**DRAFT MINUTES**

**CONTINUUM OF CARE COMMITTEE MEETING**

Tuesday, January 14, 2020, 10:00 a.m.

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

*Voting members: Dennis Lauterbach (chair), Ryan Bobst, Carol Chantrill, Katrina Carter, Karin Ford, KarLee Kearns, Lori Miller, Scott Mather, Ashley Odom, Tim Wilson, Gary Wickering*

1. The meeting was opened at 10:01 a.m. by Chair, Dennis Lauterbach
2. Introductions
	1. Committee voting members
		1. Dennis Lauterbach
		2. Karin Ford
		3. Katrina Carter (phone)
		4. Ryan Bobst (phone)
		5. Carol Chantrill (phone)
		6. Karlee Kearns (phone)
		7. Tim Wilson (phone)
		8. Scott Mather (phone)
	2. Committee non-voting members and other participants:
		1. Mariliegh Fisher (phone)
		2. Julie Eberbach (joined at 10:07)
		3. Amber Lewis
	3. Quorum achieved
3. Approval of Agenda – ***Action Item***
	1. **Motion:** Karin
	2. Second: Carol
	3. Motion unanimously approved
4. Approval of Minutes from 12/10/2019 – ***Action Item***
	1. **Motion**: Karin
	2. Second: Tim
	3. Motion unanimously approved
5. Committee Member Assignments: As noted below for each topic
6. Annual Meeting (Karin, Scott, Tim, Gary, Ashley, Dennis)
	1. April 29th, 9am – 4pm. May not need entire time; to be confirmed later.
	2. Karin: Asked to represent the Council.
	3. Scott: Will be the contact for the location and logistics.
	4. Tim: Will be involved, for regional work and more.
	5. Gary: Also involved, for the CoC application for the coming year, and other items.
	6. Ashley: Also has expressed willingness to be involved.
	7. Dennis: Will also be involved.
	8. Location same as last year, Cedar Rapids. Will also be planning for lunch.
	9. Karin asked if there will be a subcommittee meeting to help plan. Possibly, but on hold pending the vote later this month by the Council on governance transition.
7. 2020 CoC competition timeline (Gary)
8. Challenges/Opportunities (Ryan, Gary, Karlee)
	1. Mariliegh asked to be added to this group.
9. Application Review (Ryan, Gary, Ashley, Karlee)
10. Appeals (Carol, Ashley)
	1. There was discussion of updates that may be needed for the Appeals Process this year, including challenges from last year.
	2. Focus from Ashley and Carol will be on making recommendations for the committee to consider.
11. Consolidated Application (Carol, Tim, Dennis)
	1. Tim asked Julie for an update on ICA’s work reviewing the Consolidated Application from last year to identify an action plan to improve next year’s application. Julie reported that the action plan is still in progress; ICA is working on filling out some additional specific actions in various areas. Some clarity on tasks will also come after the Council votes on the governance transition.
12. CoC Transition Update
	1. Vote to be taken at next Council meeting January 24th
	2. Dennis asked committee members if they feel an additional pre-meeting on the 24th is necessary. Considering offering some time for additional stakeholder comment at 9:00 a.m. No members expressed interest in this; Dennis noted we will likely not offer this then.
	3. Dennis noted we’ll be relying on HomeBase to offer guidance on next steps, assuming the governance transition is approved. Dennis also asked committee members for input, including on whether a transitional CoC board is created while a more permanent CoC board is in development. Dennis asked members to consider whether they would want to be involved in this.
13. Public Comment
	1. Karin: Encouraged folks to talk with their partners and stakeholders locally to encourage participation in the January 24th Council meeting.
	2. Mariliegh asked how new CoC project applicants might participate in the Annual Meeting. Dennis noted the meeting should be open to anyone.
14. Next meeting date: February 11, 2020, 10:00 a.m.
15. Adjourn
	1. **Motion:** Karin
	2. Second: Carol
	3. Motion passed; adjourned at approximately 10:45 a.m.