**UNOFFICIAL DRAFT NOTES – no official meeting due to lack of quorum**

**CONTINUUM OF CARE COMMITTEE MEETING**

Tuesday, October 8, 2019, 10:00 a.m.

Location: Iowa Finance Authority, 1963 Bell Ave., Suite 200, Des Moines, Iowa 50315 or by Conference Call

*Voting committee members: Dennis Lauterbach (chair), Carol Chantrill, Katrina Carter, Karin Ford, KarLee Kearns, Scott Mather, Lori Miller, Scott Mather, Ashley Odom, Tim Wilson, Gary Wickering. Cassie Gripp, Cathy Ahrens?*

1. Introductions
	1. Committee voting members ***(quorum not achieved)***
		1. Karin Ford (substituting as chair for Dennis Lauterbach)
		2. Lori Miller
		3. Katrina Carter (phone)
		4. Scott Mather (phone)
		5. Karlee Kearns (phone)
	2. Committee non-voting members and other participants:
		1. Julie Eberbach
		2. Mariliegh Fisher
		3. Nikki Bettis (phone)
		4. Amber Lewis (IFA staff)

A quorum was not achieved; participants agreed to an informal discussion, with no formal actions to be pursued. There was some question about whether Cassie Gripp and Cathy Ahrens are still members of the committee.

1. Approval of Agenda – ***Action Item - Tabled***
2. Successes/Improvements to 2019
	1. CoC Application: Julie Eberbach provided an update on the Institute for Community Alliances’ assistance by contract this year to the CoC Application. The Institute provided a written chart on challenges and recommended actions for next year. Julie is recommending the committee immediately take up some of these actions in preparation for next year.
		1. Karin suggested some additional time for the Iowa Council on Homelessness to review and plan for some of these items—such as an additional hour after or before an upcoming Council meeting.
		2. Julie addressed some particular suggestions for the CoC application next year. They include working more closely with Public Housing Authorities, and pursuing “Move-On” strategies.
		3. There was an increased emphasis this year on employment; the CoC could pursue some additional partnerships to support this emphasis next year.
		4. The scoring process was discussed. There was a question about whether a CoC can limit the amount that a particular project can request. It may be worth clarifying with HUD if this is possible. This year, the grant requests for different new projects ranged from $30,000 to $500,000. There is some risk in having just a few agencies accumulating large shares of the overall CoC funding.
		5. Strongly recommends the CoC not allow an agency that has not finished their first year to expand their grant. Recommends a two-year operational minimum before allowing an agency to expand or merge grants.
		6. Recommends a CoC meeting with all applicants once HUD has released the NOFA, to answer questions and provide direction.
		7. Recommends some parameters around applicants located in other CoCs that want to expand services into the Balance of State. Examples this year in Council Bluffs and Des Moines.
		8. Recommends some standards, including time limits, for correcting threshold deficiencies in the projects’ Esnaps applications.
	2. Annual Meeting – ***Tabled***
	3. CoC Appeals – ***Tabled***
3. Goals for 2020 – ***Tabled***
	1. CoC Committee suggestions
	2. ICA suggested changes
4. CoC Transition Update
	1. Karin provided a brief update; the team is moving along. Karin welcomes suggestions from stakeholders to bring back to the team.
5. Public Comment
	1. None
6. Next meeting date and discuss future schedule: November 12, 2019, 10:00 a.m.
7. Adjourn: Karin adjourned the meeting at 11:05 a.m.