

Southwest Minnesota Continuum of Care Meeting

August 8, 2024, 10 am-12 pm

In Person at Prairie Five 719 N 7th St #302, Montevideo, MN 56265

2024 Governing Board: Cheryl B (PWLE), ICA, KCHRA, LSS, P5, SMAMHC, SWMHC, UCAP, WRAP, New Horizons Crisis Center, Min MN Development Council, SWMHP

2024 Co-Chairs: Cheryl B (UCAP & PWLE)- Odd months
Michelle J (UCAP)- Even Months



Meeting Notes

Time	Topic	Lead/Facilitator
10:00	Welcome and Introductions/Attendance – Identify note taker (see sign up sheet for 2024 note taker)	Chairs
10:10	Approve June Minutes & Aug Agenda June Minutes: Gwen made motion, Becci 2 nd , motion carried. August Agenda: Becci made motion to approve, Tanya 2 nd motion carried.	Chairs
10:15	Discussion – Flooding response issues/concerns Michell (UCAP) received grant for 30k for flooding in southern counties. Please refer anyone dealing with flooding issues to UCAP. Smock also received flooding funding.	Open
10:25	Break Outs – Committee Conversations – Who would be a good fit for this committee? What items should this committee work on? How often do they need to meet/Structure of meetings? Other? (Bonus! List of other people and contact info in your organizations or agencies you work with that should be on this committee – get to Lillian or Onboarding/Membership Committee Chair.	Lillian

Broke out into committee's and planned committee structure. Lillian gave an overview of different committees.

1. **Onboarding and membership committee:**

Decided to wait for Angela to discuss who would lead the committee.
Develop handout for newly onboarded CoC members. Which agencies should be added to this CoC board. What organizations should be at the table? Increase numbers of committee members to divide the work.
Structure of 15-20 minute after the CoC meeting to do check-ins with group.

2. **Project ranking and review committee:** Becci,

Talked about things that we would like to see. Becci feels there should be more victim services programs at the table. Discussed that the funding in group is diversified.

3. **Coordinated entry committee:** Michelle Jensen, Gwen

Brenda will lead with Michelle. Potential New Members TJ Yokum (ICA) Vicki (Housing Partnerships). Talked about reviewing policy and process of priority list. Work on making the priority list process better.

4. **Project ranking and review committee:** NA

5. **Executive committee:** NA

If you hear of anyone who would like to join these committees, please refer them to Lillian.

Committees can determine their own structure and how often they meet.

List of Committee Break Out Groups: **Onboarding/Membership Committee, Executive Committee, Coordinated Entry Committee, Project Ranking and Review Committee –**
Each committee should discuss the following:

1. Who will lead the meeting?
2. What items/goals will this committee work on? (Long term/immediate)
3. How often and when will this committee meet?
4. Structure of meetings?
5. List of others to contact as potential additions to this committee?
6. Other?

Also, if you are a person with lived experience of homelessness and are interested in being part of the PWLE Subcommittee let Lillian or Cheryl know.

10:55

Announcements/Updates/New Business

1. Charter Review and Bylaws as part of the Membership committee or as its own temporary committee? Lillian

CoC will Spend the last 15 minutes of each meeting discussing the bi-laws as the meetings has been ending early anyways. Lillian

Make bi-laws a monthly agenda item starting in September.

The bi-laws to be discussed will be distributed before meetings.

2. NOFO Discussion – The NOFO has dropped! Intent to Apply and Housing First Assessment has been sent out. Call for Projects with updated amounts and dates will be sent out tomorrow.

This is due back to HUD Oct 30th 7pm for the group and will need to be sent to Lillian by the end of Sept. Please let Lillian know if you are needing more time. Abby's contract will be extended through the end of Oct. She will help Lillian with this process.

- We will come up with ranking and prioritization team. If you are interested in joining this team and don't have money tied from HUD to your organization, please let Lillian know.
- The level of funding will increase slightly according to Lillian. She does not currently know the exact amount at this time.
- Tier 1 projects will get 90% of funding. Might not get as many tier 1 projects as other years.
- Tomorrow (8/9) Lillian will send local competition guide and will highlight changes made from other years.
- HUD is adding a project in to adjust budget lines. Will be a function to adjust those lines (Jen).
- If you see something that is potentially a good bonus project your organization can request funding for that. If agency see's needs or gaps, please reach out to Lillian and Abby to discuss.
 - Ranking and Prioritization – Vote needed. Heavy work on this will need to be done in the next month and a half.
 - Scoring Tool approval of change vote needed.

Please review scoring tool and send email vote on 8/16.

3. Training today after meeting – CoC 101 by Jennifer Prins, SE CoC Coordinator

4. Grants in process/upcoming

- WRAP received sexual assault grant. 11 months to spend a (will use funds for updating website funds and direct assistance.

- Bonus project for DV program, UCAP hired a DV case manager. That person will be working out of the WRAP office. Which will reduce barriers for clients that UCAP and WRAP has in common.
- 5. Training Opportunities?
 - See below

HMIS Update (Eric): will start letting users back on in next week (this will happen in waves). The platform is very new to everyone including ICA and they are not experts and will address issues as they come up.

11:

Wrap Up

Chairs

Next Meeting: September 12, 2024 – via Zoom

Committee Meeting Dates

- Project Performance & Review: Update APRs
- Homeless & Hunger Task Force: (2nd Thursdays), 1-2:30, online
- Mental Health Consortium- Friday, Lyon County Government Center 9:30 am
- Racial Equity Accountability Project (REAP)- Monthly meetings online (2nd and last Tuesdays)- HUD TA team
- PWLE Subcommittee

Training Opportunities

- [SW MN CoC Training Guidelines](#)
- [Upcoming HUD Homelessness Trainings](#)
- [Corporation for Supportive Housing Webinars \(\\$40 - \\$150\)](#)
- Homeline trainings
<https://homelinemn.org/category/trainings/>