

Meeting was called to order at 11:01 a.m.

Roll call was taken in the chat box.

A. Review and Approval of Agenda

1. Motion to approve by Erin Prochnow, second by Cody Schuler. Motion carried.

B. Approval of Minutes – August 4, 2021

1. Motion to approve by Cody Schuler, second by Ellen McKinnon. Motion carried.

C. CoC Coordinator Update

1. Membership and Board
 - a. Currently there are 162 members representing 82 agencies.
 - b. The annual membership drive will begin at the next quarterly meeting in February 2022.
2. Prioritization List/Referrals
 - a. Total households on the list: 440
 - Family Type
 - Single Adult: 406
 - HH with Children: 29
 - Multi-Adult: 3
 - Unknown: 2
 - Age
 - 0-24: 42
 - 25-39: 180
 - 40-54: 132
 - 55 and over: 86
 - Gender
 - Male: 279
 - Female: 127
 - Unknown: 34
 - Race
 - American Indian/Alaska Native: 135
 - Black/African American: 56
 - White: 241
 - Other: 3
 - Unknown/Client Refused: 5
 - b. Monthly reports are ran for users to clean-up the prioritization list and referrals.
 - c. There are agencies that are mandated to use coordinated entry due to funding streams and are not requesting referrals from the list. Those agencies are out of compliance with the funding agreements.
 - d. Exits
 - There were 44 that were exited from the prioritization list in October. Most exits (28) for the month were to rental/owned by client.
 - The average number of days on the list for exited clients is 126.

e. Referrals

- 470 referrals have been made through November 4, 2021.
 - Successful: 37
 - Unsuccessful, Unable to Locate Client: 56
 - Unsuccessful, Client Selected Another Provider: 28
 - Unsuccessful, Client Other: 54
 - Unsuccessful, Provider Rejected: 24
 - Pending 271
- Funding Source
 - CoC: 81
 - Emergency Housing Vouchers: 156
 - Emergency Solutions Grant-COVID: 179
 - Other: 54

3. Students Experiencing Homelessness

- a. The state reported 1,764 students experiencing homelessness in the 20-21 school year, 2,697 in 2019-20. This is 933 less than the 19-20 school year. These numbers encompass all school districts in the state (188). This decline is most likely due to virtual learning and student's living situations are not captured as easily.
- b. In 20-21 school year, 14 of the 188 school districts reported having students experiencing homelessness, 143 districts reported 0. If you remember last year, there are several schools that reported 10 or less students across the state. Out of the 188 school districts, the number of N-size schools is 31 for 20-21 school year. Those specific numbers were not reported, so are not reflected on this chart, but the total on this chart is 1,665 and the total number from DPI was 1,764, so the difference is 211 students that were reported in the N-size schools. An N-size school is a school that reports 10 or less students experiencing homelessness.
 - Region 1: Williston had the highest at 295 with McKenzie County following at 199. Region 1 still has the highest number of students in the state with 494 in the 2020-2021 school year.
 - Region 2: Minot has the full 119.
 - Region 3: 69 in Belcourt and 30 in Minnewaukan makes up the full 99 reported in Region 3.
 - Region 4: All 84 were in Grand Forks
 - Region 5: 206 in Fargo and 169 in West Fargo were the two largest out of the 408 reported for Region 5.
 - Region 6: Zero for region 6
 - Region 7: Majority are in Bismarck at 322 out of 406 reported for Region 7
 - Region 8: Dickinson had all 55

4. YHDP Update

- a. HUD Technical Assistance includes Thomas Baker and Caroline Roddey from Abt Associates, Kenya Haynes from National Center for Homeless Education (NCHE), and Tiffany Hart from True Colors United. An application for NCHE extensive TA was submitted and we are waiting to hear if it will be awarded.

- b. Youth Action Board (YAB): A recruitment flyer was sent out last week to the membership to post in offices and to forward to others to share in your communities. They are looking for representation from each region. Two YAB members will become voting members of the CoC Board once they are more established. YAB members created a Facebook page.
- c. Coordinated Community Plan (CCP): A Request for Proposal (RFP) was sent out and one proposal was received. It was decided that the RFP should be sent out again with an extension for the deadline.
- d. Planning Grant: Just under \$60,000 was received for the planning grant. These funds are in addition to the \$1.9 million as it is leftover from 2019 HUD funds. This grant will fund the CCP consultant, YAB compensation, and some of Shawnel's time.
5. HMIS Budget: There is not a lot of change since the August meeting. Additional information will be shared during the CoC Competition portion of the meeting.
6. CoC Spending Report (through September 30, 2021)
 - a. 2016: All grants have expired and \$17,659 was returned to HUD.
 - b. 2017: All grants have expired and \$38,822 was or will be returned to HUD
 - c. 2018: All grants have expired and \$42,257 will be returned to HUD.
 - d. 2019: 13 grants have expired with a total balance of \$368,537; over \$350,000 will be returned to HUD.
 - e. 2020: All grants from 2019 were renewed. There are six grants that have not expired from 2019, so they don't have new contracts with HUD at this time.
7. Other
 - a. VI-SPDAT/Prioritization Policy: The new assessment tool pilot is planned in November/December with a full roll-out in January that will include mandatory training for all assessment sites.

D. CoC Competition

1. Project application dates and deadlines
 - a. August 18, 2021: 2021 NOFO Published
 - b. September 1, 2021: Intent to Apply and Threshold Forms due to CoC via email in PDF format
 - c. September 10, 2021: NOFO Application Lab – NEW Projects
 - d. September 24, 2021: NOFO Application Lab – RENEWAL Projects
 - e. October 1, 2021: Project Applications submitted to CoC via e-snaps and PDF for ranking
 - f. October 13, 2021: Ranking and Review Committee Meeting
 - g. October 14, 2021: Project Applications notified of inclusion in CoC Collaborative Application
 - h. October 20, 2021: Project response and appeals to CoC due on Application Rank and Score
 - i. *October 26, 2021: Vote on appeals to rank and score (if needed)*
 - j. *October 27, 2021: Projects notified of appeals outcome and amended rank/score (if needed)*
 - k. November 3, 2021: Final Project Application edits submitted in e-snaps and PDF to CoC
 - l. November 4, 2021: Collaborative Application posted on CoC website

- m. November 10, 2021: CoC Membership vote on Collaborative Application
- n. November 12, 2021: Approved Collaborative Application posted on CoC website
- 2. Available funding
 - a. Annual Renewal Demand: \$2,050,304
 - b. CoC Bonus: \$102,515
 - c. DV Bonus: \$268,124
 - d. CoC Planning: \$61,509
- 3. Renewals
 - a. Fargo Housing & Redevelopment Authority will be consolidating two of their three grants into one grant, instead of all three as was the original intent.
 - b. The ND Department of Human Services decided not to renew their grant.

Program	Region	Project	Project Type	Requested Amount	GIW Amount
Fargo Housing & Redevelopment Authority	5	Cooper House	PH-PSH	\$57,700	\$57,700
Fargo Housing & Redevelopment Authority	5	Rental Assistance SHP	PH-PSH	\$278,796	\$278,796
Fargo Housing & Redevelopment Authority	5	SRO SHP	PH-PSH	\$94,166	\$94,166
Fargo Housing & Redevelopment Authority	5	FHRA Consolidated PSH	PH-PSH	\$430,662	N/A
Prairie Harvest Mental Health	4	PHMH PSH Program	PH-PSH	\$89,727	\$89,727
Burleigh County Housing Authority	7	BCHA S+C	PH-PSH	\$236,924	\$236,924
Fraser, Ltd.	5	Butler PSH	PH-PSH	\$124,258	\$124,258
Youthworks	7	Youthworks TLP	Joint TH-PH-RRH	\$97,068	\$97,068
ND Department of Human Services	ND	S+C	PH-PSH	\$200,000	\$220,944
Red River Valley Community Action	4	Tri Plex PSH	PH-PSH	\$25,784	\$25,784
YWCA Cass Clay	5	Transitional Housing	TH	\$215,500	\$215,500

YWCA Cass Clay	5	SHP Consolidated	PH-PSH	\$134,094	\$134,094
Total				\$1,554,017	

4. DV Renewals: There were no changes to the DV agencies that submitted for referrals.

Program	Region	Project	Project Type	Requested Amount	GIW Amount
Abused Adult Resource Center	7	SHP Transition Housing	TH	\$77,500	\$77,500
Abused Adult Resource Center	7	Hope Stability Project	PH-RRH	\$59,289	\$59,289
Abused Adult Resource Center	7	Rapid Rehousing	PH-RRH	\$149,935	\$149,935
Abused Adult Resource Center	7	Bonnie's Apartments	PH-PSH	\$4,845	\$4,485
Women's Alliance, Inc.	8	SW ND Housing Project	SSO-CE	\$36,500	\$36,500
YWCA Cass Clay	5	Domestic Violence	Joint TH-PH-RRH	\$147,590	\$147,590
Total				\$475,659	

5. New Projects

- a. City of Fargo had submitted an Intent to Apply for the Downtown Engagement Center for a total of \$2.0 million. They rescinded their application.
- b. The Turtle Mountain Mikinaak Ode Shelter did not submit their application.
- c. Presentation Partners in Housing submitted two applications for \$75,000 each, one for the DV bonus and one for the CoC bonus.

Program	Region	Project	Project Type	Requested Amount
Lake Region Shelter	3	Shelter	Joint TH-PH-RRH	\$65,000
Institute for Community Alliances	ND	HMIS	HMIS	\$250,000
Turtle Mountain Mikinaak Ode Shelter	3	Nonprofit	Joint TH-PH-RRH	\$50,000

The Salvation Army	7	Burleigh County RRH Program	PH-RRH	\$102,515
Presentation Partners in Housing	5	PPiH	SSO-CE	\$150,000
Missouri Slope Areawide United Way	7	RRH for CH	PH-RRH; SSO-CE	\$200,000
NATIVE, Inc.	7	Northern Plains Indian Housing Project	Joint TH- PH-RRH; PH-RRH; PH-PSH; SSO-CE	\$200,000
Safe Alternatives for Abused Families	3	Transitional Housing	SSO-CE	\$150,000
Total				\$1,379,024

6. Rating & Ranking Committee

- a. Katie Jo Armbrust, Grand Forks Housing Authority
- b. Tia Braseth, City of Fargo
- c. Major Judy Lowder, The Salvation Army – Jamestown
- d. Maria Effertz-Hanson, ND Department of Commerce
- e. Rikki Roehrich, ND Department of Commerce
- f. The committee met twice in October, with a third meeting cancelled since there were no appeals. The first meeting was an overview of the competition, and the second meeting was to review and rank all the project applications.

7. The Planning Grant, Collaborative Application, and Priority Listing were sent to the membership for their review. There were no changes or concerns from the membership with the provided information.

8. Priority List

- a. The Rating & Ranking Committee reviewed all applications and were presented with three different options for funding, along with an option to change all recommendations and do something completely different. Below is the Priority List that was approved.
 - ICA is receiving the full amount of the ND Department of Human Services renewal. This will fully fund HMIS moving forward and allow ICA to hire an additional system administrator.
 - All other renewal projects were funded at their full amount in Tier 1. All projects will be monitored this upcoming year and Shawnel will work with those that scored lower on an improvement plan with deadlines. If projects are not showing improvement by the next competition, we can look at reallocating funds to other/new projects.

- The DV Bonus was split between Safe Alternatives for Abused Families in Devils Lake and Presentation Partners in Housing in Fargo.
- The CoC Bonus was awarded to NATIVE, Inc. We are only allowed to award one SSO-CE under the DV Bonus and one under the CoC Bonus and ideally this would cover the entire CoC geographic region, but that is difficult for CoCs like ND. NATIVE, Inc. was awarded because they will cover at least two regions with SSO-CE and PPIH was awarded funding under the DV Bonus for SSO-CE.
- The DV Bonus projects were ranked in Tier 2 strategically, because they will be funded with DV Bonus dollars.
- The Salvation Army in Bismarck and Presentation Partners in Housing withdrew their applications for the CoC Bonus. Amachi Mentoring did not submit their application in e-snaps. MSA United Way did not withdraw their application, so it will be submitted to HUD with no ranking.
- Motion to approve the Planning Grant, Collaborative Application, and Priority Listing made by Cody Schuler, second by Lisa Weisz, motion carried.

Tier	Program	Project	Region	Rank	CoC %	Recommended Award
1	Institute for Community Alliances	ND HMIS Project 2021	ND	1	95%	\$220,944.00
1	YWCA Cass Clay	YWCA Cass Clay DV	5	2	94%	\$147,590.00
1	Mountain Plains Youth Services Coalition, Inc.	Youthworks Joint PH-RRH & TH 2021	7	3	90%	\$97,068.00
1	Abused Adult Resource Center	PSH Bonnie's Apartments FY2021	7	4	89%	\$4,845.00
1	YWCA Cass Clay	YWCA Cass Clay Transitional Housing (TH)	5	5	86%	\$215,500.00
1	Abused Adult Resource Center	SHP Transitional Housing Renewal FY2021	7	6	82%	\$77,500.00
1	Fraser, Ltd.	Butler PSH	5	7	81%	\$124,258.00
1	Fargo Housing & Redevelopment Authority	Cooper House SHP 2021	5	8	81%	\$57,700.00
1	YWCA Cass Clay	YWCA Cass Clay SHP Consolidated	5	9	81%	\$134,094.00
1	Women's Alliance, Inc.	SW North Dakota Housing Project	8	10	79%	\$36,500.00
1	Fargo Housing & Redevelopment Authority	RASHP SHP 2021 Renewal	5	11	75%	\$278,796.00

1	Abused Adult Resource Center	Hope Stability Project	7	12	73%	\$59,289.00
1	Abused Adult Resource Center	Rapid Rehousing AARC FY2021	7	13	73%	\$149,935.00
1	Fargo Housing & Redevelopment Authority	SRO SHP 2021 Renewal	5	14	71%	\$94,166.00
1	Burleigh County Housing Authority	BCHA Shelter Plus Care Vouchers 2021	7	15	71%	\$236,924.00
1	Prairie Harvest Mental Health	Prairie Harvest Mental Health Supportive Housing Program	4	16	67%	\$89,727.00
1	Red River Valley Community Action	RRVCA Tri Plex PSH 2021	4	17	48%	\$25,468.00
2	Safe Alternatives for Abused Families	Fiscal year 2021 Transitional	3	18	85%	\$193,124.00
2	NATIVE, Inc.	Northern Plains Indian Housing Project	7	19	74%	\$102,515.00
2	Presentation Partners in Housing	North Dakota Homeless Prevention Project for DV Target Households	5	20	70%	\$75,000.00
	The Salvation Army	Burleigh County Rapid Rehousing	7		73%	
	Missouri Slope Areawide United Way	PSH for Homeless	7		65%	
	Amachi Mentoring	LR SHELTER Transitional	3		52%	
	Presentation Partners in Housing	North Dakota Homeless Prevention Project Coordinated Entry	5		83%	

E. Election of Board Members

1. Region 2: Cheryl Merck joined the board last year to fill Deb Christenson's position. She is willing to serve another two-year term.
2. Region 3: Brenda Bergsrud was approved in August 2021 by the membership, but because she filled Beth Saylor's position that would have ended this year, she needs to be approved again for a full two-year term.
3. Region 5: Sarah Hasbargen has agreed to serve another two-year term.
4. LGBTQ+ At-Large: Zach Rose is in Region 2 and works at Project BEE in Minot. Zach is new to the board.

5. Lived Experience At-Large: Kim Hemphill is filling Patrick Schmid's term since Patrick resigned from the board this fall. Patrick's term would technically end next year, but Kim will be filling a full two-year term. This will make the election of board members more even every other year moving forward. Kim works at Unite Us and is new to the board.
6. Youth Action Board members. HUD recommends that we have at a minimum, two YAB members on our board as voting members for YHDP. The board approved this addition in October. YAB members will designate their representatives when they are more established.
7. Motion to elect the board members made by Katie Jo Armbrust, second by Mark Heinert, motion carried.
8. Motion to approve Katie Jo Armbrust as the chair made by Sarah Hasbargen, second by Cody Schuler, motion carried.
9. Motion to approve Cheryl Merck as the vice chair made by Kayla Hochstetler, second by Katie Jo Armbrust, motion carried.
10. Motion to approve Kim Hemphill as the secretary made by Mark Heinert, second by Melandie Deplazes, motion carried.

F. Behavioral Health (Dept. of Human Services)

1. Heather Brandt presented an overview of Community Connect, Free Through Recovery, SUD Voucher, Help is Here, Disaster Grant, and 1915(i). Monica Haugen presented an overview of the North Dakota Medicaid 1915(i) State Plan Amendment. Presentation will be attached to meeting minutes.

G. Committee Updates

1. CARES: No update other than what was presented earlier in the meeting regarding the new assessment tool.
2. Data Committee: Special recognition was given to the Data High Scorers. Kari Schultz reviewed Shelter Providers, Homeless Prevention, Transitional Housing, and Street Outreach projects that are doing stellar! The PIT count will be the last Wednesday of January (1/26/22), counted the next day on Thursday, January 27, 2022.
3. System Performance: A meeting is scheduled for next week. The committee did not meet in August or September.
4. Ranking Rating: Update was provided during the CoC Competition portion of the meeting.

H. Partner Updates

1. ND Coalition for Homeless People: No update.
2. Institute for Community Alliances
 - a. It is Federal reporting season. The first report is the Longitudinal System Analysis (LSA), it's data review from October 1, 2020 through September 30, 2021 and it will be submitted to HUD by December 2, 2021. This is the only report that HUD provides feedback on, therefore multiple submissions will likely be made. The next report due is System Performance Measures. These two reports demonstrate the need of funding for the North Dakota CoC.
 - b. Training will be provided on HIC and PIT in the new year. Jayna reviewed reports, resources, and additional information available on the ICA website North Dakota tab.

3. ND Department of Commerce
 - a. The ESG-CV quarterly report was submitted in October. Commerce anticipates hearing from HUD regarding missing the 20 percent mark of funds spent by the end of September by 2 percent or 4 percent. A semi-annual report will be due in January.
4. ND Housing Finance Agency:
 - a. Dave Flohr provided additional acknowledgement of Shawnel's contributions and hard work on the CoC Competition.
 - b. The \$7.7 million of HOME funds require a plan be created with input from providers. NDHFA will be meeting with each of the regional coalitions to review the survey again after only receiving 30 responses during the first survey. Their goal is to have the plan completed by February to submit to HUD for approval.

I. Other Discussion

1. Shawnel will be on vacation from December 22-27, 2021.

J. Adjourn: Meeting adjourned at 3:31 p.m.

75 members were present during the meeting.

Minutes were approved at the membership meeting on February 2, 2022.