**DRAFT MINUTES**

**CONTINUUM OF CARE COMMITTEE MEETING**

Tuesday, February 11, 2020, 10:00 a.m.

Location: Iowa Finance Authority, 1963 Bell Ave., Suite 200, Des Moines, Iowa 50315 or by Conference Call

*Voting committee 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 10:00 a.m. by Ashley Odom, filling in for Chair, Dennis Lauterbach
2. Introductions
	1. Committee voting members
		1. Ashley Odom (phone)
		2. Gary Wickering (phone)
		3. Tim Wilson (phone)
		4. Ryan Bobst (phone)
		5. Karin Ford (in-person)
		6. Mariliegh Fisher (in-person)
		7. Karlee Kearns (phone)
	2. Committee non-voting members and other participants:
		1. Julie Eberbach (phone)
		2. Nikki Kinkennon-Bettis (phone)
		3. Kristin Millhollin (phone)
		4. Amber Lewis (in-person)
	3. Quorum not achieved initially; additional members joined and quorum was achieved at 10:07 a.m.
3. Approval of Agenda – ***Action Item***
	1. **Motion:** Karin
	2. Second: Gary
	3. Motion carried unanimously
4. Approval of Minutes from 1/14/2020 – ***Action Item***
	1. **Motion**: Karin
	2. Second: Tim
	3. Motion carried unanimously
5. Annual Meeting
	1. Ashley noted a group has been working on the agenda.
	2. This will be in Cedar Rapids on April 29th.
6. CoC Competition
	1. Gary noted ICA is working on updating the System Performance Measures, this is the focus so far. The NOFA is still some ways off.
	2. Julie noted that ICA is still working on an anticipated timeline, while we all await more information from HUD about Tier 2 awards the competition debriefing from last year.
	3. Gary noted that Karlee sent out a Doodle poll to set up a meeting to review the Challenges and Opportunities list from last year’s CoC Application. Karlee also had joined the call by this point and confirmed this. Mariliegh asked to be added to this meeting invitation.
7. Consolidated Application
	1. Carol, Tim, and Dennis will be working on this.
8. CoC Governance Transition Update
	1. Ashley noted that tomorrow is the last day to apply for the Interim CoC Board.
	2. Gary noted that ICA is looking at planning for the Consolidated Application Registration by March 5th and the steps required by the lead agency for this. Amber and Julie will touch base this week to review steps needed.
	3. Julie noted that ICA intends to be ready to take on CoC lead duties beginning April 1st.
	4. Julie explained that HomeBase is reviewing the applications for the new CoC Interim Board. As of yesterday, eight applications had been received. Karin noted that if an odd number is needed, she would be willing to join.
9. Public Comment
	1. Mariligh asked about new applicant agencies that might want to participate in the CoC Annual Meeting, and how this would work. Gary noted that the focus has generally been on renewal applicants. Some additional planning may be needed for new applicants.
	2. Karin noted that at some point, this group will need to consider what its role may be as CoC governance changes. This may be a good item to discuss with HomeBase next time the Transition Team talks with them. At some point, ICA also will naturally take a greater role.
10. Next meeting date: Tuesday, March 10, 10:00 a.m.
11. Adjourn
	1. **Motion:** Karin
	2. Second: Gary
	3. Motion passed unanimously; adjourned at approximately 10:33 a.m.