

# NWCOE EXECUTIVE BOARD MEETING MINUTES

Location: ZOOM  
Date: April 18<sup>th</sup>, 2024  
Time: 10:30am  
Attendees: Lori Wollman, Amber Gamache, Carmen Zuniga, Debbie Wold, Elizabeth Arevalo, Karyn Novak, Maureen Hams, Shannon Lee, Jyll Gudvangen, Catie LeMay, Megan Chavez, Barbara Johnson,  
Guest: Misty Bjerklie

## Minutes

1. Meeting Expectations: Approve February 15<sup>th</sup>, NWCoC Board meeting minutes; Approve July 18<sup>th</sup> invite for school liaisons; Approve Case Conferencing Participation Policy & Procedure; Make determinations for training topics for FY25
2. M/Karyn, S/Maureen to approve February 15<sup>th</sup> NWCoC Board meeting minutes as presented. Motion passed and carried with unanimous approval
3. A school liaison connection update was provided detailing past engagement including stipends for participation in PIT Count 2024 and an invitation being issued to liaisons to attend YHDP Case Conferencing sessions. Discussion was had on an appropriate date for an in-person meeting. The board requested that a couple of dates be provided to the liaison group asking for their input on availability.
4. The Case Conferencing Participation Policy and Procedure discussion is tabled until the May meeting, pending CES Committee consensus.
5. Continuum of Care update included announcement of two-year NOFO in 2024, although unclear of the process. Also noted was additional or increase in funding Congressionally approved for YHSI, PSH Capital projects and grant line items for supportive services.
6. MN CoC Coordinator update highlighted the 2024-25 work topic of priority to be CES. The goal of this work is to develop a common understanding of CES both collectively and throughout the CoC regions resulting in a document that outlines the CES process to be used for education and collaboration with State agencies.
7. A training survey conducted in March resulted in the following top training priorities:
  - Approaches to meeting the housing & other needs of people with criminal histories
  - Coordinated Entry/Assessor Training (scheduled for late 2024)

- Housing stability planning/housing focused case management
- Trauma informed care (scheduled for mid-2024)
- Best practices for serving DV survivors

Also noted: socio-economic training and co-occurring substance abuse and mental health services. The board will review and make recommendations for FY25 trainings at the May meeting.

M/Catie, S/Deb to adjourn meeting at 11:30am. The next meeting of the NWCoC Board of Directors will be held May 16<sup>th</sup>, 2024 at 10:30am.

Action Items	Owner(s)	Deadline	Status
Check availability for meeting dates with school liaisons.	Barbara	May meeting	
Case Conferencing Participation Policy & Procedure review (if available)	NWCoC Board	May meeting	In progress
Determine training topics for FY25	NWCoC Board	May meeting	
YHDP NOFO (2024) Scoring draft	NWCoC Board	May meeting	In progress