**DRAFT MINUTES**

**EXECUTIVE COMMITTEE MEETING**

Friday, February 21, 2020

10:00 AM – 12:00 PM

Meeting Location:

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

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

*Notes: This is an open, public meeting and may be recorded for minute taking purposes.*

*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** (<https://www.iowafinance.com/events-archive/?event_category=executive-committee>):

Chair Karin Ford opened the meeting at 10:02 a.m.

1. Introductions
   1. Voting members:
      1. Karin Ford (chair)
      2. Tim Wilson
      3. Scott Mather
      4. Dax Oberreuter
      5. Carolyn Cobb
      6. Ben Brustkern (phone)
      7. Ashley Odom (phone)
   2. Others:
      1. Gary Wickering
      2. Amber Lewis (IFA staff)
      3. Nikki Kinkennon-Bettis (phone)
      4. Melissa O’Neil (phone; joined at approximately 10:10 a.m.)
      5. David Hagen (joined at approximately 10:45 a.m.)
2. Approval of Agenda – ***Action Item***
   1. Motion: Ben
   2. Second: Ashley
   3. Unanimously approved
3. Approval of Minutes from 12/20/19 – ***Action Item*** 
   1. Motion: Dax
   2. Second: Scott
   3. Unanimously approved
4. Housing/Homelessness-related legislation
   1. Discussion followed the Coordinated Entry Committee update, beginning at approximately10:15 a.m. Melissa discussed proposed legislation relating to discrimination based on source of income used to pay rent. She also provided an update on a few other items of pending legislation this session. Today is the first funnel deadline, so there have been a lot of changes this week. The group discussed the Council’s role related to advocacy, and wanting to be sure everyone was following appropriate protocol.
5. Committee Updates
   1. Coordinated Entry *(Gary Wickering)*
      1. Met this Tuesday, 2/18/20
      2. Several regions didn’t attend; will need to follow up
      3. Reviewing chronic homeless status of persons in RRH; awaiting guidance from HUD’s FAQ help desk online.
      4. Plan to meet next in March.
   2. Research and Analysis (*David Hagen)*
      1. Group has not met recently. Has been waiting some to see how things play out with the CoC Interim Board.
   3. Public Awareness *(Tim Wilson)*
      1. This item was taken out of order, following the discussion earlier on current legislation. Tim provided an update on plans so far for the Day on the Hill. The committee plans to hold another meeting this afternoon to discuss final logistical details.
      2. Carolyn asked about engaging unaccompanied youth in the event. Carolyn will reach out to some of her contacts to possibly arrange this.
   4. Policy and Planning (*Crissy Canganelli*)
      1. Crissy was not present. Tabled.
   5. Nominating *(Ashley Odom)*
      1. Carol Chantrill resigned from the board effective 2/15/20. Will be looking to fill this seat. Also sending out letters to members that have missed multiple consecutive meetings. Will also be reviewing membership for those with terms expiring in June. Ashley noted that one of the members that was appointed no longer lives in Iowa, and doesn’t plan to participate.
      2. It was noted that the governor didn’t take up the Council’s member recommendations last time. It was further noted that according to Iowa Code, the Council’s Nominating Committee is charged with making recommendations to the governor for membership; it may be helpful to remind their office of the statute regarding the nominations process.
   6. Continuum of Care *(Tim Wilson for Dennis Lauterbach)*
      1. Annual Grantee Meeting. Tim provided a brief update on the upcoming meeting. May be helpful to sometime address the future role of this committee, given the CoC governance changes.
      2. Gary noted that, according to the NAEH homelessness conference happening this week, and information provided by HUD through this conference, the expectation is that CoCs will have active and formal partnerships with local Public Housing Authorities.
      3. Gary further provided an update on some other anticipated changes to this year’s CoC competition. HUD has shared their goal to open the competition in May.
      4. Gary noted it will be a heavy lift to have a CoC renewal application ready by the April grantee meeting.
6. Other Reports/Updates
   1. Transition Team and CoC Interim Board *(Karin Ford)*
      1. New CoC Interim Board selection. The Governance Recommendations approved by the full Council in January called for the Council to confirm the slate of new members of the Interim Board. The Transition Team met and agreed to recommend the following members:
         1. Allison Hannah
         2. Ben Brustkern
         3. Crissy Canganelli
         4. Dennis Lauterbach
         5. Hope Metheny
         6. Jessica Bleile
         7. Kerri Rupe
         8. Monalisa McGee
         9. Scott Mather
         10. Amber Lewis *(possibly as non-voting member for technical assistance purposes)*
         11. Reserved for person with lived experience *(pending, only if this isn’t met by one of the members named above)*
      2. With input from Carolyn, Amber clarified would prefer her role be as an ex-officio non-voting member, to provide technical assistance and help ensure continuity and a smooth transition.
      3. Motion to approve proposed list above of nine official voting members, plus Amber as a technical assistance non-voting member: Tim
      4. Second: Carolyn
      5. David: Offered a reminder that this is a vote for the Interim Board, not the final board. The final board will likely be larger.
      6. A roll-call vote was called for, with the following result:
         1. Karin: yes
         2. Ashley: yes
         3. Tim: yes
         4. Ben: abstain
         5. Carolyn: yes
         6. Scott: abstain
         7. Dax: yes
         8. Motion carried
   2. Gary also noted that ICA has promoted Courtney Guntley to fill the role of CoC lead staff member. Official start date will be April 1, 2020, for ICA.
   3. HMIS *(Institute for Community Alliances)*
      1. Gary noted that ICA is currently working through System Performance Measures. Expecting one more updated report from their vendor. Overall, the Balance of State CoC seems to be leaning toward more positive performance compared to last year. Also waiting on HUD for system to accept Point in Time data.
      2. Some new counties are reporting Point in Time unsheltered count data. There is some verification needed, with some cities reporting that they did an unsheltered Point in Time Count but didn’t find anyone. Mason City, Fort Dodge, and Burlington are three examples. Some additional information/clarification is needed in some of these cases, as there are some known unsheltered individuals and camps in these areas.
      3. Gary also briefly discussed the upcoming Census Count, relating to counting persons experiencing homelessness.
   4. Staff *(Iowa Finance Authority)*
      1. Note new website [www.iowafinance.com](http://www.iowafinance.com)
      2. Date of May Council meeting: will need to hold Council meeting the third Friday in May, as it turns out the IEDA Board actually holds their meetings not always on the third Fridays of the month, but on the third Fridays after the first Thursdays of the month. Amber will send calendar invitations to board members for all meetings this year, with slight adjustments as needed to ensure the conference room is open.
      3. Ongoing Executive Committee schedule: 3rd or 4th Fridays? The Committee affirmed its intention to continue to hold their meetings on the third Fridays every other month.
      4. Informational item: Iowa Code Ch. 68B, Government Ethics & Lobbying. Amber provided this resource to Council members regarding the role of Councils and Council members in advocacy and other matters.
7. Old Business
   1. None
8. New Business
   1. None
9. Agenda for next Iowa Council on Homelessness meeting: Friday, March 27, 2020
10. Public Comment
    1. None
11. Next regularly-scheduled Executive Committee meeting: April 17, 2020, 10:00 a.m.
12. Adjourn
    1. Dax
    2. Tim
    3. Unanimously approved

Meeting was adjourned at approximately 11:40 a.m.