



## STEERING COUNCIL MEETING MINUTES

July 19, 2024

8:30am – 10:30am

Facilitator:	Elizabeth Stoddard		
Meeting Attendees:	<p>Casey Gordon, Lindsey Reames, Tenisa Frye, Ryan VerWys, Charisse Mitchell, Fran Dalton, Alonda Trammell, Mark Contreras, Lauren VanKeulen, Adrienne Goodstal, Nicole Hofert, Karen Tjapkes, Lesha Love, Kate Berens, Ryan Kilpatrick, Gustavo Perez, Jazz McKinney, Lisa Knight, Christie White, Joyce Williams, Michelle VanDyke, Todd Furlong, Wende Randall, Kathy Besaw</p> <p>Community Members: Alex Kontras, Greg Mustric</p> <p>Staff: Courtney Myers-Keaton, Brianne Robach, Alyssa Anten, Justin Brownlee, Craig Heerema</p> <p>Minutes by Kate Berens, Craig Heerema</p>		
Time Convened:	8:30am	Time Adjourned:	10:30am

<b>Approval of Agenda – <i>standing item</i></b>			
Motion by:	Karen Tjapkes	Support from:	Charisse Mitchell
Discussion	Courtney noted the agenda should reflect replacing CHC 2.0 with Coordinated Entry as a standing item.		
Amendments			
Conclusion	Approved		
<b>Approval of Minutes – <i>standing item</i></b>		<b>May 17, 2024</b>	
Motion by:	Adrienne Goodstal	Support from:	Kate Berens
Discussion	Elizabeth noted replacing CHC 2.0 with Coordinated Entry as a standing item should be adjusted on the minutes.		
Amendments			
Conclusion	Approved		
<b>Approval of Consent Agenda – <i>standing item</i></b>			
Motion by:	Karen Tjapkes	Support from:	Tenisa Frye
Discussion			
Amendments			
Conclusion	Approved		
<b>Public Comment on Any Agenda Item – <i>standing item</i></b>			
Discussion:			
None			
<b>CoC Director’s Report – <i>Standing Item</i></b>			
Discussion	Courtney shared that this is a busy time for the CoC with the CoC Program Competition NOFA dropping soon and staff focusing on the 100 in 100 initiative. She noted details about 100 in 100,		



## STEERING COUNCIL MEETING MINUTES

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8:30am – 10:30am

including looking at case management models, having agencies sign MOUs, and providing CoC oversight for training. There was discussion around case management ratios and a potential model.		
Action Items	Person Responsible	Deadline
<b>CoC Program Competition</b>		
Discussion		
<p>Courtney described the anticipated timeline and funding for CoC Program Competition, noting that HUD is allowing some extensions of YHDP grant funds; one grantee is expected to extend out at this time. A small workgroup is meeting to discuss strategies for CoC Program Competition, and data stands out as the biggest issue that is outside of our control at this time. Discussions have been around longer-term strategies to help with metrics. The System Performance Measures (SPMs) will affect our score negatively on the data side, and Courtney noted this is consistent across the country. Through our current YHDP and 100 in 100 initiatives, we can demonstrate system changes and improvements in future applications. Once the NOFO drops, CoC staff will be working hard at Program Competition and the current local application, and Courtney noted an area to strengthen is the DV local competition, which may require HUD TA. She described the current approach, noting that DV has a critical component of safety, which isn't really accommodated in the metrics we currently have.</p> <p>Lauren wondered how this will impact bonus projects, and Courtney shared that bonus projects are still a competition reliant on scores and application, and based on our understanding of applications across the country, we anticipate to fall within the median range. We did not receive bonus funds last year, and she noted if we want to receive this year, we will need a strong application. Charisse offered to provide input on DV issues and suggested some additional network resources to assist.</p>		
Action Items	Person Responsible	Deadline
<b>Anticipated MSHDA ESG Funding</b>		
Discussion		
<p>Courtney noted that last year we had wanted to evaluate who applies for this funding and balance continuity of services with funding new agencies. Historically funding has gone to ICCF, Pine Rest, and TSA, with TSA designated as HARA with specific funding for RRH and case management. Funding Review looks at renewal applications and whether grantees demonstrate filling grant requirements and spending funds; recommendations will come back to Steering Council. Funding Review has also been discussing whether funds could be opened to others in future years, such as when ESG funds were used for shelter during the pandemic. There was discussion around prioritization, and feedback is welcome as we develop a way to strengthen this process. Kate asked whether we should begin looking now at gaps in funding needs in our community and which group would be best suited to this work; Courtney noted Funding Review has been getting more involved with the process, which has helped develop stronger applications due to their experience. There were no objections to the renewal process outlined for this year.</p>		
Action Items	Person Responsible	Deadline
<b>PIT (Point-in Time) Count Data Review</b>		



## STEERING COUNCIL MEETING MINUTES

July 19, 2024

8:30am – 10:30am

<b>Discussion</b>		
<p>Courtney shared that the submission is still under review with HUD, noting that there have been a lot of issues with PIT data submissions system-wide for those using WellSky due to tech issues and lack of updates by the platform. This item will be revisited once it has been finalized with HUD, hopefully next month.</p>		
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
<b>NAEH Annual Conference</b>		
<b>Discussion</b>		
<p>Courtney and Brienne attended the National Alliance to End Homelessness conference, and noted some client tracking software options that may be valuable to demo for the system. There were presentations that affirmed that our CoC is on the right path on topics like landlord engagement, flex funding, and integration of healthcare and housing. Our 100 in 100 initiative is very robust based on what other communities have done, and BFZ noted the same, positioning us to present at the next conference on issues such as staffing infrastructure, getting buy-in from local funders, 100 in 100 and learnings from it, complex care, etc. Courtney affirmed that we are doing a lot of things as a CoC and community and should give ourselves credit for this work; Lauren, also at the conference, echoed the need to celebrate our accomplishments, even as we focus on what needs to change. Tenisa noted members of her staff also attended the conference and presented on Family Promise work, and echoed the value of affirmation at a national level. There was discussion around celebrating these successes in newsletters and social media.</p>		
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
<b>Woda Cooper Shea Ravines II Presentation</b>		
<b>Discussion</b>		
<p>Greg Mustric from Woda Cooper presented, thanking this committee for support of Phase 1 of this project and sharing details of Phase 2, which will include 56 low-income units and 20 PSH, with Community Rebuilders as the lead agency. He noted this project is in co-development with Cherry Health, and shared details of the site plan; the agenda packet included the letter of intent and visuals. There was discussion around the need for including both 1 BR and 2BR units, with Courtney confirming families are staying in the system longer and qualifying as chronic. On-site services will include healthcare, similar to the supports already planned for Phase 1.</p> <p>Elizabeth asked about the letter of support, and Greg shared that LIHTC is a competitive process, and this letter and meeting with the local CoC are requirements that also create a partnership where feedback is gathered from the community and updates are provided back on the development. Kate asked about the scheduling of the projects, and Greg noted Phase I is going through the permit process, anticipated to close in the fall, with construction beginning in the spring and anticipated to be completed by the end of next year. Phase II includes applying to the October LIHTC round, anticipating December awards. If awarded, they will assign the entitlement and get started right away.</p>		



## STEERING COUNCIL MEETING MINUTES

July 19, 2024

8:30am – 10:30am

**Elizabeth asked for a motion to provide a letter of support for Phase II of the Woda Cooper Shea Ravines project; Charisse made the motion, with support from Adrienne. All in favor, motion carries.**

Action Items	Person Responsible	Deadline

### 100 in 100 Updates

#### Discussion

Courtney noted that 100 in 100 will test some different approaches to case management, aiming for a system-wide model where agencies, both within and outside their organizations, coordinating with case managers to connect individuals with necessary assessments and services. Despite expected challenges, including varying agency capacities and the need for more case managers, the initiative seeks to establish clear MOUs for resource allocation and shared training. The planning group is currently evaluating case management needs and balancing intensive versus light services, with preliminary ratios of suggestions 1:20 or 1:30 case manager-to-client ratio. Discussion includes potential shifts in the role of TSA and integration of new software/technology. Courtney highlighted ongoing high-level work happening in the workgroups around case management, outreach, landlord engagement, and communications, emphasizing that this effort is part of a broader system change rather than a short-term campaign. The group aims to address all aspects of homelessness, including over-representation of people of color and families, and is preparing for project implementation starting September 1. For further details, including talking points, please visit the [100in100Kent.org](http://100in100Kent.org) website.

Courtney presented a workplan, noting the initiative begins September 1<sup>st</sup>. Built for Zero has been updated and consulted, and they have affirmed the work we have already done and feel we are positioned well for success. She noted we have done some project mapping with Method and Kraft to develop a systems map with partner agencies to identify pain points for providers as well as strengths in the system.

There was discussion around the history of this initiative and the goal to learn from this and expand it up, and Tenisa noted it would be of value to develop additional talking points/FAQs and build out the narrative to ensure this message isn't lost.

Action Items	Person Responsible	Deadline

### Strategic Plan Review – Annual Calendar

#### Discussion

Courtney noted the need to make edits to the plan from February to represent the new work that we have taken on; a workgroup will focus on the Strategic Plan review.

Action Items	Person Responsible	Deadline

### Updates from Steering Council members

#### Discussion



## STEERING COUNCIL MEETING MINUTES

July 19, 2024

8:30am – 10:30am

Todd Furlong – The Salvation Army will have a new director, Samantha Westhouse, starting in a few weeks.

Wende Randall – Appreciates the letter of support for Woda Cooper; she is on the Wyoming Planning Commission and is excited to have this available in Wyoming.

Alex Kontras – Advises a focus on desired outcomes as a system regarding consistency in case management across the system. While practice is important, he suggests getting more specific on outcomes in respect to recidivism and other measures.

Action Items	Person Responsible	Deadline
<b>Public Comment on Any Item</b>		
Discussion		
None		
<b>Adjourn</b>		
Motion by:		Support from: