

Meeting was called to order at 9:34 a.m. by Cheryl Merck.

Roll call was taken in the chat box.

**A. Review and Approval of Agenda**

1. Motion to approve the agenda by Melandie Deplazes, second made by Leah Siewert-Oberg, no further discussion. Motion carried.

**B. Approval of Minutes – August 2, 2023 and September 27, 2023**

1. Motion to approve the August 2, 2023 and September 27, 2023 meeting minutes by Darianne Johnson, second made by Kim Williams, no further discussion. Motion carried.

**C. CoC Coordinator Update**

1. Membership and Board
  - a. Currently there are 170 members representing 85 agencies.
  - b. Board elections will be held later in the meeting.
2. Prioritization List/Referrals
  - a. Total households on the list: 858, including DV alternative database numbers
    - Household Type
      - Family: August 131, September 137, October 143
      - Singles: August 520, September 549, October 555
      - Youth HH: August 146, September 150, October 156
      - Unknown: August 4, September 4, October 4
    - Age
      - 0-24: August 171, September 175, October 180
      - 25-39: August 240, September 261, October 263
      - 40-54: August 258, September 263, October 271
      - 55 and over: August 119, September 128, October 132
      - Unknown: October 12
    - Gender
      - Woman (Girl, if child): August 353, September 378, October 392
      - Man (Boy, if child): August 415, September 429, October 435
      - Other (transgender, non-binary, questioning, or culturally specific identity): 27
      - Unknown: October 4
    - Race
      - American Indian/Alaska Native: August 198, September 214, October 208
      - Black/African American: August 123, September 125, October 130
      - White: August 365, September 373, October 377
      - Two or More Races: October 31
      - Other: October 3
      - Unknown: August 85, September 95, October 109
    - Chronic
      - Chronic: August 265, September 274, October 273

- Not Chronic: August 504, September 507, October 525
  - Potential Age-in: August 17, September 20, October 20
  - Missing: August 15, September 39, October 40
  - Vulnerability
    - Highest: August 4, September 4, October 5
    - High: August 53, September 55, October 60
    - Medium-High: August 316, September 333, October 333
    - Medium: August 76, September 84, October 80
    - Low: August 217, September 226, October 239
    - Mainstream: August 128, September 131, October 134
  - Location
    - Region 1: October 2
    - Region 2: October 11
    - Region 3: October 6
    - Region 4: August 110, September 112, October 113
    - Region 5: August 493, September 521, October 529
    - Region 6: September 16, October 17
    - Region 7: August 117, September 124, October 127
    - Region 8: October 3
    - Minnesota: August 36, September 34, October 36
    - Unknown: August 17, September 13, October 14
  - Days on List
    - Under 60: August 155, September 184, October 153
    - 60-119: August 186, September 160, October 167
    - 120-179: August 145, September 158, October 153
    - Over 180: August 292, September 324, October 355
    - Average Days on the List: 205
- b. Exits
- There were 28 that were exited from the prioritization list in February, 81 in March, and 72 in April, 64 in May, 62 in June, 28 in July, 103 in August, 38 in September, and 27 in October.
  - October 2023
    - Homeless: 1
    - Institutional: 1
    - Temporary Housing: 0
    - Permanent Housing: 9
    - Other: 16
  - There were 768 exits in 2020/2021, 769 exits in 2022, and 608 in 2023 (through the end of October). The numbers listed below reflect exits for 2023.
    - Homeless: 31
    - Institutional: 33

- Temporary Housing: 17
  - Permanent Housing: 229
  - Other: 298
- c. Referrals
- 55 referrals were made in February 2023, 79 in March 2023, and 40 in April 2023, 40 in May 2023, 51 in June 2023, 77 in July 2023, 67 in August 2023, 64 in September 2023, and 54 in October 2023 (numbers listed are for October)
    - Successful: 3
    - Unsuccessful, Client Rejected: 6
    - Unsuccessful, Provider Rejected: 3
    - Pending: 42
  - 1,764 referrals have been made through October 2023 (the numbers below are for 2023)
    - Successful: 121
    - Unsuccessful, Client Rejected: 210
    - Unsuccessful, Provider Rejected: 95
    - Pending: 154
3. CoC Spending Report
- a. 2019: All grants have expired. \$255,318 will be recaptured by HUD.
  - b. 2020: \$1,609,835 in funds had not expired as of this date and they are the YHDP funds that expire in 2024. \$425,512 have expired.
    - Burleigh County Housing Authority is returning \$178,424.
    - Abused Adult Resource Center RRH has \$26,206 remaining.
    - Fargo Housing has \$183,393 remaining.
    - NDHFA will be returning \$11,785 from the YHDP Planning Grant. A second extension was requested and due to an error on HUD's end, the extension was not granted.
  - c. 2021: All grant agreements have been signed and 13 have expired.
  - d. 2022: Six grant agreements have been signed.
4. Students Experiencing Homelessness
- a. Region 1: 659. Region 1 is the highest in the state. McKenzie has the highest at 336 with Williston following at 293.
  - b. Region 2: 155. All 155 students were reported in Minot.
  - c. Region 3: 245. Devils Lake accounts for 82 of the students. Ojibwa Indian School is the next highest at 66 (they reported 0 last year).
  - d. Region 4: 87. All 87 students were in Grand Forks.
  - e. Region 5: 478. Fargo and West Fargo accounted for 596 students.
  - f. Region 6: 17. All 17 students were in Jamestown.
  - g. Region 7: 472. Bismarck had the highest number of students at 333.
  - h. Region 8: 75. All 75 students were in Dickinson.
5. 2023 Training Calendar
- a. November: VAWA, U.S. Housing Consultants

6. Other
  - a. Summer Point-in-Time Count. The final numbers from the summer PIT will be sent out to the membership this month.
  - b. Winter Point-in-Time Count. The count is scheduled for January 31, 2024. Shawnel will reach out to the previous regional leads to confirm if they will lead again in 2024 or if a new lead needs to be identified.
  - c. ND CoC Priorities and Strategy Plan. The board has agreed to set up an ad hoc work group to develop CoC priorities and a strategy plan that will include ESG.

**D. Policy Reviews and Approvals/Election of Board Members**

1. CARES Memorandum of Understanding
  - a. Reviewed by the CARES leadership team.
  - b. Includes language for the new training site.
  - c. The CoC board approved this MOU in October.
  - d. Motion to approve the CARES Memorandum of Understanding by Katie Jo Armbrust, second made by Brenda Bergsrud, no further discussion. Motion carried.
2. Election of Board Members
  - a. Cheryl Merck, Brenda Bergsrud, Sarah Hasbargen, and Kim Hemphill have expiring terms. Beth Larson-Steckler resigned.
  - b. Region 2. Cheryl Merck agreed to a second term. Motion to approve Cheryl remain on the board to represent region 2 made by Jenna Richardson, second by Katie Jo Armbrust, no further discussion. Motion carried.
  - c. Region 3. Brenda Bergsrud agreed to a second term. Melandie Deplazes submitted an application and Rebecca Patnaude was nominated by Melissa Anderson. Motion to approve the three members to represent region 3 made by Gloria Olheiser, second by Heather Ingman, no further discussion. Voting took place in the chat, Rebecca Patnaude was approved.
  - d. Region 5. Sarah Hasbargen has served two terms. Sara Wiederholt and Lakesha Mireau were nominated. Motion to approve the to members to represent region 5 made by Gloria Olheiser, second by Sophie Page, no further discussion. Voting took place in the chat, Sara Wiederholt was approved.
  - e. Region 7. Amy Winkelman was nominated. Motion to approve Amy Winkelman to represent region 7 made by Gloria Olheiser, second by Kim Williams, no further discussion. Motion carried.
  - f. At-Large, lived experience. Kim Hemphill agreed to a second term. Motion to approve made by Melandie Deplazes, second by Leah Siewert-Oberg, no further discussion. Motion carried.
  - g. President. Jenna Richardson was nominated to serve as the president. Motion to approve Jenna Richardson as the president made by Katie Jo Armbrust, second by Melandie Deplazes, no further discussion. Motion carried.
  - h. Vice President. Cheryl Merck agreed to continue to serve as the vice president.
  - i. Secretary. Heather Ingman was nominated to serve as the secretary. Motion to approve Heather Ingman as the secretary made by Melandie Deplazes, second by Gloria Olheiser, no further discussion. Motion carried.

**E. Agency Highlight – Institute for Community Alliances**

1. Jayna Gray and Michael Tonarely presented information for HMIS in North Dakota.

## **F. Committee Updates**

1. CARES
  - a. Continue to work on Housing Crisis Triage and updates to the Housing Prioritization Tool.
  - b. Working on the new training site.
2. Data Committee
  - a. Met with the System Performance Committee this week to address returns to homelessness as a whole.
  - b. Reviewing the form for the Point-in-Time count.
3. System Performance
  - a. Beth resigned from the board and membership. This committee needs a new chair.
4. Ranking Rating. No updates.
5. Youth Action Board
  - a. Have two prospective members that are interested in joining the YAB.
  - b. Recently met with South Dakota YAB to collaborate and improve performance.
6. Youth Homeless Demonstration Program Workgroups. No updates.

## **G. Partner Updates**

1. ND Coalition for Homeless People
  - a. Membership will be held this afternoon starting at 2 p.m.
2. Institute for Community Alliances
  - a. Federal reporting season is very busy.
  - b. Working on hiring a new position for coordinated entry.
  - c. Data quality reports are on hold due to the data standards updates.
  - d. Summer Point-in-Time Count
    - Unsheltered: 130
    - Emergency Shelter: 398
    - Transitional Housing: 94
    - Safe Haven: 9
3. ND Housing Finance Agency
  - a. NDHG/ESG recipients should have received reimbursement training dates. Please make sure to register.
  - b. Proposals for HOME-ARP non-congregate shelter options are due December 3, 2023.
  - c. HUD annual allocation and action plans are being reviewed. Notices will be published in January.

## **H. Regional Updates**

1. Region 1: No updates.
2. Region 2
  - a. Project BEE warming center is open and beds have been full.
  - b. Noticing an increase in nights of shelter – 33% increase in October 2023 vs. October 2022.

- c. Increase in requests for cold weather gear, transportation, and food due to the cold weather and snow.
  - d. Transitional housing program with Youthworks has openings and RRH has availability.
  - e. Community Action is working on conducting a coat drive.
  - f. Rent costs are noticeably increasing.
  - g. Licensed daycares have been closing at high rates.
3. Region 3
- a. The shelter is full.
  - b. Housing is becoming increasingly unaffordable.
  - c. Growth in eviction numbers.
4. Region 4
- a. Increases in requests for assistance for rental arrears.
  - b. Food insecurities continue.
  - c. ND Rent Help impacts with people not having a long-term plan in place when their assistance ends.
  - d. Shelter has been receiving Venezuelan individuals seeking asylum, funneled from Denver.
  - e. YHDP case managers are serving 29 youth and young adults.
5. Region 5
- a. Seeing an increase in Venezuelan individuals seeking asylum, funneled from Denver.
  - b. Public Health and Harm Reduction is working to develop a solution on behalf of the city for those unable to access shelter with a winter warming effort.
  - c. Shelters are extremely full.
6. Region 6
- a. Mike Weatherly will be meeting with Valley City leadership to discuss affordable housing and identify concerns.
  - b. A grant was received and has been effective in keeping people in their homes, however it is not long-term.
  - c. Issues with ND Rent Help.
  - d. There has been an increase in calls for rental assistance.
  - e. Using the James River Transit to connect people with shelter.
  - f. Community Action needs assessment has been completed, but has not been published.
7. Region 7
- a. Food insecurities are a major issue with numbers tripling in the past three months.
  - b. More visible homelessness is being seen in the community.
  - c. Shelter numbers have been increasing, 123 individuals most recently.
  - d. HOPWA numbers have increased.
  - e. Security deposit requests are increasing.
  - f. Seeds of Eden just opened a new sober living facility in Washburn.

8. Region 8
  - a. Homeless and transient numbers are increasing.
  - b. CHI is working on a grant to obtain a transitional homeless facility.
  - c. DV numbers are increasing, shelter has been continuously full.
  - d. With earlier winter, noticing more of a panic with folks experiencing homelessness.
  - e. Labor trafficking numbers have drastically increased.
9. Statewide
  - a. Community Action needs assessment was completed, but the final report is not complete; #1 need is rental assistance, #2 is food, and #3 is affordable and accessible dental care amongst low income households.
  - b. Pathfinder Services is seeing an increase in referrals, especially in Devils Lake and Grand Forks.

**I. Other Discussion**

1. A Rapid Rehousing workshop is scheduled for November 6, 2023 and will be led by Alissa Weber. This workshop is required for CoC, NDHG, and ESG RRH recipients.

**J. Adjourn:** Meeting adjourned at 12:23 p.m.

93 members were present during the meeting.

Minutes were approved at the membership meeting on February 7, 2024.

## Acronyms

AHAR	Annual Homeless Assessment Report
APR	Annual Performance Report
BIPOC	Black, Indigenous, and People of Color
CAPER	Consolidated Annual Performance and Evaluation Report
CARES	Coordinated Access, Referral, Entry and Stabilization System
CDBG	Community Development Block Grant
CE	Coordinated Entry
CH	Chronic Homelessness
CoC	Continuum of Care
CSBG	Community Services Block Grant
DV	Domestic Violence
ES	Emergency Shelter
ESG	Emergency Solutions Grant
eSnaps	Electronic Streamlined Noncompetitive Award Process System
FMR	Fair Market Rent
GPD	Grant and Per Diem
HCV	Housing Choice Voucher
HDX	Homelessness Data Exchange
HEARTH	Homeless Emergency Assistance and Rapid Transition to Housing Act
HHS	Health and Human Services
HIC	Housing Inventory Count
HIF	Housing Incentive Fund
HMIS	Homeless Management Information System
HOME	Home Investment Partnerships Program
HOPWA	Housing Opportunities for Persons with AIDS
HP	Homelessness Prevention
HPT	Housing Prioritization Tool
HQS	Housing Quality Standards
HUD	U.S. Department of Housing and Urban Development
ICA	Institute for Community Alliances
LGBTQIA	Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, and Asexual
LOCCS	Line of Credit Control System
LOT	Length of Time (in days)
LSA	Longitudinal System Analysis
MGH	Maternity Group Home
NDHFA	North Dakota Housing Finance Agency
NDHG	North Dakota Homeless Grant
NDIACH	North Dakota Interagency Council on Homelessness
NOFO	Notice of Funding Opportunity
OPH	Other Permanent Housing
PATH	Projects for Assistance in Transition from Homelessness
PH	Permanent Housing
PHA	Public Housing Authority



PIT	Point-in-Time Count
PL	Priority List
PLM	Priority List Manager
PSH	Permanent Supportive Housing
RFP	Request for Proposal
RHY	Runaway and Homeless Youth
ROI	Release of Information
RRH	Rapid Rehousing
S+C	Shelter Plus Care
SH	Safe Haven
SNAP	Supplemental Nutrition Assistance Program
SNAPS	Special Needs Assistance Program Services
SO	Street Outreach
SOAR	SSI/SSDI Outreach Access and Recovery
SPDAT	Service Prioritization Decision Assistance Tool
SPM	System Performance Measures
SSDI	Social Security Disability Insurance
SSI	Supplemental Security Income
SSO	Supportive Services Only
SSVF	Supportive Services for Veteran Families
TANF	Temporary Assistance for Needy Families
TH	Transitional Housing
TLP	Transitional Living Program (RHY grant program)
UDE	Universal Data Element
USICH	U.S. Interagency Council on Homelessness
VA	U.S. Department of Veterans Affairs
VASH	Veterans Affairs Supportive Housing
VAWA	Violence Against Women Act
VOCA	Victims of Crime Act
WIC	Women, Infants and Children
YHDP	Youth Homelessness Demonstration Program
YYA	Youth and Young Adults