

Meeting was called to order at 1:02 p.m. by Jenna Richardson.

Roll call was taken in the chat box.

A. Review and Approval of Agenda

1. Motion to approve the agenda by Beth Larson-Steckler, second made by Leah Siewert-Oberg, no further discussion. Motion carried.

B. Approval of Minutes – November 1, 2023

1. Motion to approve the November 1, 2023 meeting minutes by Safari Berry, second made by Beth Larson-Steckler, no further discussion. Motion carried.

C. CoC Coordinator Update

1. Membership and Board
 - a. Currently there are 189 members representing 93 agencies.
 - b. ND Interagency Council on Homelessness (ND IACH)
 - Governor Burgum has a new initiative for housing. Dave and Jennifer have met with the governor.
 - Shawnel created reports for the Council previously, but nothing was initiated from the reports.
 - The board approved creating a strategic planning committee with the potential to include members from ND IACH, depending on the governor's decision.
 - Motion to approve a strategic planning committee made by Angela Daly, second made by Beth Larson-Steckler, no further discussion. Motion carried.
2. Membership Drive
 - a. The annual membership drive will start this month, and all agreements will be sent out tomorrow.
 - b. CoC-funded agencies are expected to have at least one staff member on a CoC committee, and YHDP-funded agencies are expected to have at least one staff member on a YHDP workgroup.
 - c. Agreements are due February 29.
3. Prioritization List/Referrals
 - Prioritization List/Referrals
 - Total on the list: 1,031
 - Family type: 174 family households, 201 youth households, 648 single individuals, and 8 unknown
 - Age: 232 ages 0-24, 348 ages 25-39, 275 ages 40-54, and 158 ages 55 and over, 18 unknown
 - Gender: 488 woman, 513 man, 13 transgender, 10 non-binary, 1 questioning, 0 culturally specific identity, 1 identify as 2 or more genders, and 5 unknown
 - Race: 228 American Indian/Alaska Native, 130 Black/African American, 396 White, 242 unknown, 31 two or more races, and 4 other
 - Chronic: 298 chronic, 650 not chronic
 - Vulnerability: 74 highest/high, 392 medium-high, 95 medium, 287 low, 175 mainstream

- Location (based on Primary County): 2 Region 1, 20 Region 2, 6 Region 3, 92 Region 4, 645 Region 5, 27 Region 6, 164 Region 7, 5 Region 8, 43 MN, and 27 unknown
- Days on List: 168 under 60, 142 60-119 days, 167 120-179 days, 466 over 180 days; average days on the list is 258
- Exits
 - ✓ February: 28 total, 1 homeless, 0 institutional, 1 temporary housing, 14 permanent housing, and 12 other
 - ✓ March: 81 total, 2 homeless, 5 institutional, 2 temporary housing, 29 permanent housing, and 43 other
 - ✓ April: 72 total, 1 homeless, 7 institutional, 3 temporary housing, 27 permanent housing, and 34 other
 - ✓ May: 64 total, 3 homeless, 2 institutional, 3 temporary housing, 26 permanent housing, and 33 other
 - ✓ June: 62 total, 3 homeless, 3 institutional, 1 temporary housing, 22 permanent housing, and 33 other
 - ✓ July: 30 total, 2 homeless, 3 institutional, 2 temporary housing, 9 permanent housing, and 14 other
 - ✓ August: 104 total, 1 homeless, 8 institutional, 3 temporary housing, 31 permanent housing, and 61 other
 - ✓ September: 44 total, 1 homeless, 2 institutional, 1 temporary housing, 31 permanent housing, and 9 other
 - ✓ October: 32 total, 1 homeless, 1 institutional, 0 temporary housing, 14 permanent housing, and 16 other
 - ✓ November: 32 total, 1 homeless, 3 institutional, 1 temporary housing, 15 permanent housing, and 12 other
 - ✓ December: 26 total, 1 homeless, 0 institutional, 1 temporary housing, 22 permanent housing, and 2 other
 - ✓ January: 113 total, 2 homeless, 5 institutional, 3 temporary housing, 23 permanent housing, and 80 other
 - ✓ 113 total exits in 2024 through January 2024: 2 homeless, 5 institutional, 3 temporary housing, 23 permanent housing, and 80 other
- Referrals: 1,943 referrals (through January 2024)
 - ✓ February 2023: 55 total, 16 successful, 38 unsuccessful, 1 pending
 - ✓ March 2023: 80 total, 23 successful, 47 unsuccessful, 10 pending
 - ✓ April 2023: 40 total, 9 successful, 28 unsuccessful, 3 pending
 - ✓ May 2023: 41 total, 10 successful, 24 unsuccessful, 7 pending
 - ✓ June 2023: 54 total, 13 successful, 32 unsuccessful, 9 pending
 - ✓ July 2023: 84 total, 13 successful, 45 unsuccessful, 26 pending
 - ✓ August 2023: 67 total, 13 successful, 40 unsuccessful, 14 pending
 - ✓ September 2023: 67 total, 16 successful, 27 unsuccessful, 24 pending

- ✓ October 2023: 64 total, 19 successful, 31 unsuccessful, 14 pending
- ✓ November 2023: 33 total, 6 successful, 17 unsuccessful, 10 pending
- ✓ December 2023: 48 total, 8 successful, 17 unsuccessful, 23 pending
- ✓ January 2024: 45 total, 7 successful, 14 unsuccessful, 24 pending
- ✓ 2023: 701 total, 147 successful, 384 unsuccessful, 170 pending
- ✓ 2024: 45 total, 7 successful, 14 unsuccessful, 24 pending

4. Monitoring

- a. All monitoring was completed in November and letters were sent to the agencies.
- b. Responses from the agencies are due at the end of December.

5. CoC Spending Report

Competition Year	Total Original Contract	Total Balance
2022	\$2,109,161	\$1,413,001
2021	\$2,109,247	\$378,288
2020	\$4,145,821	\$1,899,566
2019	\$2,058,043	\$389,493
Total	\$8,297,145	\$1,474,128

- a. 2019 grants: All grants have expired. HUD has recaptured \$255,318 from Burleigh Co. Housing Authority and ND Dept. of Commerce. The remaining \$134,175 will also be recaptured.
- b. For 2020 grants, \$1,253,110 has not expired yet, and those are the YHDP funds that expire in 2024. The other \$646,456 has expired and will be returned to HUD.
- c. 2021 grants: All grant agreements expired. Some of the grants with remaining funds ended at the end of 2023, and they still have time to draw down.
- d. 2022 grants. All grants are in place, and most expire in 2023 or 2024.

6. 2024 Training Calendar

- a. January: Mainstream Benefits, ND Dept. of Health & Human Services (POSTPONED)
- b. February: Disability Sensitivity and Awareness, Scott Burlingame
- c. March: Sextortion, Jill Krone
- d. April: Mainstream Benefits, ND Dept. of Health & Human Services
- e. May: HMIS In-person training, ICA
 - The preference is to have all HMIS users attend this training.
 - We will try to do breakout sessions for DV users.

7. Ed App

- a. New training site that is replacing Digital Chalk.
- b. Information on how to access the site will be sent out with the membership drive documents.
- c. Users should NOT log into Digital Chalk any longer.

8. Other

- a. Point-in-Time Count. The count happened on January 24. Numbers will be reported at the May membership meeting. All data needs to be uploaded into the ICA portal by February 9.
- b. CoC registration. Registration is due in March. Shawnel is working on a new Tribal Resolution with the Turtle Mountain Chippewa Band of Indians.
- c. Youth Homeless Services Improvement (YHSI) grant. Grand Forks Housing Authority will submit an application. The grant does not provide services but improves our system for youth homelessness. We will look at improving our coordinated entry system, YHDP workgroups, YAB recruitment, and leadership of the YAB.
- d. May membership meeting. The meeting will be held in person at Fargo, and there will be a virtual option on May 1.

D. Policy Reviews and Approvals/Election of Board Members

1. Monitoring Plan

- a. Updated the “Areas and Scopes of Review” section to match the monitoring audit form.
- b. The Risk Assessment Tool was removed. Agencies will no longer complete this tool, and it will be a document that the CoC will use to determine the risk of the agencies and will be based on the HUD tool that was released in 2023.
- c. Motion to approve the Monitoring Plan made by Beth Larson-Steckler, second made by Sophie Page, no further discussion. Motion carried.

E. Agency Highlight – Institute for Community Alliances

- 1. Rebecca Patnaude-Olander shared information regarding the Turtle Mountain Housing Authority.

F. Committee Updates

1. CARES

- a. Updates to the Housing Prioritization Tool have been made, and ICA will update it in HMIS.
- b. The Housing Crisis Triage is close to being complete.
- c. A survey will be sent out with the membership drive documentation on improving the CARES system.

2. Data Committee

- a. Met before the PIT to ensure everything was ready.
- b. Waiting on collaboration with the System Performance Committee.

3. System Performance

- a. The committee needs a new chair. This will be established after the membership drive.

4. Ranking Rating. No updates.

5. Youth Action Board

- a. Continue to recruit new members.

6. Youth Homeless Demonstration Program Workgroups.

- a. Overall Health & Well-being
 - Working on hospital transition for youth leaving the hospital. Stepping Stone Ministries in Bismarck is starting a respite. Stepping Stones will be giving a presentation on February 15.

- Working on accessing benefits for youth. Legislation passed in 2023 allows unaccompanied youth to access healthcare; however, if a youth leaves the home, they can't access Medicaid for three months. A protocol needs to be developed if an unaccompanied youth is trying to access healthcare.
- A letter is being drafted to the Bismarck Public Library to pilot a project with a food pantry, card catalog, and informational sessions for individuals experiencing housing insecurity.
- b. Education
 - The group has been meeting monthly with about six regular members. More members are always welcome.
 - The group is currently focusing on the objectives from the YHDP Coordinated Community plan and breaking them down into action steps.
- c. System Navigation. No updates.

G. Partner Updates

1. ND Coalition for Homeless People. No updates.
2. Institute for Community Alliances
 - a. System Performance Measures report is due March 13. Alex is reaching out to agencies regarding errors.
 - b. PIT/HIC. Christina is meeting shelters to collect their data for the counts.
 - c. Learning Management System. ICA is working on updating the training sessions due to changes in the HUD data standards.
 - d. Coordinated Entry. The alternative database has been moved from the CoC to ICA. Jesse is working on list clean-up.
 - e. May in-person training agenda is being developed and will be sent out to everyone.
3. ND Housing Finance Agency
 - a. Several public notices and hearing pieces have been published to the website.
 - Notice of substantial amendment for the 2022 Annual Action Plan, which reallocates 2022 ESG funds leftover from the Department of Commerce. The comment period ends February 17.
 - The Annual Action Plan public comment period for ESG and NDHG will be open through March 4, 2024. The plan will be published on February 14, 2024 and a hearing will be held on March 6, 2024.
 - The multi-family Qualified Allocation Plan has been published and has the same comment period as the Annual Action Plan, but the public hearing will be held on March 5, 2024.
 - b. Bridget is the new program administrator for ESG and NDHG.

H. Regional Updates

1. Region 1
 - a. The PIT count was conducted and no one was found outside that night.
 - b. Working on referrals in the region.
2. Region 2
 - a. The city council met on Monday regarding Broadway Circle. The city has agreed to allocate some funding toward finishing the project. Conversations have also been held with agencies on who will operate the shelter.

- b. The PIT count had six volunteers to help with the unsheltered count. Most surveys were conducted at the Project BEE warming center, where 15 individuals were present that night.
 - c. Community Action is working with individuals who have used up their ND Rent Help assistance.
- 3. Region 3
 - a. PIT count. Twenty people attended a soup feed that evening, but none filled out the survey. Six individuals were found outside that night.
- 4. Region 4
 - a. The PIT count went well. There were about 12 volunteers, and one person was identified that night, but they did not complete the survey. However, some were identified in the following days.
 - b. Syringe service program conversation occurred. The county commission proposed to have the program closed. Grand Forks City Council voted to continue the program, but there has been a limit on the number of needles that can be provided.
 - c. A day center closed at the end of January.
 - d. There is a rise in immigrants and people seeking asylum searching for housing.
 - e. Ernie's Place is opening a transitional living program for youth ages 18-24 who have had foster care experience and are experiencing homelessness.
- 5. Region 5
 - a. The city of Fargo is working on bringing James Mathy from Milwaukee to speak on Housing First. This meeting is scheduled for February 21.
 - b. The winter warming center will help with the PIT numbers this year.
- 6. Region 6
 - a. The Salvation Army is planning to open a warming center next year.
- 7. Region 7
 - a. The shelter is housing over 100 people per night.
- 8. Region 8
 - a. The DV shelter continues to be busy.
 - b. The Human Service Center has ended the program that assists people with dual diagnoses (mental health and substance abuse) and is instead helping anyone who needs help.
 - c. United Way worked with the district health unit to set up a shelter for the cold spell. They helped eleven individuals. They are working with CHI to secure funding for a permanent shelter in Dickinson.
- 9. Statewide
 - a. The ND Mental Health Association has a helpline that connects individuals to mental health issues. They can also help with SSI/SSDI applications if individuals are experiencing homelessness and have mental health issues. They can also help connect people to a network of peers, including regional recovery centers for mental health or the Consumer Family Network.
 - b. Community Partnership of ND.
 - The Veterans Administration set a goal in 2022 and 2023 to house 143 Veterans in ND, and 152 were housed there. Reaching out to at least 51 unsheltered veterans, and we had 66. Returns to homelessness were a goal of less than five percent, and ND was 1.3 percent.

- Supportive Services for Veteran Families housed 96 percent of Veterans within the first 90 days, averaging 25 days.

I. Other Discussion

1. ND Federation of Families is connected with steering committees that have the System of Care grant to improve quantity, quality, and access to children's mental health services in Devils Lake and Bismarck. In Devils Lake, it has been difficult to move things forward, specifically for unaccompanied youth.
2. NDHFA sees emergency shelter budgets with ESG and NDHG and understands that what we can fund is minimal for shelters. It would be helpful if shelters could share their overall budgets and where their funding comes from with NDHFA to share with the legislature.
3. There are eight homeless coalitions in the state, and there is no overriding entity at the state level that oversees them; each one is independent. This makes it difficult to work on a statewide level. Much of this work lies with the ND Coalition for Homeless People.

J. Adjourn: Meeting adjourned at 3:45 p.m.

103 members were present during the meeting.

Minutes were approved at the membership meeting on May 1, 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