

**SLC Heading Home Advisory Council Meeting**

**Via Webex only**

**Thursday, August 19th, 2021 – 1-3 PM**

**Members attending by Webex and/or phone will be included in a quorum.**

1. Call to Order and Roll Call: (5 min)(Read out who is on call-Courtney)
2. Members – Cynthia Finley, Nathan Thompson, Joel Kilgour, Angela Neal, Kim Lieberman, Deb Holleman, Kristy Eckart, Theresa Drift, Phillis Webb, Jordon Johnson, Katy O’Sullivan, John Cole, Heather Lindula, Paul Pederson, Salaam Witherspoon, Pat Leary
3. Staff – Courtney Cochran, Laura Birnbaum, Stacy Radosevich, Kevin Radzak, Cara Lundquist, Thom Romano,
4. Others- Review and Approval of Agenda (2 minutes)
   1. Angela Neal moved to approve the August 19, 2021 agenda and Cynthia Finley seconded.

Approved.

1. Approval of Meeting Summary (3 minutes)
   1. Corrections to the July 15, 2021 meeting summary
      1. Katy O’Sullivan moved to approve the July 15, 2021 meeting summary and Angela Neal seconded.

Approved.

1. Board Business (15 minutes)
   1. Land Acknowledgement
      1. Theresa Drift read the HHAC Land Acknowledgement.
   2. Board retreat/get together this Fall

* Proposed date & location: November18th 11am to 3:30pm at Habitat for Humanity.
* The first 30 minutes of the meeting will be dedicated to arriving in the space and building rapport with other HHAC members.
* Agenda Ideas: Celebrating completing the NOFA, CoC onboarding, program education, overview of our housing continuum and agencies who are involved, reevaluating board representation, board member and officer recruitment, provide short bios of each board member.
* CoC Onboarding and program overview ideas: Provide HHAC an overview of the existing onboarding binder materials. Stacy volunteered to help organized this. Kristy Eckart volunteered to recruit TSA case managers to present on their programs.
* HHAC members will notify Courtney of other ideas for the board retreat activities and agenda items.

1. Racial Equity & Accountability Project (REAP) (Mike Manhard & Laura) (15 minutes)

* Laura Birnbaum provided an overview of REAP and next steps.
* The REAP leadership team job description was distributed to the email list hits morning. The leadership team will include 5 members.
* The launch date for REAP Cohort 2 is October 1, 2021.
* SLC staff have a site visit with the Ordean Foundation as a follow-up step to their application to support REAP leadership team compensation. It is still unknown if that application will be funded as of today. There is a commitment from the SLC Public Health and Human Services Director that they will support identifying funding for REAP leadership team compensation.

1. Committee Updates & Action Items -- (30 minutes)
   1. Affordable Housing Coalition
      1. Presentation on American Rescue Plan Funds recommendations for City of Duluth (Joel Kilgour, Jordon Johnson, John Cole) (20 Min)

* Housing and homeless programs in Duluth met to discuss best uses for American Rescue Plan funds. The discussion and ideas from providers were used to develop a proposed plan for the use of American Rescue Plan funds to address homelessness.
* John Cole and Jordon Johnson provided an overview of “Stepping On Up,” a five-year proposal by shelter and supportive service providers to address unsheltered and sheltered homelessness in Duluth.
* The plan includes three phases: 1) The first phase of this plan would include developing an authorized outdoor living area that is staffed with a street outreach worker. The outdoor living center would include garbage, sharps disposal, and basic hygiene necessities to relieve stress on the community at large. This would also support the establishment of community using a harm reduction approach. 2) The second phase is focused on developing indoor villages or tiny home parks. This includes developing 100 temperature controlled, secure, step-up housing units that can be built quickly and for a fraction of the cost of permanent housing. This option offers alternatives to outdoor camping and allows for phasing out of the outdoor living zones. 3) The third phase is the transformation phase which moves people toward long-term housing. This moves people out of shelter or off the streets into permanent housing. This would add new units into the system rather than converting existing ones to increase capacity to housing people. The New Model consists of a 12-unit dormitory style apartment at a cost of $3M for 24 units. The Envision Community includes 24 tiny micro homes around a tiny house. The tiny house community is estimated to cost around $2.5M. This also allows for the development of equity because it allows people to take ownership. Hotel/motel conversion is a third option that would provide a quick turnaround and is cost effective
* The American Rescue Plan offers the opportunity to pilot this project. Other St. Louis County cities could utilize this funding or other available funding to establish similar services as outlined in this plan.
* HHAC members can reach out to Jordon, John, or Joel for more information.
  1. Rural Housing Coalition
* The Rural Housing Coalition meeting was canceled this month. No updates.
  1. Ad Hoc Veterans Committee
* No updates this month.
  1. Advocacy and Education Committee (Paused)
  2. Housing Response Committee
* The 49 Emergency Housing Vouchers (EHVs) are set to launch September 1, 2021. EHVs will be used for a move-up transfer from TH/RRH to permanent housing and for households who have scored an 8-9 on the VISPDAT
* Duluth HRAs landlord risk mitigation fund will be available for use for households using the EHVs.
  1. Evaluation and Planning Committee
* The Evaluation and Planning Committee has focused on developing NOFA documents, including project application materials, scoring and ranking criteria, and ranking policies.
  1. Youth Committee (Newly forming!): Friday 08/20: Noon to 1:30pm
     1. Youth Homelessness Demonstration Project Grant (Courtney)
* The Youth Committee is not a formal committee of HHAC currently. The SLC CoC submitted a YHDP grant application to HUD as approved by HHAC. Through this work, a Youth Committee will be formed. The decision on this grant will be announced in the next couple of months.
* The Committee that formed to write YHDP has committed to continue meeting to create strategies and work collaboratively to address and end youth homelessness.
* Anyone interested in participating in the upcoming Youth Committee meeting on 8/20 can contact Courtney.

1. FHPAP Budget Proposal (20 minutes-Stacy)

* Stacy provided an overview of the FHPAP budget proposal. St. Louis County received a slight reduction in FHPAP funding for the next biennium (approximately 5% reduction). The FHPAP review committee initially met and reviewed FHPAP subgrantee budgets (AEOA, Legal Aid, Salvation Army, Life House, CHUM, Legal Aid Duluth, CE 211, St. Louis County admin). AEOA in the North manages the flex dollars that are provided to landlords.
* The initial ask in the application was for $1.5 million. Additional activities that SLC applied for this round included two navigator positions that were not funded due to the statewide push to utilize Housing Stabilization Services for navigation.
* The budget review committee determined that they would propose a slight reduction in funding for all subgrantees. All FHPAP subgrantees are in good standing and are compliant with all requirements. Metro 2-1-1 will receive additional funding to do prescreens and schedule VI-SPDATs for St. Louis County.
* Total amount of the grant is $880,900 for a two-year grant cycle starting October 1, 2021. Admin costs for the total project should be under 10% and the proposed budget is at 9%. Support services costs are at 50% of the grant. The North/South split in funds.
* Nathan Thompson moved to accept the MN Housing FHPAP award of $880,900 with the budget revisions identified by the review committee as presented. Katy O’Sullivan seconded. Cynthia Finley abstained from voting due to a conflict of interest.

Approved.

1. 2021 NOFA Process Discussion (20 minutes -Courtney)
   * + 1. NOFA Update & timeline Overview

* Courtney Cochran provided a NOFA update and overview of the proposed NOFA process, including the updated NOFA timeline. Local materials and HUD materials will be due from applicants by September 28, 2021. The Ranking Committee will meet between October 6th and October 11th to review and discuss ranking of the project applications. The Ranking Committee will rank projects and send the proposed ranking to HHAC for approval at the October HHAC meeting. If an applicant appeals the ranking or scoring of their application, an emergency HHAC meeting will be held via WebEx in early November. Some dates within this timeline are subject to change upon HUD’s release of additional NOFO information.
* HUD published the annual Notice of Funding Opportunity (NOFO, formerly referred to as NOFA) on August 18, 2021.
  + - 1. Approve NOFA Ranking & Review Policy Approval
* Courtney provided an overview of the Ranking & Review Policy that was reviewed at the July meeting, shared with committees, and distributed for community feedback. The Evaluation and Planning Committee did a final review and approval of this document at their last meeting and are recommending HHAC approval.
* Cynthia Finley moved to approve the HUD NOFA Ranking and Review Policy. Deb Holleman seconded.

Approved.

* + - 1. Approve NOFA Supplemental Application Approval
* Courtney provided an overview of the NOFA project supplemental application. This includes the 2021 CoC NOFA Supplemental Questions, Housing First Assessment, and Financial Assessment.
* Kristi Eckart moved to approve the NOFO Supplemental Application with a contingency that Courtney Cochran, CoC Coordinator, may add additional supplemental questions dependent on HUD NOFO guidance and requirements.
* Katy O’Sullivan seconded.

Approved.

* + - 1. Approve NOFA Score Tools (TH, RRH, PSH) Approval
* NOFA Score Tools were distributed to the HHAC via email.
* Courtney presented the PSH, TH, and RRH NOFA score tools which include scoring criteria for project applicants. Community feedback on scoring criteria and local priorities and system performance measures were used to inform the development of this scoring criteria. A new category included on the scoring tools this year is the “Data Sources” column that provides transparency on the data source used to score applications. In response to the pandemic and current project performance, total points for income measures were reduced.
* No questions, comments, or concerns about the proposed NOFA project scoring tools were shared by HHAC members.
* Nathan Thompson moved to approve the PSH, RRH, and TH scoring and ranking tools for the 2021 CoC NOFA as presented. Katy O’Sullivan seconded.

Approved.

1. Updates (20 minutes)
   1. State Updates (Pat Leary)

* The DHS waitlist for processing Housing Stabilization Services (HSS) applications has reduced significantly and the response time is improving.
* DHS plans to release the Long Term Homeless Support Services Fund (LTHSSF) RFP in 2-3 weeks.
* MICH requested feedback from CoCs on the need for state staff to provide technical assistance with project applications. Courtney will contact Pat to identify logistics for application TA.
  1. City of Duluth Updates (Phillis Webb)
* 2022 applications went out. There is a technical assistance powerpoint and recording on the City of Duluth website.
  1. HMIS Updates (Thom)
* ICA has been working on updating a lot of New Agency documentation and resources to make the transition for new agencies into CoCs more manageable and explain more about expectations and the importance of data quality. ICA created a new agency form that collects a lot more information from agencies and provides more information upfront about what it means to be in HMIS and a community partner in the CoC.
* ICA will provide user groups next week. The main topic will be reviewing a new LTH report that will go live on October 1, 2021.
  1. St. Louis County Updates
     + Emergency Housing Vouchers (Courtney)
       1. EHV update provided under Housing Response Committee agenda item.
     + Coordinated Entry Equity TA LOI to HUD (Courtney)
       1. Courtney has been working with Kate and Heather, CE Managers, on a TA request to HUD to participate in a CE Equity TA process. If SLC does get selected, this will offer additional opportunities for SLC to focus on promoting equity in the local CE.
  2. Any other updates? (Open to all)
* Kim Lieberman shared that she has started a housing newsletter that can be found at this link: <https://us1.campaign-archive.com/home/?u=a94ecf35de07dba34c716173b&id=93c12bbc75>

1. Adjourn

Nathan Thompson moved to adjourn the meeting. Deb Holleman seconded.

**Webex Details:**

Webex Meeting: <https://stlouiscountymn.webex.com/stlouiscountymn/j.php?MTID=md4cd4ad8399bb2f854c7c24fcc9a7f9a>

Join by phone:

+1-415-655-0001 US Toll

Access code: 927 818 091

**Next Meeting:**

Thursday, September 16th– 1-3PM

Via Webex