

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 Yocom – 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