**DRAFT MINUTES**

**EXECUTIVE COMMITTEE MEETING**

Friday, August 21, 2020

10:00 AM – 12:00 PM

*Voting members: Ashley Odom (chair), Karin Ford, Tim Wilson, Ben Brustkern, Crissy Canganelli, Alex Freeman, Dennis Lauterbach, Dax Oberreuter, Gary Wickering.*

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

The meeting was held virtually over Teams. Chair Ashley Odom opened the meeting at 10:01 a.m.

1. Introductions – and confirm new committee membership
	1. Ashley explained some changes and updates to the Executive Committee membership. Voting members are listed above.
		1. Members present:
			1. Ashley Odom
			2. Crissy Canganelli
			3. Gary Wickering
			4. Karin Ford
			5. Dax Oberreuter
			6. Tim Wilson
		2. Others present:
			1. Terri Rosonke
			2. Amber Lewis
		3. Quorum achieved
2. Approval of Agenda – ***Action Item***
	1. Motion: Karin
	2. Second: Tim
	3. Unanimously approved
3. Approval of Minutes from 6/19/20 – ***Action Item***
	1. Motion: Dax
	2. Second: Karin
	3. Unanimously approved
4. Committee Updates
	1. Nominating Committee (Tim Wilson)
		1. Tim discussed the planned new member orientation that will coincide with the upcoming September Council meeting. This will be on Monday, September 21st, from 10 – 11 a.m.
		2. Tim also provided an update on membership. There are three new members of the Council that were appointed recently.
	2. Policy and Planning Committee (Crissy Canganelli)
		1. The committee has not met since the last Council meeting. Upcoming plans will include addressing ESG-CV planning recommendations.
		2. Also related to this committee is the item listed later on the agenda, the letter that Crissy and Gary have composed for committee review.
		3. Process question: The majority of members on this committee currently are not actual Council members. Crissy asked how this should best be handled for purposes of voting and bringing items to the Council from the committee. Participants noted the valued input of providers and other non-Council members on the committees. Amber noted this has been allowed in the past for committees that aren’t codified in the statute, since these committees don’t conduct the business of the Council on their own. Ashley noted the upcoming new member orientation will also be a good time to encourage Council members as well to participate in a committee.
		4. Participants also discussed the need for a new Governance Charter for the Council to reflect the new governance charter. This could be part of a strategic planning process at some point for the Council.
	3. Public Awareness Committee (Alex Freeman)
		1. Alex was not present; Tim filled in. Main focus now of committee is Alex working with Ashley Jared at IFA to get more information out now about the funding that’s available (such as ensuring that once ESG-CV funding is available, that people needing assistance know how to apply), and trying to highlight some providers on a regional basis to create some awareness that might be picked up by local media.
		2. Tim also noted that, in connection with the conversation above about committee membership, there are often participants with this committee that aren’t Council voting members, and this participation is valued.
	4. Other Current Committees/Updates:
		1. Ashley shared an update provided from Dennis Lauterbach from the Balance of State Continuum of Care. A written update from Dennis is included with resources posted online for this meeting.
5. Old Business
	1. Letter regarding HUD’s proposed changes to the Equal Access rules, especially regarding transgender access to shelters. This letter is posted online as resources for this meeting.
		1. Crissy shared a brief introduction regarding this letter. Ashley invited a motion to proceed with submitting the letter.
			1. Motion for the letter to be submitted: Gary
			2. Second: Karin
			3. Unanimously approved
		2. Further discussion ensured regarding the best procedure to submit the letter. Ashley will sign and email to Crissy and Gary. The letter will be posted in the comment portal for the proposed new rule, as well as emailed to Secretary Carson directly.
6. New Business
	1. Crissy has heard recent feedback from her staff regarding the need for additional information and awareness about resources such as the COVID-19 Iowa Eviction and Foreclosure Prevention Program. Crissy especially noted lenders, bankers. Terri responded that she will follow up with IFA Communications staff about how to share this information.
7. Agenda for next Iowa Council on Homelessness meeting: Friday, September 25, 2020:
	1. Amber asked Ashley to confirm at some point before the meeting what the current listed committees should be.
8. Public Comment: None
9. Next regularly-scheduled Executive Committee meeting: Friday, October 16, 2020
10. Adjourn
	1. Motion: Gary
	2. Second: Karin
	3. Unanimously approved; meeting adjourned at 10:36 a.m.

*Draft minutes submitted by Amber Lewis*