**DRAFT MINUTES**

**EXECUTIVE COMMITTEEE MEETING**

Friday, April 17, 2020, 10:00 AM – 12:00 PM, virtual meeting using Microsoft Teams

*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 virtual meeting at approximately 10:04 a.m.

1. Introductions: Quorum achieved
	1. Voting committee members:
		1. Karin Ford
		2. Ashley Odom
		3. Tim Wilson
		4. Dennis Lauterbach
		5. Ben Brustkern
		6. Scott Mather – joined briefly
	2. Non-voting committee members:
		1. Crissy Canganelli
		2. David Hagen
	3. Others:
		1. Gary Wickering
		2. Julie Eberbach
		3. Amber Lewis
2. Approval of Agenda – ***Action Item***
	1. Motion: Dennis
	2. Second: Dax
	3. Unanimously approved
3. Approval of Minutes from 2/21/20 – ***Action Item***
	1. Motion: Ben
	2. Second: Karin
	3. Unanimously approved
4. Housing/Homelessness-related legislation
	1. Amber shared an update on the amount from the federal CARES Act that will go toward the Emergency Solutions Grant (ESG) for Iowa.
	2. David Hagen shared that CSBG will include about $10m to the state; will be administered by Community Action Agencies, with each one developing their own plans. Will target individuals, families, businesses impacted by COVID-19. Could include housing assistance.
	3. Crissy shared concerns about different systems emerging to handle the current crisis, but that aren’t necessarily talking to each other.
	4. David shared more about the process of developing and amending plans for CSBG.
	5. Amber shared that the Iowa Housing Partnership was in touch recently to request a list of shelters and contact information in the state. Amber asked the Institute if they had any publicly-available list already of this that could be provided. Gary provided a list that is available through the annual Housing Inventory/Point in Time Count and Amber forwarded on to the IHP.
	6. Tim shared an overview of what his work has been recently in communities to try to help them think ahead about how to best use additional ESG funding if it becomes available in their region.
5. Committee Updates
	1. Coordinated Entry *(Gary Wickering)*
		1. Courtney Guntly’s replacement has been hired, for a Coordinated Entry Lead; it will be Cassandra Kramer, coming from ACCESS in Ames.
	2. Research and Analysis (*David Hagen)*
		1. No update at this time.
	3. Public Awareness *(Tim Wilson)*
		1. Next meeting is scheduled for May 11th; hoping Diane Nichols will be back by then.
	4. Policy and Planning (*Crissy Canganelli*)
		1. Never got final feedback from HUD regional office on the CoC standards. Now that the CoC board has convened, this work makes most sense to transfer to them. Will be most appropriate to reassess the purpose and scope of this committee going forward, in support of the Council.
		2. One item this committee has often worked on is the Letter to the Governor, but the last letter received no response at all from the governor’s office or anyone else. May need to reassess.
		3. David noted that the same questions about the committee’s role are applicable to the R&A Committee as well.
	5. Nominating *(Ashley Odom)*
		1. Letters have been sent out to members with terms expiring. Needs updated email address for Roberta Wahl; Amber will send.
	6. Continuum of Care *(Dennis Lauterbach)*
		1. The committee didn’t meet this month; on hold somewhat, pending how things unfold with the new CoC Board.
		2. Sounds as though it’s possible HUD will skip this year’s competition and use information from last year, although this isn’t confirmed.
		3. A small group went through the list of challenges and opportunities from last year’s competition, based on the overview provided by the Institute for Community Alliances (ICA).
		4. Julie provided an update of where the new board is at: they had their first meeting on 4/7/20. This included introductions, background, focus on functional tasks such as meeting management rules, meeting frequency and dates, etc. They are also working on recruiting a member with lived experience of homelessness. Dennis will be the new chair. Additional reflections from Julie: the group will need to develop a governance charter, different from the one that existed before with the Council, with new roles, etc. There was some discussion of what the process will be in the future for meeting notices.
6. Other Reports/Updates
	1. HMIS *(Institute for Community Alliances)*
		1. Gary shared that progress has been slowed some on the Point in Time due to Covid-19, but is moving along.
		2. Lots of one-off projects going on right now.
7. Old Business: None
8. New Business
	1. Future of CoC Committee and/or other committees: Discussed above.
	2. There was some discussion of the recent series of Peer-to-Peer calls around the state. These have been good and would be helpful to continue them in some way.
	3. David shared accolades for a recent excellent presentation by Crissy on shelter needs in Iowa City.
9. Agenda for next Iowa Council on Homelessness meeting: Friday, May 15, 2020
10. Public Comment: None
11. Next regularly-scheduled Executive Committee meeting: Friday, June 19, 2020
12. Adjourn
	1. Motion: Tim
	2. Dennis: Second
	3. Adjourned at approximately 11:25 a.m.

*Minutes submitted by Amber Lewis*