

## Southwest Minnesota CoC Meeting Minutes

Date: 10/9/2025

Time: 10 am

Location: Virtual

Adjourned: 11:34 AM



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### Attendees

- Stacy Huntington – Southern Minnesota Regional Legal Services (SMRLS)
- TJ Yocum – ICA System Administrator
- Vicky Ross – PLM & Database Coordinator, SWMHP
- Angela Larson – UCAP
- Roberta DePoppe – UCAP
- Kelsey Grubrud – LSS Willman
- Lillian Lamoreaux – SW CoC Coordinator, SWMHP
- Tanya Ostenson – Prairie Five
- Taylor Debraske – Prairie Five
- Kayla Vandromme – Housing Navigator, Cottonwood & Jackson County DVHHS
- Michelle Jensen – Family Services Manager, UCAP
- Courtney Newgard – UCAP
- Jacob Jorgenson – UCAP
- Jason Burnett – Family Promise
- Gwen Chase – Kandiyohi County HRA
- Ashley McCarthy – SWMHP
- Eric Napier – ICA
- Nikki Igen - HRA

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### Approval Items

- August Minutes: Motion to approve made by Jason, seconded by Angela. Approved.
- October Agenda: Motion to approve made by Gwen, seconded by Jacob. Approved.

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### Organization Updates

- NOFO Application Overview:  
Lillian provided an explanation of the NOFO application and process.
- NOFO Committee Formation:  
A committee will be established to:
  - Explore alternative options for identifying a NOFO writer in Lillian's absence.
  - Support the selected writer with deadlines, questions, and general guidance.
- Executive Committee Meeting:  
The Executive Committee will meet with Kristie Blankenship (SWMHP) to discuss interim replacement options for Lillian.
  - Date: October 15
  - Time: 3:00 PM

- Action: Michelle will send the meeting invitation.
  - Charter and MOU Update:  
The MOU needs immediate completion. Due to the government shutdown, there has been no communication from HUD.
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#### Committee Updates

- Coordinated Entry (Courtney):
    - First-level policy and procedures review completed.
    - Second-level review TBD.
  - Onboarding:
    - Kayla stepped down as chair.
    - Angela suggested placing the committee on hold.
  - Project Ranking and Review:
    - Stacy volunteered to join the committee.
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#### Budget

- Lillian will provide a budget update at the next meeting.
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#### FHPAP Update

Due to significant funding cuts:

- UCAP has reduced staff.
  - Landlords have been informed that rental assistance funds are significantly depleted.
  - There is a need to explore creative collaboration opportunities to generate funds.
  - A high rate of evictions is anticipated as this safety net is no longer in place.
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#### ICA Update (TJ)

- Assessor training was successful, with 10–12 attendees per session.
  - Discussion on Southwest Coordinated Entry policy updates is TBD.
  - HUD released new data standards on October 1; guides have not yet been released.
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#### Announcements

- Wilmar Emergency Shelter Ribbon Cutting:
    - Date: October 24
    - Time: 2:00–5:00 PM
  - Next Full CoC Meeting:
    - Date: November 13, 2025
    - Format: Virtual
    - Discussion Topic: Potential quarterly in-person/hybrid meetings
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Respectfully Submitted,  
Stacy Huntington – Outreach Coordinator  
Southern Minnesota Regional Legal Services