

Southwest Minnesota Continuum of Care Meeting

March 13, 2025, 10 am-12 pm

Via Zoom Join Zoom Meeting Join Zoom Meeting

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Meeting ID: 815 0600 0546

Passcode: 136193

2025 Governing Board: Cheryl B (PWLE), ICA, KCHRA, LSS, P5, SMAMHC, SWMHC, UCAP, WRAP, New Horizons Crisis Center, Mid MN Development Council, SWMHP, SMRLS

2025 Co-Chairs: Michelle J (UCAP)-

Tanya O (P5)-

2025 Secretary: Angie (WRAP)



Agenda

Time	Topic	Lead/Facilitator
10:02	Welcome and Introductions/Attendance/New Members Cheryl B. (PWLE); TJ Y., Eric N. (ICA); Vicky R., Ashley M (SWMHP); Courtney N., Angela L., Mykal B., Jacob J. Roberta D., (UCAP); Kelsey G. (LSS); Stacy H. (SMRLS); Tanya O., Taylor D., Jayne F. (PRAIRIE 5); Lillian L. (SW COC); Brenda F. (ELEVACARE); Heidi O., Jason B. (FAMILY PROMISE Kandiyohi CO.); Angela H. (WRAP); Gwen C. (KCHRA); John H. (MN HOUSING)	Co-Chairs
10:08	Approve February Minutes & March Agenda Motion to approve Cheryl, second Angela L. Motion to approve merge agenda Brenda, second Angela L.	Co-Chairs
10:10	Organization Share – UCAP There is a Community Action Agency that covers every county in the US, more than 1000 agencies throughout the country, and UCAP is one of those agencies. Depending on the service, we cover from 9-13 counties. Some examples of our programs at UCAP are: Head Start, Volunteer Income Tax Assistance (VITA) Program, Energy assistance, housing development, and multiple emergency housing programs. Some of these include Family Homeless Prevention and Assistance Program (FHPAP), Emergency Solutions Grant (ESG) Rapid Rehousing, Transitional Housing Program (THP), Salvation Army vouchers, Statewide Affordable Housing (SAH) Program, Local Homeless Prevention Aid (LHPA), Emergency Services Program (ESP)- emergency shelter and street outreach, Homeless Youth Act (HYA) shelter and supportive housing, emergency shelter models: motel vouchers, leased motel units, leased apartments- great use for families, owned properties- UCAP owned property in Litchfield. Emergency Shelter Project underway- 8plex and 4plex in Willmar. HUD RRH and Permanent Supportive Housing Programs also cover our region. JOHN H. possibly for April Organization Share, he will check out STACY H. SMRLS for May Organization Share	UCAP
10:39	Announcements/Updates/New Business 1. Charter/Policies/Bylaws Review – (March 11 Meeting and HUD Monitoring Update, approve March 11 Meeting Minutes) -Changes to charters and policies, sent minutes to COC members this morning.	Lillian
10:52	Need to finish organization of document and hopefully close out by end of week. Motion to approve minutes of March 11th meeting- approve Angela L., second Jacob J.	Michelle/Tanya
10:53	2. Committee Updates: <ul style="list-style-type: none"> Executive Committee – meeting April 3rd Project Ranking and Review Committee – meeting quarterly Onboarding/Welcoming Committee- met March 4th- create promotional type brochure. Include QR code and cleaning up website Coordinated Entry Committee- met feb 28th- Courtney and Brenda chairs and will work on finishing chairs next meeting 	Kayla/Angela L. Courtney/Brenda Lillian Lillian Angela L. Co-Chairs

3. Federal Funding Update – ongoing- MLPS field HUD office unsure if it will be available. State might see lack of FED funding. Some COC's have taken content off website, if we do that it doesn't mean that we need to stop those services. Some organizations have seen grant contract funding affected. HUD is aware. Plans to update COC website to remain in compliance to receive funding. Will remove NOFO. Angela L. question "what are any grant periods and execution complications of using funding, has anyone dealt with this yet?" Lillian will look in to.- Should we change website now or wait to see what is going to happen?- Ashley M.suggests to adjust website to continue services to clients. Brenda F. agrees with Ashley. Lillian will look at what other COC's have done for website scrubbing
4. Point In Time Count/Housing Inventory Count
 - Follow up – Lillian noted that she will continue working with PIT to make sure things are going smoothly. TJ ICA stated they are plowing through all the data and is going good so far
5. Survey- Angela L. – UCAP has surveyed staff in the past and received great feedback. Encourages use of the survey, will report findings of survey next meeting and put the survey on the chat. Will also put in an email
6. Grants in process/upcoming- Lillian noting to see if you have any reporting for your agency that needs to be completed. Tanya O. RFP for emergency shelter, writing currently and due April 7th, for \$11 M. PER year, 2 year grant with total of \$22 M. Angela L. MN Housing grant application due end of April, have to work it out with MN Housing to see what perimeters of grant are and what counties are covered. RFP Angela L. – Homeless Youth Act Grant, for only existing projects. Brenda F. stated RFP for her position Community Living Infrastructure Grant just came out.
7. Agency Updates- TJ ICA- webinars coming up, client track. User Training Corner New on the Knowledge Base
The MN HMIS Knowledge Base is a one-stop-shop of instructional how-to guides for our most frequently asked questions and workflows. A great page to have bookmarked in your browser! Some of the how-to guide articles we've added to the Knowledge Base recently include:
Managing Shelter Bed Availability
Quick Services
How to Run the PATH Annual Report
PLMs: Adding a Coordinated Entry Assessors as Contacts
Duplicate Enrollments and Project Merges
Duplicate enrollments that were migrated from our old system into merged projects are now combined into a single enrollment.
Reach out to TJ if you want to have a training/refresher session on data entry.
mailto:tj.yocum@icalliances.org
8. Training Opportunities?
 - See below- [Stacy H. Eviction expungement clinic, call hotline or go to website. Put contact info in chat. Cheryl B. inquired about 2025 annual conference & expo, put information in the chat](#)
9. Other

11:40

Wrap Up

Co-chairs

1. Agenda items for April?
2. Reminders?

Next Meeting: April 13, 2025 – via Zoom/in person? ?.April meeting virtual, May 8th in person meeting could be hosted by UCAP in Willmar.

Committee Meeting Dates

- Homeless & Hunger Task Force: (2nd Thursdays), 1-2:30, online
- Mental Health Consortium- Friday, Lyon County Government Center 9:30 am
- 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/>