In Attendance:

Andrew Pietsch, Blue Earth County Human Services
Andrew Zimmerman, Minnesota Assistance Council for Veterans
Angela Knudson, South Central Human Relations Center
Barb Durbahn, South Central Human Relations Center
Barbara Herbst, CommonBond
Carrie Erickson, Institute for Community Alliances
Christina Fort, Lutheran Social Services
Cindy Norgard, The Salvation Army, Rochester
Dan Watson, HOPE Coalition
Deanna Hoffman, Zumbro Valley Health Center
Desirae Dyke, Workforce Development Inc.
Irasema Hernandez, Semcac
Jennifer Cook, Red Wing HRA
Jennifer Lamb, Southwest MN Housing Partnership
Jennifer Prins, TRCA
Jennifer Sorg, Ruths House
Judy Kliewer, Red Wing HRA
Julie Anderson, Steele County Transitional Housing
Justin Stotts, Owatonna HRA
Kara Hoel-Kleese, Women’s Shelter
Kathy Lawson, Bluff Country Family Resources
Katherine Cross, TRCA
Mary Vrieze, Southern MN Regional Legal Services
Nancy Bokelmann, City of Mankato-EDA
Onnie Brodkorb, Partners for Affordable Housing
Rick Sundberg, 180 Degrees
Sheila Alba, Project Home HRC
Sybil Betsinger, Community Action Center, Northfield
Stephanie Ferguson, Center City Housing Corporation
Stephanie Foster, Olmsted County HRA
Tammy Moses, Lutheran Social Services
Victoria Heun, The Salvation Army- Mankato

Recorder: Joann Covarrubias, TRCA
Facilitator: Cindy Norgard, The Salvation Army
Welcome, Introductions, Announcements:

Tammy Moses from Lutheran Social Service shared that they have hired a program manager for the youth programs in Rochester.

Judy Kliewer announced that Jennifer Cook has joined Red Wing HRA.

Andrew Pietsch said they are currently taking referrals from CE.

Jennifer Prins shared that there is an opening at Three Rivers for a Case Manager and Family Advocacy Services Director. HUD sent out information on a training for rapid re-housing training. The trainings are offered in Duluth, Georgia and in LA. This training is for the end of October and each CoC can send 3 people. Asking that if you have rapid re-housing dollars either through ESG or CoC we want to see who all is interested in going. There are state staff interested in going if you do not use up your slots.

Barbara Herbst announced they are also hiring in southeast region if you know anyone who is interested send them to the commonbond.org website.

Irasema Hernandez shared that Mower County is having their Project Community Connect November 18 at the High School Gym from 10:00 to 1:00

Approval of July Minutes and August Agenda
Mary V. made a motion to approve the July minutes, Judy K seconded, motion unanimously approved. Mary V. made a motion to approve the agenda for today, Tammy second. Motion unanimously approved.

CoC Co-Chair and Committee Chair roles

<table>
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<tr>
<th>Discussion</th>
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| • Seeking nominations for co-chair.  
  o Nancy Bokelmann has been nominated.  
  o Mary V made a motion to approve Nancy as co-chair. Victoria H Seconded. |  |
| • Still looking for a chair for the Data & TA Committee. This committee will focus more on system performance measures and developing new strategies. |  |

FY 2017 HUD CoC Funding Round

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| • Process overview  
  o Requirements of NOFA & application/ Requirements for submitting. |  |
| • Project Application review and ranking report  
  o Mary V. going over the 28 applications for projects.  
  o All applications were reviewed in a timely manner and all documents required were submitted.  
  o There were no appeals.  
  o Copy of application available for review.  
  Comments/corrections are accepted through today 9/21. |  |
Comments on project application reviews:
- Applicants had changed some policies and procedures to improve housing first compliance based on last year’s scoring.
- No projects received 5 on the education component.
- Only options for the scoring sheet are 0, 3, and 5. Some people had 2 and 4.
- Applicants need to use the TA resources available to them.
  - Only 3 people watched the webinar and 3 used 1:1 TA.
  - eLOCCS report examples are on the Three Rivers website.
  - HUD has a new housing first checklist to use for this year.

- CoC Application vote to approve.
  - Motion by Tammy to approve CoC Application as is.
  - Julie Anderson made a motion to approve the CoC application and Andrew Pietsch seconded. Motion carried.

### Policies up for CoC approval – Jennifer Prins

<table>
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<tr>
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<tbody>
<tr>
<td>Policy’s up for CoC approval</td>
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<tr>
<td>• HUD published a Final Rule related to equal access</td>
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<tr>
<td>• Non Discrimination Policy: No changes since presented in August.</td>
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<tr>
<td>o Mary V made a motion to approve the Non Discrimination Policy and Kara H Seconded.</td>
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<tr>
<td>• Child &amp; youth Access to Education Policy- amended</td>
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<tr>
<td>o Added point 5. Measure and document outcomes in education access and participation for children, youth and families in the housing program.</td>
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<tr>
<td>o Mary V made a motion to approve the Child &amp; youth Access to Education Policy and Rick S seconded.</td>
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### Coordinated Entry Implementation-Katherine

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<tr>
<td>Coordinated Entry workgroup will be working on updating policies and procedures, The CoC will be voting on them in December. They will also be discussing and evaluation plan and affirmative Marketing and Outreach.</td>
<td>Katherine will send out notices about Fridan morning Go to meetings (TA sessions for Coordinated Entry providers).</td>
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<tr>
<td>• Reminders: When accessing someone &amp; entering them onto the list please enter it in within a day.</td>
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<tr>
<td>• If given a referral from HMIS accept it right away.</td>
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<tr>
<td>• If you decline the referral return it promptly.</td>
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<tr>
<td>• Keep track of Client ID’S.</td>
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<tr>
<td>• Run report to make sure all client ID’S are there.</td>
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<td>• There is now a CE provider specific report.</td>
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Also noticed that some VISPDAT scores are not being attached to the referrals.
- Go to meetings are still at 9:00 a.m. every Friday morning.

### SPARC Research Opportunity - Jennifer Prins

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<tr>
<td>SPARC an initiative of Center for Social Innovation addressing racial inequity in 10 cities.</td>
<td>Letters of intent due Nov 1st</td>
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<tr>
<td>- Discussion on SPARC requirements and what they are looking for.</td>
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<td>- If interested, you must submit the survey which will serve as the letter of intent.</td>
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<td>- Survey due Nov. 1st</td>
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<td>- If you would like the CoC to apply on your behalf please give a 1 week in advance notice.</td>
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### HMIS Annual Meeting Invitation - Jennifer Prins

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<tr>
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<tr>
<td>The annual meeting for the HMIS governing board is scheduled for October 9 from 9:00-12:00. This is open for everyone it is held at the DHS in St Paul MN and via web service. There will be a review of what has happened, where we want to go and what to expect for next year. Ways to get involved will also be discussed.</td>
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### Point in Time Count planning - Jennifer Prins

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<tr>
<td>Point in Time Count is in January, The annual homeless assessment report is due before the Point in Time Count before December. At the debrief last year it was said that we would plan a little earlier across our region regarding outreach. Volunteers are needed for a one-time workgroup to look at the materials from last year to see what was the most helpful and to identify what is the best way to get the information out.</td>
<td>Alanna Johnson (MVAC), Tammy (LSS), Irasema (SEMCAC), and Katherine (CES Lead) volunteered.</td>
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### Homes for All Policy Proposals for 2018 - Jennifer Prins

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<td>- Homes For All is currently accepting proposals for 2018 legislative agenda.</td>
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<td>- If you have ideas please talk to Jennifer or contact H4H leads.</td>
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<td>- Anyone can submit a proposal they should be submitted by Oct 17. Application must include data and facts.</td>
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<td>- The policy proposal votes are in December.</td>
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<td>- Please work together with colleagues locally for ideas. Priority for funding shelters proposal possible application to put forward.</td>
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### Presentation: Workforce Center Services and Partnerships - Desirae Dyke
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<tr>
<td><strong>Services provided</strong></td>
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<td>• Job boards, Job fairs.</td>
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<td>• Resume classes.</td>
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<td>• Resource area.</td>
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<td>• Referrals.</td>
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<td>• Financial Literacy.</td>
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<td>• Mock Interviews.</td>
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<td>• Clothing Closet.</td>
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<td><strong>Dislocated Worker Program</strong></td>
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<td>• Provides job search.</td>
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<td>• Assistance with post-secondary training.</td>
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<td>• On the job training.</td>
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<tr>
<td><strong>Other Adult Program</strong></td>
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<tr>
<td>• International Health Care Professionals</td>
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<td><strong>Youth Program/ WIOA &amp; MYP</strong></td>
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<tr>
<td>• Work experience.</td>
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<td>• Education and career planning.</td>
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<tr>
<td>• Minnesota Family Investment Program &amp; Divisionary Work Program</td>
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<tr>
<td>• Child care assistance.</td>
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<td>• Job search assistance.</td>
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<td>• GED Diploma assistance.</td>
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<td>• Up to 4 years of post-secondary education.</td>
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Rick Sundberg made a motion to adjourn the meeting; Judy Kliwer seconded; unanimously approved.

**Meeting adjourned.**

**Next meeting: 9:30-12:00, October 19th at, Minnesota Valley Action Council, 706 N Victory Drive, Mankato, MN in room 131.**