

# NORTHWEST MINNESOTA

## *Continuum of Care*

### NWCoC Executive Board Meeting Minutes

**Location:** ZOOM

**Date:** November 16, 2023, 10:30am

**Attendees:** Elena Guerra, Lori Wollman, Shannon Lee, Karyn Novak, Maureen Hams, Rita Ostman, Sheril Schluchter, Catie LeMay, Megan Chavez, Margret Treuer, Barbara Johnson

#### **Agenda Items:**

- I. Request a motion to approve October 19<sup>th</sup>, 2023 NWCoC Board of Director Meeting minutes, noting Shannon Lee was in attendance. M/Maureen Hams, S/Catie LeMay to approve October 19<sup>th</sup> minutes. Motion passed with unanimous approval.
- II. **High Priority Homeless Defined**

Discussion was had around crafting a definition of High Priority Homeless (HPH) that represents what the NWCoC understands HPH to be in our region. The board tasked the CoC team to draft a definition that would include the threshold elements that are used in defining Long-Term Homelessness (LTH), Permanent Supportive Housing (PSH), and possibly Imminent Risk of Homelessness. Once drafted, the board will consider the definition language and make edits, and send to the CES and REAP Committees for review.
- III. **YHDP NOFO Ranking Policy Review**

A summary was provided on the YHDP NOFO Policy meeting held on Tuesday, November 14<sup>th</sup> with the P&E Committee and the NOFO Rank & Review Committee. The purpose of the meeting was to establish policy and procedure to guide YHDP projects in preparing for a competitive NOFO process expected in 2024. After reviewing the policy draft, the board suggested language edits to include and to address subgrantee reallocation, the need for Technical Assistance (TA) and the order in which information is communicated from HUD in order to ensure lead and subgrantees are administering programs in like manner. The CoC team will present board with edited version of policy for approval.
- IV. **NWCoC Executive Board Members and Terms**

The Board reviewed current board members, terms, and vacancies, identifying four seats up for re-election and three vacant seats to fill at the December General Membership meeting.
- V. **NWCoC Governance Charter language**

Due to time constraints, the NWCoC Governance Charter Language discussion was tabled until a future meeting.
- VI. **2024 NWCoC Meeting Calendar**

The 2024 NWCoC Meeting Calendar was presented for board approval. Due to a lack of quorum at this point in the meeting, Chair Wollman requested voting take place through email.
- VII. **Networking and Updates**

Upcoming dates to note include General Membership Annual meeting to be held December 21<sup>st</sup>, at 10am at Garden Valley Technologies in Erskine. The Point in Time Count (PIT) training to be held via ZOOM on January 8<sup>th</sup> at 1pm with the PIT taking place January 24<sup>th</sup>, 2024.

The NWCoC November Board of Director meeting adjourned at 11:45 am.

As directed, a request to approve two action items was sent via email for board votes on Thursday, November 16<sup>th</sup>.

1. Approval of the 2024 NWCoC Board and Committee calendar.
2. Verbal support from each CoC and Tribal Collaborative has been requested by Mike Manhard, Executive Director at Minnesota Engagement of Shelter & Housing (MESH) allowing MESH to work on a coordinated statewide training effort. Mike presented at the Coordinated Entry System meeting this morning, with many of you in attendance. A summary of his remarks: Mike Manhard, Executive Director at MESH shared information on statewide training coordination, asking the NWCoC to consider giving verbal support for a statewide training coordination effort. The advisory workgroup leading this effort since 2018, is comprised of people with lived experience and representation from regional and racial demographics across the state. Their work is to advise on needed training opportunities, training formats, training frequency and content as it relates to supporting work to ending homelessness. MESH will lead in fundraising efforts to make new and collaborative training offerings to the state, serving as fiscal host when needed. The NWCoC board will consider making recommendation to support this work. This effort does not negate trainings offered by local and regional partners, but rather would work in coordination with them.

Motion was made by Jean Roper and a second by Catie LeMay to approve NWCoC 2024 Calendar and to give verbal consent to MESH in support of their work around state-wide training offerings.

Approval of the 2024 NWCoC Calendar passed with unanimous approval.

Verbal consent to MESH in support of their work around state-wide training offerings was tabled for further discussion.