

NORTHWEST MINNESOTA *Continuum of Care*

NWCoC Executive Board Meeting Minutes

Location: ZOOM

Date: October 19, 2023, 10:30am

Attendees: Ana Begej, Elena Guerra, Lori Wollman, Karyn Novak, Rita Ostman, Laura Robertson, Sheril Schluchter, Catie LeMay, Jean Roper, Megan Chavez, Cory Boushee, Margret Treuer, Barbara Johnson

Agenda Items:

- I. Request a motion to approve August 17th, 2023 NWCoC Board of Director Meeting minutes. M/Sheril Schluchter, S/Rita Ostman to accept August 17th minutes as presented. Motion passed with unanimous approval.
- II. **NWCoC Board Vacancies/ NWCoC Governance Charter Language/ NWCoC Board member application**

We received a resignation from Patrick Harrington, on behalf of Jennifer Dunham effective September 25, 2023. M/Elena Guerra, S/Rita Ostman to accept the resignation of Jennifer Dunham. Motion passed with unanimous approval.

The decision was made to fill vacant positions at the December elections. The application to apply will be sent to board members to provide to interested individuals. A review of governance charter language was conducted to determine changes to board participation requirements. The decision was made to table decisions in this area until the November 16th meeting. A review was provided on the current application for prospective board members with no changes recommended. The board discussed ways to be more inclusive to youth with lived experience occupying board seats. Suggestions were made around better relationship building i.e. board buddies, reducing the use of acronyms as that can be confusing, and providing a NWCoC Board 101 to better understand expectation for all board appointments.
- III. **Coordinated Entry System (CES) Committee update**

An update was provided on the approval and adoption of the REAP recommended language for the CES assessment. ICA is currently reviewing the recommendations to ensure alignment with HMIS requirements. The pilot program for the discontinued use of the Minnesota Prevention Assistance Tool has ended. The CES approved the decision not to use MPAT moving forward. The CES approved the use of the CES Procedural Alignment and Capacity Worksheet to better coordinate capacity within agencies.
- IV. **YHDP NOFO Scoring Criteria/NOFO Debrief Session**

A best practice guide was provided on achieving highest possible ranking in the FY24 NOFO for YHDP programs as it is expected that this will be a competitive process. Included in the guide was a YHDP memo and budget to be sent to grantees and sub-grantees to assist in tracking monthly expenditure. The board provided verbal approval to move forward in this process. A review of ranking and scoring criteria for YHDP programs will start at the NOFO Debrief Session to be held on October 26th, from 10-2pm at the NMF offices in Bemidji.
- V. **Agency Updates & Upcoming Events**

Wilder Survey will be held end of October with stipends provided to participating agencies within the NWCoC service area. The Evergreen Conference will be held November 1-2nd with an additional session has been added to the Evergreen Conference this year; Trafficking in the Northland-Updated trends in sex trafficking & exploitation. A separate registration is required for this session. See link below.

<https://www.evergreenyfs.org/events>

The NWCoC October Board of Director meeting adjourned at 12:08pm with next scheduled meeting to be held via ZOOM on November 16th at 10:30am.