

Southwest Minnesota Continuum of Care Meeting

April 10, 2025, 10 am-12 pm

Via Zoom Join Zoom Meeting Join Zoom Meeting

<https://us02web.zoom.us/j/81506000546?pwd=o5xaveaX4REI8FeVpaddGIWWeSCJi2.1>

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:



Agenda

Time	Topic	Lead / Facilitator
1:00	Welcome and Introductions/Attendance/New Members	Co-Chairs
1:01	Approve March Minutes & April Agenda	Co-Chairs
1:05	Organization Share – N/A	
1:06	Announcements/Updates/New Business	
1:07	1. Charter/Policies/Bylaws – (More Changes to comply with HUD) – Vote to amend	Lillian
1:08	Lillian will work with HUD to get the changes made. A lot of the changes are what are the roles and beefing up the	
1:09	wording in that section. There has been some wording changes that need to be in line with federal funding and need	
1:10	to be removed. Our policies and procedures were not in line with what we are doing that is the main reason for the finding.	Michelle/Tanya
1:11	2. Committee Updates:	
1:12	• Executive Committee	
1:13	Michelle spoke and the committee continues to meet – did some updates with Lillian regarding the charter and	
1:14	bylaws. We are looking at what trainings we can bring to this meeting. There is a secretary position open that will	Kayla/Angela L. Courtney/Brenda
1:15	finish off the executive committee. Are there any nominations for secretary?	
1:16	Michelle went through the description of the secretary position: taking minutes, attending a monthly meeting with	
1:17	the executive committee. Lillian spoke about the secretary position – stating it's a great way to get involved with the	
1:18	CoC. Angela stated that since UCAP and P5 are already on the executive committee, there should be another agency	
1:19	that takes the position. Michelle asked to take this information back and think about filling that position and we can	
1:20	vote on it in May at our in person meeting.	Lillian
1:21	i. Secretary Position – needs to be filled	
1:22	• Project Ranking and Review Committee –	
1:23	Does not have a chair – Lillian asked if anyone from that committee would like to give an update. Kelsey stated they	Lillian
1:24	will be meeting quarterly and will report back in June.	
1:25	• Onboarding/Welcoming Committee	
1:26	Kayla spoke about committee collecting information for the present and future members. We have broken down the	Angela

- 1 members for the different counties. We are working on a pamphlet to send out to the present and future members. la L.
- 1 • Coordinated Entry Committee
- : Courtney spoke regarding working through the policies and procedures for the coordinated entry – they are reaching Co-Chair
- 2 out to other partners. They have been working on the script and updating that information that is read to the s
- 5 consumers when they complete the coordinated entry.
3. Federal Funding Update – ongoing
- Lillian spoke about executive grants and has questions that she is still trying to get answers to. There is work being done on some language and legal documents and how this funding is going to happen. There are a lot of things still up in the air. Angela asked for updates on wording and information that Lillian hears just so that our agencies are not lost on information.
4. PIT/HIC/SPMs Update – PIT and HIC Lillian is finalizing information on that and thinks she has something on her calendar and will be getting that information today or tomorrow and will update us all at the meeting in May as it will be closed out by then. Michelle PIT (Point In Time) HIC (SPM (
5. Survey Results – Angela spoke about the survey results – 29 people responded to the survey – the people who are sitting at the table have experienced homelessness, living in poverty, victim of domestic violence, housing instability. Thanked everyone for filling it out. Lillian would like this information to post on the website so everyone can see that we have lived experience.
6. Grants in process/upcoming – Michelle asked if anyone want to share – ESP grant was submitted to help operate Willmar Emer Shelter and motel vouchers. United Way UCAP applied for funds with motel vouchers. UCAP signed a 2 year MOU in Nobles County to provide prevention funding.
- P5 submitted for funding for ESP also – RFP is due on May 15th to provide support with disabilities.
- Michelle spoke about the tax services – survey is how do you plan to spend your refund - Michelle gave testimony to the Senate regarding the tax program and stabilizing families.
7. Agency Updates – ICA – Community survey is open right now, take survey and give input. Continuing to merge duplicate entries. Email ICA if there is a duplicate entry.
- Supplemental Report is in beta form.
- ICA is continuing to test the report and encourages FHPAP-funded projects to run the report and review for accuracy upon its release. Client level enrollment visibility has been updated. The update will shift the management of enrollment visibility from the household level to the client level. With the introduction of this new release, we are excited to announce that it is now possible to easily update an enrollment's visibility settings when an incorrect value was initially selected.
8. Training Opportunities – Some trainings listed below – WRAP training in Granite Falls at The Rock Dining and Event Center – \$25/person – starts at 8:30am – 4pm April 24th. Lillian will email out the information to everyone by Monday, April 14th.
- See below
9. Other – Any other questions or concerns?
- 1 **Wrap Up** Co-chair
- 1 1. Agenda items for May – let Lillian or Michelle know s
- : 2. Reminders?
- 4 Next Meeting: May 8, 2025 – via Zoom/in person at UCAP in Wilmar – hoping to do a walk through of the Willmar
- 5 Emergency Shelter. Zoom link will be available if you are unable to be in person.

Adjourn: Motion to adjourn – Angela motion – Tanya 2nd – all in favor. Meeting adjourned.

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 \(\\$40 - \\$150\)](#)

g. Homeline Trainings
<https://homelinemn.org/category/trainings/>