Michael Tonarely is the new manager for North Dakota and Boise. He comes from the Missouri ICA team.
 - Starting to look at Point-in-Time and Housing Inventory Counts process. Christina will be calling all providers for the sheltered count this year.
 - Continuing with federal reports. ESG-CV quarter 9 reports are due in January.
- NDHFA
 - HOME-ARP is out for public comment and there will be a public hearing on January 5 at 10 a.m. The plan is available on the NDHFA website.
 - Preparing for the legislative session, budget and Housing Incentive Fund are the focus areas. Senator Krohn has a bill proposing \$50 million for HIF and the governor put \$25 million in his budget for HIF. North Dakota Homeless Grant and Emergency Solutions Grant are set to be transferred to NDHFA from Commerce.
- Department of Commerce: 2021 cash requests have a few that need to be completed and these grants need to be officially closed. Once that is complete, Commerce will start processing 2022 requests. Fifty percent of 2022 funding must be spent by December 31, 2022.

7. Regional Updates

- Region 1: No updates.
- Region 2: No updates.
- Region 3: Shelter in Devils Lake continues to stay full. Amachi has a meeting with the city of Devils Lake to see if they can increase their capacity due to need. Fort Totten is supposed to be opening a shelter, but a date hasn't been communicated. The shelter in Dunseith and Belcourt are full.
- Region 4: Red River Valley Community Action is exploring a change in their shelter to serve youth ages 18-24. Grand Forks Housing Authority has hired two youth navigators for their Youth Homelessness Demonstration Program grant and they have a SAMHSA grant that provides case management. Continuing to fine-tune their coordinated entry system but waiting for the Housing Crisis Triage to be released.
- Region 5: Shelters demand is high and beds are full. Salvation Army is distributing their Christmas boxes today. FM Coalition has some trainings scheduled.
- Region 6: No update.
- Region 7: Pathfinder Services has job openings in regions 1 and 3 for support specialists.
- Region 8: The city allocated some money for hotel rooms for shelter and it has been spent. In need of housing, particularly for men experiencing homelessness.

8. Committee Updates

- CARES: No updates.
- Data Committee: No updates.
- System Performance: No updates.

- Rating and Ranking: No activities as NOFO is complete.
- YAB: The board sent a letter to Two Feathers regarding the Coordinated Community Plan and received a response over the weekend. They will be meeting tonight to discuss further. This board is taking a break from meeting until January 9.

9. Other Discussion: No further discussion.

10. Meeting was adjourned at 11:33 a.m.

Minutes approved by the board on January 9, 2023.