**SLC Heading Home Advisory Council Meeting**

**WebEX Meeting**

**April 23, 2020**

**I. Call to Order, Roll Call and Introductions:**

**Attending**: Kristy Eckart, Cynthia Finley, Deb Holleman, Shelly Holmes, Pam Hughes, Heather Lindula, David O’Leary, Katy O’Sullivan, Nathan Thompson

**Quorum is met**.

**Staff**: Laura Birnbaum, Kate Bradley, Suzanne Kelley, Drew Klinkert, Pat Leary, Steve Nelson, Stacy Radosevich,

JoAnn Solin, and Will Wilson

**II. Approval of Agenda and Meeting Summary:**

David moved and Cynthia seconded to approve last month’s meeting minutes with corrections.

**III. Community Presentations (as needed):** no community presentations

**IV. Board Development:**

1. Bylaws Amended Under the “Decision Making Authority” section, the only change is taking out verbiage to allow electronic voting, which is contrary to open meeting laws.

Deb moved and Pam seconded to approve Bylaws with change in the amendment as outlined above.

Motion passed.

**V. Updates:**

A. State updates: With the COVID-19 crisis, it is very busy at the State. With so much going on at the State level, Pat has been appointed the point person for the CoCs. If there are any questions, please ask Pat and he will try to get you the information you need.

B. St Louis County updates:

1. Update on COVID-19 planning and preparation at SLC- It is projected that 80% people will be infected. The local goal is to build isolation and quarantine capacity for that number of people. Laura Birnbaum gave a report on the COVID-19 planning response. She had sent out an e-mail to the community on Monday, April 20, which included COVID19 Grant Funding and Public Health Liaison Housing Contacts. The Roles and Responsibilities have been a learning curve. SLC Health Department’s responsibility is to provide for people who test positive, have close contact, or are awaiting testing. There are four health sites: three in the North and one in the South. The committee is working to make sure these sites have cleaning, laundry, food, and Health-telehealth for the guests. They are advocating for all Housing-types (DV, Board & Lodge, PSH, etc.) to be included in the planning process. The COVID 19 Liaison provider list is helpful so people know who to contact. SLC is working to have a holistic approach and provide clear information. One issue brought up was to make sure people know that these motel sites are specifically for COVID 19 use. Another issue is that it is difficult to recruit hotels for the COVID 19 use. The SLC Health Department is putting out Hotel/Motel Guidelines, which should help in the recruiting process. All motel sites will look differently… some with staff; some with WebEx meetings. They are trying to detail what the guests will need during hotel stay. This will be a living document and will change as time goes on.

C. City of Duluth updates:

1. Employees working from home. Some layoffs at City Hall due to lack of tax revenue.

2. May 5 Meeting discussing 2020 Funds more money for Decker Dwellings.

D. HMIS updates: ICA has COVID 19 information in Service Point. Contact: Helpdesk or Drew if you have special needs at this time. For example, CHUM shelter is using motel to house vulnerable guests and this can be tracked in HMIS by creating a new provider. So if there is a need to track, contact Drew to create new providers in HMIS. Let ICA know if there are any ways they can help. ICA will send out necessary announcements.

D. HMIS updates (Continued)

ICA is beginning QDQ phase for HMIS users to clean up their data, which should be submitted by May 11th. This is still part of the Pilot period. Will thanked ICA for all their help with PIT/HIC.

**VI. Committee Action Items:**

1. Housing Response Committee – Cancelled retreat. See what happens in May.
2. Evaluation and Planning Committee Met this morning. Will will start contract for System Mapping soon. How HHGB can contribute was discussed at this meeting. Patty Beech Consulting had a power point. Other members are welcome to join this committee.
3. Advocacy and Education Committee –Cancelled both N & S. LASNEM is providing a lot of info on COVID 19.
4. Rural Housing Coalition – Cancelled… via e-mail. May meeting will be via e-mail.
5. Affordable Housing Coalition – MN Housing 2021 Housing Tax Consolidation RFP applications discussion and approval (see attachment). There are 5 Project presented for approval. AHC unanimously approved all 5 projects. CoC Coordinator (Will) signs off on a Letter for Confirmation, which says that it has been reviewed by CoC. Informational discussion here. Different funding with all of these project. No all need to have service providers.
6. **Harbor Highlands Senior Apartments** – HRA Duluth

Yes we do have a great number of seniors who need this type of housing.

2) **Brewery Creek** – One Roof Community Housing HRA & Life House. All housing… not mixed use.

Special Population served- Housing Support – question about High Priority Homeless population.

Will will connect with applicant.

1. **Portland Square** – Roers Companies

Senior low income but not homeless. Needed. Question about the service providers and whether one is needed for the project.

1. **Windwood Townhome Apartment** – Center City Housing – 70 units… 4 homeless units.

Bonding project – preservation to maintain affordable units in the City.

1. **Indigenous Resilience Housing** - American Indian Community Housing Organization (AICHO)

A question arose at the AHC about Public transportation. While looking at a number of different locations for this project, they found all options had poor transportation. Mixed income apartment complex.

Heather made a motion and Deb seconded to approve the 5 projects that were presented.

Motion passed.

**VIII. Funding Updates:**

1. Continuum of Care (CoC) – Notice of Funding Availability (NOFA) - none.
2. Emergency Solutions Grant (ESG) City- Will meet on May 5th to discuss Action Plan for $300,000. Flex/RRH set amounts are set by percentages. COVID funds– $719,699 working with HUD on implementation. The goals for these moneys are to prevent, prepare for, and respond to COVID 19. Amend action plan IDIS amend 2019 plan to include COVID19 funds, which will allow funds to be used much quicker. Best process to get this money out to the agencies is that the City will first get funds and then ask agencies: “How would you use these funds?” They want it started on May 5th as well. More flexibility to use these new funds? Yes. Cross jurisdictions? No guidance on this. Not eligible for cross jurisdictions. Income eligibility (no waivers from this) or use just current ESG providers? Possible to open to others, but they have to follow all the other requirements. Can be backdated March 17th, when the Governor’s stay at home order was issued. Admin funds available? No, COVID19 funds for shelter. CDGB cap 15% waved… some CDGB waived. Waivers for ESG $... every 6 months… case managers as need bases instead of monthly. Waiver of fair market waived.
3. Emergency Solutions Grant (ESG) County – Notification letters… process to contract and be able to spend the money. SLC $167,000…. Covid 19 $578,797. Amend 2019 Action Plan. Already approved. Identify where you spend the moneys. First wave… 2nd wave in 90 days. Backdate March 17th. Increase in admin. No match. No check on Emergency Shelter. Fund existing providers first then others. Planning Director Matt Johnson is doing a Survey Monkey to see what is needed. They will be meeting with providers, CoC coordinator, and FHPAP coordinator. Increase service dollars? Don’t know … need to be defined.
4. Family Homeless Prevention and Assistance Program (FHPAP) – $22,350 flex money county-wide now available. Grants under $25,000 don’t need county board approval. HHGB approves FHPAP to accept funds for cash assistance. 50/50 split North and South.

Heather made a motion and Cynthia seconded to accept the FHPAP Flex money as

presented above. Motion passed.

E. Landlord Incentive Program – No report are required for 3 months.

F. Substance Use Disorder Grant (SUD) – Client emergency $43,000/year.

G. Housing Supports for Adults with Serious Mental Illness (HSASMI) – none

H. Housing Supports – Jesina Rosen has taken a position at DHS. Housing Support position is posted and will be hiring in early May. We have 4 new summer expansions. 4-6 beds LTH; Lakeview North Wolf expansion; Brewery Creek youth LTH; Windwood town homes. LTH. Significant increase in number of beds.

I. UCare Foundation We have expended $32,000 of the $38,000 funds available. Funds will run out soon. These funds have been useful because they cover items that other grants don’t like back rent.

J. Discussion about COVID-19 grant funding related to homeless response. Will summarized the COVID19 Grant Funding worksheet. Will will invite all the HHGB to a WebEx to develop a Guidance for Funders to strategically use the large amounts of funds coming in from COVID-19. This is meant to be a help to everyone to have a priority listing and track gaps and deal with timing issues.

Adjourned ☺

**NEXT MEETING: May 21, 1- 3 pm. WebEX**