

Northwest Minnesota Continuum of Care (CoC)
“The Northwest Minnesota Collaboration on
Housing & Homelessness”

April 18, 2019 (10:00 a.m. to 1:30 p.m.) – White Earth Tribal College

Meeting of the Board & Full Membership

In Attendance:

Linda McGraw Adams, Red Lake Housing Authority	Lori Anderson, TVOC
Margie Flanagan, TVOC	Melody Gorden, Leech Lake VASH
Maureen Hams, TVOC	Stacy Hans, YAB
Rita Holler, Anishinabe Legal Services	Jordan May, RL Homeless Shelter
Sara Nelson, MAHUBE-OTWA	Karyn Novak, NW MN Legal Services
Bonnie Paquin, ICC	Christina Olsen, White Earth Homeless Pgm
Joseph Robillard, White Earth VASH	Becky Schueller, NW CoC
Hyacinth Stiffler, BI-CAP	Nancy Urbanski, Minn. Housing
Becky Weise, Red Lake Homeless Shelter	Debbie Wold, HRA of Bemidji
Lori Wollman, TVOC	Sheril Schluchter, NWMHC
Sandi Bentley, VIP	Shannon Wolf, MAHUBE-OTWA
Jessica Reed, Mahnomen County	Shelly Brunner, Mahnomen County
Sandy Hennum, VOH	Gayle Peterson, NWCA
Chris Kujava, Marshall County	Kevin Beichler, MACV
Dan McKeon, Evergreen YFS	Demetri Vincze, ICA
Stephanie Rodriguez-Moser, ICA	Marcia Otte, MAHUBE-OTWA
Kierah Jenson, NWCA	

Agenda

I. **Welcome and Introductions:** Marcia called meeting to order at 10:13. Participants in attendance introduced themselves then those on the phone. Sign in sheet was sent around.

II. Approval of Agenda

Motion by Bonnie to approve consent agenda. Second by Sandy B. Discussion- Becky asked to add to the agenda under board decisions and move DV discussion to C. and PIT HIC discussion to A. Motion to approve amended agenda Lori. Second Shannon. Motion carried.

III. Approval of Consent Agenda

- Acknowledge Receipt of updated 2019 CoC Calendar (attached)
- Acknowledge Receipt of updated 2019 CoC Membership & Board List (attached)
- Approval of Feb. 21, 2019 CoC Board Meeting Minutes (attached)
- Approval of March 21, 2019 CES Committee Minutes (attached)
- Approval of March 21, 2019 Performance & Evaluation Cte. Min. (attached)
- Approval of March 21, 2019 Data Cte. Min. (attached)

- Approval of March 21, 2019 Youth Cte. Min. (attached)
- Approval of March 26, 2019 Jobs & Employment Cte. Min. (attached)
- Approval of March 26, 2019 Executive Cte. Min. (attached)
- Acknowledge Receipt of April 9, 2019 Electronic Decision Summary – Approval of YHDP HMIS Project Application (Electronic Decision Summary attached)
- Acknowledge Receipt of Updated NW CoC Membership List (update of 3-21-19 attached)
- Acknowledge Receipt of 1st Quarter 2019 CoC Coordinator's Report (See deliverables report attached)
- Acknowledge notice that there is a HUD Grantee Meeting scheduled for May 16 at the Ridgedale Library in Minnetonka.
- Acknowledge notice that CES retreat scheduled for May 22 is postponed until further notice. We still intend to hold them but are waiting on dates from our TA providers.

Motion by Shannon to approve the consent agenda. Second by Lori. Discussion- Becky asked to remove item- Youth Acknowledge Receipt of April 9, 2019 Electronic Decision Summary – Approval of YHDP HMIS Project Application (Electronic Decision Summary attached). The electronic is not attached as there were only two votes so far. Youth Committee members are encouraged to vote with a yes or no and the topic will be brought forward again.

Motion by Margie to approve consent agenda as amended. Second by Stacy. Discussion – no additional discussion. Vote- Motion carried.

IV. Board Decisions

■ Headwaters Housing Development Corporation – East Conifer Project – Request for Certification of Consistency (attached)

Presentation by Mary Thompson regarding the project. There are units that are designated for tribal members. There are 8 singles, 16 families- 8 of them are two bedroom and 8 are three bedroom. 20% of the units allocated to persons with disabilities and veterans. There is potential to allocate some to youth. Discussed other partners joining. It would be possible before submission and opportunities after submission for other partners to join, similar to the tribal partnerships for the existing Conifer project.

Motion by Hyacinth to approve the Certificate of Consistency. Second by Sandy H. Discussion- no additional discussion. Vote- Motion carried.

■ Red Lake Nation Low Income Housing 1. (4 Long Term Homeless units)

Certification of Consistency Request Form was provided at the meeting.

Presentation by Linda McGraw Adams regarding the Red Lake Nation and the tribal college working together on a housing project. There will be 48 units. There will be a mix of single and family units. Four units will be set aside for high priority homeless. Red Lake Housing will be the service provider for the LTH units. Jordan suggested that the Red Lake Homeless shelter should be involved as providing referrals for LTH. Stacy suggested that there should be some units designated for youth and parenting youth.

Motion by Sandy B. to approve certification of consistency with recommendations that the college and Red Lake Nation partner with Red Lake Shelter around LTH and a recommendation that units be designated for youth and young parents and the recommendation that the CoC be notified of special populations that will be included. Second by Shannon. Discussion – No additional discussion. Vote- Motion carried.

■ **White Earth (Request for Certification of Consistency – Please note:**

Request Form is on page 5 of your Packet. White Earth would like to build a unit in Mahanomen and will house singles. There will be 24 units. Singles is the need. 100% would be for persons experiencing homelessness. Services such as mental health services would be provided.

Motion by Stacey to approve certification of consistency Second by Jordan. Discussion –No additional discussion. Vote- Motion carried.

■ **Governance – Board Composition – Update CoC Governance Charter with regular Board elections (attached)**

Becky presented the Governance Board composition and Board of Directors. It was discussed at executive committee and is brought forward today. Currently the bylaws state that board members are persons that have attended 50% of the last 10 full committee meetings. Becky and the executive committee is bringing the language:

The Board will be composed of no less than 11 and no more than 15 members and must include representatives of the relevant organizations in the region and of projects serving the region's homeless subpopulations and must include at least one homeless or formerly homeless individual. The board shall include at least 4 representatives from non-CoC funded agencies. A quorum for board meetings is 50% of the seated board members.

Lots of discussion was held- would people not come if they could not vote, could we include more than 15 members there are a total of 46 agencies, people would still be encouraged to attend meetings, could board meetings and membership meetings be held one after the other?

Marcia called for a vote. No motion was made. Becky suggested we table the discussion but said it is too time intensive to track who is currently a board member and who is not and asked the board to come up with a resolution to this issue.

Adding Employment & Income Committee. & Youth Committee. These committees are currently not listed on the list of standing committees in the governance charter. They should be on. Information regarding these committees are included in today's packet.

Youth Committee: Becky reviewed the Youth Committee information in the packet.

Motion by Sandy H. to add Youth committee Second by Lori. Discussion – no discussion. Vote- motion carried.

Employment and Income Committee: Becky reviewed the information in the packet. Motion by Sandy B. to add Employment and Income Committee. Second by Margie. Discussion – none. Vote- Motion Carried

■ **Coordinated Entry Decision – Does the CES Committee have latitude to make decisions? If so, on what issues? Current issue is a recommendation to remove clients from priority list after 6 months. Issue needs more discussion.**
Motion Second Discussion Vote

V. New Member Introductions/Brief Presentations

■ **Melody Gorden, Tribal VASH Program/St. Cloud VA & Leech Lake Housing**

Authority. Melody introduced herself and her program. She works out of Bemidji. She has access to 20 vouchers and has filled 5 since February. Veterans can self-refer or any partner can refer a veteran to her. Leech Lake is the priority area but she can serve any veteran within 20 miles

of Leech Lake if she has an open voucher. She also introduced Joseph Robillard out of Fargo serving the White Earth veterans. He is new to the position also. Priority is for White Earth tribal members then second level is any tribal member that is a veteran. They are the only two in this position in the state. Veterans can also connect through the national phone number to these programs.

■ **Rita Holler, Paralegal, Anishinabe Legal Services - SOAR/SSA Presentation**

Rita walks clients through the SSA process. She works with all the area reservations. She is hoping to work with all CoC partners to house clients that she works with. Rita is out the Cass Lake Office and can be reached there. Anishinabe Legal Services covers a wide variety of legal services to persons on or near the Leech Lake, White Earth and Red Lake reservations. Rita is SOAR certified and is willing to provide assistance to others becoming SOAR certified. Services are not limited to tribal members but is income based.

VI. Discussion Items

- a) DV Alternative Database (handout attached)** Demetri reviewed the information submitted in the packet. Dimitri is with ICA. There is a workgroup working on an alternative database. Agencies using FVPSA, OVC or OVW funding should not be using HMIS. Dimitri will gather more information and get back to everyone.

Marcia called a 10 minute break to get lunch. Returned back to the meeting at 12:45.

- b) Understanding the PIT/HIC/GIW and their Relationship to Funding in the Region (i.e. the annual NOFA Application)**

Becky asked to table this discussion to the next meeting in June.

- c) Wilder 2018 Results** – NW CoC Numbers dropped, while statewide numbers increased. Becky passes out the reports for participants to look at. State funders look at this data for funding decisions. The survey is completed every three years. In preparation for the next survey we will do some preplanning with partners. Sandy H discussed the event they had to bring in persons to complete the survey. Jordan also talked about what they did at Red Lake. They both provided resources for persons experiencing homelessness.

- d) 2019 State Action Plan Submitted to HUD** – Call for Comments (this impacts CDBG/HOME/ESG/HOPWA/National HTF. Becky sent an email out for members to make comments and give input on the state action plan.

VII. YHDP Update - Stacy reported that the YHDP YAB members are discussing attending a summit in Washington DC for a one day meeting. YHDP Project Applications due Friday, May 3, 2019 by 11:59 p.m. FAQ will come out tomorrow from Becky.

Youth Committee members please go to your email and complete your vote around the HMIS issue.

★ YAB Update (Stacy Hans, YAB Lead)

★ **Educational Stakeholders Wanted (March 27th)** – We need an educational stakeholder. If you know of a homeless liaison at a school or another school rep that could be on the committee let Becky know.

★ **HMIS Application from ICA – Need Youth Cte. & YAB Votes Vote!!**

★ **Seeking Education Stakeholder for the CoC & Youth Cte.**

VII. MICH & ICA Updates

- MICH Update - Nancy Urbanski, Minnesota Housing reported that the Center for Medicaid application is still on track. ESP & ESG grants are due today. Governor Walz is interested in the issue of homelessness so there is renewed energy around the issue in Minnesota. Looking at 4 million additional dollars for FHPAP this year. Minnesota is working hard to become the 4th state to end veteran's homelessness.
- Institute for Community Alliances – Stephanie Rodriguez-Moser. She is taking over our area while Steph is on maternity leave. Data quality emails will be coming out within the next couple of weeks. There will only be one email sent so watch for the email from Steph. ICA is providing a Turning Data into Insight Series. You can find the links to that in the ICA newsletter. Changes to the declined and cancelled PIT list clients.

Member & Local & Regional Updates

Agency Updates

- Minnesota Tribal Collaborative Update - Meeting was held yesterday at Fond du Lac with a number of state staff and state and local representatives describing the services that are happening around the state for the Native American Population and the importance of the collaborative to try and get more funding. Also working on housing grants to address OPIOD use disorders.
- Red Lake Shelter – The shelter will be open Monday. They are busy writing grants for additional support services.
- White Earth – Christina replaced Miss Keezer and is working on a variety of services.
- Mahnomen County Human Services – Jessica Reed and Shelly Brunner- First CoC meeting attended. Appreciates the collaborative nature of the group.
- Rita Holler -Anishanabe Legal Services – They are working on a new building in Cass Lake.
- Sheril Schluchter – Waiting to hear on PATH grant – helps homeless persons living with a mental illness with housing and services in Norman, Polk, Mahnomen, NWMHC will be providing services is EGF full time moving forward. Also received a grant called a Community Living Infrastructure grant providing funds to refer clients to mainstream services.
- Violence Intervention Services – Sandy B. Completed a survey in the 5 county area.
- Bemidji – HRA- Working with Mary Thompson.
- BI-CAP – Hyacinth Stiffler- Busy writing grants.
- MAHUBE – Sarah & Shannon- Busy with grants and the Youth Circle for YHDP.
- ICCC – Bonnie and Lori – Hiring a full time case manager in the Thief River Falls office. Busy with grants and YHDP. Has openings for LTH.
- NWCAA – Gayle – no report

- TVOC – Lori – Received a small United Way Grant to provide housing and emergency housing in East Grand Forks. We have LTH units open in Crookston.

Adjourn: 1:30 p.m.

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Next Meeting: Please Refer to your 2019 Calendar in Your Packet

Upcoming 2019 Full CoC Board & Membership Meetings: (Please attend in-person whenever possible)

- Thurs., June 20, 2019 (10:00 am-1:00 pm) – Northwest Community Action (Badger – Roseau County)
- Thursday, July 18, 2019 (no meeting currently scheduled; **please hold this date** for a regular CoC FY2019 NOFA computer lab work session if needed)
- Thurs., Aug. 15, 2019 (10:00 am-1:00 pm) – White Earth Tribal College (Mahnomen)
- Thurs., Oct. 17, 2019 (10:00 am-1:00 pm) – Clearwater County Courthouse (Bagley) TBD
- Thurs., Dec. 19, 2019 (10:00 am-1:00 pm) – MAHUBE-OTWA Offices (Park Rapids – Hubbard County)

Reminder: YHDP Scoring & Ranking Meeting – Thurs., May 23 (10:00-4:00) – Clearwater County Courthouse, 3rd Floor Large Conference Room (Bagley).