

Members Present:

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|-----------------------|---------------------------|------------------|
| Matthew Benson-Tuff * | Heather Ingman * | Sue Shirek |
| Brenda Bergsrud* | Alyssa Kroshus | Kari Schultz |
| Dave Flohr | Beth Larson-Steckler * | Michael Tonarely |
| Jennifer Henderson | Shanna Lindquist-Siegrist | Mike Weatherly * |
| Beth Humenyik* | Cheryl Merck* | Shawnel Willer |
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* Indicates voting members (7 voting members needed for a quorum)

1. Meeting called to order at 10:10 a.m. by Beth Larson-Steckler.

2. Review and Approval of Agenda

A motion to approve the agenda was made by Cheryl Merck, seconded by Mike Weatherly, with no further discussion. All in favor, motion carried.

3. Review and approval of Meeting Minutes

A motion to approve the April 7, 2023, meeting minutes was made by Beth Humenyik, seconded by Cheryl Merck, with no further discussion. All in favor, motion carried.

4. Continuum of Care Update

- Membership/Board Update

- There are 179 members representing 84 agencies. Turtle Mountain Mikinaak Ode Shelter is the newest member.

- Prioritization List/Referrals

- Total on the list: 745, up 46 from June.
 - Family type: 502 single adults, 108 family households, 131 Youth households, 4 unknowns
 - Age: 147 ages 0-24, 263 ages 25-39, 202 ages 40-54, and 122 ages 55 and over, 11 unknowns
 - Gender: 399 male, 312 female, 17 Transgender, 9 a gender other than singularly female or male, 1 questioning, 7 unknowns
 - Race: 340 White, 165 American Indian/Alaska Native, 107 Black/African American, 28 Two or more, 7 Other, and 98 unknowns
 - Chronic: 257 chronic, 458 not chronic, 12 potential age-in (currently not chronic, but if reassessed, they may be chronic), 18 missing
 - Vulnerability: 6 highest, 51 high, 296 medium-high, 71 medium, 212 low, 101 mainstream
 - Location (based on Primary County): 1 Region 1, 8 Region 2, 5 Region 3, 108 Region 4, 467 Region 5, 2 Region 6, 102 Region 7, 2 Region 8, 31 Minnesota, 19 unknowns.
 - Days on List: 92 under 30, 85 30-59 days, 99 60-89 days, 74 90-119 days, 67 120-149 days, 55 150-179 days, 255 over 180 days

- Exits
 - ✓ February: 27 total, 1 to shelter, 0 to unsheltered, 0 to facility, 13 to rental/owned, 1 to family/friends, 0 deceased, 1 other, and 11 are unknown.
 - ✓ March: 81 total, 2 to shelter, 0 to unsheltered, 5 to facility, 27 to rental/owned, 4 to family/friends, 1 deceased, 6 other, and 36 are unknown
 - ✓ April: 70 total, 2 to shelter, 0 to unsheltered, 7 to facility, 25 to rental/owned, 2 to family/friends, 2 deceased, 1 other, and 31 are unknown.
 - ✓ May: 65 total, 2 to shelter, 2 to unsheltered, 2 to facility, 24 to rental/owned, 4 to family/friends, 0 deceased, 1 other, and 30 are unknown
 - ✓ June: 60 total, 2 to shelter, 1 to unsheltered, 3 to facility, 18 to rental/owned, 3 to family/friends, 0 deceased, 8 other, and 25 are unknown.
 - ✓ 408 total through June 2023: 14 to shelter, 16 unsheltered, 19 to facility, 141 to rental/owned, 17 to family/friends, 3 deceased, 17 to other, and 181 are unknown.
- Referrals: 1539 referrals (through June 2023)
 - ✓ February 2023: 58 total, 18 successful, 30 unsuccessful (client rejected), 4 unsuccessful (provider rejected), and 6 still pending.
 - ✓ March 2023: 80 total, 24 successful, 29 unsuccessful (client rejected), 16 unsuccessful (provider rejected), and 11 still pending.
 - ✓ April 2023: 40 total, 9 successful, 11 unsuccessful (client rejected), 8 unsuccessful (provider rejected), and 12 still pending.
 - ✓ May 2023: 37 total, 6 successful, 11 unsuccessful (client rejected), 3 unsuccessful (provider rejected), and 17 still pending.
 - ✓ June 2023: 55 total, 7 successful, 9 unsuccessful (client rejected), 5 unsuccessful (provider rejected), and 34 still pending.
 - ✓ Through June 2023: 78 successful, 125 unsuccessful (client rejected), 51 unsuccessful (provider rejected), 86 still pending.
 - ✓ Funding Source (through June 2023): 165 CoC, 49 EHV, 29 ESG-CV, 51 ESG/NDHG, and 36 Other
- Policy Reviews and Approvals
 - Collaborative Applicant Memorandum of Understanding: No significant changes.
 - Motion to approve the Collaborative Applicant Memorandum of Understanding was made by Brenda Bergsrud, seconded by Matthew Benson-Tuff, with no further discussion. All in favor, motion carried.
 - Ranking and Review Policy
 - Added board of directors to CoC Eligibility and Threshold Requirements.
 - Updated Guidance on Required Ranking and Tiers.
 - Updated Scoring and Ranking Process: Supportive Housing and Supportive Services Only Projects.

- Motion to approve the Ranking and Review Policy was made by Beth Humenyik, seconded by Mike Weatherly.
 - Discussion on whether Digital Chalk training should be mentioned specifically for training. The decision was that no changes needed to be made.
 - All in favor, motion carried.
- Reallocation Policy: No significant changes.
 - Motion to approve the Reallocation Policy was made by Cheryl Merck, seconded by Heather Ingman, with no further discussion. All in favor, motion carried.
- HMIS Policies and Procedures
 - New section under “Data Reporting Parameters and Guidelines.”
 - Motion to approve the HMIS Policies and Procedures was made by Beth Humenyik, seconded by Mike Weatherly, with no further discussion. All in favor, motion carried.
- Data Quality Management Plan
 - Added language regarding family or medical leave for over 30 days.
 - Motion to approve the Data Quality Management Plan was made by Matthew Benson-Tuff, seconded by Heather Ingman, with no further discussion. All in favor, motion carried.
- Privacy Plan: No significant changes.
 - Motion to approve the Privacy Plan was made by Beth Larson-Steckler, seconded by Beth Humenyik, with no further discussion. All in favor, motion carried.
- HMIS Lead Agency Memorandum of Understanding
 - Budget updated.
 - Motion to approve the HMIS Lead Agency Memorandum of Understanding made by Beth Larson-Steckler, seconded by Mike Weatherly, with no further discussion. All in favor, motion carried.
- Security Plan: No significant changes
 - Motion to approve the Security Plan made by Mike Weatherly, seconded by Brenda Bergsrud, with no further discussion. All in favor, motion carried.
- Continuum of Care Competition
 - NOFO was released on July 5, 2023.
 - Competition packets were sent to full membership on July 11, 2023.
 - Deadline to HUD is September 28, 2023.
 - Current available funding
 - Annual Renewal Demand (ARD): \$3,022,024
 - Planning Grant: ~\$90,661. This could change depending on final calculations from HUD for the current year.
 - Tier 1: ~\$1,904,406 (93% of our ARD)

- Tier 2: ~\$143,342
- YHDP Renewal/Replacement (non-competitive): \$974,276
- Have not heard anything about CoC or DV bonuses.
- Intent to Apply forms are due to the CoC via PDF by Friday, July 21, 2023. Failure to submit the Intent to Apply form means the agency will not be eligible to apply, and applications that are submitted will not be accepted.
- Summer PIT
 - Summer Point-in-Time Count will be held on the night of July 26, 2023. There are leads in all eight regions. There will be no formal training, but all recorded training is on the ICA North Dakota website. All forms will be the same as the winter count.
 - Regional leads are:
 - Region 1 (Williston): Sophie Page
 - Region 2 (Minot): Tesa Curtiss
 - Region 3 (Devils Lake): Rob Johnson
 - Region 4 (Grand Forks): Aubrey Malnourie
 - Region 5 (Fargo): Bethany Olson and Sydni May
 - Region 6 (Jamestown): Mike Weatherly
 - Region 7 (Bismarck): Kacey Peterson
 - Region 8 (Dickinson): Heather Ingman and Chantel Zeller
- Other
 - Monthly training: August training is scheduled for August 8, 2023, and the subject is Equal Access Training LGBTQIA+. This is a recorded video that we will watch, and a discussion will follow.
 - Domestic Violence Committee
 - YWCA Cass Clay requested the creation of the committee. Sarah Selseth is willing to chair the committee, and membership would include DV agencies across the state.
 - Purpose
 - ✓ Provide training to CoC members and agencies on DV-related items.
 - ✓ Enhance current CoC policies, processes, and assessments related to the DV population.
 - ✓ Ensure future policies, processes, assessments, etc., are trauma-informed and address the needs of the DV population.
 - ✓ Assist the CoC in establishing a process to incorporate meaningful data for the state from agencies that don't use HMIS.
 - Motion to approve the creation of the Domestic Violence Committee made by Beth Larson-Steckler, seconded by Cheryl Merck, with no further discussion. All in favor, motion carried.

- The general membership meeting will be held at the North Central Human Service Center in Minot on August 2, 2023. Gladys Ray Shelter will be asked to be the agency highlight.

5. Partner Updates

- NDCHP
 - A membership meeting will be held in the afternoon on August 2, 2023, in Minot. A virtual option will be available.
 - Meeting at the White House today to discuss the president's plan to end unsheltered homelessness.
 - Met with Sarah Hasbargen and someone who does capacity-building training last week to help NDCHP.
 - Additional members are needed to pay for a lobbyist outside of the legislative session.
- ICA
 - There has been a soft rollout of the LMS new user training. Feedback on this has been positive.
 - The unsheltered portal for the summer PIT will be available on July 26, 2023. ICA staff will be contacting providers for their sheltered count.
 - Kari will be on vacation for one week at the end of July.
- NDHFA:
 - The agency is working on transferring the Emergency Solutions and ND Homeless Grants. Applications were accepted through June 22 and are currently being reviewed. Funding decisions will be made this week.
 - HUD has been conducting ESG-CV monitoring for the past two weeks.
 - HOME-ARP supportive services administrative policy is being created.
- Department of Commerce: none at this time

6. Regional Updates

- Region 1: No updates.
- Region 2: A youth needs assistance with an eviction fee. Pathfinder Services of ND can assist. Money Follows the Person and ND Aging and Disability Link are seeing significant referral increases, and most are emergencies. Fees are being charged to tenants for water and fire insurance that only covers the landlord's property, not the tenant's.
- Region 3: Shelter is at capacity most days in Devils Lake and Dunseith. Fort Totten closed their shelter. Housing continues to be a challenge.
- Region 4: Seeing an increasing number of families, more than individuals, and family shelter options are full. Prevention funds are being requested, and no funds are available now. A significant increase of households in need of food support.
- Region 5: Youthworks will add four transitional housing units in Moorhead.

- Region 6: Coalition meeting was held last week. Jamestown Medical Regional Center collaboration for gap funding with the Spark grant.
- Region 7: No updates.
- Region 8: No updates.

7. Committee Updates

- CARES: No updates.
- Data Committee: No updates.
- System Performance: The joint meeting with the Data Committee in June will be rescheduled.
- Rating and Ranking: Waiting to meet for the NOFO.
- YAB: No updates.

8. Other Discussion

- No further discussion.

9. The meeting was adjourned at 11:41 a.m.

Minutes approved by the board on September 25, 2023.