**DRAFT MINUTES**

**CONTINUUM OF CARE COMMITTEE MEETING**

Tuesday, March 12, 2019, 10:00 a.m.

Location: Iowa Finance Authority, 1963 Bell Ave., Suite 200, Des Moines, Iowa 50315

Conference Call-In Information (audio only): Call 866-685-1580; Code 515-725-4942

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

1. Introductions
	1. Committee voting members (quorum achieved)
		1. Dennis Lauterbach (chair)
		2. Karin Ford
		3. Page Eastin (phone)
		4. Lori Miller
		5. Scott Mather (phone)
	2. Committee non-voting members and other participants:
		1. KarLee Kearns (phone)
		2. Gary Wickering (phone)
		3. Nikki Bettis (phone)
		4. Kristin Millhollin (phone)
		5. Allison, Iowa City VA (phone)
		6. Amber Lewis
2. Approval of Agenda – ***Action Item***
	1. **Motion:** Karin
	2. Second: Lori
	3. Motion passed
3. Approval of Minutes from 1/8/2019 (no quorum at February meeting) – ***Action Item***
	1. Tabled
4. Work group reports (if available) 2019 CoC competition: 2019 Goals
	1. CoC Application Review Team – Approval of electronic version
		1. **Motion:** Karin made motion to approve the updated online draft 2019 Renewal Project application and to send out for public/stakeholder comment.
		2. Second: Lori
		3. Motion passed
			1. Dennis will work with Amber to forward an email inviting comment; the email will contain a link to the application.
	2. Annual Meeting Team; possible agenda items include:
		1. New application discussions
		2. Appeals process (if available)
		3. Coordinated Entry discussions
		4. Governance structure, consultants, paid staff, office site
		5. Committee reporting and discussions
			1. Cathy Ahrens is leading the planning for the April 24th meeting. Dennis will check in with Cathy for next steps. It was noted that planning needs to get underway right away, especially if speakers are invited. Any ideas should be shared with Dennis or Cathy.
	3. Appeals Review Team
		1. Review current process
		2. Review current application looking for issues
		3. Gather comments from annual meeting
		4. Finalize appeals process
			1. Ashley Odom is leading this work group. The group is planning a short meeting soon to review and propose updates to the current policy, followed by another meeting after the Annual CoC Meeting to finalize the updated plan.
	4. Application Scoring Team (on hold for later)
		1. Dennis noted that scoring members will need guidance, especially because of the new application and if they are new to the process.
5. Other topics for the CoC Committee consideration
	1. Other applications which may require review?
		1. Amber noted the good results from last year’s Iowa Balance of State CoC Application, based on scores that HUD released recently. Part of the score is based on the internal project competition process followed by the CoC, which is what this CoC Committee has especially been focused on.
		2. Amber noted that HUD indicated recently the Domestic Violence (DV) Bonus will be available again in the upcoming competition. The Iowa Balance of State CoC submitted two DV Bonus project applications to HUD last year, but neither were funded. The CoC may want to spend time in advance reviewing last year’s applications as well as overall strategy, in hopes of a better chance of funding in the coming round.
6. Public Comment
	1. None
7. Next meeting date: April 9, 2019, 10:00 a.m.
8. Adjourn
	1. **Motion:** Karin
	2. Second: Lori
	3. Motion passed; adjourned at approximately 10:35 a.m.