**DRAFT MINUTES**

Friday, January 22, 2021, 10:00 a.m.

Location: Virtual via Teams

**Meeting Minutes & Other Resources:** <https://www.iowafinance.com/homelessness/homeless-service-agencies/iowa-council-on-homelessness/>

*Participants self-reported attendance through a shared Google Sheet:*

[**https://tinyurl.com/ICH-Attendance**](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Ftinyurl.com%2FICH-Attendance&data=02%7C01%7CAmber.Lewis%40iowafinance.com%7C647d4999c28d4dcd8db208d73dc28981%7C0e7d394658c840c4b5ca04ab67de9145%7C0%7C0%7C637045778053829965&sdata=0DYp6cvDa%2B9RhYcLJ5fwJEFXlGNvu%2FkQe%2FJ7sW4rsP4%3D&reserved=0)

Vice-Chair Dax Oberreuter, acting in the absence of chair Ashley Schwalm, opened the meeting at 10:01 a.m.

* **Introductions**
	+ Participants signed in electronically using the link in the agenda.
	+ A quorum was confirmed by Tim Wilson at 10:03 a.m.
* **Approval of Agenda *(Action Item)***
	+ Motion: Ben Brustkern
	+ Second: David Hagen
	+ Unanimously approved
* **Approval of Minutes from November 13, 2020** *(Action Item)*
	+ Motion: Tim Wilson
	+ Second: Diane Nichols
	+ Unanimously approved
* **Homeless Management Information System (HMIS) Report, Institute for Community Alliances (ICA)** *(Patrick Schacherer)*
	+ LSA successful submission by initial HUD deadline of 1/15 for all Iowa CoCs
		- This year’s reporting process involved a lot of back-and-forth between HUD and the software vendors. ICA has met all deadlines so far and will meet the final one this month.
	+ Point-in-Time (PIT) Count training now available on ICA’s website: <https://icalliances.org/iowa-point-in-time>
		- Training videos are on the website for agencies using HMIS and DVIMS (Domestic Violence victim service agencies).
		- The scheduled date for the PIT Count is next Wednesday, January 27, 2021. The unsheltered count will be different; observation-only this year in some areas.
* **Committee/Task Force Reports**
* **Executive Committee** (*Dax Oberreuter*)
	+ Strategic planning for the Council: Dax provided an update on the RFI for strategic planning. RFI responses are due January 29th. The RFI and other info is available here: <https://www.iowafinance.com/requests-for-proposals/>.
* **Nominating Committee** (*Tim Wilson)*
	+ Tim provided an update. The committee met on January 13th; next meeting is scheduled for April 14th.
	+ Members whose terms expire this year will hear from the committee by April regarding whether they intend to apply for renewal.
	+ Two vacancies currently so at least will need to fill these. Will be reaching out to the governor’s office for applications. Reminder that will need applicants with lived experience of homelessness, in order to meet Council statute and rules and to ensure this representation.
* **Policy & Planning Committee** (*Crissy Canganelli*)
	+ Crissy provided an update. The committee met on December 2nd and January 6th, and has been discussing content for the Letter to the Governor and discussing how this may tie into any awareness events that may be planned.
	+ Next meeting will be February 10th.
	+ Crissy noted that information is needed from the Iowa Finance Authority about the new federal rental assistance available.
	+ Amber Lewis shared some brief information about this assistance and also introduced Justin Knudson, new Federal and State Programs Director at IFA. Crissy noted interest in any opportunities to provide input into how this new program is developing. There was some discussion of who the best contacts at IFA currently are regarding the Council for these types of matters; Amber will continue to be a good contact in general for the Council, in addition to Justin going forward, and working with Brian Sullivan when necessary. Terri Rosonke, IFA’s voting representative on the Council, is closely involved in the development of this particular program.
* **Public Awareness Committee** (*Alex Freeman*)
	+ The committee has met twice since the last Council meeting.
	+ Alex provided an update on efforts to develop some consolidated information, such as a one-pager about the Council, to help further public awareness about what the Council does.
	+ Alex also provided an update on the next public awareness visit, this will be on February 2nd, to Muscatine Center for Social Action. Members of the public are welcome to join, in addition to Council members. Interested individuals may email Alex directly at alex.freeman.ia@gmail.com or also find more details on a Facebook page created for this event.
* **Old Business**
* **New Business**
	+ Alex noted interest in discussing Covid-19 and the vaccination strategy as related to homelessness. Dax asked Karin Ford to weigh in; Karin is the representative from the Iowa Department of Public Health. Karin noted that individual communities are responsible for vaccine distribution at this time.
	+ Karen Hyatt of the Department of Human Services also noted that additional information should be coming soon, as people have started to look more at the issue of homelessness as related to vaccines.
	+ Amber Lewis shared that a new invitation just came out this week for a weekly series with a HUD regional Technical Assistance provider on vaccination planning related to homelessness. Amber will forward the information to Karin Ford; Karin agreed to participate on behalf of the Council and share information back. Anyone else interested in this may email Karin at karin.ford@idph.iowa.gov.
	+ Crissy also noted this would be a good topic for an upcoming Peer-to-Peer Call with the Iowa Balance of State Continuum of Care; it was confirmed this is a planned topic for the next call. Jess Bleile from the Continuum of Care provided this information for anyone interested in joining:
		- Wednesday, March 10th from 9-10am- Topic Vaccination Planning
		- Link to join: [https://global.gotomeeting.com/join/249105781](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fglobal.gotomeeting.com%2Fjoin%2F249105781&data=04%7C01%7CAmber.Lewis%40IowaFinance.com%7Cb9e85838ba524ea90e0808d8bef481c4%7C0e7d394658c840c4b5ca04ab67de9145%7C0%7C0%7C637469304656296716%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=wV0cfI4kJCkYoZJ3h%2BgfFqTqtGKghoA9ozVzO3TRkuM%3D&reserved=0)
		- Or by phone: +1 (872) 240-3412 Access Code: 249-105-781
* **Public Comments**
	+ None
* **Next Meeting:** Friday, **March 19, 2021**
* **Adjourn**
	+ Motion: Tim Wilson
	+ Second: Karin Ford
	+ Unanimously approved; the meeting adjourned at 10:40 a.m.

*Draft minutes submitted by Amber Lewis*