**DRAFT MINUTES**

**EXECUTIVE COMMITTEE MEETING**

February 17th, 2023

10:00 AM

*Voting members 2022: Ashley Schwalm (Chair), Tim Wilson, Ben Brustkern, Crissy Canganelli, Dennis Lauterbach, Gary Wickering*

**Resources** ([https://www.iowafinance.com/homelessness/homeless-service-agencies/iowa-council-on-homelessness/](about:blank)):

Chair Ashley Schwalm was not present. Tim Wilson opened the meeting at 10:05 a.m. and a quorum was achieved.

1. Introductions
   1. Voting members present:
      1. Tim Wilson
      2. Gary Wickering
      3. Crissy Canganelli
      4. Ben Brustkern
      5. Dennis Lauterbach
   2. Others present:
      1. Amber Lewis, IFA, staff support
2. Approval of Agenda – ***Action Item***
   1. Motion: Gary
   2. Second: Ben
   3. Unanimously approved
3. **Public Comment Period**:A public comment period for the meeting will be held at this time to accommodate visitors. This period is limited to 2 minutes per person and 10 minutes in total.
   1. None
4. Nominating Committee Updates (Tim Wilson)
   1. No updates other than still full membership.
5. Strategic Planning
   1. Tim noted he’s not sure where to put the advocacy exploratory group.
   2. Crissy noted that when the old Council was disbanded, Karin Ford had shared interest in consulting for the Council to help move forward the strategic plan. Karin has now retired. Crissy believes her to be interested in moving that plan forward, and suggested using a portion of the $50k in administrative funds for the Council to assist in this effort. Crissy expressed concern that the strategic plan may languish if we don’t have someone dedicated to the effort. Crissy suggested we may not need an RFP if under $30k.
   3. Amber suggested checking in with Kristin Hanks-Bents, IFA’s legal counsel, about issues such as whether an RFP would be required, and whether there would be any conflict of interest issues to consider. Amber will reach out to Kristin.
6. Old Business
   1. Tim discussed a recent meeting related to the strategic plan and specifically advocacy/awareness. He suggested it may make sense to create a committee focused on this, and also suggested some other possible committees focused around the goals of the plan, for example:
      1. Advisory – Research
      2. Education & Public Awareness
      3. Connect – including engaging state agencies
      4. Policy
      5. Executive Committee – Sustaining
   2. Tim shared a tool that could be used in terms of initiating recommendations for legislative action or changes. This could be a beginning place in terms of creating a process for making and reviewing recommendations. It could be from an individual or from a committee.
   3. Gary noted the form is quite detailed and long and it could be challenging to know all this information. He suggested also coming up with a template letter of support or recommendation to address actual legislative bills. Dennis responded that it may not be necessary to fill out all items every time, but it at least provides a start and a structure.
   4. It was noted that guidance from Kristin at IFA would also help in providing clarity about any legal boundaries in pursuing this type of advocacy and recommending policy changes to legislators and others, in pursuing the Council’s duties by statute.
   5. Tim suggested that it may help to address the current legislation around eviction expungement as a starting example. Tim also suggested making it a standing item on Council meeting agendas to address any pending legislation or recommendations relating to homelessness.
   6. Various potential committee structures were again discussed. Dennis suggested the old committee structure from the strategic plan was also a reasonable place to start and reconvene those; this will be recommended at the next Council meeting.
7. Next Iowa Council on Homelessness meeting: Friday, March 17, 2023
8. Next Executive Committee meeting: Friday, April 21st, 2023
9. Adjourn
   1. Motion: Dennis
   2. Second: Crissy
   3. Unanimously approved; meeting adjourned at 11:24 a.m.

*Draft minutes submitted by Amber Lewis*