In Attendance:
Andrew Pietsch, Blue Earth County Human Services
Angela Early, Veterans Administration
Barb Hertzog, South Central Human Relations Center
Ben Wilson, Minnesota Department of Veterans Affairs
Bill Franken, Olmsted County
Carrie Erickson, ICA
Christina Fort, Lutheran Social Services
Dan Watson, HOPE Coalition
Dawn Devine, Family Promise Rochester
Irasema Hernandez, SEMCAC
Jennifer Cook, Red Wing HRA
Jennifer Lamb, Southwest Minnesota Housing Partnership
Jennifer Prins, Three Rivers Community Action, Inc.
JoMarie Morris, Jeremiah Project
Julie Anderson, Steele County Transitional Housing
Kara Hoel-Kleese, Women’s Shelter
Kate Hengy-Gretz – Minnesota Valley Action Council
Katherine Cross, Three Rivers Community Action, Inc.
Liz Young, Hearth Connection
Mathias Antony, DFO Community Correction – Olmsted County
Melissa Brandt, Rochester Public Schools – Students in Transition
Michele Merxbauer, Olmsted County HRA
Randi Callahan, Three Rivers Community Action, Inc.
Rebecca Rand, South Central Human Relations Center
Rick Sundberg, 180 Degrees
Rosanne St. Sauver, Bluff Country Family Resources
Ryan Schwickert, Joseph Development
Sean Haggerty, Zumbro Valley Health Center
Sheila Alba, Project Home HRC
Sue Worlds, Minnesota Assistance Council for Veterans
Susan Sandberg, Three Rivers Community Action, Inc.
Sybil Betsinger, Community Action Center of Northfield
Tammy Moses, Lutheran Social Services
Tessa Bucknell, Independent Management Services
Trent Fluegel, Center City Housing
Victoria Huen, Salvation Army, Mankato
Wes Brandenburger, Center City Housing

Recorder: Sadia Yousif, Three Rivers Community Action, Inc.
Facilitator: Nancy Bokelmann, County of Mankato
Welcome, Introductions, Announcements:

Jennifer Prins – Jennifer reminded everyone to sign-in as it’s important to show community engagement to HUD. Jennifer also handed out a demographics survey. The survey looks at how CoC membership aligns with the demographics of those we serve.

Kate Hengy-Gretz – Project Community Connect on April 17th was very successful. There were 617 guests in attendance. With volunteers, organizers, and providers, there were almost 1000 people. There was childcare provided to 43 children, 168 haircuts given and 81 vouchers for a total $2500.00 for identity documents. There were 80 providers in attendance.

Approval of March Minutes and May Agenda
Motion to approve the March minutes with two changes to the attendance list by Rick Sundberg. Seconded by Melissa Brandt. Motion unanimously approved.

For the agenda, Jennifer noted that we have to take action to extend the existing MOU with our HMIS system administrator, Institute for Community Alliances. Add before CoC Confirmation for MN Housing applications. Motion to approve the May Agenda with that addition by Rosanne St. Sauver. Seconded by Mathias Antony. Motion unanimously approved.

2018 HUD CoC Project Applications – General call for new projects

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<td>Jennifer Prins - We are coming up on a new round of HUD CoC funding. The CoC is registered and we’ve been approved to go forward as a region. We have a list of renewals that were approved by HUD but the list only includes 25 of the 28 projects that we’ve put forward. The projects confirmed as not funded are those in Tier II and we’re making arrangements and working with those projects to identify how the households being served will continue to be housed.</td>
<td>Fill out Demographics Survey and return to Jennifer Prins.</td>
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<td>The renewal project reviews are starting today, May 17th by the Project Performance and Review Committee. Jennifer thanked the committee for dedicating their time.</td>
<td>Jennifer P. will send out an e-mail to the CoC for with the general call for new projects.</td>
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<td>The CoC is open to applications for new projects from eligible and qualified applicants. There are threshold requirements with federal funding. There are priorities for project types and these priorities were identified and included in the CoC plan draft. Priorities are as follows:</td>
<td>Tentatively planning an intro session for new applicants after the Owatonna CoC meeting on June 21st.</td>
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<td>• New Rapid Re-Housing or Joint Rapid Re-Housing/Transitional Housing for identified populations (youth, recovery, DV) or in communities without adequate shelter resources.</td>
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<td>• New PSH or RRH targeted to unmet needs and/or that increase client choice</td>
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<td>• Expansion of existing high performing PSH or RRH programs to serve more households</td>
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HUD Mainstream Family and Unification Vouchers RFPs

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HUD has released 2 RFPs to expand access to rental assistance vouchers.
1) Asking support for: Mainstream voucher program – Targeted for non-elderly persons with disabilities. PHAs are intending to align their proposals across the CoC region
2) Notification about Family unification vouchers – Application decisions being made and support will be requested in June for any apps.

Motion to provide a letter of support or other documentation for applicants submitting Mainstream Voucher Program proposals to HUD, by Kate Hengy-Gretz, seconded by Randi Callahan. Motion unanimously approved.

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<td>The Memorandum of Understanding of our CoC has been in place with the ICA since ICA became System Administrator in 2016. We voted to extend it last year. We’re proposing to extend that existing MOU again through 2018 so that it can align with the ICA’s program year and create better timing for revisions between NOFA seasons.</td>
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<td>Motion to approve extending the existing MOU by Trent Fluegel, seconded by Kate Hengy-Gretz. Motion unanimously approved.</td>
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<th>CoC Confirmations for MN Housing Project proposals</th>
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<td><strong>Spring Creek II</strong></td>
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<td>Spring Creek II is an addition to Spring Creek which is a townhome project that was constructed by Three Rivers in 2013. Three Rivers will incorporate 4 HPH units in this proposed 32 unit, townhome complex. Those housed will be families with children and families with young children. Three Rivers has partnered with the Northfield Community Action Center and the Northfield Union of Youth as primary service providers. This will be a low barrier project and most referrals are expected to qualify. Clients will not go through additional pre-screening. Three rivers will be responsible for the HMIS data entry for this project. There will be supportive services like onsite independent living skills and households will be connected to supportive community services. The project will also be a transit location and accessible by dial-a-ride.</td>
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<td>Motion to approve the Spring Creek II project by Julie Anderson, seconded by Kate Hengy-Gretz. Motion unanimously approved.</td>
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<th>The Jeremiah Program Rochester Campus</th>
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<td>The Jeremiah program is a two generation program focusing on education. It’s built as a support for women to get a career track college education while getting their young children kindergarten ready. The program does this through providing safe affordable housing, on site early childhood education, life skills and empowerment training. The program has been operating for 20 years and Rochester will be the 5th campus location. The program serves single moms with children under the age of 5. On the first floor, there will be administrative services and early childhood provided by Families First of Rochester. On the second floor, there will be 36 regular</td>
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apartments and 4 apartments reserved for HPH households. Over 36% of past applicants have been victims of domestic violence and the Jeremiah Program will work with the Women’s Shelter to identify single moms with young children who are interested in furthering their education. The project’s HPH units will be filled through the Coordinated Entry System.

Motion to approve The Jeremiah Program Rochester campus by Julie Anderson, seconded by Mathias Anthony. Motion unanimously approved.

LaSueur Meadows II
CommonBond is set to acquire LaSueur Meadows which is a 40 unit complex in LaSueur, MN. CommonBond is proposing to add a second complex, LaSueur Meadows II which will have 39 units. There will be 4 HPH units designated to youth with children. Construction will include community space, a community room, an office for a service coordinator, a property management office, a common area and a playground. CommonBond will provide staffing for the complex and they will also use Coordinated Entry to receive referrals for the HPH units. The project will use HMIS for reporting and receiving Coordinated Entry referrals.

Motion to approve the LaSueur Meadows II project by Kate Hengy-Gretz, seconded by Victoria Huen. Motion unanimously approved.

Dublin Heights
Dublin Heights will be a 45 unit complex and CommonBond is designating 7 units for HPH populations, including 3 one bedroom units, 2 two bedroom units, and 2 three bedroom units. CommonBond will use the Advantage services will provide a Service Coordinator who will provide onsite services for the 7 HPH households. The coordinator will assist households with move-in needs and provide case management to ensure their success. CommonBond advantage services will be the HMIS lead for the project and the project will use only Coordinated Entry to fill available HPH units.

Motion to approve the Dublin Heights project by Barb Hertzog, seconded by Randi Callahan. Motion unanimously approved.

Gateway West Apartments
Gateway West apartments will consist of two different buildings; an affordable housing building and an integrated services development. The first is a 3 story building with 48 units, four of which will be designated for HPH families. Between the two buildings, there will be park space, green space, pathways and a playground. Lloyd Management will be the property manager and tenants will be pre-screened but they do have a right to appeal if rejected. Offenders with violent or sexual offenses will not be accepted due to the location being in close proximity to the children’s museum and the development’s onsite children’s services. Aside from that, the project will be using a low barrier, Housing First model. The project’s priority is youth with children. SWMHP will be the service provider providing case management and skills building. SWMHP will also the HMIS lead for the project. The project will use HMIS for reporting and receiving Coordinated Entry Referrals.
Motion to approve the Gateway West Apartment project by Victoria Huen, seconded by Rosanne St. Sauver. Motion unanimously approved.

**Harvestview Place II**

Harvestview Place II will be designating four 1-bedroom units to HPH individuals with disabilities and four 2-bedroom units for LTH families. They will use Zumbro Valley Health Center as their service provider. Supportive services will have a focus on helping individuals achieve housing stability and once stabilized, advance toward independence. Zumbro Valley Health Center will also be the HMIS lead for the project. The project will use only Coordinated Entry to fill available units for people experiencing homelessness through HMIS.

Motion to approve the Harvestview Place II project by Sue Worlds, seconded by Andrew Pietsch, motion unanimously approved.

### CoC Plan (vote on plan recommended by Exec. Committee)

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<td>We’re asking for approval on the draft plan today. The plan is a framework for ten years and each year will have a work plan that digs into what we want to accomplish for that year. For the 2018 work plan, strategies were developed to address tasks and priorities that have been identified.</td>
<td>Anticipated completion for strategies</td>
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| 6 strategic activities  
1) Finalize and adopt written standards for Assistance (Coordinated Entry Committee)  
2) Standardize a transparent and predictable process for regular needs assessment (Data and TA Committee)  
3) Update project review and monitoring processes (Project Review & Rating Committee)  
4) Develop a Training Policy and Plan (Executive Committee)  
5) Develop targeted strategies to increase youth-specific programming (Youth Homelessness Demonstration Workgroup)  
6) Begin research on racial equity in homeless response system (SPARC project team) | 1)Dec 2018  
2)July 2018  
3)Nov 2018  
4)Dec 2018  
5)Dec 2018  
6)Dec 2018 |
| The work plan also includes the ongoing activities of the CoC and the Project Type Priorities. Priorities for reallocation for new projects is also included. Existing projects that are encouraged to reallocate and reapply if they believe that it will improve their program or meet a current need. |  |
| Andrew Pietsch suggested incorporating the Wilder Survey into the CoC draft plan. |  |
| Motion to approve the draft plan with the addition of the Wilder Survey made by Andrew Pietsch, seconded by Rick Sundberg, motion unanimously approved. |  |

### 2018 PIT Count, Coordinated Entry & Soar

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• 26 fewer people experiencing homelessness  
• More singles than families  
• Increase in people emergency shelters and decrease in transitional housing  
• Unsheltered – higher, from 52-66

Jennifer will distribute count after clarification on unsheltered count is complete.

**Coordinated Entry**

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| Quarterly CES Report  
• 1,126 Total Households  
• 65 housed  
• 257 self-resolved & 506 referred from Priority list  
Veteran’s Registry – Ben Wilson  
• 56% reduction in Veteran’s homelessness. The tool has been helpful with accessing real time data.  
• Registry data shows that the CoC is likely eligible to certify regarding ending Veteran Homelessness. MDVA able to help.  
CES Assessment tool review  
• There was a proposal to change the tool from the VI-SPDAT to either an improved version or an entirely different version. A group of CoC coordinators met with the MN Tribal Collaborative to explore other tool options. There will a vote on changes to the tool. Changes to the tool are intended to make it more culturally appropriate and trauma informed.  
Julie Anderson made a motion that the CoC be open to evaluating other tools and changes to the current tool, Sue Worlds seconded, motion unanimously approved.  
• Coordinated Entry Committee Chair Vote – Kate Hengy-Gretz was nominated and voted to be the new CE Committee Chair.  

Trent Fluegel made a motion to accept Kate Hengy-Gretz as the chair, Liz Young seconded, motion unanimously approved.  

HUD System Performance Measures – Data quality and cleanup is very important as HUD uses it to measure how a CoC is doing is ending and preventing homelessness. The deadline for data cleanup is 5/18.

**SOAR opportunities**

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| SOAR is a program that helps to identify homeless people who may be eligible for SSI/SSDI but are not able to access these programs.  
Soar Provider training – free online course consisting of seven classes. Approximately 20 hours to complete the course. Upon successful completion, participants will receive 20 continuing education credits from the National Association of Social Workers. SOAR providers reach higher approval rates by being able to submit high quality applications through their training.  

Kate Hengy-Gretz made a motion to adjourn the meeting. Andrew Pietsch seconded. Motion unanimously approved.