

The Iowa Council on Homelessness

Draft Minutes

Friday, July 20, 2018, 10:00 AM - Noon

Iowa Finance Authority Presentation Room, 2015 Grand Avenue, Des Moines, Iowa 50312

Meeting Resources:

- Meeting Minutes from 5/18/18
- Updated Membership & Committee List
- HMIS System Performance Measures Report
- FAVA Letter
- 2018 Recommended CoC Application, Ranking, & Reallocation Plan
- 2018 Draft CoC Project Rankings – In Progress
- 2018 Draft CoC New Project Application forms (housing projects)
- 2018 Draft CoC New Project DV Bonus Coordinated Entry Application form
- 2018 Draft CoC Renewal Expansion LOI form
- Updated Coordinated Entry Policies & Procedures Manual, with Access Points training
- Balance of Counties Coordinated Entry Flyer: (833) 739-0065
- HACAP Coordinated Entry Grantee CoC Report
- Trauma Informed Care & Cultural Competency Training Registration
- Quad Cities Coordinated Services Region/Coordinated Entry Report
- Low-Income Housing Tax Credit, Supportive Housing Set-Aside Overview
- HUD Save the Date Rapid Rehousing Institutes
- New Resource: www.HouseIowa.org
- USICH *Strengthening Systems for Ending Rural Homelessness*

I. Introductions (by Coordinated Services Regions)

The meeting was opened by Chair Karin Ford. A list is attached of meeting attendees, including council members. A quorum was established.

II. Approval of Agenda

Motion: Dennis Lauterbach

Second: Ben Brustkern

Action: Motion Passed

III. Approval of May 18, 2018 Minutes

Motion: Carrie Moser

Second: Dennis Lauterbach

Action: Motion Passed

IV. Homeless Management Information System (HMIS) Report

Report presented by Gary Wicking from the Institute for Community Alliances (ICA).

- Gary Wicking discussed the document titled “*System Performance Measures Report*” which was included as a resource in today’s meeting materials. This report documented the summary of the 2017 year performance with respect to the 2016 year performance on a number of measures on homelessness in Iowa. In the majority of these measures, HUD is looking for a 5% decrease from 2016 to 2017. The report shows that in many areas this amount of decrease is met, and even where it is not, the 2017 percentage is among the lowest on the national scale.

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- With respect to data quality, Mr. Wickering noted that Iowa has improved in every category except Street Outreach, where the Destination Error Rate had increased. However, it should be noted, and can be extracted from the last few years' data that Street Outreach is incredibly volatile from year to year; therefore, it is anticipated that this area will not be a prime focus of HUD with respect to the NOFA, but is still something we will want to keep in mind. In summary Mr. Wickering mentioned that his team is working on an interactive dashboard that they hope to be out this fall of 2018. Please refer to the posted document for more detailed information.

V. **Committee/Task Force Reports**

▪ **Executive Committee**

A report was given by Iowa Council on Homelessness (ICH) Chair Karin Ford

- Chair Ford provided a brief description of the committee functions noting that they meet every other month (non-council meeting months) and are made up of the ICH Chair, Vice-Chair and selected Council members. They strive to select Council members that are actually providing homeless services. They make decisions, which are usually then brought to the full Council for action.
- The committee met on 6/14/18 & 6/28/18
- They reviewed renewal project scores for HMIS and Coordinated Entry, including the appeals for the Continuum of Care. These will be discussed in more detail later in the meeting.

▪ **Nominating Committee**

A report was given by committee chair Ashley Odom.

- Ms. Odom briefly described the Nominating Committee: It is made up of 6 members, who review applications, make recommendations to the ICH, and pass them on the Governor's Office. They keep track of attendance and missed meetings to include as a factor when making decisions.
- Ms. Odom reviewed the following Governor Appointments for renewal:
 - Rhonda Jordal, Forest City; Dennis Lauterbach, West Des Moines; David Binner, Johnston; Carrie Moser, Iowa Falls; Joanie Poore, Underwood; Ben Rogers, Cedar Rapids; Jodi Royal-Goodwin, Muscatine
- Ms. Odom welcomed and congratulated the following new Governor appointments:
 - Ann Davidson, Fort Dodge; Carol Chantrill, Ames; Joel Gezel, Indianola; Gabe Gluba, Clinton; Hope Metheny, Ames; Gary Wickering, Des Moines

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- Ms. Odom stated that they will be putting together a presentation for the new members. They are also looking for one additional new member. The committee usually meets bimonthly.
- Next scheduled meeting: 8/17/18 at 9:00 AM
- **Continuum of Care Committee**
 - The committee met on 6/11/18, 7/9/18, & 7/17/18.
 - The committee reviewed final CoC Renewal Project Scores, including HMIS & Coordinated Entry (with Executive Committee).
 - Amber Lewis, Homelessness Programs Manager with the Iowa Finance Authority introduced a document called “*Recommended 2018 CoC Application Ranking & Reallocation Plan*”, which was included as a resource in today’s meeting materials. The document had gone out for public comment, was reviewed by the CoC committee, and recommendations sent out to the ICH. This document summarizes scoring and ranking for how CoC plans to submit the application to HUD, therefore it is an important document to approve. Secondly, Ms. Lewis turned the Council’s attention to two CoC Committee recommendations that needed to be discussed before making a vote on the approval for the entire document; refer to page 3 of the document under the “Renewal Projects for HMIS & Coordinated Entry (CE)” section and on page 5 under the “Involuntary Reallocations and Other Ranking Information” section. It was also noted that if there was no quorum for the two items and approval for the document, the decision would fall to the Executive Committee. However, this document needs to be approved by next week, so if this were to be the case there would need to be a special Executive Committee meeting scheduled for next week.
 - The first of these items (on pg. 3 of the document) is with respect to the Coordinated Entry application for HACAP, which received a score of 62 out of 100 on its application. The CoC committee presented two options to ICH. First, to give HACAP 62% of the \$400,000 requested, which is \$248,000. The second option was to reallocate the entire amount, by default eliminating this particular project.
 - There was much discussion concerning the two scenarios and the reasoning behind the low score before a decision was made. CoC Committee Chair Dennis Lauterbach explained that the reason for the low score of 62 in the first place was due to lack of detail in the information, particularly in the budgeting section. For example, \$182,000 was assigned to two people without further

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explanation. Amber Lewis also explained that a new project could be put in if the second option was chosen, as HUD does not require the ICH to fund Coordinated Entry. It was also furthered clarified that this \$400,000 of funding was relating to the year 2020, as HACAP was already funded through the end of 2019.

- It was brought into question by Mariliegh Fisher whether or not HACAP could perform with only the \$248,000 of funding. HACAP said that they could not make it work and would prefer the second option, and possibly relocating that money to Southern and Western Iowa where struggles are the most abundant. It was also clarified that if the first option was chosen and \$248,000 was given to HACAP, then the rest of the \$400,000 would not be available at a later date. At this time no one was completely sure if other projects would be ready to take on this task for 2020 as another option.
- The question was raised if a new application could be made in order for HACAP to clarify. Amber Lewis said that this would be allowed by HUD. Carrie Moser stated that the hesitation with that would be that they do not want to open the door for all types of projects to do this same thing. David Hagen wanted the ICH to remember that Coordinated Entry is required by HUD, that six months of operation does not provide a lot of details, that it is still in the planning stages and premature to say what 2020 will look like but that it is a very critical component for CoC going forward.
- **A motion was made to recommend full funding at \$400,000:**
Motion: Jodi Royal-Goodwin
Second: Lori Miller

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○ **Roll Call Vote:**

<u>Voting Member</u>	<u>Aye</u>	<u>No</u>	<u>Abstain</u>
David Binner			X
Jess Bleile	X		
Bill Brand	X		
Ben Brustkern			X
Christina Canganelli			X
Sandy Johnson (Alternate for Carolyn Cobb)		X	
Ann Davidson			X
Jane Erickson		X	
Marilyn Fisher			X
Karin Ford		X	
Joel Gezel		X	
Gabe Gluba			X
David Hagen			X
Dennis Lauterbach		X	
Scott Mather		X	
Hope Metheny			X
Lori Miller	X		
Carrie Moser		X	
Diane Nichols	X		
Ashley Odom			X
Teri Rosonke (Alternate for Wes Peterson)			X
Jodi Royal-Goodwin	X		
Gary Wickersham			X
Tim Wilson			X

Results: Motion Did Not Pass

- The decision on approval of the document will be passed on to the Executive Committee.

- **Coordinated Entry**
A report was given by committee chair Carrie Moser.
 - The last meeting was on 7/17/18. They meet the third Tuesday of the month.
 - Ms. Moser provided a brief committee overview, stating that they are a task force working on getting members from the entire Balance of State (BoS).

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They develop statewide process and procedures, as well as providing guidance to HACAP.

- They are focused on providing training for the BoS with 6 trainings to be required. The last 3 trainings will be in August, so there will be no meeting in August. The next meeting will be on 9/18/18.

- **Carrie Moser made a motion for the Southeast Region to accept Cedar County as a part of the region, without additional funding:**

Motion: Carrie Moser

Second: Gary Wickering

Results: Motion Passed

- **Research and Analysis Committee**

A report was given by committee chair David Hagen.

- They meet every fourth Friday of the month. The committee does research for the state and is a liaison for the HMIS service provider. They will be reviewing the Point-in-time (PIT) results.

- **Policy & Planning**

A report was given by committee chair Crissy Canganelli.

- Their last meeting was on 5/21/18, and their next meeting will be today (7/20/18) after ICH meeting.
- They are looking at policy and procedures for statewide programs for Rapid Re-housing (RRH). They hope to be more outward facing in the future.

- **Public Awareness Committee**

- A report was given by Time Wilson who discussed that the mission of this committee is to raise awareness, as well as collect data and facts around consumers, policymakers, and the general public about homelessness. The featured event is the annual Day on the Hill.

- The next scheduled meeting is on 8/7/18 at 9 a.m. by conference call.

VI. **HACAP Coordinated Entry Report**

A report was given by Dusty Noble from HACAP; also see report provided as a resource in today's meeting materials.

- The new Coordinated Entry 800-number is up and running (see flyer provided as a resource in today's meeting material). Mr. Noble plans to provide training on this and how it works at the next meeting.

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- There are six phases of the Grantee CoC Report process for any given region. Five regions are currently live, one will be ready in August and three more will be in training.
- Two trainings will be offered, August 21st and August 23rd, which will be videotaped. Seventeen people have signed up for these trainings so far.

VII. Coordinated Services Regions Reports

- Eastern Iowa – A report was given by Jessica Bleile. They are trying to do more outreach in the community in Eastern Iowa, specifically doing summer PIT counts in each of four counties.
- The Quad Cities Coordinated Entry Committee created a report of goals and tasks needed to be accomplished in order to implement Coordinated Entry in their specific community. The report is included as a resource in today's meeting materials. It is through this list that they will report the process in their region to the ICH.
- Balance of Counties - Dusty Noble of HACAP stated that the Balance of Counties Coordinated Entry number is on-line and ready to take calls and put people on the list. The next meeting will be 7/31/18. He also recognized the potential for Coordinated Service Regions (CSRs) across the region.

VIII. Low-Income Housing Tax Credit, Supportive Housing Set-Aside

A report was given by Dave Vaske from the Iowa Finance Authority. A report is also included as a resource in today's meeting materials.

- Mr. Vaske gave updates on previous projects, including Greenhill Point in Waterloo, the Crestwood Ridge project in Cedar Rapids, which is 50% completed, and Libertad in Des Moines which is just getting started at the current time.
- Mr. Vaske stated that it usually takes about three years to get projects up and running. These projects have to set aside 10% of its units for the homeless.

IX. Iowa Finance Authority Staff Updates

A report was given by Amber Lewis.

- For the 2019 Iowa Emergency Solutions Grant & Shelter Assistance Fund competition, there have been 52 applicants. Those applications are currently being reviewed with a current plan for them to be ready by early September.
- The 2017-2018 & 2018-2019 \$50k Council Appropriations comes straight from the legislature to support the ICH. Since time is running out for today's meeting, Ms. Lewis suggested that either the Policy and Planning Committee or the Executive Committee could decide the best plan for these funds in the future.

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- There was an update on HUD-approved technical assistance for CoC Governance; Alissa Weber & Joni Canada from HomeBaseCCC attended today's meeting by phone, and will provide feedback for next steps. The technical assistance will be moving forward to the next stage, including items such as a collaborative application.
- Another large, important aspect currently being worked on is the CoC Consolidated Application. The Work Group & Planning Committee has already devoted a significant amount of time and work on this.
- The 2018 HousingIowa Conference is in early September in Des Moines. The link for registration was provided on today's Agenda. There will be a track on Homelessness.

X. **Old Business**

- None

XI. **New Business**

- A motion was made to accept Carrie Moser as the new Council Vice Chair:

Motion: Dennis Lauterbach

Second: Tim Wilson

Action: Motion Passed with one Nay vote and the remainder Ayes.

- Save the Date for the HUD Rapid Rehousing Institutes on October 2-3 & October 16-17. See the information included as a resource in today's meeting materials.

XII. **New Resources** (both included in today's meeting materials)

- New www.HouseIowa.org site from Habitat for Humanity
- USICH *Strengthening Systems for Ending Rural Homelessness*

XIII. **Public Comments**

- Julie Eberbach reported that she and other ICA employees will be heading out to the National Alliance to End Homelessness Conference in Washington DC. They will be speaking to Senator Grassley and Senator Ernst. Senators Cory Booker and Kamala Harris will be keynote speakers.

XIV. **Next Meeting:** Friday, September 21, 2018, 10:00 a.m. at the Iowa Finance Authority

XV. **A motion to adjourn was made at approximately 12:00 PM**

Motion: Ben Brustkern

Second: Tim Wilson

Action: Motion Passed

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Phone	IFA	Board Member	ICH - Meeting Attendance - Alphabetical, by First Name - 7.20.2018	Coordinated Services Region
	X	X	Ann Davidson	North Central Iowa Region
X		X	Ashley Odom, Family Resources	Scott County
	X	X	Ben Brustkern, Friends of the Family	North East Service Region
X		X	Ben Rogers, Linn County	Linn/Benton/Jones Service Region
X		X	Bill Brand, Department of Human Rights	Statewide
X		X	Blake Michelsen, Guthrie Co Sherriff's Office	South Central/West Region
	X	X	Carrie Moser (Vice-Chair), Emergency Residence Project	Two Rivers
	X	X	Christina Canganelli, Shelter House	Johnson/Washington
X		X	David Binner, FHLB	Polk County CoC
X		X	David Hagen, HACAP	Linn/Benton/Jones Service Region
	X	X	Dennis Lauterbach, Lutheran Services in Iowa	Polk County CoC
X		X	Diane Nichols, Alliant Energy	Linn/Benton/Jones Service Region
X		X	Diogenes Ayala, Simpson College	Polk County CoC
X		X	Gabe Gluba, ASAC	Eastern Iowa Region
	X	X	Gary Wicking, ICA	Statewide
	X	X	Hope Metheny, Youth and Shelter Services	Two Rivers
	X	X	Jane Erickson, IA Department on Aging	Statewide
X		X	Jessica Bleile, United Way	Eastern Iowa Region
	X	X	Jodi Royal-Goodwin, Muscatine Municipal Hsng Agency	Southeast Iowa Coordinating Region
	X	X	Joe Gezel	Balance of Counties
	X	X	Karin Ford (Chair), IA Dep't Public Health	Statewide
X		X	Kyle Horn, America's Job Honor Awards	Polk County CoC
	X	X	Lori Miller, IA Att. General's Office	Statewide
	X	X	Mariliegh Fisher, CHI	Black Hawk/Tama
	X	X	Sandy Johnson, IA Dept of Education (Alt)	Statewide
X		X	Scott Mather, IA Workforce Development	Statewide
X		X	Terri Rosonke, IFA (Alt. for Wes Peterson)	Statewide
	X	X	Tim Wilson (Secretary), Home Forward Iowa	Statewide
X			Amanda Hohmann, ECIA	Eastern Iowa Region
X			Amanda Jones, FAVA	North Central Iowa Region
	X		Amber Lewis, Iowa Finance Authority	Statewide
	X		Amber Tompkins, Primary Health Care	Polk County CoC
X			Amy Keairns, City of Sioux City	Sioux City/Woodbury CoC
X			Andrea Lapp, Salvation Army	Black Hawk/Tama
	X		Angie Arthur, Polk County CoC	Polk County CoC
X			Ashley Urick (?), Opening Doors	Eastern Iowa Region
X			Bonnie Nichols, MCSA	Southeast Iowa Coordinating

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			Region
X		Bronis Pertit, DVIP	Johnson/Washington
X		Carol Gebhart, Opening Doors	Eastern Iowa Region
	X	Carole Vipond, Iowa Finance Authority	Statewide
	X	Carrie Moreno, Veterans Admin.	Polk County CoC
X		Carrie Slagle, Waypoint Services	Linn/Benton/Jones Service Region
X		Cassandra Gripp, Humility of Mary Shelter	Scott County
X		Cassandra Kramer, ACCESS	Two Rivers
X		Catherine, P (?)	Linn/Benton/Jones Service Region
X		Cathy Jordan, DeLaCerde House, Inc.	Scott County
X		Christine Gardner, FAVA	North Central Iowa Region
X		Cindy Hess, Hillcrest	Eastern Iowa Region
	X	Dave Vaske, Iowa Finance Authority	Statewide
X		Dennis Ostrander, CASEI	Southeast Iowa Coordinating Region
X		Dusty Noble, HACAP	Linn/Benton/Jones Service Region
X		Grace Fee, Salvation Army	Black Hawk/Tama
	X	Heather Harney, HACAP	Linn/Benton/Jones Service Region
X		Heather LuGrain, Opening Doors	Eastern Iowa Region
X		Jan Rutledge, Iowa Legal Aid	Johnson/Washington
X		Jan Rutledge, Iowa Legal Aid	Statewide
	X	Jennie Kerger, Salvation Army	Polk County CoC
X		Jessica Ash, Ft Dodge Hsng Agency	North Central Iowa Region
X		Jessica Jepson (?), Friends of the Family	North East Service Region
X		J'nae Peterman, Waypoint Services	Linn/Benton/Jones Service Region
X		Julie DeRuyter, Rock Rapids Municipal Housing	Mid-Sioux Region
	X	Julie Eberbach, ICA	Statewide
	X	Karen Bougher, YESS	Polk County CoC
X		Karen Nutt, Family Crisis Centers Sioux Center	Mid-Sioux Region
X		Kim Motl, Upper Des Moines Opportunity, Inc.	Upper Des Moines
X		Kiresten Bauer, Opening Doors	Eastern Iowa Region
X		Laura Burget, YWCA Clinton	Eastern Iowa Region
X		Melissa O'Neil, Central Iowa Shelter & Services	Polk County CoC
X		Nichole, Pearson (?), Upper Des Moines Opportunity	Upper Des Moines
X		Nikki Kinkennon-Bettis, Crisis Int. & Advocacy Center	South Central/West Region
X		Paula Morgan, CASEI	Southeast Iowa Coordinating Region
X		Rachel Hanover, MICA House	Council Bluffs (Omaha MACCH)
X		Rachel Olson, Crisis Interv. Service (NIAD)	North Central Iowa Region
X		Shawna Morgan	Polk County CoC

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X			Susan McGuire, Center for Siouxland	Sioux City/Woodbury CoC
X			Teresa Bassler, City of Dubuque	Eastern Iowa Region
X			Tess Cody, ACCESS	Two Rivers
X			Tia Hebert, HOME, Inc.	Polk County CoC
X			Tonya Miller, Dubuque Comm. YMCA	Eastern Iowa Region
X			Virginia Greisheimer, ACCESS	Two Rivers
X			Joni Canada, HomeBaseCCC	HUD-Approved T.A.
X			Alissa Weber, HomeBaseCCC	HUD-Approved T.A.