

## Southwest Minnesota CoC Meeting Minutes

Date: January 8, 2026

Time: 10:00 AM CST

Location: Virtual

---

### Attendees

- Stacy Huntington – SMRLS
  - Angela Larsen – UCAP
  - Brooklyn Schwartz – WRAP
  - Courtney Newgard – UCAP
  - Kimberly Holm
  - TJ Yocum – ICA
  - Jacob Jorgensen – UCAP
  - Lillian Lamoreaux – SWMHP
  - Gwen Chase – KCHRA
  - Kelsey Gubrud – LSS
  - Michelle Jensen – UCAP
  - Jason Burnett – ICA
  - Tanya Ostenson, Taylor DeBraske, Jayne Frandsen – Prairie Five
  - Mandy – WRAP
  - Eric Napier – ICA
- 

### Welcome and Introductions

---

### Approval of December Minutes and January Agenda

- Motion to approve: Angela
  - Second: Gwen
  - Motion passed
- 

### Organization Share / Goal Setting and Review

#### 2025 Goals:

1. Identify new partners and new CoC members – ongoing
2. Committees meeting on specific items – ongoing
3. Discuss goal check-ins and add to agenda
4. Continue review of charter and bylaws – ongoing

#### Potential Goals for 2026:

- Lillian: Add goal check-ins to agendas
- Michelle: Identify partners and new CoC members; diversify membership and support Onboarding and Welcoming Committee
- Angela: Financial planning and contingency planning; increase community awareness and public education

- Tanya: Focus on more in-person meetings; propose quarterly schedule:
    - March 12 (Redwood Falls)
    - June 11
    - September 10
    - December 10
- 

#### Co-Chair Nominations and Elections

- Tanya and Michelle will remain co-chairs for 2026
  - Motion: Angela; Second: Brooklyn – motion passed
  - Seeking secretary for 2026 (Stacy will be unavailable)
- 

#### Charter Policies and Bylaws

- Ongoing – Lillian meeting with HUD next Friday
- 

#### MOU Updates

- Kristi at SWMNHP reviewed with notes; Lillian will share with HUD
  - Goal: Have signed MOU for February meeting
- 

#### Committee Updates

- Coordinated Entry Committee:
    - Reviewed policy and procedures for second round
    - Draft sent to Lillian for clarification and alignment
    - Goal: Present to group in March
- 

#### NOFO Update

- Planning and process continue; lawsuits still pending
  - Justin's contract ended; Lillian is taking on the work
- 

#### Grants in Progress / Upcoming

- Prairie Five and UCAP submitted grant for FHPAP funding to cover entire CoC region
- 

#### Budget Update

- Lillian contacted SWMNHP finance department to obtain quarterly reports
  - Reports will be emailed prior to February meeting
- 

#### Agency Updates

- ICA: Data for Federal Longitudinal System Analysis (LSA) submitted
- UCAP:
  - Emergency shelter open and housing people in limited capacity; some units available
  - Tax line will open next week

- Family Promise: Expanding into Chippewa County; name change forthcoming
  - SWMNHP: Acquired Good Counsel property; plans include generational housing, community land trust homes, and space for partner agencies
- 

#### Annual Meeting Recap

- Highlights from December Annual Meeting:
    - Staying ahead of data quality issues using Common Data Checker and other tools
    - New enrollment button causing incorrect CE enrollments
    - Updates to billing processes and communication
    - MN HMIS Helpdesk 2025 Wrapped – fun review of 2025 Helpdesk
    - Reporting Q\&A Webinars:
      - January 27, 2:30–3:20 PM – [Registration Link](#)
      - February 24, 2:30–3:20 PM – [Registration Link](#)
      - March 24, 2:30–3:20 PM – [Registration Link](#)
- 

#### PIT Count

- Scheduled for the night of January 28, 2026
  - Send notice of canvassing locations to Lillian
- 

#### Wrap-Up

- Next meeting: February 12 via Zoom
- 

Respectfully Submitted:

Stacy Huntington – Outreach Coordinator

Southern Minnesota Regional Legal Services