

The Iowa Council on Homelessness

DRAFT MINUTES

Friday, January 24, 2020, 10:00 a.m. – 12:00 p.m.

Location: Iowa Finance Authority, 1963 Bell Avenue, Des Moines, Iowa

OR Conference Call: 866-685-1580; Code 515-725-4942

Meeting Minutes & Other Resources:

<http://www.iowafinanceauthority.gov/Public/Pages/PC46LN13>

Participants self-reported attendance through a shared Google Sheet:

<https://tinyurl.com/ICH-Attendance>

Karin Ford, chair, opened the meeting at approximately 10:02 a.m.

- **Introductions**
 - Members present in the room introduced themselves; those present on the phone checked in electronically through the shared Google Sheet. A quorum was achieved with more than 20 members present in person or by phone.

- **Approval of Agenda** (*Action Item*)
 - Motion: Ben
 - Second: Gary
 - Unanimously approved

- **Approval of Minutes from November 15, 2019** (*Action Item*)
 - Motion: Carol
 - Second: Alex
 - Unanimously approved

- **Special Report & Possible Action: Iowa Balance of State Continuum of Care Governance Transition** (*HomeBase*)
 - Matt Olssen and Patrick Wigmore from HomeBase presented an overview. Patrick reminded the group of the meeting that was held in November about this topic. Patrick noted some changes based on input to how the regional representation would make up the new proposed Iowa Balance of State Continuum of Care (CoC) Board. Patrick discussed the role of an interim CoC Board, and reviewed other highlights of the documents provided for review in advance of this meeting. The documents were: “Iowa Regional CoC Governance Model – ICH Motion and Overview,” and “Iowa Regional CoC Governance Recommendations.”
 - Marilieggh Fisher asked who were the members of the Transition Team; it was noted they included Julie Eberbach, Karin Ford, Tim Wilson, Dennis Lauterbach, Ben Brustkern, Crissy Canganelli, Heather Harney, Carol Chantrill, and David Hagen; Amber Lewis participated as IFA staff representative.
 - There was a question about whether someone involved in selecting the interim board could apply for membership for themselves. Patrick noted that several CoCs allow this and this hasn’t been an issue, following reasonable conflict of interest procedures.

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- David Binner made some comments about potential membership, including the role of government representative seats and faith-based seats. Jodi Royal-Goodwin noted she has officially filled the role of representative from the Iowa League of Cities.
- Dennis Lauterbach noted that some candidates may fill more than one spot.
- Bob Sheehan asked about the larger vision/reason for the governance change.
- Gary Wicking responded that the Iowa Council on Homelessness is being buried with CoC-focused work, and this governance change would allow us to separate out the CoC work so the Council can focus on other issues.
- Several members noted their support for the change. Carolyn Cobb noted this would be helpful as a state agency representative. Crissy noted this will help us achieve the purpose of what the Council is for; it's not possible for the Council to be all things for all people, and this step forward is an acknowledgement that this work needs to be resourced differently. This will help to provide staff support in the future for the Continuum of Care. Karin provided her perspective in support of this change, also as a state agency representative, including the difficulty in learning enough about the details of the CoC Program to make informed decisions.

Around this time, there were technical difficulties experienced with the conference call system; the call appeared to drop, and efforts to reconnect using the same call-in information were unsuccessful. Scott Mather provided an alternate conference line; this information was shared with those on the phone that could still hear each other (just not the host location), and by email with the whole stakeholder list. This was successful and the meeting resumed.

- Bob asked if the change will allow the Council and/or CoC to add resources and funding. Amber Lewis responded with a description of how the CoC Planning Grant dollars have been used in recent years, and the plan for these dollars in the future; currently, we don't have enough staff at the Iowa Finance Authority (current CoC lead agency) or in the regions to utilize those dollars, and have had to return significant amounts of funds. The governance change will allow the ability to provide additional staffing support to the CoC and regions.
 - Jodi Royal-Goodwin made a motion to move forward with the recommended governance changes as proposed in the documents provided by HomeBase, chief among these being the creation of a new CoC Board that is separate from the Iowa Council on Homelessness.
 - Second: David Binner
 - A roll-call vote was requested, with the results as follows:
 1. *David Binner: yes*
 2. *Ben Brustkern: yes*
 3. *Crissy Canganelli: yes*
 4. *Katrina Carter: yes*
 5. *Carol Chantrill: no*
 6. *Carolyn Cobb: yes*
 7. *Ann Davidson: yes*
 8. *Donna Everding: yes*
 9. *Marliegh Fisher: yes*
 10. *Karin Ford: yes*
 11. *Gabe Gluba: yes*
 12. *David Hagen: yes*

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13. Dennis Lauterbach: yes
14. Scott Mather: yes
15. Hope Metheny: yes
16. Lori Miller: yes
17. Ashley Odom: yes
18. Justin Pearson: yes
19. Joanie Poore: yes
20. Terri Rosonke: yes
21. Jodi Royal Goodwin: yes
22. Kerri Rupe: yes
23. Gary Wickering: abstain
24. Tim Wilson: yes
25. Joyce Brown: yes

- Result: 23 ayes, motion passed

The full recommendations of the Transition Team led by HomeBase are included as additional materials for today's meeting, but below is the text specifically regarding the recommended action that was hereby adopted:

- *Adopt the recommendations of the Transition Team (see below for additional detail) as the overall vision for revising the CoC's governance structure;*
- *Empower the CoC Transition Team to lead an open application process for nominating members to an Interim CoC Board, pending confirmation by the Iowa Council on Homelessness (ICH);*
- *Empower the Interim CoC Board to assume responsibilities as the CoC Board for the Iowa Balance of State CoC from the Iowa Council on Homelessness (ICH), pending the selection of a permanent CoC Board, upon ICH confirmation of Interim Board membership; and*
- *Instruct the Interim CoC Board to begin the process of nominating members of a permanent CoC Board and otherwise implement the recommended governance structure, as appropriate.*
- **Homeless Management Information System (HMIS) Report, Institute for Community Alliances (Gary Wickering)**
 - System Performance Measures will be due to HUD in February; ICA is reaching out to agencies for final data entry/clean-up before submitting.
 - Point-in-Time Count is next Wednesday. Training is available online. Encouraging all regions to ensure teams participate in the street/unsheltered count training.
- **Committee/Task Force Reports**
 - **Executive Committee (Karin Ford)**
 - Met on 12/20/19
 - Working closely regarding the CoC Transition.
 - **Nominating Committee (Ashley Odom)**

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- New IEDA representative: Joyce Brown
- New governor appointments: Matt Horihan, Laura Burget
- Next meeting: February 12, 2020
- Ashley noted that the governor's office did not take up the Council's recommendations for new members most recently. She also noted that new appointed member Laura Burget now lives out of state; Ashley checked with the governor's office and was informed this was okay.

- **Continuum of Care Committee** (*Dennis Lauterbach*)
 - *Met on 12/10/19*
 - Dennis has provided a written committee update, included in the materials for today's meeting.
 - Save the Date: Annual CoC Grantee Meeting, April 29, 2020, Cedar Rapids
 - Committee assignments:
 - Challenges/opportunities: Ryan Bobst, Gary Wickering, Karlee Kearns
 - Application Review: Ryan Bobst, Gary Wickering, Ashley Odom, Karlee Kearns
 - Appeals: Carol Chantrill, Ashley Odom
 - Consolidated Application: Carol Chantrill, Tim Wilson, Dennis Lauterbach
 - Additional help welcome in any one of these areas; let Dennis know if interested.
 - Amber also noted that HUD recently made awards for Tier 1 for the 2019 Continuum of Care Program; waiting on another announcement regarding the more competitive Tier 1 portion of the competition.

- **Coordinated Entry** (*Gary Wickering*)
 - *Met on 12/17/19 & 1/21/20*
 - Committee has been working with a work-group on veterans programs' involvement in the Coordinated Entry process. Able to reach an agreement recently with the Department of Veterans Affairs (VA) during a phone call with multiple stakeholders, to ensure there will be no delay in services through participation in the Coordinated Entry system.
 - Next focus is on the new Coordinated Entry Data Standards from HUD. HUD is now being much more prescriptive than in the past about how data is entered into the HMIS system for Coordinated Entry.
 - Also still working on human trafficking and diversion efforts as they relate to Coordinated Entry.
 - Have now fully transitioned from HACAP being the CE Lead Agency to a system of three separate agencies leading different portions of Coordinated Entry.

- **Research and Analysis Committee** (*David Hagen*)
 - Committee didn't meet in January, but will be looking for a new day/schedule to meet in February.

- **Policy & Planning** (*Crissy Canganelli*)

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- Committee met on 12/3/19. Amber had prepared some information comparing requirements for Emergency Solutions Grant-funded versus Shelter Assistance Fund-funded shelters. Will be making a recommendation in the spring regarding this, will hopeful implementation in January 2021 for some of these.
- Jim Cain has also continued to try to connect with the HUD Omaha field office to confirm HUD approval for the revised CoC Rapid Rehousing Standards, but without success yet.
- **Public Awareness Committee** (*Tim Wilson*)
 - *Met on 12/9/19 and 1/13/20*
 - Diane Nichols was not present for the meeting; Tim Wilson provided an update instead.
 - The Homelessness Awareness Day on the Hill is scheduled for March 4, 2020. There will be a conference room available at the Capitol that morning beginning at 8a.m., with the Day on the Hill beginning after that.
 - Tim provided an update on legislation from last year that wasn't passed, that would have increased funding for the Shelter Assistance Fund and the State Housing Trust Fund. The committee is interested in showing support to take up a similar bill this session. The committee had recommended this to the Executive Committee for support, but the Executive Committee declined to officially take this up. Karin noted that at the time the Executive Committee considered this, there wasn't officially a new bill since the new session hadn't yet begun.
 - Tim made a motion for the Council to express support for any similar new bill this session.
 - Melissa O'Neil clarified there is a new similar bill already this session. Senator Wahls is the only one in support so far, and it's not expected to make the first funnel unless something changes significantly soon.
 - Terri Rosonke noted that Senator Laughlin has also introduced a bill this session, SF 2036, that would lift the cap on the State Housing Trust Fund, but that does not mention homelessness.
 - David Hagen noted that regarding lobbying, perhaps it should be the Council's position to educate and explain the needs regarding homelessness, without addressing any specific bills.
 - Tim amended his motion for the Council to more generally express support for any bill that increases support for homeless services.
 - Second: David Binner
 - David Hagen abstained
 - Motion passed
- **Iowa Finance Authority Staff Updates** (*Amber Lewis*)
 - Amber explained that the Council must move its meeting schedule due to the conference room being unavailable this year for third Fridays (IEDA board meetings the same day, with IEDA having moved into same building with IFA). A Doodle Poll was sent out for input on the best new date, with results here: <https://doodle.com/poll/he5dnw4e4t6hxwgc>; second or fourth Fridays were clear winners; up to the Council to select between these two.

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- Carol Chantrill made a motion for the fourth Fridays from 10am – noon.
 - Second: Hope Metheny
 - Unanimously approved
 - Date of March ICH meeting will be Friday, March 27th, 2020
 - Amber provided a reminder regarding how to fill out and submit mileage reimbursement requests.
 - Amber provided a reminder about the Council’s Conflict of Interest policy, and provided copies for Council members to sign the Conflict of Interest Statement.
- **Old Business**
 - Supportive Services for Veterans Families (SSVF) Support Letters
 - Karin noted she has been signing letters and returning them, in keeping with the Council’s policy for letters of support.
- **New Business**
 - Discussion request from member: 2020 Census, “How We Count People Experiencing Homelessness: <https://2020census.gov/en/what-is-2020-census/focus/people-experiencing-homelessness.html>
 - Tim provided an overview of how the census relates to counting persons experiencing homelessness; a document was provided in materials for today’s meeting. The Point-in-Time Count next week provides an opportunity to get the word out about the census as well.
 - Karin Ford noted a new grant was received by the Iowa Department of Public Health (IDPH) related to homelessness. Karin will ask the grant manager from IDPH to come to the Council meeting in March to discuss the grant. A five-year grant, working with six counties, for \$1 million per year. Will be helpful to find out which counties, and how the Council may get engaged with this work.
- **Other Updates**
 - Mobile Home Park practices in Dubuque and Iowa (*Jess Bleile*)
 - Jess was not available for this update.
 - December 14th Manufactured Housing Reform Hearing (*Terri Rosonke*)
 - Terri provided an update on this bi-partisan hearing that took place in December. Around 100 people in attendance in the Supreme Court chambers. Most attendees were residents of mobile home parks, and shared stories of what they have been experiencing recently. Compelling stories; overriding message is they have been living in fear of substantial rent increases and the risk of losing their homes. The Iowa Attorney General and Iowa Legal Aid provided a memo about their recommended changes for a bill to be introduced this session; this will focus on about 12 key areas of bi-partisan agreement.
 - Julie Sleeper provided an update on the upcoming June 9-10, 2020, Iowa-Nebraska HUD Homelessness Symposium, at Des Moines University. Planning committee members welcome.
- **Public Comments**
 - Tim provided a shout-out to all those that are working on the Point-in-Time Count for next week, especially volunteers.

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- **Next Meeting:** March 27, 2020
 - 20-minute presentation has been requested from Linn County Public Awareness Committee on their current activities.

- **Adjourn**
 - Motion: David Binner
 - Second: Ben Brustkern
 - Unanimously approved

- **The meeting adjourned at 11:56 a.m.**

Instructions: Find your name and use the dropdown arrow under "attendance" to select "In person" or "By phone".
 If your name is not listed, please add it on the next available free row, making sure to select your mode of attendance. If you have problems logging in
 or if changes to information provided in protected cells are required, please email Carolyn Cobb at carolyn.cobb@iowa.gov.

****PLEASE REMEMBER TO MUTE YOUR PHONE IF YOU ARE ATTENDING BY PHONE** (*6 to mute, #6 to unmute)**

Iowa Balance of State Continuum of Care Governance Transition VOTE Column B Color Coding: Green equals "yes", red equals "no", yellow equals "obstain"

Attendance	Last	First	Email Address	Agency/Organization	Term Expires	Area Represented	Exe	Nom	CoC	R&A	PA	CE	P&P
In Person	Binner	David	dbinner@fhlbdm.com	Federal Home Loan Bank	6/30/20	Polk Co.	X				X		
By Phone	Brand	Bill	Bill.Brand@iowa.gov	Department of Human Rights	N/A	Statewide					X		
In Person	Brown	Joyce	joyce.brown@iowaeda.com	Iowa Economic Development Authority		Statewide							
In Person	Brustkern	Ben	ben@fofia.org	Friends of the Family	6/30/21	Northeast Iowa	X	X					
By Phone	Canganelli	Christina	crissy@shelterhouseiowa.org	Shelter House	6/30/21	Johnson Co.	X						Ch
By Phone	Carter	Katrina	katrina.carter@iowa.gov	Department of Corrections	N/A	Statewide			X				
By Phone	Chantrill	Carol	carol.chantrill@gmail.com	National Guard	6/30/20	Story Co.			x	x	x	x	
In Person	Cobb	Carolyn	carolyn.cobb@iowa.gov	Iowa Dept of Education	N/A	Statewide	X						
	Davidson	Ann	davey34@mchsi.com		6/30/20	Webster Co.							
In Person	Everding	Donna	everdingd52@msn.com		6/30/21	Black Hawk Co.							
In Person	Fisher	Marileigh	marlieghf@chihousing.com	Community Housing Initiatives	6/30/21	Black Hawk Co.						X	
In Person	Ford (Chair)	Karin	karin.ford@idph.iowa.gov	IA Department of Public Health	N/A	Statewide	Ch	X	X				
By Phone	Freeman	Alex	alex.freeman.ia@gmail.com	Iowa Legislative Aide	6/30/21	Scott Co.							
	Gezel	Joel	jkezel@live.com	St. Thomas Church, Indianola	6/30/20	Warren Co.							
By Phone	Gluba	Gabe	ggluba@mbaea.org	Mississippi Bend AEA	6/30/20	Clinton Co.		X					
By Phone	Hagen	David	dhagen@HACAP.ORG	Hawkeye Area Community Action Program	6/30/21	Eastern Iowa	X				Ch		
By Phone	Horihan	Matt	caasadirector@caasaonline.org	CAASA									
	Hyatt	Karen	khyatt@dhs.state.ia.us	Dept of Human Services	NA						X		
By Phone	Lauterbach	Dennis	dennisrl@hotmail.com	Retired	6/30/20	Dallas Co.	X			Ch			
	Lund	Ron			6/30/21	Scott Co.							
By Phone	Mather	Scott	scott.mather@iwd.iowa.gov	Iowa Workforce Development	N/A	Statewide			X				
	Mead	Monica			6/30/20	Polk Co.							
In Person	Metheny	Hope	hmetheny@ysss.org	Youth and Shelter Services	6/30/20	Story Co.							
	Miller	Lori	lori.miller@ag.iowa.gov	Iowa Attorney General's Office	N/A	Statewide	X		X				
	Mouw	Austin			6/30/21	Polk Co.							
	Nichols	Diane	dianenichols39@gmail.com	Alliant Energy	6/30/21	Linn Co.	X				Ch		
	Oberreuter	Dax	dax.oberreuter@iowa.gov	Iowa Dept on Aging	NA	Statewide							
By Phone	Odom	Ashley	aodom@famres.org	Family Resources	6/30/21	Scott Co.	X	Ch					
	Pearson	Justin	pearsonjustini@gmail.com	Crossroads Church	3/30/21	Polk Co.							
By Phone	Poore	Joanie	jpoore@ohauthority.org	Omaha Housing Authority	6/30/20	Pottawattamie Co							
	Rogers	Ben	ben.rogers@linncounty.org	Iowa State Association of Co.'s	6/30/20	Statewide							
By Phone	Rosonke	Terri	terri.rosonke@iowafinance.com	Iowa Finance Authority	N/A	Iowa Finance Authority		X					
In Person	Royal-Goodwin	Jodi	jroyal-goodwin@muscatineiowa.gov	Muscatine Municipal Housing Agency	6/30/20	Statewide							X
By Phone	Rupe	Kerri	kerrilynn-rupe@uiowa.edu		6/30/21	Wapello Co.							
In Person	Sheehan	Bob											
By Phone	Steben	Bob		Department of Veteran Affairs	N/A	Statewide							
	Vaala	Ashley	avaala@lotuscommunityproject.org		6/30/20	Wright Co.							
	Wahl	Roberta			6/30/20	Polk Co.							
In Person	Wickering	Gary	gary.wickering@icalliances.org	Institute for Community Alliances	6/30/20	Polk Co.			X			Ch	

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In Person	Wilson (Secretary)	Tim	tim@homeforwardiowa.org	Home Forward Iowa	6/30/21	Warren Co.	X				X		
By Phone	Moreno	Carrie											
By Phone	Frakes	Kristine	kris.frakes@icalliances.org	Institute for Community Alliances							X		
By Phone	Crawford	Cody	ccrawford@asac.us	Area Substance Abuse Council		Linn, Clinton Co.							
By Phone	Holst	Denise	denise.holst@westcare.com	FAVA	N/A	Top 43 Counties Iowa			X			X	
By Phone	Keairns	Amy	akeairns@sioux-city.org	City of Sioux City		Sioux City, Iowa							
In Person	Eberbach	Julie	julie.eberbach@icalliances.org	Institute for Community Alliances		Statewide							
By Phone	Gardner	Christine	christine.gardner@westcare.com	FAVA	N/A	Winnebago/Hancock Counties			X				
By Phone	Jones	Amanda	amanda.jones@westcare.com	FAVA	N/A	Cerro Gordo County			X				
By Phone	Sas	Angie	genesishousevolunteer@gmail.com	Genesis House	N/A	Sioux Co.							
In Person	Sleeper	Julie	julie.k.sleeper@hud.gov	HUD	N/A	Iowa							
In Person	Eberbach	David	david.eberbach@icalliances.org	ICA									
In Person	Miller	Lori	lori.miller@ag.iowa.gov	IA AG	NA	Iowa							
By Phone	Freudenberg	Lori	lfreudenberg@clintonfranciscans.com	Sisters of St. Francis/Franciscan Peace Center		Clinton, IA							
By Phone	Perteit	Bronis	bronis@dviopiowa.org	Domestic Violence Intervention Program		Johnson County, IA							
By Phone	Hanover	Rachel	rhanover@themicahhouse.org	Micah House	N/A	Council Bluffs, IA							
By Phone	Barkhaus	Jess	jessica@fd-housing.org	Fort Dodge Housing Agency	N/A	Webster County							
By Phone	Hannah	Allison	allison.hannah@va.gov	Iowa City VA									
By Phone	Harney	Heather	hharney@hacap.org	HACAP	N/A	Linn/Johnson/Eastern Iowa							X
By Phone	Velez	Ashley	a.velez@humilityhomes.org	Humility Homes & Services Inc		Scott							
In Person	Arthur	Angie	aarthur@pcht.org	Polk County CoC		Polk County							
By Phone	Munden	Linda	linda@amesshelter.org	Shelter Housing Corp./Emergency Resident Project		Two Rivers						x	
By Phone	Morgan	Paula	paula.morgan@caofseia.org	Community Action of Southeast IA	N/A	SE Iowa							
By Phone	Nutt	Kara	karan@familycrisiscenters.org	Family Crisis Centers		NW Iowa							
By Phone	Faust	Alicia	alicia@willisdady.org	Willis Dady Homeless Services		Linn/Benton/Jones							
By Phone	kearns	KarLee	karlee@fofia.org	Friends of the Family		NEI			x				x
By Phone	Nafziger	Lisa	lisa.nafziger@caofseia.org	Community Action of Southeast IA	NA	SE Iowa							
By Phone	Tompkins	amber	atompkins@phcinc.net	Primary Health care		Eastern Iowa							
By Phone	Walsh	Braden											
In Person	Miller	Elizabeth	emiller@phcininc.net	The Project of Primary Health Care									
By Phone	Larned	Kelle	kelle.larned@usc.salvationarmy.org	The Salvation Army		Scott							
In Person	Dukes	Warren	warren.dukes@amerigroup.com	Amerigroup									
By Phone	Robinson	PATTI	empowdir@ywcaclinton.org	YWCA Clinton		Eastern Iowa CE						x	
By Phone	Hohmann	Amanda	ahohmann@ecia.org	ECIA	N/A	Eastern Iowa CE						x	x
In Person	O'Neil	Melissa		Central Iowa Shelter & Services									
By Phone	Slagle	Carrie	carrie.slagle@waypointservices.org	Waypoint		Eastern Iowa							
By Phone	Bleile	Jessica	jessica.bleile@dbqunitedway.org	United Way of Dubuque Area Tri-States	N/A	Eastern Iowa CE							
By Phone	Bougher	Karen	bougherk@yessiowa.org	YESS		Polk							
In Person	Leirness	Jenny	jleirness@mcsaiowa.org	Muscatine Center for Social Action (MCSA)	N/A	SE Iowa/Muscatine							

