**DRAFT MINUTES**

**EXECUTIVE COMMITTEE SPECIAL MEETING**

Tuesday, September 3, 2019

9:00 AM

Meeting Location:

**By Conference Call ONLY: (866) 685-1580; code 515-725-4942**

***This meeting was held by conference call only, due to the impracticality of meeting in person on short notice.***

*The Executive Committee has nine voting members: Karin Ford (chair), Ashley Odom (vice-chair), Tim Wilson (secretary), Ben Brustkern, Dennis Lauterbach, Carolyn Cobb, Page Eastin OR Scott Mather, Diane Nichols, Dax Oberreuter. Non-voting members: Crissy Canganelli, David Hagen.*

**Resources** (<http://www.iowafinanceauthority.gov/Home/DocumentSubCategory/93>):

1. Introductions
	1. Voting members present on the phone:
		1. Karin Ford (chair)
		2. Carolyn Cobb
		3. Tim Wilson
		4. Ben Brustkern
		5. Ashley Odom
		6. Dennis Lauterbach
		7. Page Eastin
	2. Non-voting members and others present
		1. David Hagen
		2. Julie Eberbach
		3. Gary Wickering
		4. Amber Lewis (IFA staff)
2. Approval of Agenda – ***Action Item***
	1. Motion: Dennis
	2. Second: Tim
	3. Approved unanimously
3. **Discuss any next steps regarding the recent letter approved by the Executive Committee and sent to the Des Moines City Council regarding proposed changes to zoning rules—including additional email from a councilmember after the Executive Committee meeting on 8/23/19.**
	1. After discussion, members agreed that Karin will respond to Councilmember Coleman’s email, agreeing to his proposed meeting. She will explain the delay in responding earlier, given that Karin is acting on behalf of the Iowa Council on Homelessness rather than as an individual. The purpose of the meeting will be to discuss the Councilmember’s concerns, reiterate the points in the earlier letter from the Iowa Council on Homelessness, and possibly provide additional data or information, if readily available. Tim is willing to join Karin in a meeting.
		1. Motion to pursue an in-person meeting as described above: Ben
		2. Second: Dennis
		3. Approved unanimously
4. Public Comment
	1. Gary requested an additional special meeting of the Executive Committee to review the outcome of appeals and finalize this year’s 2019 Iowa Balance of State Continuum of Care Program competition ranking. Members agreed to meet again this Friday, September 6, 2019, at 10:30 a.m.
5. Next regularly-scheduled Executive Committee meeting: Friday, October 18, 2019
	1. *Schedule: third Fridays every other month (non-council-months), 10:00 a.m.*
6. Adjourn
	1. Motion: Ben
	2. Second: Tim
	3. Approved unanimously

The meeting adjourned at approximately 9:30 a.m.