

Southwest Minnesota CoC Meeting Minutes



Date: 11/13/2025

Time: 10 am

Location: Virtual

Adjourned: 11:09 AM

Attendees

- Stacy Huntington – Southern Minnesota Regional Legal Services (SMRLS)
- TJ Yocum – ICA System Administrator
- Abby Guilford – Interim CoC Coordinator
- Michelle Jensen – Family Services Manager, UCAP
- Gwen Chase – Kandiyohi County HRA
- Courtney Newgard – UCAP Family Services Manager
- Nancy Urbanski – MN Housing
- Cheryl Baumann – Person with Lived Experience
- Kimberly Holm – SW MN Adult Mental Health Consortium
- Angela Larsen – UCAP
- Eric Napier – ICA HMIS System Administrator
- Kelsey Gubrud – LSS Operations Manager
- Brenda Freimuth – ElevaCare
- Mikayla
- Vicky Ross – SWMNHP

Welcome and Introductions

Approval of October Minutes and November Agenda

- Motion to approve October minutes: Cheryl; Second: Angela – Passed
- Motion to approve November agenda: Gwen; Second: Angela – Passed

Organization Share

- None reported

Announcements / Updates / New Business

- Charter / Policies / Bylaws: No update; pending December approval
- MOU: No update; pending December approval

Committee Updates

- Executive Committee (Michelle): Met with Abby last week to review daily CoC needs; ongoing conversation with SWMHP regarding NOFO planning
- Project Ranking & Review Committee (Kelsey): No updates; will activate once NOFO is released

- Onboarding & Welcoming (Angela): Committee on pause; Angela stepped down
- Coordinated Entry Committee (Courtney): Continues to meet regularly; reviewing policies and procedures
- Ad Hoc NOFO Committee (Michelle): Members will become active once NOFO is released

MN Housing (Nancy): Serving as replacement MICH representative; focus on equity and inclusion

CoC NOFO Discussion (Abby Guilford)

- HUD likely to issue NOFO in January 2025
- Funding restrictions expected; infrastructure funding uncertain
- Preparing for NOFO: Activate committees, engage grantees, explore new partners, issue grant inventory worksheet, develop contingency plans

Grants in Progress

- None reported

Budget Update

- Will be provided at December meeting

Agency Updates

- ICA (TJ Yocum): HMIS Annual Meeting Dec 10, 2025; webinars scheduled
- UCAP (Angela Larsen): Fundraiser Dec 6 for Jane Frandsen

Wrap-Up

- Abby will distribute PowerPoint and schedule NOFO Committee meeting
- Next Meeting: Dec 11, 2025 via Zoom

Adjourned: 11:09 AM

Respectfully Submitted:

Stacy Huntington – Outreach Coordinator
Southern Minnesota Regional Legal Services