



Heading Home Governance Board February 21, 2019 from 1-3pm at Cotton School

Present: Kate Bradley, Cynthia Finley, Kristy Eckart, Keith Hamre, Shelly Holmes (phone), Pam Hughes (phone) Drew Klinkert (phone), Pat Leary, Rochelle Lentz, Linnea Mirsch, David O'Leary (phone), Stacy Radosevich, JoAnn Solin, and Nathan Thompson

Absent: Daris Norby, Katy O'Sullivan, Salaam Witherspoon, Heather Lindula, and Lynette Zupetz

Welcome/Introductions: Name and position on the board.

Terms/Open Seats/Applications/Recruiting:

Motion was made by Cynthia Finley and seconded by Nathan Thompson to approve the three St. Louis County appointments (Heather Lindula –Rural Housing Coalition; Pam Hughes – Bois Forte; David O'Leary – Homeless Advocate). *Vote was taken for each position and all were approved.*

There was a discussion about meeting attendance and overall membership. The committee acknowledged that there have been some challenges with attendance in the group and that there has not been consistent documentation to properly address attendance issues. Nathan Thompson suggested creating a sign in sheet that all members would initial when they were present so that all members could see where there were gaps in attendance. The by-laws will also be reviewed and updated to reflect the groups expectations on attendance. Stacy reminded the board that there are carpooling opportunities, video and conference calling. The board will discuss utilizing some FHPAP administration funds for mileage stipends for those that need it, if the 2019 application is approved with this new line item in it.

Keith Hamre described how the City of Duluth's Board and Commission membership requirements worked. We may be able to use some of their ideas for the HHGB By-laws. The By-Laws subcommittee (*Steve Nelson, Heather Lindula, Salaam Witherspoon, Cynthia Finley, and Nathan Thompson*) will meet before the City of Duluth's next meeting March 11th to get the HHBG By-laws updated. The City appointments are now waiting on the By-law approval. This can be introduced at the same City of Duluth Meeting on March 11th. Nathan asked if we had a summary describing the Governance Board for the new appointments. Stacy said she did and would send out to the group (see attached to minutes).

City of Duluth Report: The City of Duluth is waiting for the Governance Board to finish the HHGB By-Laws before filling open City seats on the Board. Keith mentioned that a solution to filling city appointed positions that have not been filled, would be to swap some named positions with the county, or include more at-large positions that are filled by representatives that have recommended backgrounds given in the Federal Register.

City Community Planning is assigning Kate Van Daele .5 FTE for a couple of months to work on CoC Board development and other tasks until the CoC Coordinator position is filled. There was a question as to how a City staff member would represent a countywide position. Keith responded that Kate would report part-time to Adam Fulton at the City and part time to Linnea Mirsch at St. Louis County PHHS with support from Steve Nelson in the St. Louis County Planning Department. The timeline for Kate to serve in this role is projected to be 3 to 4 months.

A high priority for the City of Duluth is affordable housing. Low income housing tax credits will soon be reviewed. There are currently five development projects that are expected to apply for these credits to date.

The City is working on their 5-year Consolidated Plan, which is the City's plan on how to invest resources and address gaps within their community.

SLC Report:

Hiring the CoC position is still in process. The position is in the process of being changed to a Planner position. This will change includes additional skills including: grant writing, grant management and community engagement. The position will be posted through the Minnesota Merit System. Interim planning will continue to be a team effort in the Homeless Programs Unit. Linnea has been working with the Planning Department as we move forward to fill the CoC position.

Mary Bishop's lead work on the application was successful in receiving all Tier One and Tier Two projects and an increase in the Planning grant. Patty Beech, CoC coordinator for the Northeast Continuum, has been contracted to help with the CoC work until the position is filled. The Planning grant has some money that can be used for Board development after September 2019.

State Report by Pat Leary: Discussed the State's work on the Long Term Homeless Support Services grant. There are many RFPs out at the same time: PATH, Bridges, FHPAP, and LTHSS. Make sure you apply for what you need. Grants can't give grantees more than they ask for so don't be afraid to ask for more money. LTHSS January 31st intermediary grantee meeting was rescheduled for March 7th.

ICA Report – Main work right now is the HMIS PIT Data Correction. Drew has contacted the providers and copied Stacy and JoAnn.

Committee Actions:

* **Housing Response Committee** – The FHPAP grant is approved and submitted. Stacy handed out a part of the FHPAP application on Practice and Core Components. She discussed what they are looking for in each of these areas: (*Equity Focus; "Nothing about us without us."; Early Identification and Trauma-informed Responses; Two-generational Approaches; Progressive Engagement; Housing First; Leveraging Mainstream Resources and Continuous Improvement*). The St. Louis County project has agreed to work on several of these components to improve the housing response system. The application request was +41% from the current 24 month program to a 27 month program. Case manager and data report evaluation support the increased ask. Award notification will be mid-April 2019.

* **Evaluation Committee** – Moving the meeting date from 2nd Monday to 3rd Wednesday of the Month. Meetings will continue to be in the HRA Conference Room. They have a push on to build up this committee and encourage GB members to consider joining. They look at the CoC data, successful outcomes, and evaluation of the APR.

* **Advocacy Committee/*Youth Board/*RHC/AHC** – none.

Funding updates:

* **CoC – NOFA** – none.

* **ESG – City** – none.

* **ESG County** -none

* **FHPAP** – none

* **HSASMI/SUD** -none.

* **Housing Support** – They are working on getting Oversight policy approved.

* **LIP** – have had 3 claims in the 1 ½ year of this grant.

NEXT MEETING: March 21, 2019, 1- 3 pm. Cotton Town Hall



Board Description by Stacy Radosevich

The Heading Home St. Louis County Governance Board is the planning entity that provides leadership and strategic planning to address the needs and resources of the homeless population within St. Louis County. Membership of the Governance Board consists of nine members appointed by the St. Louis County Board and six members appointed by the Duluth City Council. There is also a Minnesota Interagency Council on Homelessness (MICH) Representative assigned to the Board.

The Governance Board currently meets the 3th Thursday of each month from 1:00-3:00 in Cotton, MN. The meeting time is periodically re-evaluated based on Board member availability. Governance Board members are expected to also participate in one of the workgroup Committees:

1. Housing Response Committee (Coordinated Entry System and Prevention Rapid Re-Housing Committees merged) meets 2nd Wednesday each month from 9:00-11:00.
2. Evaluation Committee currently meets the 3rd Monday each month from 9:00-11:00 at the Duluth HRA 2nd floor Community Room. Contact Kate Bradley at KBradley@duluthhousing.com
3. Advocacy Committee-contact Jennifer Kuoppala in the north at jennifer.kuoppala@aeoa.org
Or Joel Kilgour, Chair of the Affordable Housing Coalition in Duluth at jkilgour76@gmail.com

Feel free to call if you have questions. Thanks!

Stacy Radosevich, Homeless Programs Planner at radosevichs@stlouiscountymn.gov