**DRAFT MINUTES**

**CONTINUUM OF CARE COMMITTEE MEETING**

Tuesday, April 9, 2019, 10:00 a.m.

Location: Iowa Finance Authority, 1963 Bell Ave., Suite 200, Des Moines, Iowa 50315 or by Conference Call

*Voting committee members: Dennis Lauterbach (chair), Steven Benne, Carol Chantrill, Katrina Carter, Karin Ford, Page Eastin, Lori Miller, Scott Mather, Tim Wilson, Gary Wickering.*

1. Introductions
	1. Committee voting members (quorum achieved)
		1. Dennis Lauterbach (chair)
		2. Steven Benne (phone)
		3. Katrina Carter (phone)
		4. Carol Chantrill (phone)
		5. Karin Ford (phone)
		6. Scott Mather (phone)
		7. Tim Wilson (phone)
		8. Gary Wickering (phone)
	2. Committee non-voting members and other participants:
		1. Ashley Odom (phone)
		2. KarLee Kearns (phone)
		3. Amber Lewis
	3. Dennis asked if Ashley and Karlee would like to be added to the official membership for the future, and both agreed. Amber reminded all participants of the Council’s conflict of interest provisions related to CoC applicants.
2. Approval of Agenda – ***Action Item***
	1. **Motion:** Karin
	2. Second: Katrina
	3. Motion passed
3. Approval of Minutes from 1/8/2019 and 3/12/19 – ***Action Item***
	1. **Motion**: Karin
	2. Second: Carol
	3. Motion passed
4. Committee Reports 2019 CoC Competition:
	1. CoC Application Review Team: Gary discussed feedback from the draft Renewal CoC Application distributed for comment. He made some changes based on feedback received and clarified some items. All changes are live and available at the application link. The application is ready for the upcoming CoC Grantee meeting.
	2. CoC Annual Meeting: Dennis discussed plans so far. Possible topics include the renewal application, the new appeals process, Coordinated Entry, governance structure, and other committee reports. Karin agreed to provide an update on the governance structure/transition work. Scott discussed Iowa Workforce Development’s Future Ready Iowa initiative, and agreed that someone from their agency could be available to present on this, and possibly also the Ticket to Work Program. Tim noted that the Coordinated Entry management group didn’t have anything specific to present on at this time. Amber agreed to work with the IFA Communications team to create a registration portal and also to look into plans for ordering lunch that day.
	3. Appeals Policy: Ashley provided an update. The workgroup met last week. The group decided to revamp the process entirely. They used an external example to start fresh. They plan to finalize a draft of the new policy for review during the CoC Grantee Meeting, and then meet again afterwards if necessary to finish it based on any feedback received.
	4. Domestic Violence (DV) CoC Bonus Application: The group discussed next steps for this application and agreed that a new small workgroup was in order to review last year’s materials and develop this year’s strategy.
5. Public Comment
	1. None
6. Next meeting date: May 14, 2019, 10:00 a.m.
7. Adjourn
	1. **Motion:** Karin
	2. Second: Steve
	3. Motion passed; adjourned