**DRAFT MINUTES**

**EXECUTIVE COMMITTEE MEETING**

Friday, October 30th, 2020

10:00 AM, Virtual meeting through Teams

*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>):

Chair Ashley Odom opened the meeting at 10:00 a.m.

1. Introductions
	1. Voting members:
		1. Ashley Odom (chair)
		2. Dennis Lauterbach
		3. Crissy Canganelli
		4. Dax Oberreuter
		5. Karin Ford
		6. Alex Freeman
		7. Tim Wilson
	2. Non-voting members:
		1. Amber Lewis
	3. Quorum was achieved
2. Approval of Agenda – *Action Item*
	1. Motion: Dennis
	2. Second: Karin
	3. Unanimously approved
3. Strategic Planning
	1. Ashley provided an overview of the reason and main purpose of the meeting today.
	2. Karin had emailed an additional resource to committee members this week, containing suggestions for how the Council can achieve some of its objectives described in the Iowa Code.
	3. Dennis also had emailed an item to members from a 2018 Council meeting presentation describing the purpose of interagency councils, from the Council’s previous work with the strategic planning consultants at HomeBase.
	4. There was discussion about the role of state agency representatives, including how they can best contribute, but needing more direction and clarified purpose. One suggestion was that the council be more of a conduit between government agencies, rather than as provider-focused, but still with the informed expertise and involvement of providers.
	5. Members also discussed the importance of engaging policymakers such as legislators and the governor’s office regarding homelessness. Can amplify the message of the Council and support shared policies. Engaging with elected officials can also be a logical role of providers.
	6. There was also discussion of the potential role of a consultant, especially with the need for additional capacity to sustain the project and provided staff support in drafting materials and such. It was noted that the Balance of State CoC has already started the process to engage a consultant for a similar project with the new CoC Board. There was discussion of bringing the idea to the full Council for a vote of support at their next meeting.
	7. Members agreed to ask the Council for a resolution of support to proceed in partnership with the CoC with a facilitator/consultant to move both groups forward with strategic planning. This includes spending up to the full $50k legislative appropriation to the Council to support the initiative, assuming this use is affirmed by IFA leadership.
	8. Crissy provided information on the timing of the CoC’s RFP process: RFP responses are due back to the CoC by November 11th, with vendor selection recommendation as early as November 18th, and a contract start date of December 1st.
	9. The committee discussed the timing of future meetings. Interest was expressed in the Executive Committee continuing to meet at least monthly and up to twice a month to pursue strategic planning goals, with meetings best on Fridays. On Friday, the 13th, will just plan to extend the Council meeting a little longer with members remaining on the phone afterwards. Next separate Committee meeting will be 10:00 a.m. on Friday, November 20th, followed by a December meeting on the 4th at 10:00 a.m. Amber will send out calendar invitations.
	10. Additional next steps include members reviewing various resources sent out by committee members in advance of this meeting. Committee leadership may also reach out to IFA leadership to ascertain support of using the $50k in Council funds for this purpose.
4. Old Business
	1. None
5. New Business
	1. None
6. Public Comment
	1. None
7. Schedule Next Strategic Planning Meeting
	1. Already done above.
8. Adjourn
	1. Motion: Tim
	2. Second: Dennis
	3. Unanimously approved

Meeting was adjourned at 11:06 a.m.

*Draft minutes submitted by Amber Lewis*