

The Iowa Council on Homelessness

DRAFT MINUTES

CONTINUUM OF CARE COMMITTEE

Thursday, September 24, 2015

2:30 p.m.

Location: The Iowa Finance Authority

Address: 2015 Grand Avenue, Des Moines, Iowa 50312

A Continuum of Care Committee was held on Thursday, September 24, 2015, at the request of Co-Chair Tim Wilson.

OPENING

Mr. Wilson called the meeting to order at 2:30 p.m. and the following voting members were present: Beilke-McCallum, Benne, Brown, Kellogg, Lauterbach, Walker, and Wilson. A quorum was established.

APPROVAL OF AGENDA

On motion by Ms. Kellogg and seconded by Mr. Beilke-McCallum, the agenda for the September 24, 2015 Continuum of Care Committee meeting was unanimously approved.

REVIEW

- A. Mr. Wilson and Ms. Lewis reviewed key points identified in the 2015 Continuum of Care Notice of Funding Availability (NOFA). Ms. Lewis mentioned that she had noticed a lot in the application surrounding the federal Opening Doors Plan, Housing First, Rapid Rehousing, and focus on chronic homelessness, veterans, families & youth, and the literally homeless. She further commented that there is much mentioned about performance outcomes and performance and HUD trying to move towards objective numbers and less about narrative. Ms. Lewis continued discussion about changes in HUD's plans for reallocation and tiers for this year's competition and how it is different from years past.
- B. Ms. Lewis then discussed steps taken so for the renewal project competition and how it related to past application processes, scoring, ranking, and appeals – and what steps could be taken to proceed now that new guidelines for the competition have been released in the NOFA.
- C. The Committee then discussed the draft of the proposed 2015 Balance of State Continuum of Care Reallocation Plan. Past plans were discussed and it was explained how this year's reallocation plan is very much changed from ones in the past due to what HUD has published in the NOFA.
- D. The comments that were received for the draft reallocation plan were reviewed and discussed.

CONSIDERATION OF RANKINGS (2 PROJECTS)

The Committee discussed what to do in the case of Project Concern and Humility of Mary Housing (TH) Project having the same score and will determine whether Project Concern will be placed in Tier 1 or Tier 2. After much discussion, the committee decided to defer to the Executive Committee for a decision.

The Iowa Council on Homelessness

RECOMMENDATIONS TO EXEC COMMITTEE REGARDING REALLOCATION

1. Involuntary Reallocation: in the 2015 Reallocation Plan, it was proposed that the lowest scoring project, Manasseh House, have the entirety of their grant involuntarily reallocated and made available for a new project and if no new project proposed to do something with the funds, the funds would remain with the renewal project.
 - A. On motion by Mr. Walker and seconded by Mr. Beilke-McCallum, a recommendation will be presented to the Executive Committee that Manasseh House's grant of \$80,160 be involuntarily reallocated and made available for a new project. The motion passed unanimously.
2. Partial Reallocation for Unspent Funds: Ms. Lewis mentioned this is something the Committee has voted in favor of doing the past few years and explained the continued reason to do this – as all unspent funds are returned the US Treasury not to return to Iowa to address homelessness – unless they are reallocated for new projects to apply for.
 - A. On motion by Mr. Beilke-McCallum and seconded by Mr. Wilson, it will be recommended to the Executive Committee that the reallocation process continue to reallocate all unspent funds. Mr. Walker abstained from the vote. The motion carried.
3. Partial Reallocation due to Scores: Ms. Lewis discussed how this is one way to recognize projects that are doing well and that scores matter in the competition. She noted scores are a reflection of project performance and how they are fitting in with HUD's goals and priorities surrounding homelessness. Ms. Lewis discussed what was proposed for this type of reallocation in that there would be two tiers of the lowest scoring projects with 3 projects in each tier. The bottom tier would be reduced by an 20% (which would be in addition to any unspent funds). For the 3 projects in the tier above those projects, they would be reduced by 10%.
 - A. On motion by Mr. Lauterbach and seconded by Mr. Walker, it will be recommended to the Executive Committee that the bottom three scoring applications (minus Manasseh House which will likely be completely reallocated) will be reduced by 20% due to low scoring applications. The 3 next highest scoring applications above those will be reduced by 10% due to low scoring. The motion passed unanimously.
4. Voluntary Reallocations: Ms. Lewis discussed the plan for this in that an applicant may choosing to reallocate for a new project and have first rights to the funds that are freed up from their reallocation. Furthermore, the applicant would not be required to submit a new project application and have to compete with other people. Those that voluntarily reallocate can also choose to compete for dollars from involuntary projects and bonus project funds. Those voluntarily reallocating would still be required to submit an application into Esnaps.

On motion by Mr. Beilke-McCallum and seconded by Mr. Lauterbach, it will be recommended to the Executive Committee that those choosing to voluntarily reallocate for a new project will

The Iowa Council on Homelessness

have first rights to the funds being freed up from their reallocation and the applicant will not be required to complete a new project application. The motion passed unanimously.

NEW APPLICATIONS AND RANKING

Mr. Beilke-McCallum moved that for any new projects submitted (for either bonus funds or funds freed through involuntary reallocation) be placed below any renewal project in Tier 2. Mr. Walker seconded. The motion passed unanimously.

Following this, there was much discussion about an appeal process. The CoC Committee recommends that the Executive Committee adopt an appeals process for both involuntary reallocation decisions and for new project scoring and ranking. Further, the CoC Committee recommends that for new project scoring and ranking, the CoC Committee makes the initial determinations, and the Executive Committee handles any appeals. The question is still open regarding who or which committee might handle appeals of involuntary reallocation decisions. For any appeals policy adopted, a process needs to be developed that fits within the required timeline.

NEW BUSINESS

None.

OLD BUSINESS

None.

PUBLIC COMMENT

None.

ADJOURN

On motion by Mr. Beilke-McCallum and seconded by Mr. Lauterbach, the September 24, 2015, meeting of the Continuum of Care Committee was adjourned at 4:00 p.m.

Voting Members Present

1. Zeb Beilke-McCallum, Chair of Committee, Iowa Coalition Against Domestic Violence
2. Steven Benne, Iowa Economic Development Authority
3. Anne Brown, Iowa Department of Corrections
4. Barb Kellogg, North Iowa Community Action Organization
5. Dennis Lauterbach, Lutheran Services in Iowa
6. John Walker
7. Tim Wilson (Sec./Co-Chair), Home Forward Iowa

Others Present

1. Jessica Bliele, Opening Doors
2. Michelle Brown, Opening Doors
3. Cathy Burtness, Mason City Housing Authority
4. Ronelle Clark, YWCA Clinton
5. Carrie Dunnwald, Cedar Valley Friends of the Family
6. Mariliegh Fisher, Community Housing Initiatives

The Iowa Council on Homelessness

7. Judy Gilstrap, The Salvation Army of Waterloo/Cedar Falls
8. Heather Harney, Hawkeye Area Community Action Program
9. Ann Hearn, Linn County Community Services
10. Sarah Hood, YWCA Clinton
11. Stacy Kiser-Willey, Vera French Housing Corporation
12. Barb Lamfers, The Salvation Army of Waterloo/Cedar Falls
13. Amber Lewis, Iowa Finance Authority
14. Liz Manion, Youth & Shelter Services
15. Josh McRoberts, Iowa Finance Authority
16. Kathy Meier, Humility of Mary Housing/Shelter
17. Roberta Molinsky, Youth & Shelter Services
18. Ashley Schwalm, Family Resources
19. Janet Walker, City of Dubuque