**DRAFT MINUTES**

**EXECUTIVE COMMITTEE MEETING**

Friday, December 20, 2019, 10:00 AM – 12:00 PM

**Iowa Finance Authority, 1963 Bell Avenue, Suite 200, Des Moines OR**

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

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

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

Chair Karin Ford opened the meeting at 10:00 a.m.

1. Introductions
	1. Karin Ford (chair)
	2. Ashley Odom
	3. Scott Mather
	4. Gary Wickering
	5. Dax Oberreuter
	6. Tim Wilson
	7. Ben Brustkern (phone)
	8. Carolyn Cobb (phone)
	9. Dennis Lauterbach (phone)
	10. Julie Eberbach
	11. Amber Lewis (staff)
		1. Quorum achieved.
2. Approval of Agenda – ***Action Item***
	1. Motion: Scott
	2. Second: Tim
	3. Unanimously approved
3. Approval of Minutes from 10/16/19 – ***Action Item***
	1. Motion: Dax
	2. Second: Scott
	3. Unanimously approved
4. Committee Updates
	1. Coordinated Entry *(Gary Wickering)*
		1. Met this week on Tuesday. The Committee approved some updates to the Policies and Procedures. Discussed coordinating CE services with SSVF (Supportive Services for Veterans Families) grantees. The VA has issued a directive that there can be no interruption of services, but should still coordinate with the CoC’s Coordinated Entry system. There is some inherent tension in resolving these priorities. Looking for further guidance from VA.
		2. New Coordinated Entry APR coming from HUD soon.
		3. Karin: spoke with staff in her office about applying for recent opportunities for human trafficking and/or domestic violence grants. Need plan with the CoC to apply for these opportunities. Would help to have a grants committee to investigate options. Gary noted there are two related opportunities currently available. Information has been sent to all Coordinated Services Regions about these opportunities. Ashley noted her agency is looking into these; one challenge is the required 25% match. Ben noted his agency is also looking into applying for the human trafficking one.
	2. Research and Analysis (*David Hagen)*
		1. David was not present, but sent an email this morning that the committee had not met recently.
	3. Public Awareness *(Diane Nichols)*
		1. Tim discussed a legislative bill from last year that would increase the funding to the Shelter Assistance Fund and/or the State Housing Trust Fund. The committee had reviewed this bill at their recent meeting and recommended that the Executive Committee review the bill and offer support.
		2. Discussion: Karin noted the need to be careful about the appearance of lobbying. Julie asked if this means we should be asking the Public Awareness Committee or others to make sure private local agencies or stakeholders are aware of efforts such as these, so that they may advocate or educate their representatives around these issues on their own if desired. Karin suggested we wait and watch to see if a similar bill surfaces, and then assess how the Council should respond. Tim clarified that service providers or others are certainly free to advocate as they see fit. The plan will be to share information for stakeholders at the January Council meeting.
		3. Committee also planning ahead for the Day on the Hill on March 4th.
	4. Policy and Planning (*Crissy Canganelli*)
		1. Crissy was not present but had sent an email this morning with a brief update. Amber shared this update: the committee recently reviewed some key differences between the ESG and SAF programs, and plans to make some recommendations to the Council in January about how to better align these programs.
	5. Nominating *(Ashley Odom)*
		1. Ashley noted that IEDA has a new representative, Joyce Brown. Has not heard back from governor’s office yet on the new recommended appointments.
	6. Continuum of Care *(Dennis Lauterbach)*
		1. Committee is focused on setting up goals for 2020. This includes needing a co-chair for the group, especially when Dennis will be gone two months in early 2020. Dennis has come up with a task list for the committee and asked members to provide input on which of these tasks they will work on.
		2. The committee is also looking at planning ahead for the CoC application review process. ICA has made some recommendations, and the committee will be working through these.
		3. Annual Meeting: Recommendation from Scott is for April 29th or April 22nd, for the same space available in Cedar Rapids that has been used the past few years. Some interest in having multiple rooms for some breakout sessions this year. Tim and Dennis also recently looked at space at Lutheran Church of Hope in West Des Moines. The group selected April 29th at the Cedar Rapids location.
		4. Appeals Process: Also some interest in making some updates to this.
		5. Next meeting January 14th.
5. Other Reports/Updates
	1. Transition Team *(Karin Ford)*
		1. Meeting in November went well with HomeBase.
		2. January 7th will be the last meeting with our HomeBase consultants and Transition Team to prepare for the final steps of their report/recommendations.
		3. Still working on scheduling a phone call with our HUD field office to provide a brief update on the governance work. This will likely be the first week in January. Amber will work with Julie, Karin, and Dennis to finalize this.
	2. HMIS *(Institute for Community Alliances)*
		1. Prepping for the Point in Time in January. Expect more information soon from Patrick Schacherer.
		2. No word yet from HUD on when the new LSA report will be out.
		3. ICA is updating the MOU process with grantees and standardizing the timing for all agencies.
		4. Getting close to rolling out the new Learning Management System. Online, individually-paced learning modules and tests.
		5. May be adding a new Iowa team member in 2020 to support HMIS work.
	3. Coordinated Entry Report *(TBD)*
		1. Tim Wilson provided an update. In the future, no need to have separate item on the agenda for Coordinated Entry (CE) report (either Council or Exec. Cmte meetings). The leads of the CE management team will continue to meet at least once a month, but they work very closely with the CE Committee.
		2. Gary noted the transition to Waypoint of the 800-call number, which is occurring with no interruption in service.
	4. Staff *(Iowa Finance Authority)*
		1. Amber provided brief updates on the following:
			1. Recent Iowa State University Homelessness Symposium earlier in December.
			2. Recent changes at the U.S. Interagency Council on Homelessness.
			3. Recent updates with possible manufactured/mobile home park legislation, including a new report from the Johnson County Mobile Home Task Force. Julie shared that there was a recent legislative public hearing on the topic last weekend. Amber noted that IFA’s representative to the Council, Terri Rosonke, attended.
				1. The committee asked that some informational materials from the Task Force be made available to the Council in January, and also asked Amber to check with Terri on providing an update to the Council in January about the recent hearing.
			4. Gary asked if IFA planned to hold grantee trainings for the Emergency Solutions Grant and/or Shelter Assistance Fund to start off the new year. Amber responded there are no specific plans yet, as the current focus is finishing up the contracting process for all grants, but recognized the need for training.
6. Old Business
	1. Council meeting scheduled for January 24, 2019. May ask Council at that time to decide on future schedule, either 2nd or 4th Fridays, based on Doodle poll results.
7. New Business
	1. Consider schedule for future Exec. Cmte meetings. The Committee discussed a possible change to match with the future Council meeting schedule, but decided to hold off for now.
	2. Tim: Has been approached regarding the four SSVF programs that serve parts of the Iowa Balance of State CoC, asking for an annual letter of support from the Council. Asking the committee to authorize Karin to sign all of these letters when these come in.
		1. Motion: Tim
		2. Second: Scott
		3. Unanimously approved
8. Agenda for next Iowa Council on Homelessness meeting: Friday, January 24, 2019
9. Public Comment
	1. Julie: Shared some concerns about the lack of anticipated instructions from HUD for the Point in Time, plus the lack of CoC renewal awards at this time. Additionally, the former USICH director was asked to leave, and the person that has replaced him is publicly anti-housing-first, wants to stop food programs for those unsheltered, increase police enforcement/criminalization of unsheltered homelessness, etc. A very different approach from recent years. This, combined with the lack of information from HUD on some key topics as of late, is concerning. There may be some big changes in the months ahead regarding federal policy.
	2. Tim noted that he foresees increased emphasis on both employment and on relationships with law enforcement.
	3. Ben: Senator Ernst visited his agency recently, and discussed housing and homelessness policy. Important to keep educating congressional leaders about these issues.
10. Next regularly-scheduled Executive Committee meeting: Friday, February 21, 2020.
11. Adjourn
	1. Motion: Ben
	2. Second: Scott
	3. Meeting adjourned at 11:30 a.m.