**SLC Heading Home Governance Board Meeting**

**WEB-EX**

**Thursday, March 19, 2020 from 1-3p**

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

Board Attendance: Cynthia Finley, Deb Holleman, Shelly Homes, Heather Lindula, David O”Leary, and Katy O’Sullivan: **Quorum met 6**

Staff Attendance: Kate Bradley, Suzanne Kelley, Drew Klinkert, Pat Leary, Stacy Radosevich,

Jensina Rosen, JoAnn Solin and Will Wilson

1. **Approval of Meeting Agenda/Minutes**:

Heather moved and Katy seconded to approve last month’s meeting minutes. .

1. **Community Presentations (as needed):** no community presentations
2. **Board Development:**
3. Proposed changes to bylaws- tabled
4. Motion on HMIS software vendor: The Federal government has given the CoC power to designate a Lead Agency for HMIS, which is ICA. However, it is less clear who approves the vendor for HIMIS software. The motion below grants ICA the right to choose the software vendor. ICA wants this to be a community decision.

*MOTION: The CoC Governing board (State partner/Tribal Collaborative), is granting the Minnesota HMIS Governing board the authority to make the final decision for selecting Minnesota HMIS Software Vendor. The Board agrees to follow a transparent and agreed upon process that includes opportunities for representatives from the CoC/State/MTC members to:*

*\*Ask questions*

*\* Contribute to the system requirements*

*\* Participate in the establishment of selection criteria*

*\* Review vendor responses to requests*

*The HMIS Governing Board agrees to fully communicate and seek input from all partners throughout the selection process, when appropriate, and all partners take responsibility for communication and information exchange.*

Discussion followed and it was stated that granting this authority is only regarding the choice of software vendor.

Heather made the motion as written; it was seconded by Deb; passed. .

1. Board Membership- Chris Rubesch has resigned from the board.
2. **Coordinated Entry Survey**: Will presented the results of the Coordinated Entry Survey with a handout. There were 28 organizations participating in Coordinated Entry with an estimated cost of $952,000 per year and an estimated 16.4 FTE. The four identified categories where Pre-Screen, Assessment, Navigation and Data Entry. It was noted that the two CE positions are under the Data Entry category. Will pointed out that the largest source of funding for the CES is in-kind contributions from programs themselves. A question was asked what the plan to use this information is. Will said that it will be shared with the State and that it could be used anywhere. The feedback seemed to look accurate and consistent to Will. Heather wanted another bullet point stating that the CES Coordinator positions did a lot more than data entry (i.e. marketing, monitoring, reporting etc.). Another point was to add a bullet point on the scope of accomplishment (how many people are assisted). This will help decision makers to understand the importance of the CES. ICA will need to assist in getting this information.

The final point was to look ahead to what would be needed for a full-functioning Coordinated Entry System. This will be on the agenda for the next HHGB meeting.

1. **Updates**
2. State Updates: none
3. St Louis County Updates: Covid19 Virus. St. Louis County has the Public Health and Human Services as one department, which is helping with coordinating for the crisis. The County Buildings were closed to the public this Thursday and Friday and will be open part day on Monday March 23. The County Health Department has assigned a Health Department Liaison to work with local food shelves and Homeless Shelters. There are two groups of people tested: 1) People testing positive; and 2) People tested and awaiting results. For the first group testing positive, it is the responsibility of the County Health Department to care for these people. The shelters are relieved to get this information. The second group (awaiting results) is unclear right now. The Emergency Shelters plan to isolate the people from the rest of the shelter and working on getting plans in place. They are looking at using hotels or motels. This is a collaborative effort, and everyone needs to pull together. To contact the Health Department liaison, call 651-201-5414. Contacting St Louis County – 218-625-3600 (Monday-Friday from 8-4:30 pm). Will wanted to thank all the providers for their work in this crisis. The Governor has announced that there will be Child Care for emergency workers, which would include shelter workers. 211 Metro is up and running through out this crisis; and are fielding many calls. VISPDATs will only be done through phone. The one glitch is the written consent to share data. The work-around is to get verbal consent and follow up with written consent latter. The Government Service Center Building triage will be open to the public to use phones for ViSPDATs. Will thanked ICA for very helpful reports that can help the Health Department locate current residents over 60 years old. Another potential issue is to backup CES Coordinators if they should become ill. Drew said that this shouldn’t be a problem for ICA. It is only a matter of changing someone’s role. A great thanks to ICA, who are great partners!
4. City of Duluth Updates: The City will be talking about the Census in April. Kathy Wilson is the local contact. Right now, the City Hall is closed, and employees are working from home. ESG funding has not been received from HUD yet, but will be getting more funding. May be able to help with 2020-2021-year CES process costs. Question on how long the City will be out and Suzanne said that the City is following the school schedule but reminded everyone that the workers are still working from home.
5. HMIS Update: Drew said that ICA will be working from home until the end of May. They are monitoring the situation. The ICA Pandemic Report identifies positive test results and who they have interacted with. This report will be very helpful to the Health Department to track down other possible infected people. This was sent out yesterday. Others wishing to get this report should reach out to the ICA Help Desk. CES Data Changes will go live on March 23rd. The PIT/HIC is also delayed. ICA will check with the CoC Coordinators to see what they want to do.
6. **Committee action Items – important updates/voting items**:
7. Housing Response Committee- no action items. April 8 Retreat cancelled. Focus on Racial Disparity and 2 Gen approach. Kelly Looby challenged agencies to work with children of homeless.
8. Evaluation and Planning Committee- Had first meeting and sent goals. Patty Beech Consulting will be working with this group on System Performance Measures. She will get SLC data and run some reports to align goals to the NOFA Performance Measures and Priorities and analyze racial disparities. Want to look at what is working in programs and model that to other agencies. Not trying to target struggling programs.

The planning grant monies that were intended for System Mapping has been made available to use for the CoVID 19 Planning. This grant had $20,000 for a vendor and $4,000 to $5,000 administrative costs. For now System Mapping is on hold.

1. Advocacy and Education committee- The South group is Deb, Cynthia, Bea (Chum), Barb (Landlord Association). They want to reach out to landlords. It was helpful to have Barb on the committee. They are trying to frame a marketing pitch. The SLC Website has training and educational resources listed. All projects North on hold until crisis is over.
2. Rural Housing Coalition- none.
3. Affordable Housing Coalition- Joel and Will to coordinate April MN Tax Credit meetings. There are up to 5 proposals. The HHGB meeting is moved to April 23rd. At that time, we will discuss and get Certificate of Consistency from the board. Rosayln Horn (TSA) led a webex meeting for the AHC. They have broken into two groups to work on COVID 19 work. The first group is Shelter and the second is addressing the increased funding need for preventive funding. If you are interested in being involved with either of these groups, please contact Rosayln Horn at the Salvation Army.
4. Youth Committee – Tabled,
5. Funding Updates-action items needed
6. Continuum of Care (CoC) - Notice of Funding Availability (NOFA)- The Tier 2 was announced. The two programs who did not receive funding were RRH-TSA and CCH Center for Changing Lives. Also, no bonus projects were funded throughout the State. Although these programs were not funded, HUD did increase funding to some other programs (tier 1). We are not sure of their rational, but we believe it was because of the increase in market rate housing costs. Our original request was for $3.1 million. We did receive $3.26 million. Will will try to find out information from HUD where we lost points and where we can improve.
7. Emergency Solutions Grant (ESG)-City- There is still some money available from 2019. April, 2020 we will be getting the new funding for the year. We are supposed to get an increase in funding.
8. Emergency Solutions Grant (ESG) - County – Applications are due to the County this Friday, March 20th. There is an increase in AEOA’s Rapid Re-housing.
9. Family Homeless Prevention and Assistance Program (FHPAP)-none.
10. Landlord Incentive Program (LIP) - none Need more landlords, especially up North.
11. Substance Use Disorder Grant (SUD)- under $5,000 left
12. Housing Supports for Adults with Serious Mental Illness (HSASMI)- Funding is gone. . There is a change in the Rule 25 Assessments as of July 1st. There will be a shift of funds from Lotus to ACCRA. Lotus will be keeping the Mental Health portion, but ACCRA will pick up Rule 25 Assessments. Will said this transition is going smoothly
13. Housing Support – Board and Lodge Manual will be rolled-out next Tuesday, March 24th. Jensina has accepted a new position at DHS. Her last day with SLC will be March 27th. Thanks and Kudos to you, Jensina, for all the hard work you have done.
14. UCare Grant – Of the $38,000 awarded, we have already spent $20,000. A big thanks to Adam for cutting checks for this grant!

**NEXT MEETING: April 23rd, 1- 3 pm. WEBEX.**