

SMAC Governing Board Meeting Notes
11/21/2023

Attendance: Carla Schweich, Peter Goldstein, Laquita Love-Limo, Heather West, Doreen Farrell, Jaime Stampley, Suzie Misel, Nathan Delgado, Jen Romero, Jacob Wasmund, Liz Moen, Molly Link, Sarah Broich, Thom Romano, Jeff Conner, Jenny Mason, Jarahia Mann, Corey Samuels, Linda Hall, Bre Baker, Jennifer Crotteau, Dolores Castillo, Kamaria Toulon, Bianca Nordwester, Mike Manhard, Rachel Bauer, Dani Lindner

Agenda Items

- Introductions What camp are you Pumpkin Pie or Sweet Potato?
- **Counties update: SMAC**

Carver: Operating FHPAP (in combination with Scott County). Preparing for info-session for upcoming additional allotment of FHPAP. Planning around Statewide and Local Affordable Housing Aid and exploring how this can be collaborative or aligned within the operation of their Local Homelessness Prevention Aid. Potentially supplementing existing EA/EGA programming.

Washington: Received a sizable amount of additional Community Living Infrastructure (CLI) Direct Assistance funds, which were then sub-granted out to three providers that are operating FHPAP in Washington County. Utilizing a braided approach among these providers to spend out for Prevention Activities. Finding that they're working with a number of similar households through FHPAP and CLI and are trying to support these households with additional services or supports to sustain their housing. Anticipating that FHPAP will be used more frequently in December, CLI has a more immediate timeframe and is a tad easier. Discussing/reviewing the potential of using some of the Dept. of Revenue resources to offer additional subsidy offerings to providers.

Anoka: Dept of Revenue funds are likely going to Community Development activities, so not as privy yet to how these will be expended or prioritized. \$2.5M for FHPAP this biennium and are actively working through planning for new monies. LHPA funds are supporting some of the expenses of the housing team (Housing Help Desk and Outreach Services) as CLI winds down. Hotel shelter program will also be supported with some of these LHPA funds. Contract with Guild (Outreach) is braided with LHPA to support households working alongside these households. Additional position to support placement opportunities is being explored, and there's some money going directly to schools within the county to support housing needs of their students.

Scott: Operating FHPAP (in combination with Carver County). Spending out Local Homelessness Prevention Aid through several avenues including, the intention of some funding going towards family shelter provider contract (in progress), funding available to DV-service provider for households that their agency is working alongside with housing-adjacent needs, and with the continuation of programming akin to the Keeping Families Together project operated previously in Scott and Carver County. This offering prioritizes requests from households that are working alongside the Scott County PSOP, Child Protection or Child Welfare Services.

Dakota: FHPAP is in full swing; CAP, YMCA and 360 Communities are all serving as subgrantees in Dakota. Call volume is remaining high following FastTrack operation but working as collaboratively as possible to respond to requests as they're received.

- **Homelessness Awareness Month: Heather West**

Director's Council Slideshow was reviewed – Identified appreciation for staff with MESH, providers, counties, and others working collaboratively to address homelessness and housing instability across the SMAC region.

- **Racial equity: Carla Schweich**

Q1 – Working with HUD TA Provider to help plan, set goals, and facilitate a discussion around our Continuum's work. Spent a lot of time planning and preparing for the SMAC Retreat.

Q2 – Seeking knowledge:

- Lost TA assistance on short notice
- Meeting with SMAC's property management partners
 - Understanding appeal processes offered within our CoC
 - Met with Property Management entities to learn more and offer feedback around existing processes for appeals.
 - Research into tenant screening practices (use of algorithms and AI)
 - Found that folks were being screened in ways that were impacting the ability for households coming from Coordinated Entry to get into their units.
 - Seeking to ensure that we remain apprised of this into the future to ensure that equitable approaches remain

Q3 – CE Assessment Tool

- How can we prioritize BIPOC Populations for housing resources?
- How can we prioritize members of the LGBTQ+ Communities?
- Developing an additional assessment question
- CE Tool is continuing to transition between different SMAC Committees. Intending for a larger group meeting (CE Committee, Director's Council and Racial Equity Committee) to work towards finalizing this assessment

Q4

- Creating Racial Equity Committee Video for SMAC Training Purposes
- Additional TA Assistance
 - Working with a new TA Provider (started last month).
 - Development of a Consensus Building Model – Trying to balance creating agreeable materials while also understanding that there are significant impacts to not making identifiable changes to these systems/materials/practices.

Offering space for more folks to join the Racial Equity Team for 2024. If you are interested, the group is meeting every other Friday @ 11am, please connect further with Carla: carla@mesh-mn.org

- **Statewide training coordination: Mike Manhard**

Presenting this to each of the Continuums of Care across the state.

Seeking to improve access, affordability, and quality of trainings across the state. The Minnesota Statewide Training Workgroup was the catalyst to initiate these efforts.

In 2018, MESH was asked to complete a survey of CoC entities around training. Central themes emerged:

1. Relevance of training (identified that they were often very urban-centric)
2. Most were not informed by those with lived experience
3. Timeliness and Accessibility of Trainings
4. Consistency of topics – our language and how we perceive programming isn't consistent across the state

Racial Equity Partners: Identified the need for a Lead Coordinating Workgroup (would help drive things, fundraise, serve as a fiscal host, etc.). Kicked off a solicitation to identify organizations positioned to take that on and MESH was identified.

MESH would seek to offer support around trainings that came out as trends (Housing First, Motivational Interviewing, Harm Reduction, etc.) while engaging stakeholders over the next year to ensure that these trainings are meeting the needs of providers and communities. Some of this may include:

Exploring various modalities to offer to increase accessibility.

Deeper Dive trainings

Cohort Learnings and/or Train the trainer

Hoping to get to a place where half of the trainings offered are provided by those with lived experience and/or who identify alongside groups that have been historically impacted by homelessness.

Those interested in participating are welcome to contact Mike: mike@mesh-mn.org

- **Committee Survey Results: Kamaria Toulon**

Ad-Hoc Committee – Born out of the Retreat, there was a lot of identified confusion around the work that SMAC does, who is responsible for what, etc. In reviewing this information with our HUD TA Provider, Dusty, she identified that it might be helpful to bring together a group to look through what our existing committees are doing and what might be necessary to consolidate, adjust, support, etc. One of the first tasks was to send out a survey to existing committee members to complete. These are the results from that survey (**included with notes**).

- **Collaborative Applicant Update:**

HEARTH has identified their organizational intent to move away from their role as a Collaborative Applicant for SMAC in February of 2024

MESH is interested in potentially taking this on but is not fiscally positioned to be able to immediately carry this task. Has initiated an ask to multiple other entities within the region

The identification of a new Collaborative Applicant is a responsibility of the CoC Governing Board. HUD requires one agency to take on the CoC Collaborative Applicant role. Some potential options could incl:

- Identifying agencies that could take this on as an annual basis
- Another agency carrying this
- Planning Grant and CE Grant could be split up, but there's some administrative burden and/or opportunity in keeping them aligned

Collaborative Applicant: Does a list exist of what is required and what would be entailed to take this role on?

MOU has details around these items.

MESH takes on most duties, though HEARTH has maintained Fiscal Host Role

Overview of what will be required will be shared by MESH to SMAC stakeholders

Will seek to develop a timeline this week (by EOD on Friday) to help support the preparation of agencies that could be positioned to carry out this work.

Governing Board members committed to having conversations locally with agencies that may be positioned to serve in a Collaborative Applicant role.

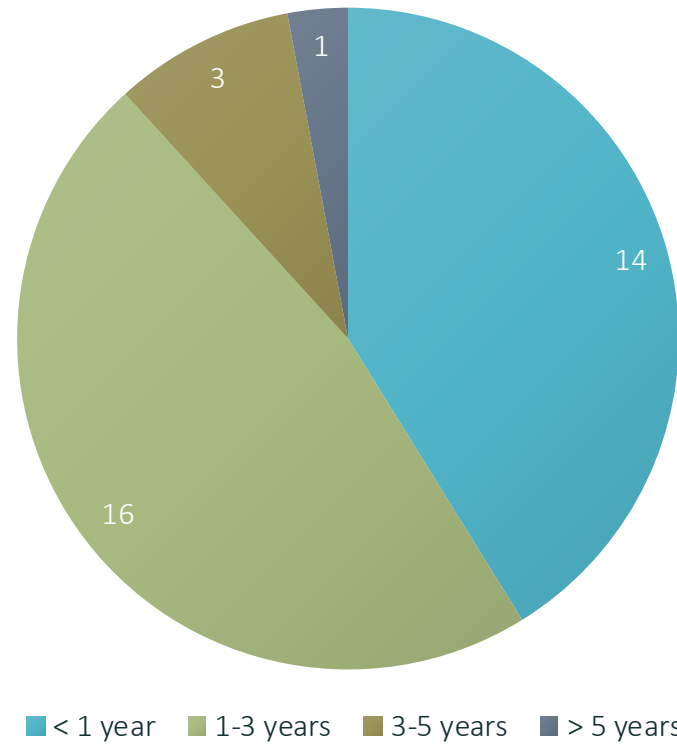
Committee Survey Results

MN-503 Ad-Hoc Systems Committee

Participation

- 34 Total responses
- CE Committee: 9 responses
- Project Monitoring & Evaluation: 6 responses
- Affordable Housing: 5 responses
- Director's Council: 4 responses
- Operations Committee: 4 responses
- Racial Equity Committee: 3 responses
- Executive Committee: 3 responses

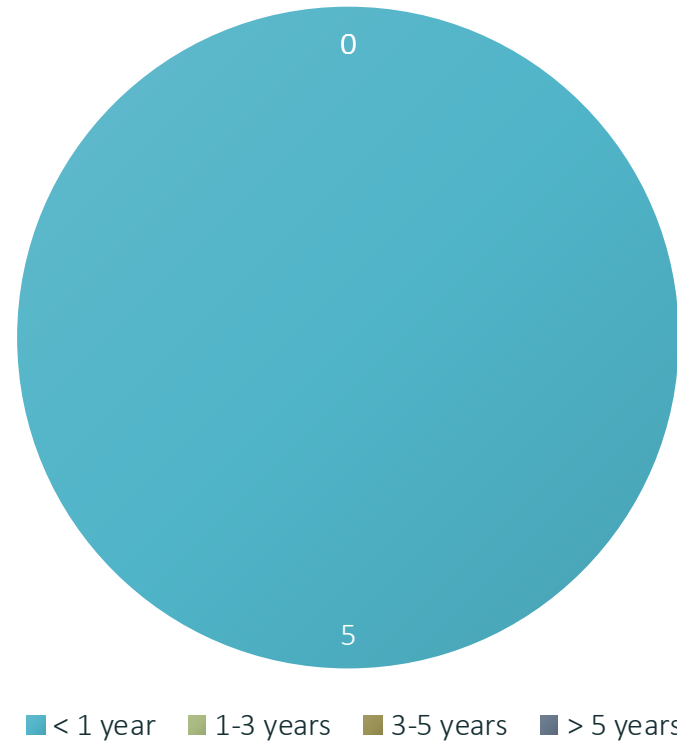
Length of time of participation





Affordable Housing

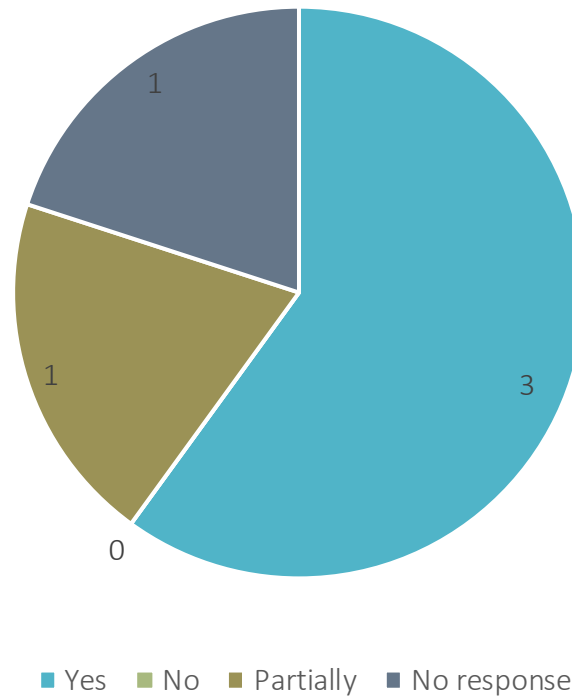
Length of time of participation



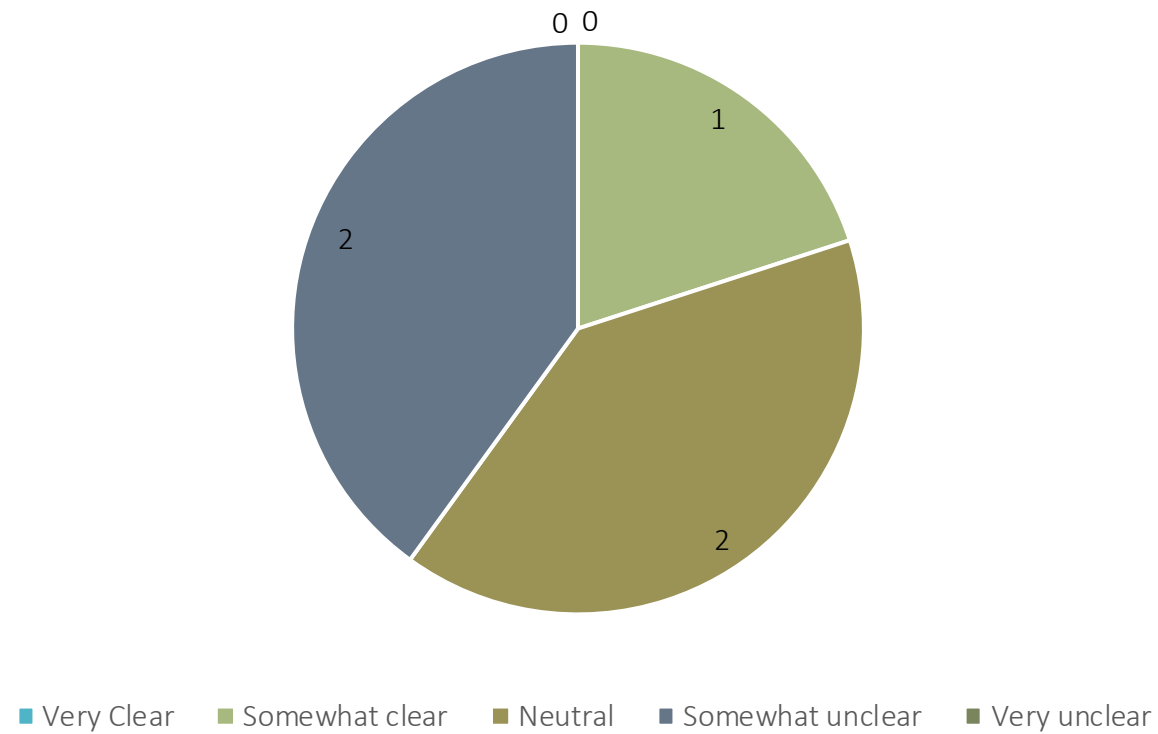
What is the committee's primary function?

- Obtain more opportunities for affordable housing options within SMAC
- To focus on the affordable housing and supportive housing deficits in SMAC, and strategize to make progress in these areas
- To build goals and relationships with affordable housing developers, and form a place in which SMAC can have open communication and improve affordable housing access
- I was not an original member of this group and don't fully understand the purpose of the committee
- A better understanding of affordable housing, what is happening in our counties with different types of housing, what is working in our areas, sharing ideas, etc.

Does that feel like the right function?



Is there a clearly defined body of work?



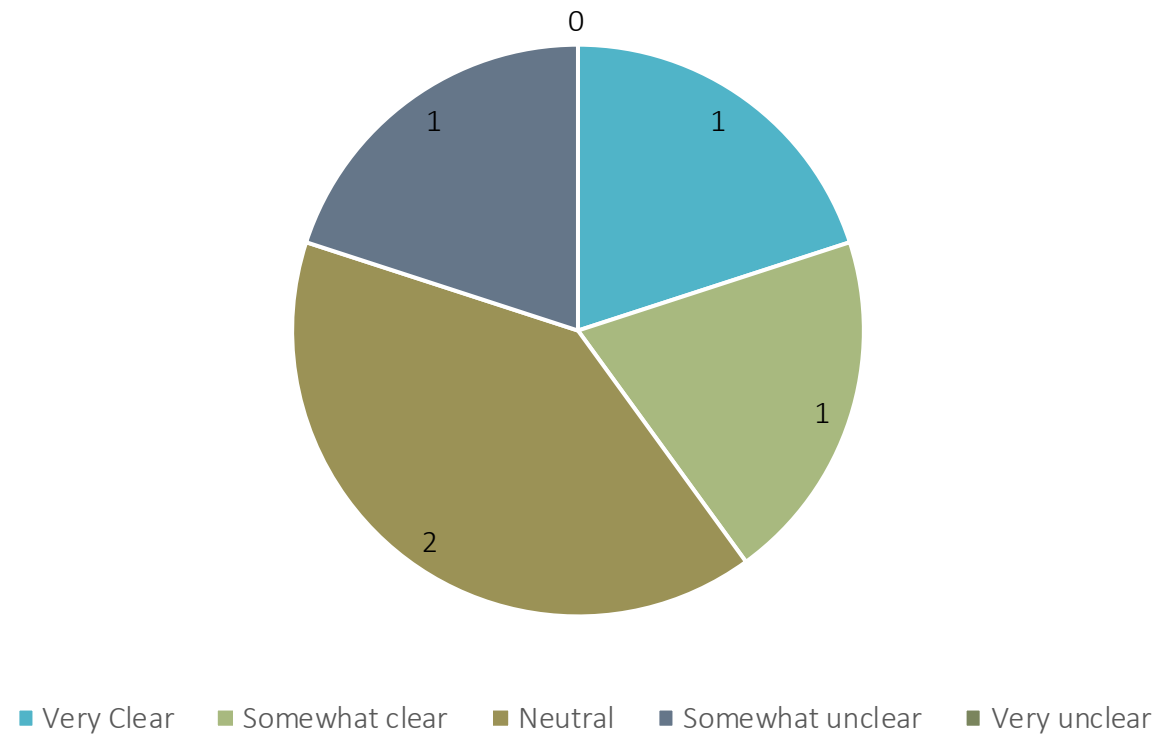
Describe that body of work?

- Newer to the group, more difficult to say
- Still a work in progress, but we have begun to develop consistency in meeting regularly, a good group of participants, and information gathering
- Trying to figure that out currently

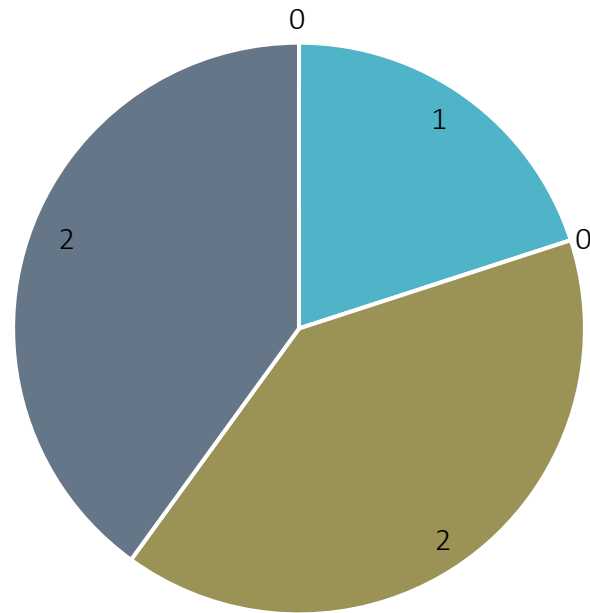
How was that body of work was developed?

- Not enough info
- I don't think "SMAC" has a plan for this committee, but the deficits are something that we grouse about regularly, so this committee is working together to see what we can do about it. We've made some positive steps and we have very purposeful meetings
- Not yet
- Group decision making, yes

Do you understand how the work of this committee connects with the larger of the CoC?



Do you understand how the work of this committee connects with the other committees?

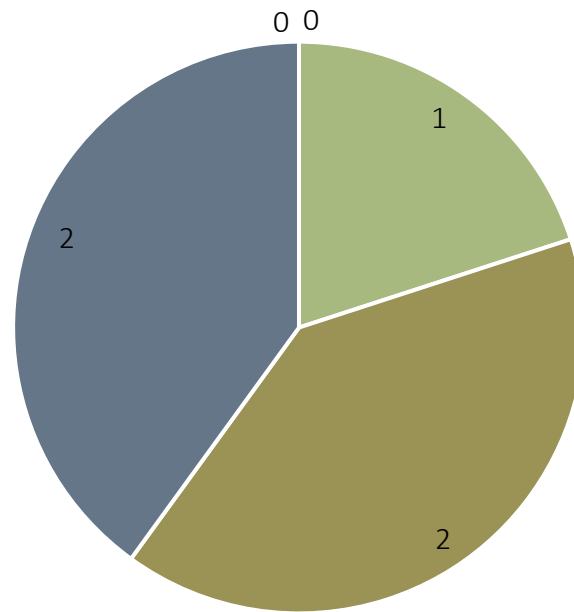


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What would you like to understand better?

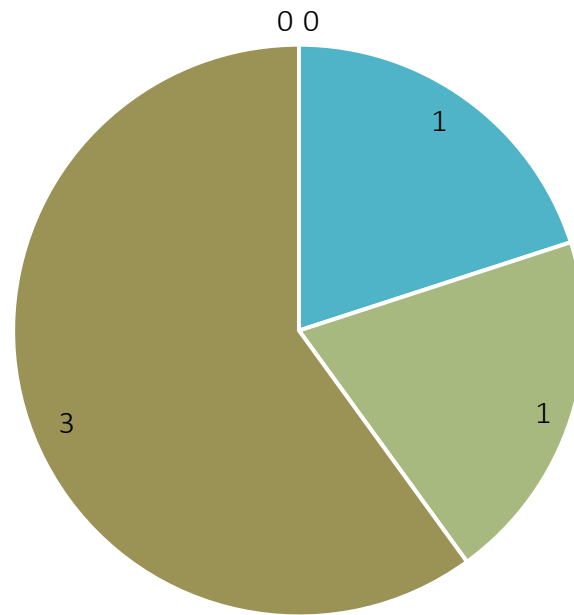
- What other communities are doing, how we can make more progress more quickly, how this group is different from the AHC in Dakota. how can they be better aligned to minimize meetings
- I think we all know this is needed, but we haven't talked at all about how the work of one committee impacts and intersects with another.
- How this committee will make an impact on the CoC as a whole, and what can I do as a person with lived experience perspective to participate more and make an impact.

Do you the guidance and support to work effectively ?



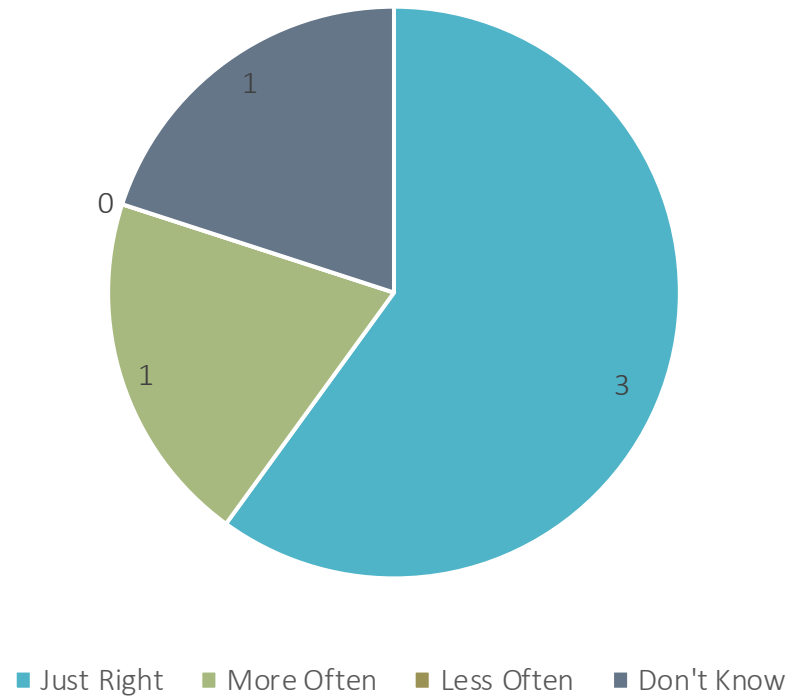
■ Have everything ■ Have some ■ Neutral ■ Have a little ■ Have none

Are your meetings productive?



■ Very Productive ■ Somewhat Productive ■ Neutral ■ Somewhat Unproductive ■ Very Unproductive

Are you meeting at the right frequency?



What would help the committee to be more effective?

- I am not sure if it is me newly joining the committee or not but i don't know where i could find this information in writing, what is the purpose and what are the plans to get there now
- We are making this up as we go, but we have committee participants with good experience and knowledge
- There is a little bit of everything in this committee and we need to put in defined roles and responsibilities with a structure and laid out purpose.

Does your committee have participation from PLE? Are they forming the work of the committee?

- ???
- Some, but could be better
- Need more. I believe just me as of now.
- No people with lived experience
- I believe so. We don't introduce ourselves that way.

Does your committee have all necessary perspectives included?

- ???
- We are fairly well covered in this area, but we haven't developed a charter yet, or thought collectively about this question. It is the plan for our next meeting.
- No, I believe we need more perspectives but who's those are, I would need time to figure out.
- No PHA participation, funders
- Counties, non-profits, lived experience, landlords (CDA)

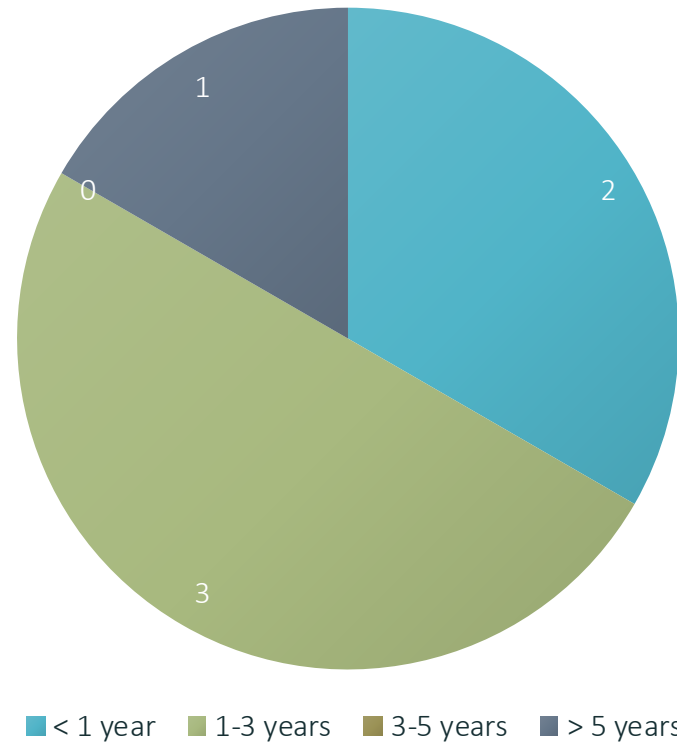
What feedback do you have on the overall committee structure?

- The committees feel like the same groups of people who are all connected, almost like a clique. It is hard to jump in and not know what is happening and feel the need to know what is happening on other committees. It is also hard to feel like joining unless I have some power to impact decisions and I definitely don't
- I think there is a lot of training and education needed overall for members of the CoC.
- There are too many committees/groups meeting for unknown purposes. People lose interest and forget why they are there. Website and materials are outdated. I can't even find this meeting in the bylaws to "borrow" the answer from for #1. My suggestion, clean up/SMAC and give people a reason to get excited about coming back. Limit committee membership to a coveted few groups and expand on topics and materials within those groups to keep them interesting.



CoC Project Monitoring & Evaluation

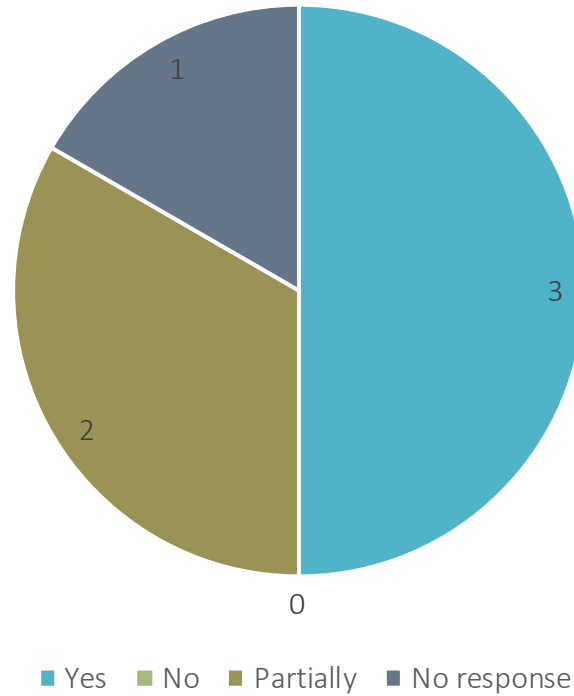
Length of time of participation



What is the committee's primary function?

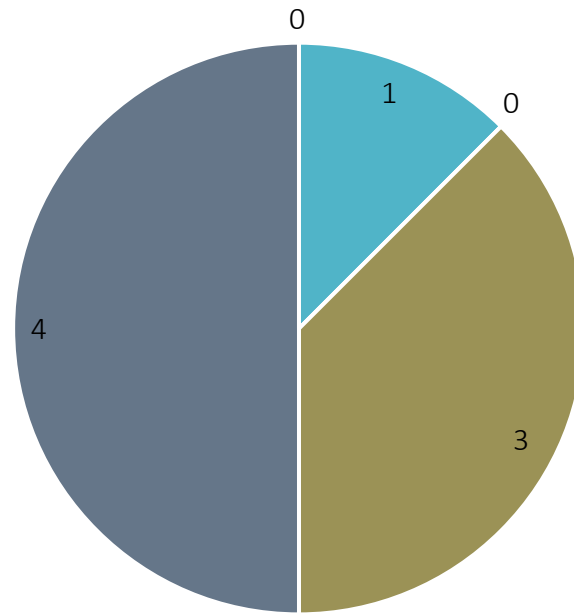
- Supporting and monitoring the projects that receive CoC funds across SMAC.
- It has only been a temporary group during NOFO. Some years we are responsible for scoring, ranking and checking in with our assigned projects/programs to go over scores and talk about where there are areas of improvement needed and where the strengths are. This year the committee didn't score the projects/programs, the SMAC coordinator and a few other individuals did. That's the extent of what I've known the committee as.
- To monitor and evaluate project performance and effectiveness throughout the year and rank projects during the NOFO.
- Monitoring and evaluation of NOFO Projects
- To make sure projects align with the Coc's mission and vision
- To rank agencies programs

Does that feel like the right function?



Other: The committee isn't titled correctly

Is there a clearly defined body of work?



■ Very Clear ■ Somewhat clear ■ Neutral ■ Somewhat unclear ■ Very unclear

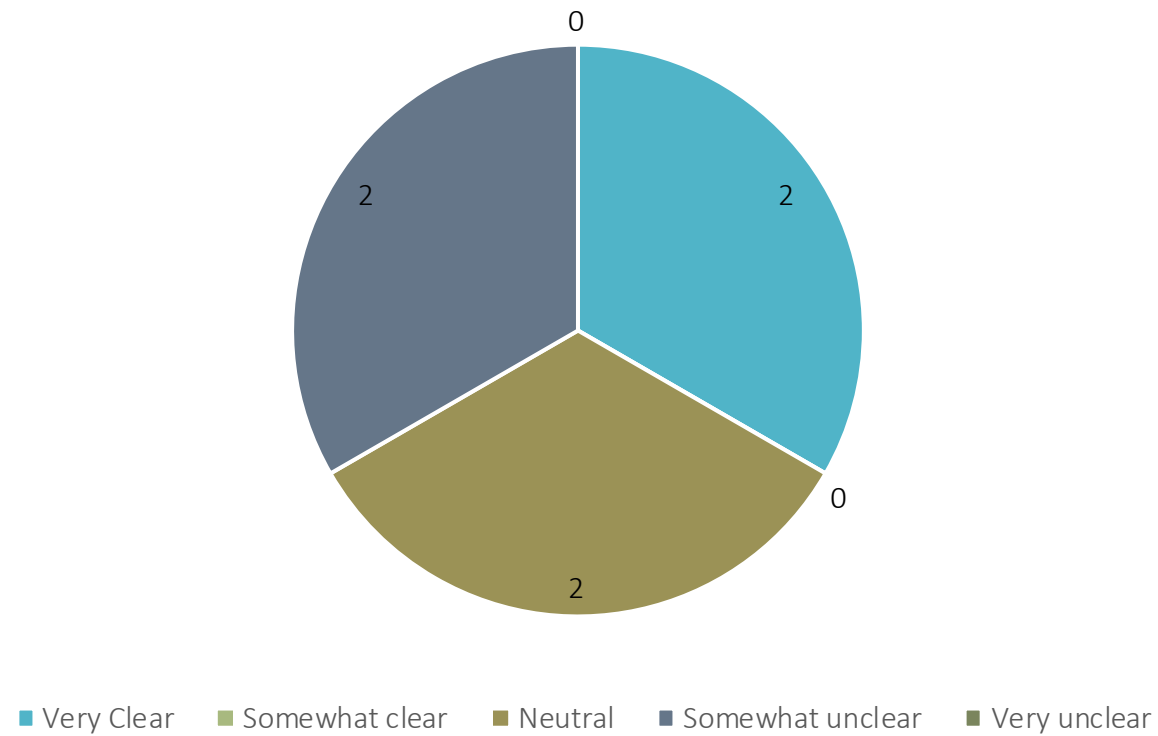
Describe that body of work?

- I think we're working to clarify the body of work for this committee currently and believe that regular and consistent meeting throughout the year will be advantageous! Our body of work to this point has been centered around monitoring and preparing for the ranking and scoring process. Incorporating the TA/Project Support piece to this work throughout the year and positioning members to have a deeper understanding of the various projects will be an absolute benefit!
- The NOFO, of course, and having an ongoing relationships built with the projects/programs.
- Most of our work focuses on ranking during the NOFO. We also develop the scoring tool.
- The meeting has not been consistently held, I do not have the experience to be able to define what has previously been accomplished by the committee and how it relates to SMAC as a whole. There have been recommendations to what the committee could undertake, but no real momentum for a number of reasons, including capacity. Others who have had more participation with this group would likely have more context to draw from.
- To rank around NOFO time an agency's committee work

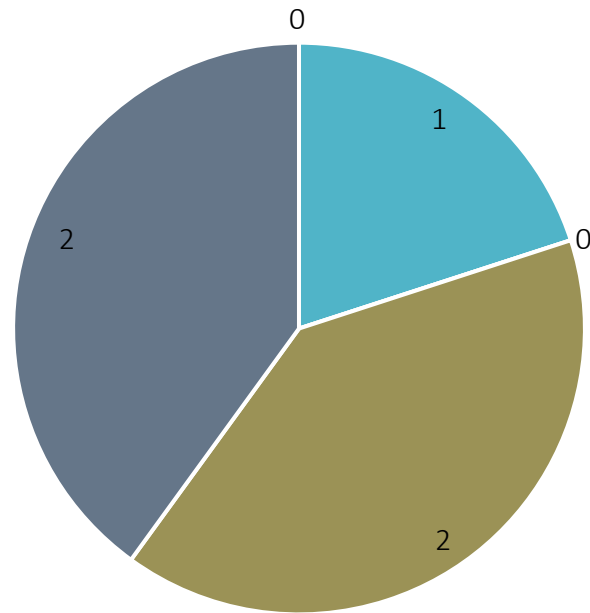
How was that body of work was developed?

- Yes, I believe that the committee is being consulted in the development of the body of work.
- HUD, and the SMAC coordinator developed the process of how the work is done, and there is some ownership I guess.
- It's been mostly the same for as long as I have been on the committee, just different committee members. How we score and rank has changed, but the overall concept is the same.
- Uncertain of the history, being newer to the group. The intent and interest in providing support where needed is there, but capacity of attendees seems to be an issue. I am not sure where the ownership lies.
- I could not tell you

Do you understand how the work of this committee connects with the larger of the CoC?



Do you understand how the work of this committee connects with the other committees?

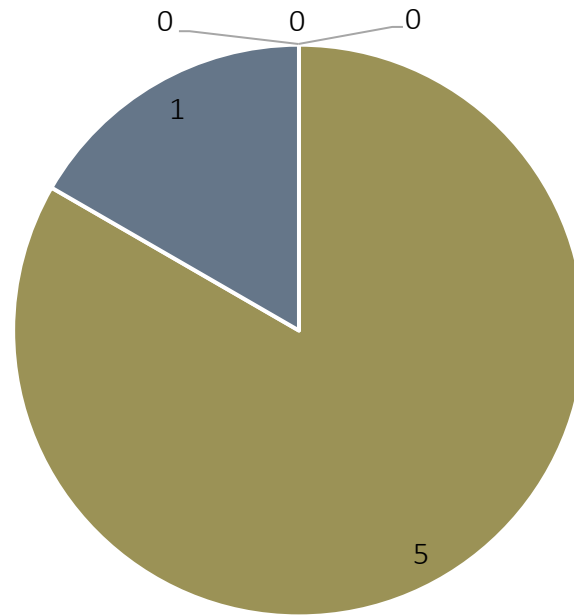


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What would you like to understand better?

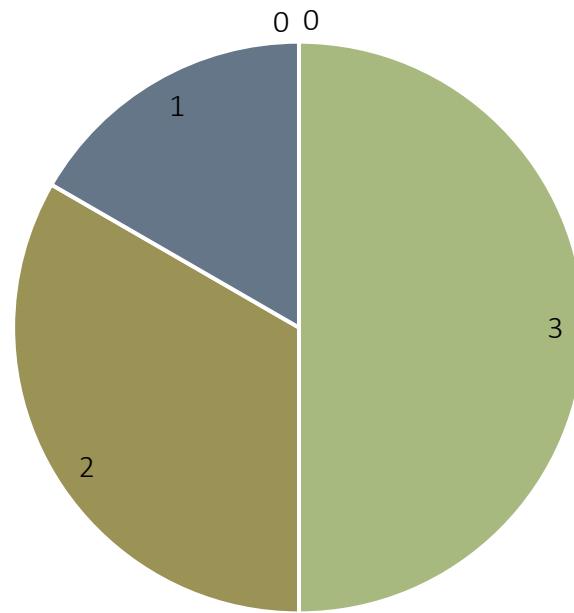
- I would like to understand how the M&E committee differs from the operations committee, and would like to know more about how the projects/programs that are renewed, reallocate, transferred and so forth during annual NOFO are apart of the Continuum of Care as a whole and how their success impacts the Continuum.
- How groups relate to each other, where the responsibilities of each group lies, what are the actual responsibilities of each group, calendar of activities and events throughout the year, etc.
- Outside of ranking i see no evaluating and monitor being done in the sense I understand what those words mean

Do you the guidance and support to work effectively ?



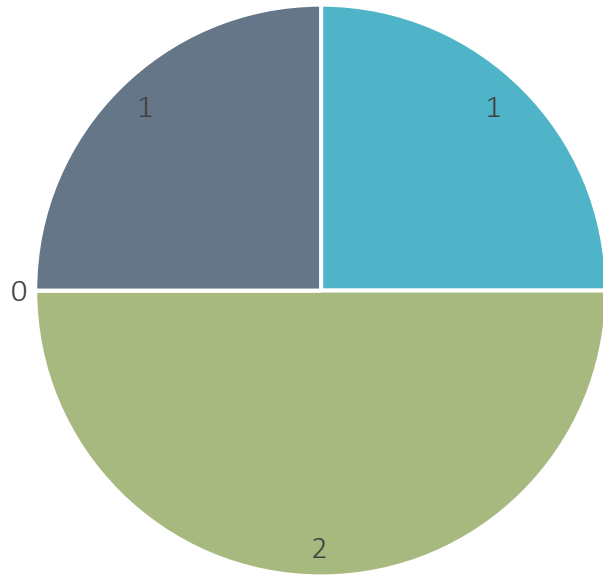
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Are your meetings productive?



■ Very Productive ■ Somewhat Productive ■ Neutral ■ Somewhat Unproductive ■ Very Unproductive

Are you meeting at the right frequency?



■ Just Right ■ More Often ■ Less Often ■ Don't Know

- The goal is to meet more throughout the year. And not just in preparation for the NOFO/during the NOFO
- Frequency is either too frequent, or not at all or intermittent, we haven't really gotten to a consistent meeting schedule. Meetings canceled on short notice. Meetings are often held on times when other mandatory commitments occur, making it hard to consistently attend.
- A lot of the meetings have been cancelled

What would help the committee to be more effective?

- I believe that we're organizing in a way that will be advantageous. I don't believe that we've been organized to the point that we need to be for the last two years, so I'm hopeful that we'll be able to keep with the ongoing meetings and work associated with providing TA to projects (especially new to the CoC projects).
- Be an ongoing committee that meets on a regular basis throughout the year. Have a structure and goals in place. Looking at other CoC's M&E committee structures, and roles identified.
- Laquita needs a strong chair to take over the group - she can't do everything by herself. Like in most committees, when requesting chair's, it's crickets. Because no one has time to take on more responsibilities. I think we may have had a volunteer or two at the last meeting, so hoping that will help.
- To know more the agencies, how they operate, what exactly is expected to be monitored and evaluated against what
- Guidance and ownership, clear mission and expectations, capacity to deliver any identified expectations, clearer and more consistent and timely communication. Access to meeting minutes would be helpful.

Does your committee have participation from PLE? Are they forming the work of the committee?

- Yes & yes. I think that this can be a lot to parse through, so do believe that this is a space where balancing out our involvement from folks who may be in more of a professional role with agencies not receiving CoC funding may be beneficial to the continuity of our committee's success.
- Yes, there are 3 or 4 Director's Council representatives on the committee at all times.
- Yes. I feel their opinions are valued and they are active in this committee.
- Several persons with lived experience attend. PWLE are involved in project ranking and decision making, which I think is important, there is potential to have more persons participate earlier in the process, if time allowed.
- Have participation of lived experience

Does your committee have all necessary perspectives included?

- More involvement from housing entities (property managers, landlords, developers, etc.) and providers (not receiving CoC funds) seem like it would make sense in this space.
- I believe we need more individuals from Washington and Anoka counties. Having additional county representatives and direct service staff.
- We have a good-sized group. More are always welcome though.
- More regular participation from everyone, also more persons able to take on projects. It's very difficult to take on additional work and have the time for that work to have the level of quality and intentionality it deserves.
- I guess so

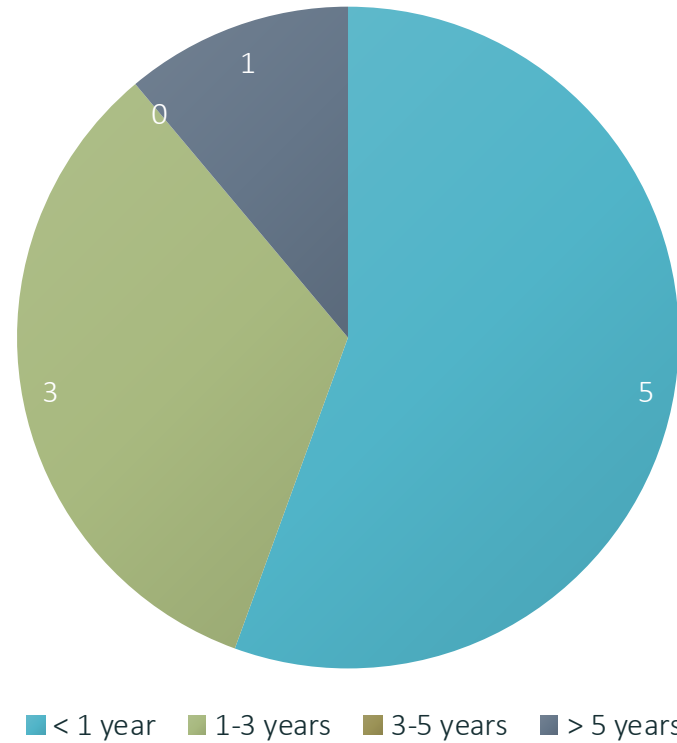
What feedback do you have on the overall committee structure?

- The M&E committee needs to develop a structure and roles to be an ongoing committee.
- As far as overall, I feel that DC members (people with lived experience) should be apart of the operations, CE committee, and any other committee that may not have lived experience individuals on it.
- I believe there needs to be a support system or committee in place, or it can be part of a committee that's already formed. There is limited SMAC staff, like Liz. Carla, and Laquita, are MESH. But they are technically it, and through this last year having to hire a new planner and coordinator there was nothing put in place for when one of them need time off because of life, move on, or there is more work than they can realistically handle. I know there are so may great and supportive members of SMAC that want to help out and understand what they/we can do if something occurs with 1 of them. We need a system in place.
- I think outreach is something we can really improve on throughout the CoC committees.
- I feel like we need to be more organized overall. But I think we have the right committees in place.
- I think it's more of a question of alignment of what exists, providing context and expectations, direction and oversight of what exists, greater work-sharing participation, etc. versus re-inventing things.
- To be more clear of expectations for reviewing and performance



Coordinated Entry

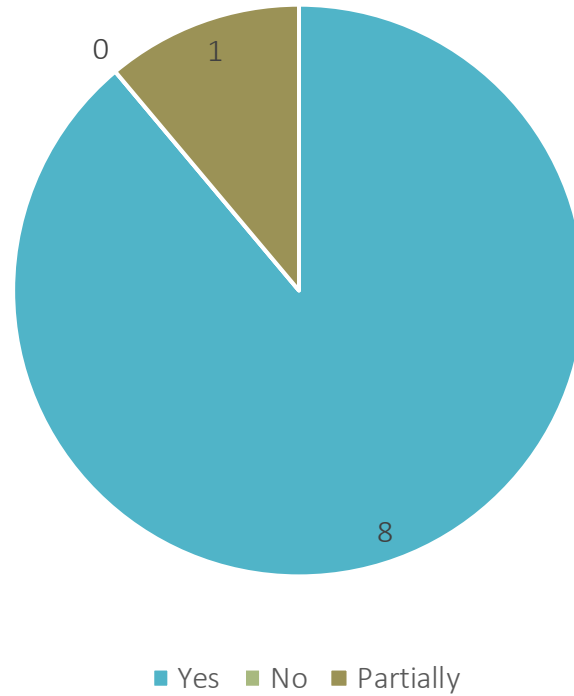
Length of time of participation



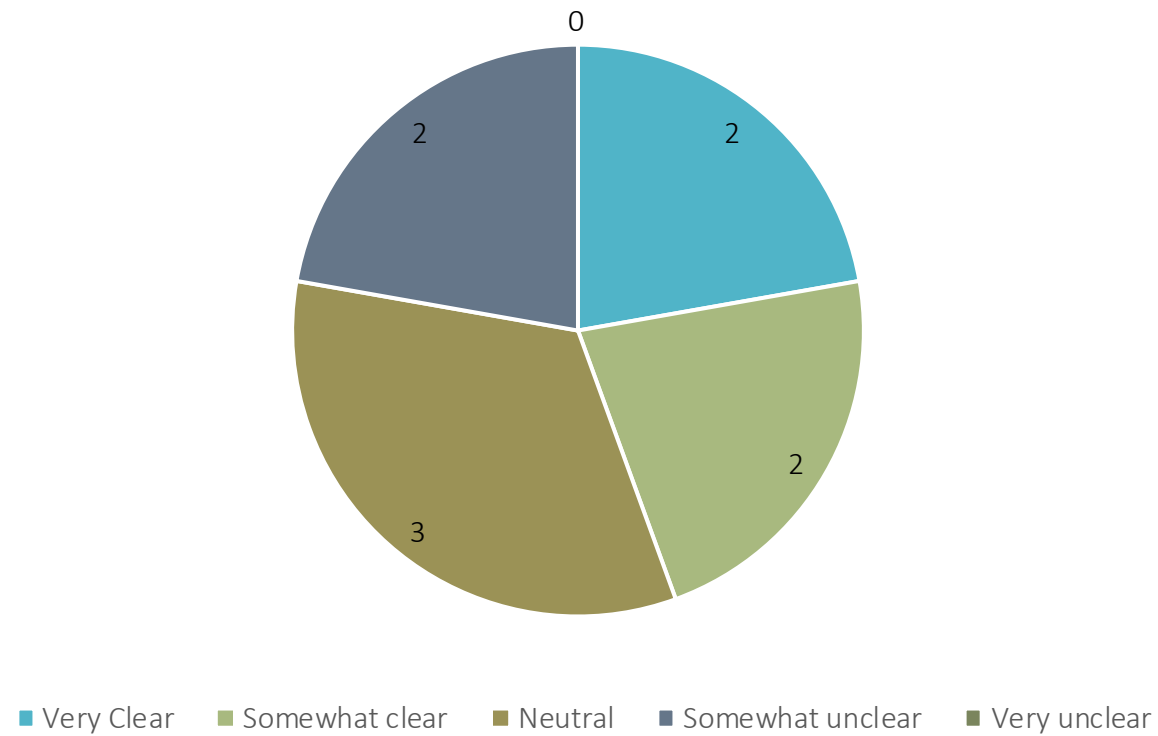
What is the committee's primary function?

- Represent the clientele I work with and give my feedback as an assessor
- Brainstorm, work through any issues that arise, and work together to make things work smoothly.
- Discussion on CE development, issues, improvements, flow, concerns
- To Discuss trends issues/concerns with the CES and Assessments.
- To improve the CE system to best serve participants in SMAC
- To make sure our COC is operating within best practices and as efficient and successful as possible.
- We looked at the CE Assessment and recommended some changes to make it more effective and client centered. We also discuss various CE topics like Housing Stabilization referrals, exit strategies etc.
- To review prioritization of referrals and overall CE system flow improvements.

Does that feel like the right function?



Is there a clearly defined body of work?



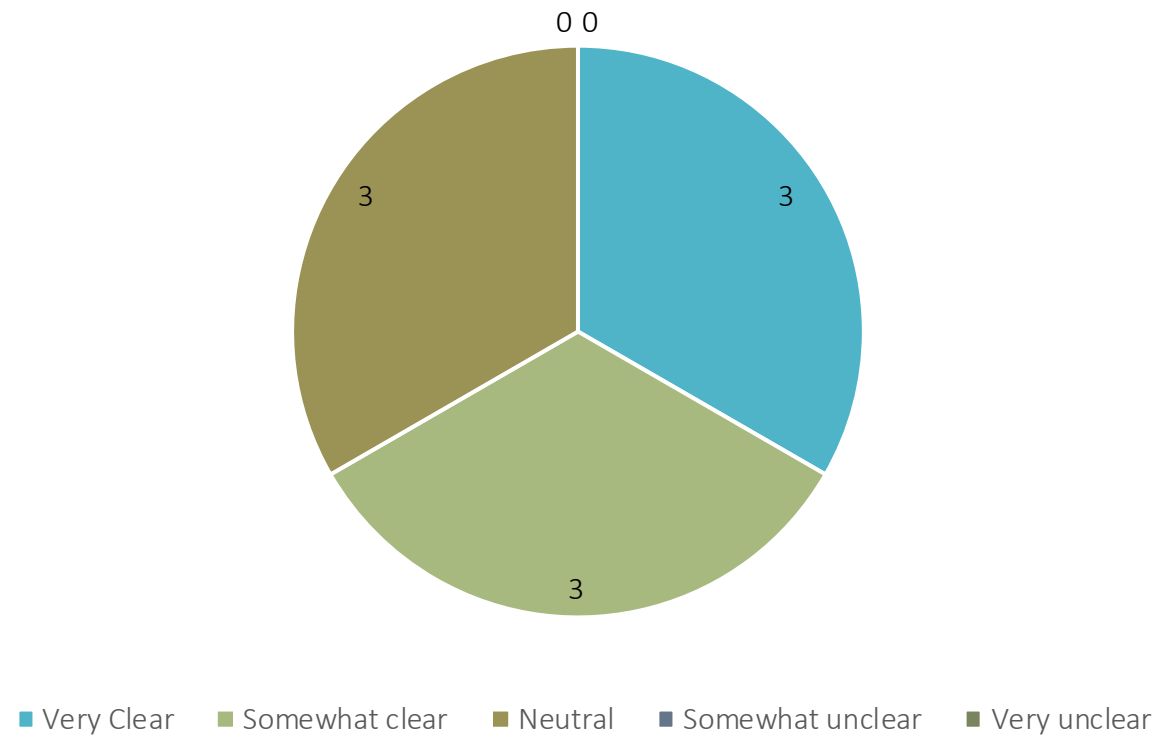
Describe that body of work?

- CE operations and work flow
- Referring cases to find best fit housing options
- Update the CE Assessment, build collaboration throughout SMAC
- Recently there's been a focus on updating the assessment.
- The committee initially was tasked with going through the CE assessment to recommend changes. The meeting gives space to look at data as well as discuss issues within CE and see where changes need to be made.
- Currently we are reviewing the assessment tool and what information is required and what questions can be omitted.

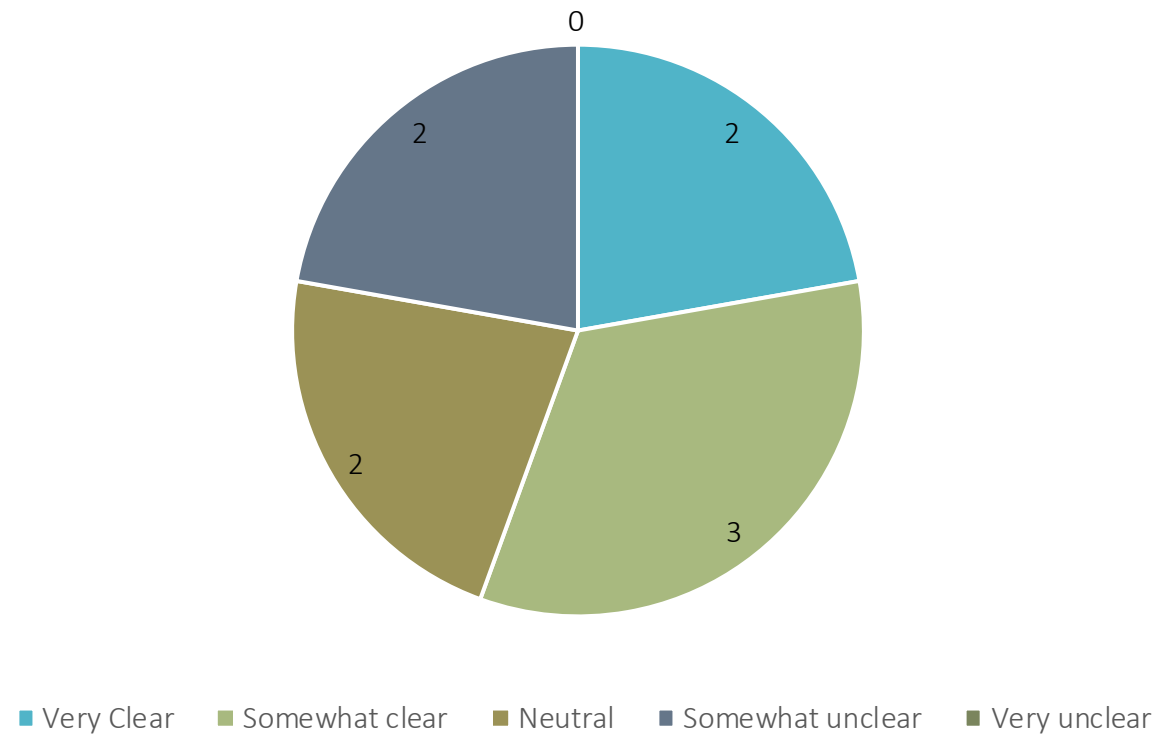
How was that body of work was developed?

- Feedback and work groups, discussion groups
- I am not sure
- I think the body of work has been developed simply from the societal changes we've seen over the last few years. We have been adjusting our processes to accommodate changes in the world around us. Ownership of committee members seems to be hit or miss, and I think overall it'll help if we gain more participation from assessors and housing providers (both in attendance and in actually speaking on topics, voting, etc).
- I believe the Director's Council advised that we revisit the assessment?

Do you understand how the work of this committee connects with the larger of the CoC?



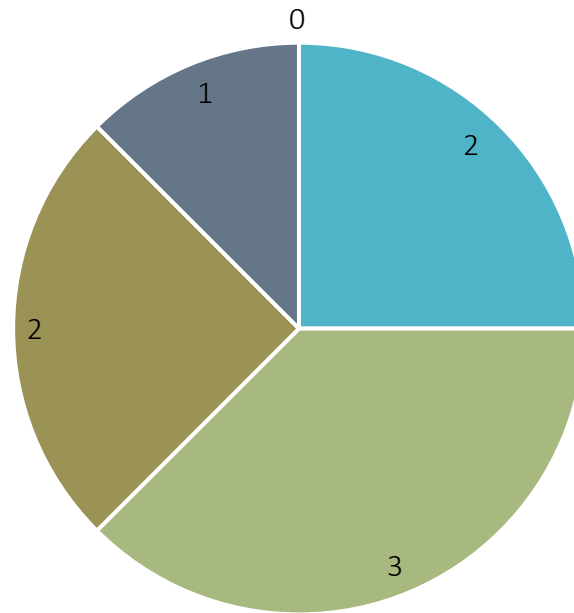
Do you understand how the work of this committee connects with the other committees?



What would you like to understand better?

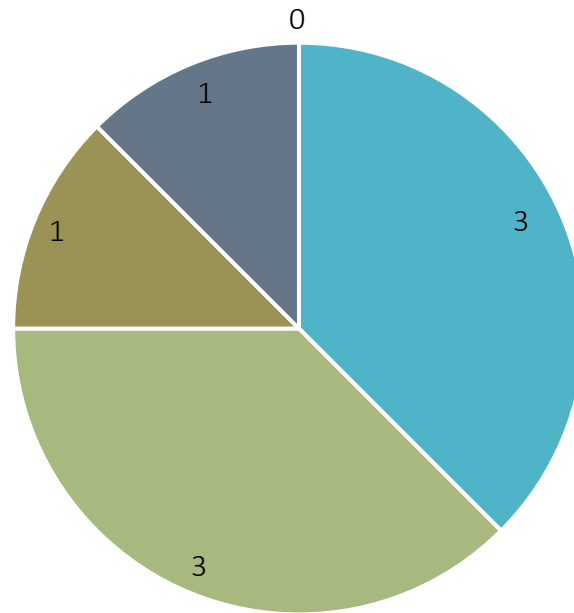
- More about other COCs and Committees in general
- Satisfied
- I'd love to understand more about how COCs effect each other and if there are routes of breaking down silos among various COCs.
- Maybe an update on each committee and what they are working on.
- Establishing a workplan, desired outcomes, timeframes, etc..

Do you the guidance and support to work effectively ?



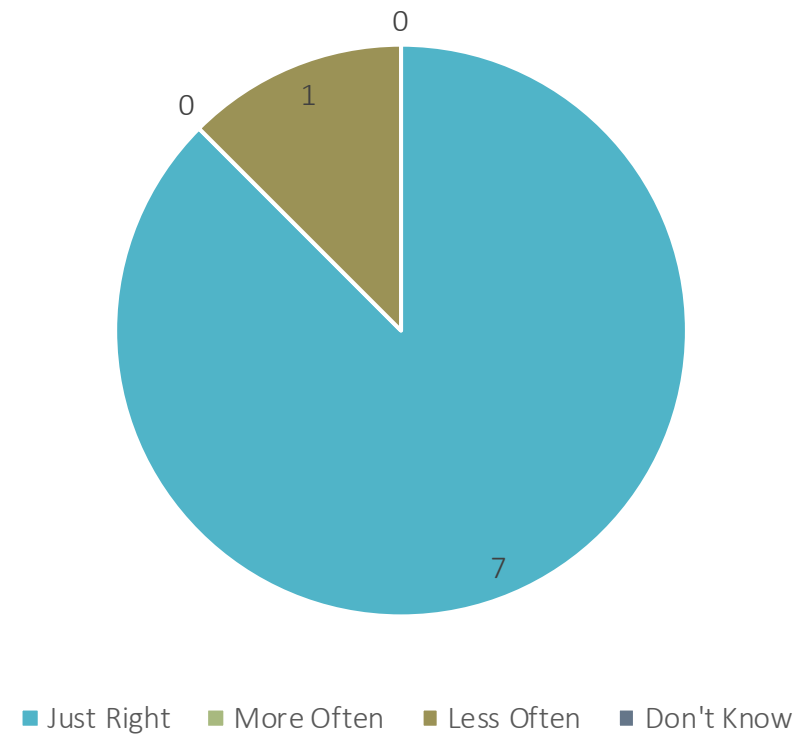
■ Have everything ■ Have some ■ Neutral ■ Have a little ■ Have none

Are your meetings productive?



■ Very Productive ■ Somewhat Productive ■ Neutral ■ Somewhat Unproductive ■ Very Unproductive

Are you meeting at the right frequency?



What would help the committee to be more effective?

- I think we could be more intentional about how long we let conversations go especially considering the direct link to actionable items in order to reach a common goal. I think sometimes we can allow time to veer into tangents or take time for input that isn't documented or considered in the final product, and those chunks of time seem unnecessary.
- Establishing a workplan, desired outcomes, timeframes, etc.
- Satisfied

Does your committee have participation from PLE? Are they forming the work of the committee?

- Some may have lived experience but I'm not sure
- Yes
- I think so but not totally sure
- Yes, but I believe there are times when we are so focused on lifting voices of those with lived experience that we lose the relevance in regard to services provided to households actively experiencing homelessness in our COC. I love that we have voices of lived experience involved, but I think we can do more when we consistently bring points back to the result, the solution, the end product. Taking buzz words and drawing direct lines to actionable items means that these conversations hit a level of productive that we need as housing workers.
- Not sure if we have persons with lived experience on this committee.
- Unknown

Does your committee have all necessary perspectives included?

- Yes
- Not sure
- I would like more representation from housing providers
- I think there is a wide range of participants that we can share ideas and strategies.
- More representation and feedback is needed from the providers who are experiencing the greatest impact - specifically shelter and housing providers. Households in shelter are not rising to the top and housing providers are struggling to connect with the participants that are being referred. There's a disconnect that our CE system is not connecting the people who are currently in front of us to the resources that are readily available.

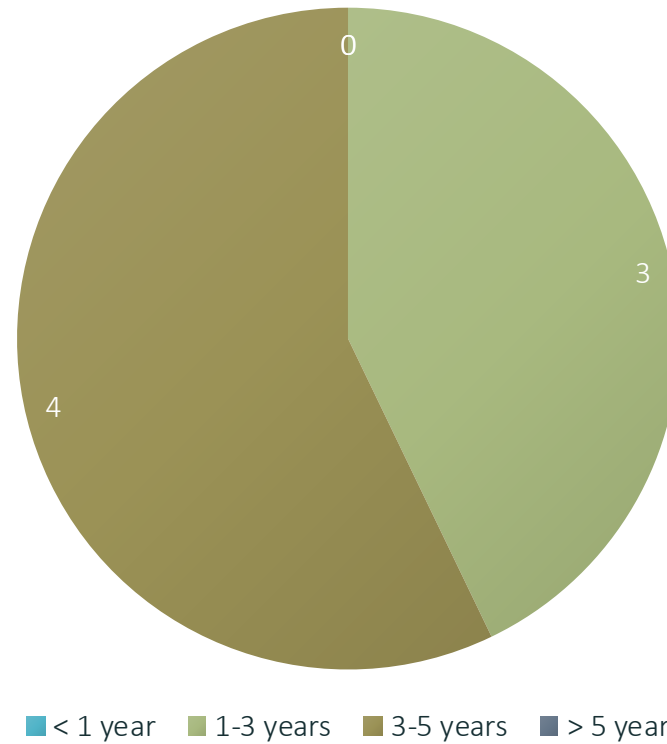
What feedback do you have on the overall committee structure?

- I think we have the right committees
- I think it would be a great idea for all of the committees internally to redefine or reacknowledge their mission or purpose, in order to make sure that we don't have committees for the sake of being committees. I think there may be more committees than are needed and I would be curious to know what their clear missions are, and in turn what their goals are.
- My recommendation is for SMAC to utilize local committees as much as possible to receive additional feedback and input on CoC structure. Each community has different strengths and areas for development and the local committees encompasses all parts of the homeless response system and can better speak to what's working and what's not working. Instead of developing more or new committees - utilize the ones that are already established. Coordinate with the point people and dedicate time/space on agendas for SMAC discussions/priorities.



Director's Council

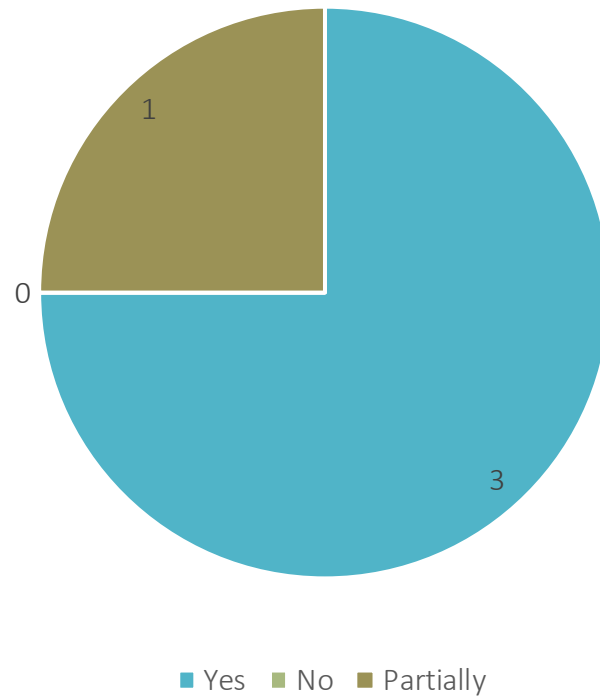
Length of time of participation



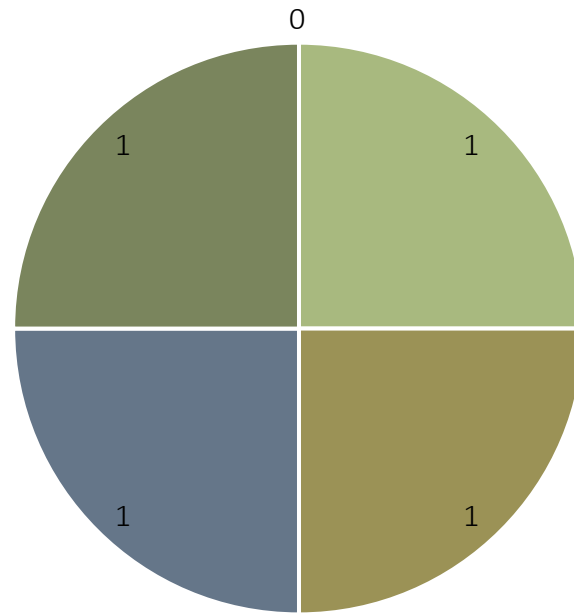
What is the committee's primary function?

- To bring lived experience perspective, thoughts, ideas and feedback to the internal structure of the CoC and be involved in the decision making from voting in Governing Board members to approving the annual NOFO ranking to providing input in CoC level material.
- PWLE working together to end homelessness
- I understand that I have a role to make sure that if any committee needs our help with any applications and or any proposals that we help them with what ever information is giving to us
- Help house the homeless

Does that feel like the right function?



Is there a clearly defined body of work?



■ Very Clear ■ Somewhat clear ■ Neutral ■ Somewhat unclear ■ Very unclear

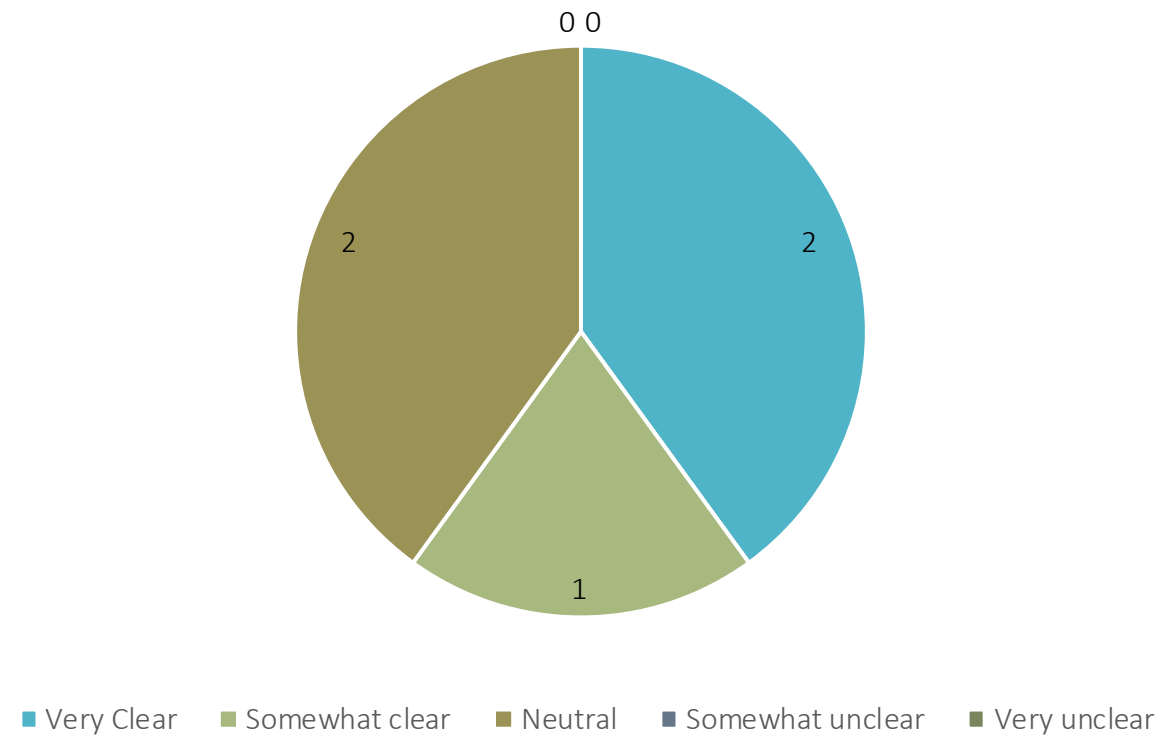
Describe that body of work?

- Providing input on CoC material as it's being updated and voting on new Governing Board members have been consistent part of work since DC inception. Having DC members involved in various SMAC committees are required but only for M&E and Governing Board.
- The body of our work is to make sure other counties know that with the assignments that is giving to us that we will handle it with proper care
- Make applicants easier to get housing

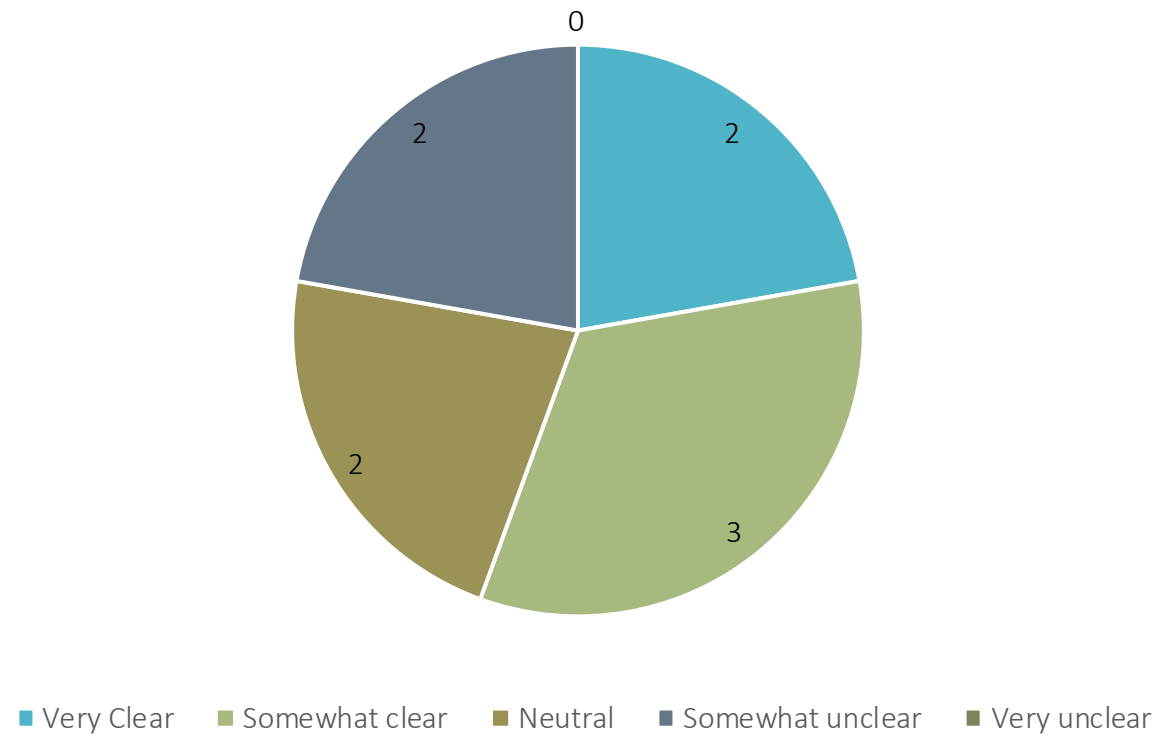
How was that body of work was developed?

- No, we don't have ownership and how it was developed was by the previous and current Coordinator and CE planner.
- By previous leadership
- Everyone has an equal shared role in the committee ownership.

Do you understand how the work of this committee connects with the larger of the CoC?



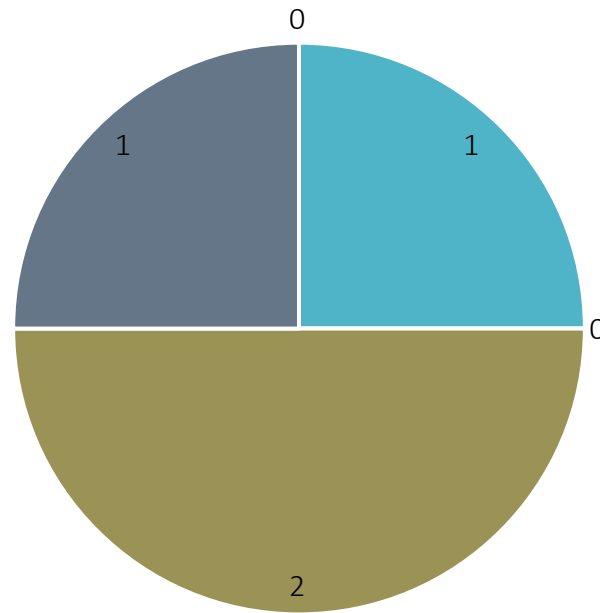
Do you understand how the work of this committee connects with the other committees?



What would you like to understand better?

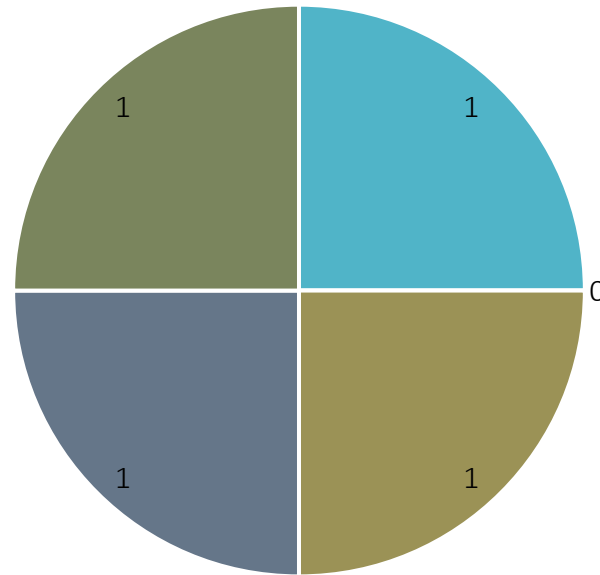
- How DC's involvement throughout the CoC is truly structured and the way it pertains to each committee. Especially, an identity of our own would be nice to have.
- How to better integrate Leadership throughout committees (same Chair, Secretary, etc...across different committees)
- I understand everything clearly
- The essential need-to knows

Do you the guidance and support to work effectively ?



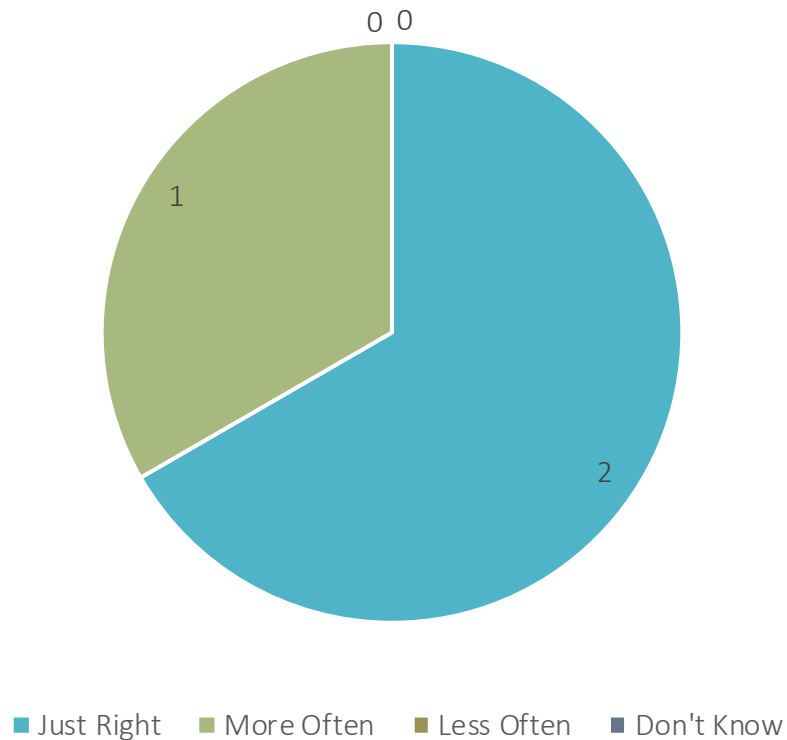
■ Have everything ■ Have some ■ Neutral ■ Have a little ■ Have none

Are your meetings productive?



■ Very Productive ■ Somewhat Productive ■ Neutral ■ Somewhat Unproductive ■ Very Unproductive

Are you meeting at the right frequency?



It truly varies. I think at times we need more than bi-weekly but sometimes bi-weekly works great. The time of meetings are hard to consistently attend late afternoon/evening meetings.

What would help the committee to be more effective?

- True member participation, funding of course, and more training of how everything is connected, and the procedures and functions that make this homeless response system go round and round. Guidance, creative director, just thinking out loud.
- Change in leadership
- More in person meetings and more training as well
- Physical examples

Does your committee have all necessary perspectives included?

- We need more members period. I believe we need young adults or youth 16-24 age group, and individuals that have lived experience and some housing related background.
- I don't believe we are actively recruiting, and I believe we should be for: Indigenous males, Hispanic males, Hispanic females.
- I would like to recruit more people but not everyone would have the same visions like this group but the more voices that is heard the better
- Yes

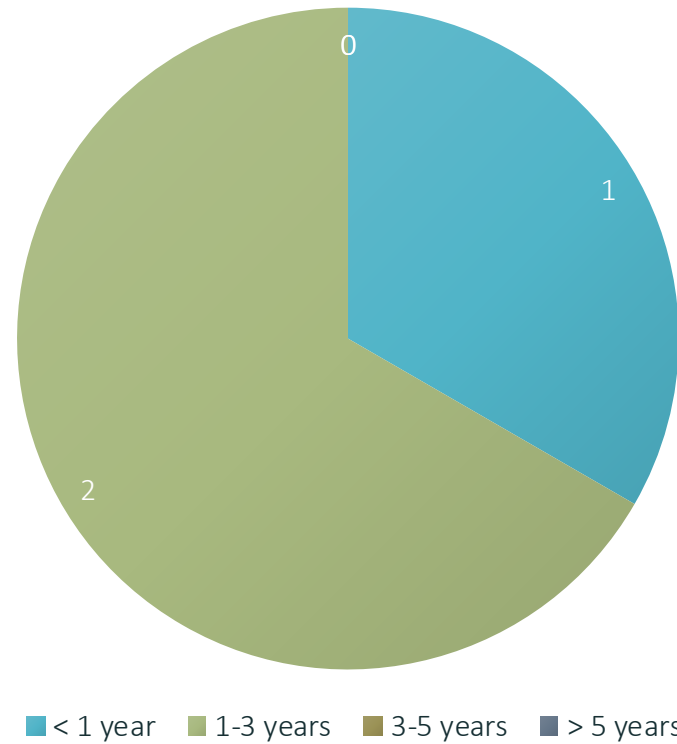
What feedback do you have on the overall committee structure?

- We are starting too. At the GB level, their needs to be a greater number of members with varying backgrounds along with chairs or representatives from each of the SMAC committees. I believe their needs to be consistent structure throughout the committees, at least those that are permanent or ongoing.
- Is there a way for the CoC to try and separate out the different committees Leadership voting structures? (So they aren't serving multiple year terms, on multiple committees, at least?) Then maybe you'd be voting them out, as Chair, Secretary, etc..., at one committee, and, and as that term is up they'd be able to go to another committee and try for Chair, Vice Chair, what have you, because those terms are all up, too? Or so that nobody can serve more than a year maybe? Or re-vote after every year? Just ideas.



Executive Committee

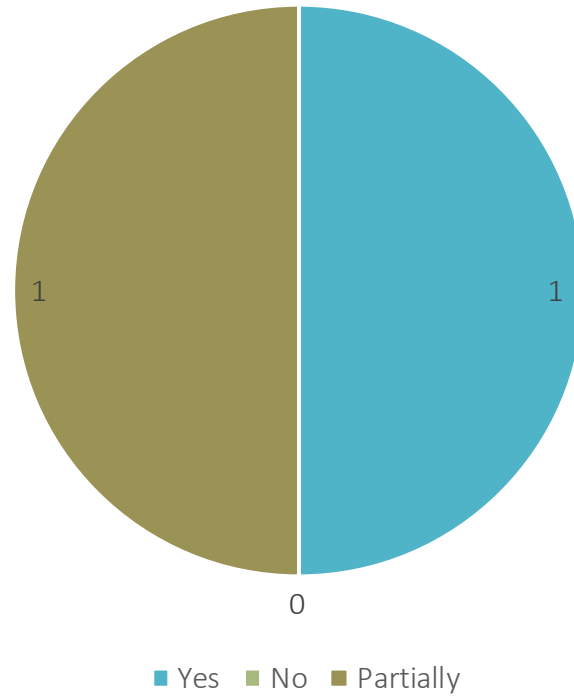
Length of time of participation



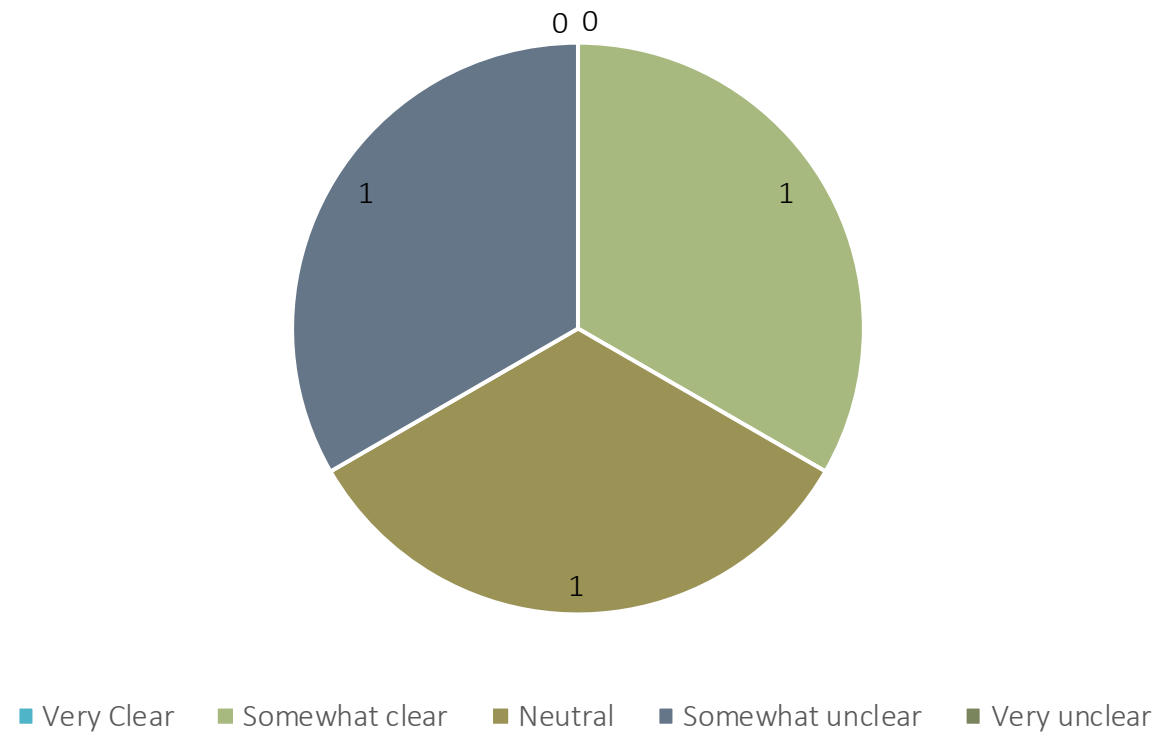
What is the committee's primary function?

- Supporting the development of the GB meeting agendas, defining and developing clarity in roles for the collaborative applicant, GB, and CoC staff, along with understanding and addressing capacity needs to support CoC planning and growth.
- To come together once a month and put together the agenda for the monthly SMAC Governing Board meeting.
- This is not really clear to me

Does that feel like the right function?



Is there a clearly defined body of work?



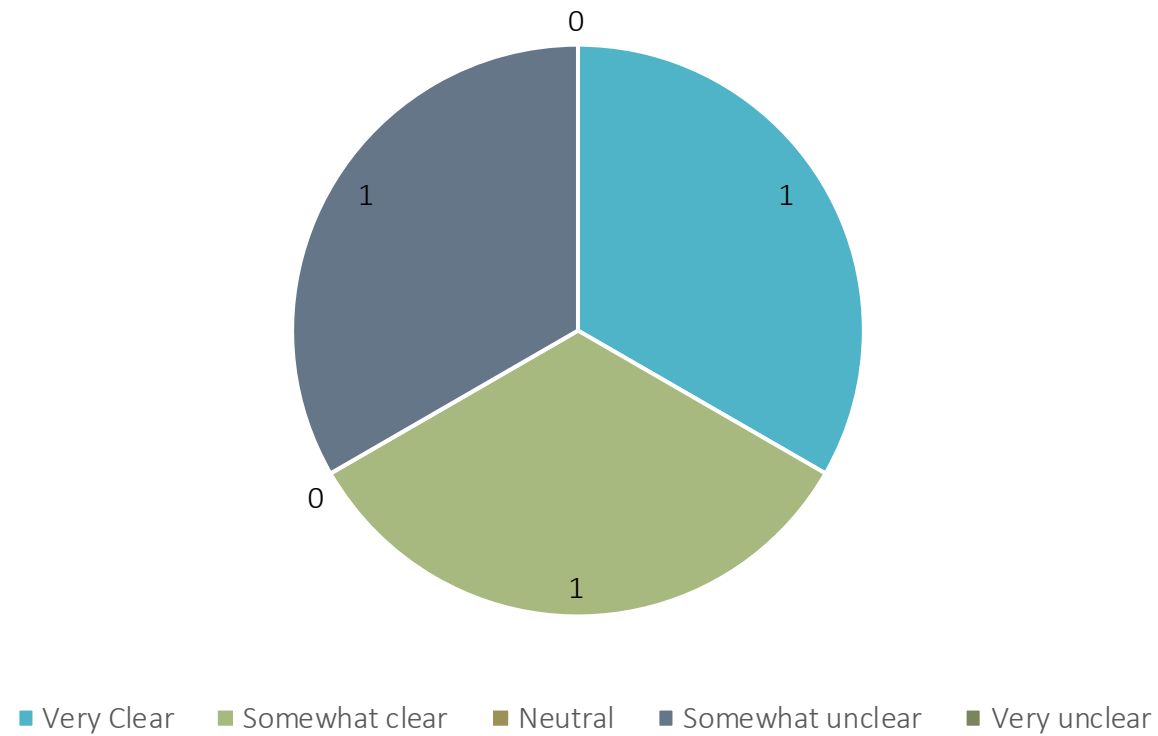
Describe that body of work?

- We've recently discussed the GB Agendas and that's been the majority of our scope, as well as some blending of conversation related to the NOFO process. We do not presently have representation that would be well-positioned to support the development of further clarity around roles and for addressing anything needed to support the financial planning for administration of the CoC.
- Put together the GB agenda.
- I could not tell you, I have not seen any guidelines, expectations, etc for this committee group

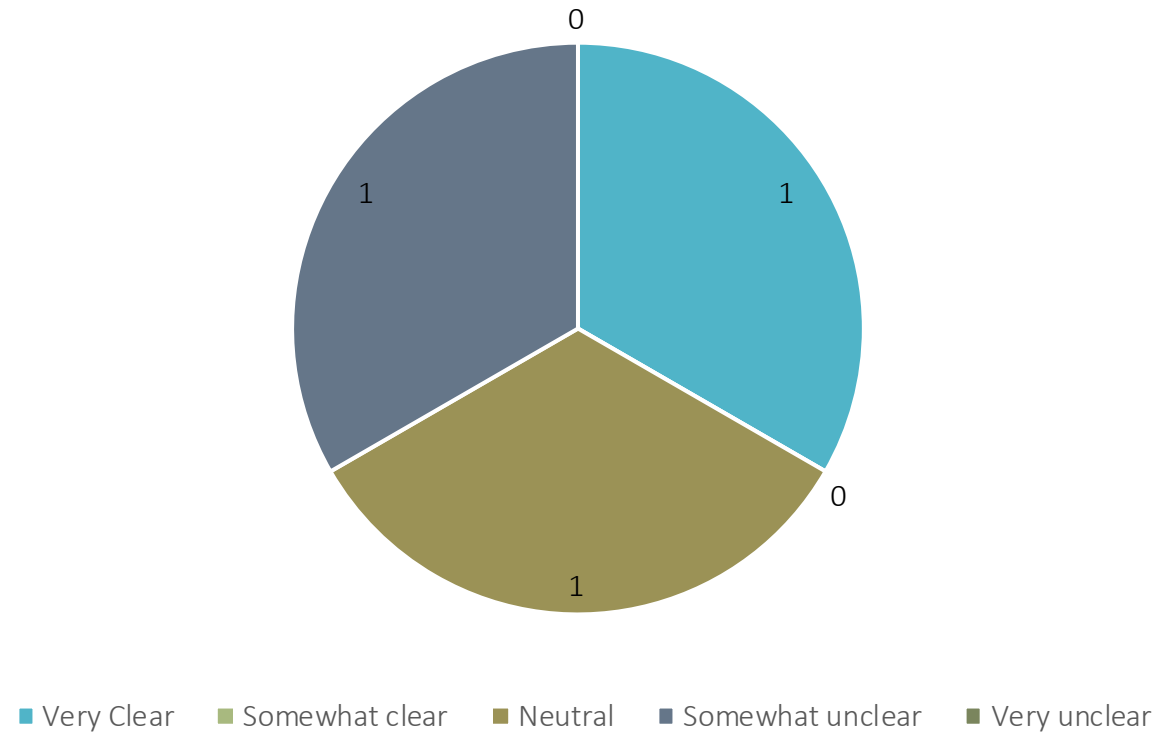
How was that body of work was developed?

- We started as a group of representatives that were chairing various committees across SMAC, along with several GB representatives. We've shrunk considerably. Our body of work was directed and organized by the GB and CoC Coordinator.
- I don't know how it was developed.
- I have no idea how the body of work was developed

Do you understand how the work of this committee connects with the larger of the CoC?



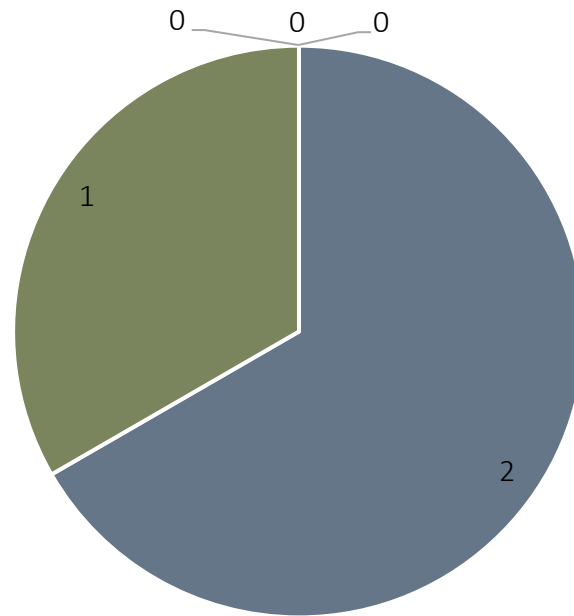
Do you understand how the work of this committee connects with the other committees?



What would you like to understand better?

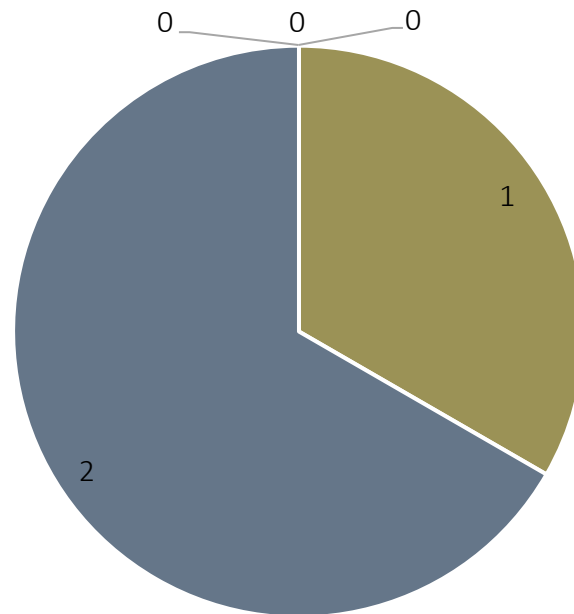
- What the space of the Executive committee space can and has been used for and why. Why there is not representation from each committee attending the Executive committee meetings.
- Everything

Do you the guidance and support to work effectively ?



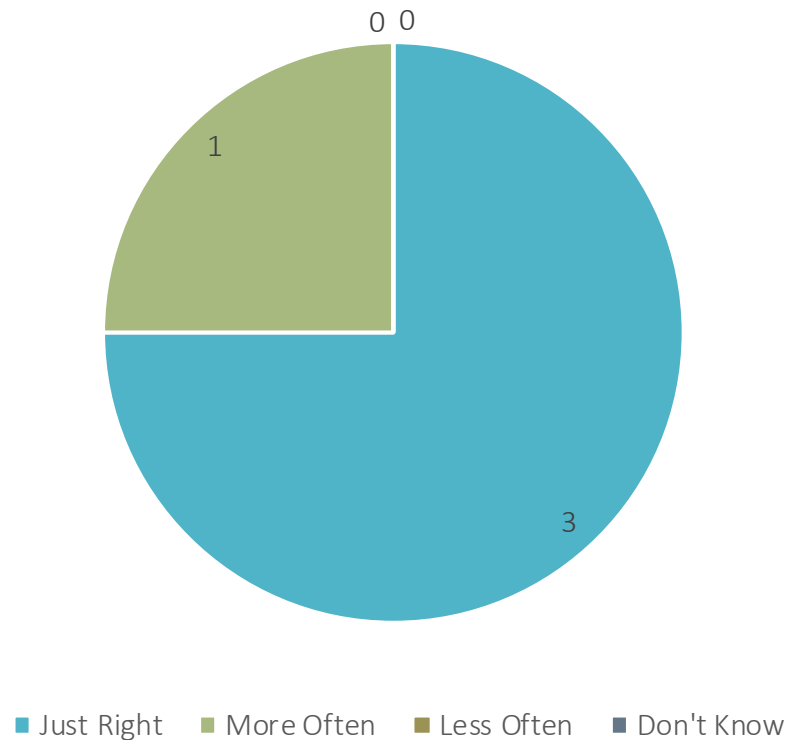
■ Have everything ■ Have some ■ Neutral ■ Have a little ■ Have none

Are your meetings productive?



■ Very Productive ■ Somewhat Productive ■ Neutral ■ Somewhat Unproductive ■ Very Unproductive

Are you meeting at the right frequency?



If we are just tasked with building the GB agenda, then yes, but if there becomes a bigger purpose for this committee, possibly more, it all depends.

What would help the committee to be more effective?

- I think that we would benefit from reassessing the membership for this committee prior to refining our scope of work. If intending to bring in chairs from each committee, along with 3 other GB members, this group will look drastically different.
- Having representation from all committees, and Consistent attendance. More creative input.
- Clear and intentional communication about the group, guidelines, expectations

Does your committee have participation from PLE? Are they forming the work of the committee?

- Yes & Yes
- Yes to participation; thoughts/perceptions leans towards no here
- Yes

Does your committee have all necessary perspectives included?

- I think that this could be a really effective committee, I've also shared that I think that this committee could be blended with Operations to de-duplicate efforts, though I recognize that the scopes are slightly different.
- No, more representation of all the committees and those involved in SMAC.
- I am not sure what the roles are here

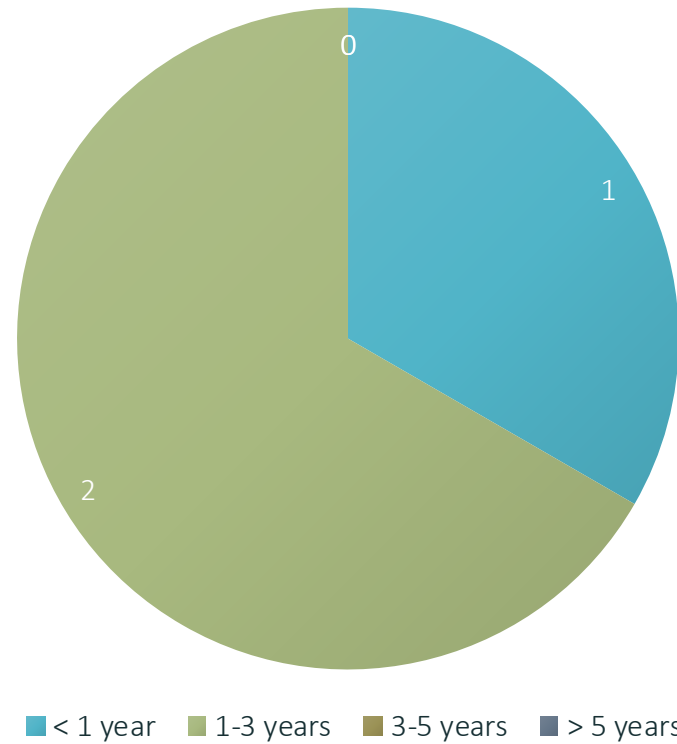
What feedback do you have on the overall committee structure?

- See above
- The Executive committee can possibly be combined with another committee but I don't think having a committee for building the GB agenda and that's it, is the best use of the time together. I think there is an opportunity here.
- I recommend communicating and introducing committee meeting to each participate and ensure there is an individual understanding from the committee before allowing participate to be involved in any way



Operations Committee

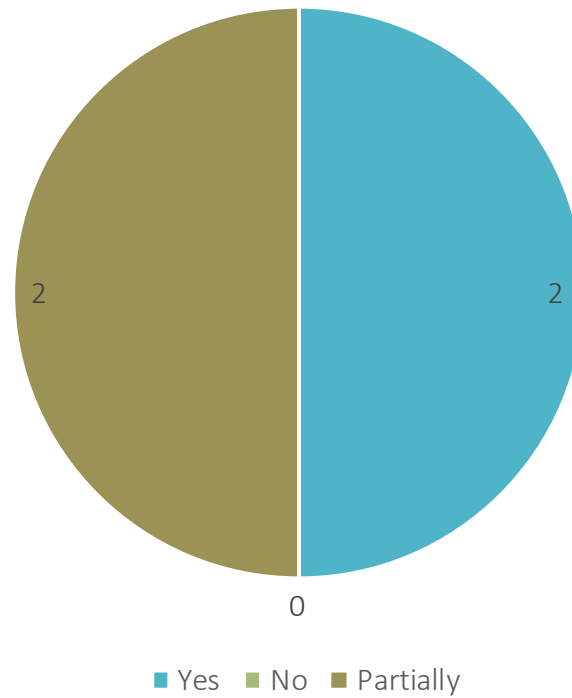
Length of time of participation



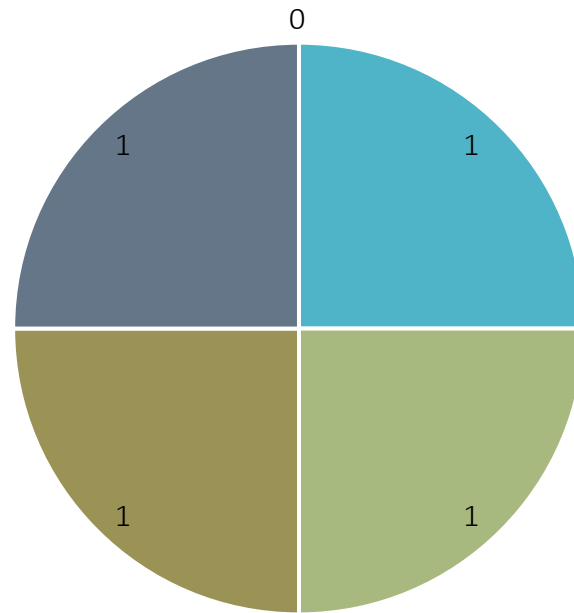
What is the committee's primary function?

- Coordinating initiatives across the 5 communities and understanding where there's alignment in our work. Reviewing PIT processes, consulting on what's going well and what needs further work.
- To oversee the operations of SMAC including guidelines and organization bylaws.
- To share input from staff from each of the five counties that are a part of SMAC in relation to the work, and to provide a space for SMAC leadership to check in and seek support
- To review how counties can support the CE Planners, review FHPAP/Prevention work being done, share shelter initiatives, review Collaborative Applicant items, and discuss data

Does that feel like the right function?



Is there a clearly defined body of work?



■ Very Clear ■ Somewhat clear ■ Neutral ■ Somewhat unclear ■ Very unclear

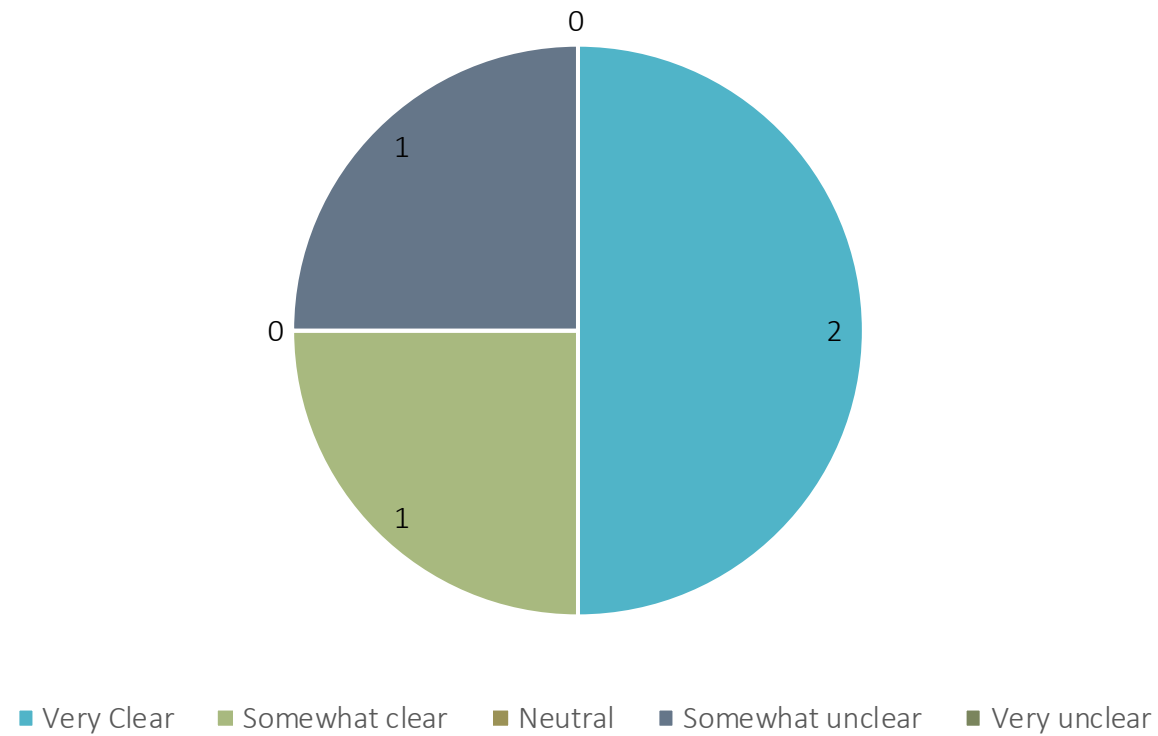
Describe that body of work?

- Our body of work isn't necessarily clear, we just have clarity in our agenda and purpose of alignment/understanding what's happening across the communities comprising the CoC. There are infrequently asks for our committee to accomplish, aside from the conversations around match \$/in-kind.
- Review and make decisions about projects including CE, FHPAP, and shelter.
- There is a clear agenda that includes each area of pertinent work. this also includes a state grant that the counties have contracts for (Family Homeless Prevention and Assistance Program), and I often most appreciate this group as a space to talk about that work. for me, this is a collegial group, and that's what I most appreciate about it.
- We meet regularly to review the items I noted above. It helps us all to share how counties can support the CoC and how the CoC helps the counties. We discuss the whole spectrum of housing from prevention to shelter to CE to housing programs

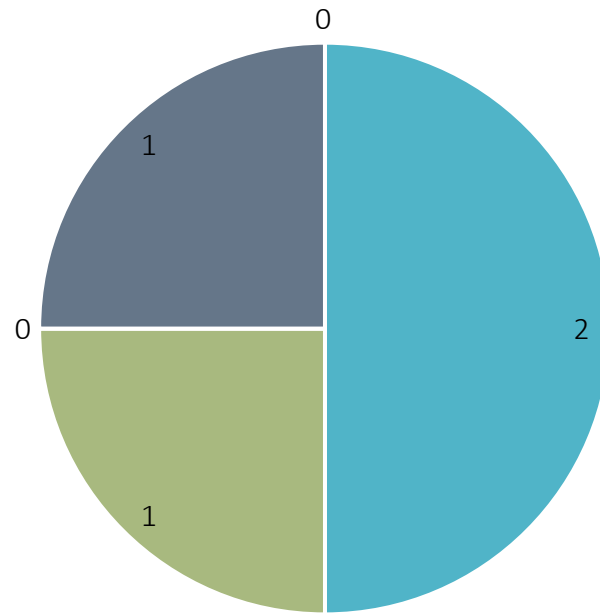
How was that body of work was developed?

- Yes, we proposed an agenda that's been maintained throughout the duration of our time meeting and we're pretty flexible to go in whatever direction folks want to take during our meeting.
- I don't have this background information.
- At one of our first meetings, Peter proposed a standing agenda and we agreed to it. If Peter weren't present, I'm not sure who might step up to take that role, but just having a standard agenda would make that possible.
- I'm not sure that we have been up and running for a full 5 years, but I have been on the committee since it started. I believe it was developed out of a SMAC Strategic planning session as a way for counties and CoC to ensure strong collaboration and communication.

Do you understand how the work of this committee connects with the larger of the CoC?



Do you understand how the work of this committee connects with the other committees?

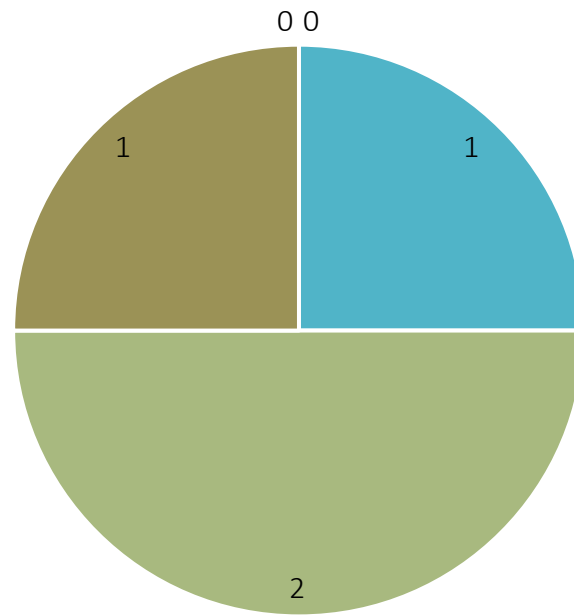


■ Very Clear ■ Somewhat clear ■ Neutral ■ Somewhat unclear ■ Very unclear

What would you like to understand better?

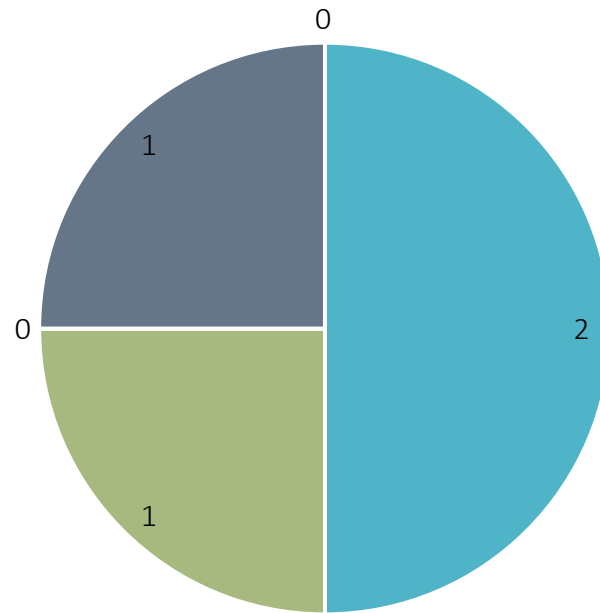
- What this committee can do to help the rest of the committees
- I don't have a good understanding of all the SMAC committees. I would like to know more about the work of all the committees and how they impact SMAC.
- This committee is made up primarily of persons who are in at least other committee, sometimes two, so that helps us know about what is happening in other committees

Do you the guidance and support to work effectively ?



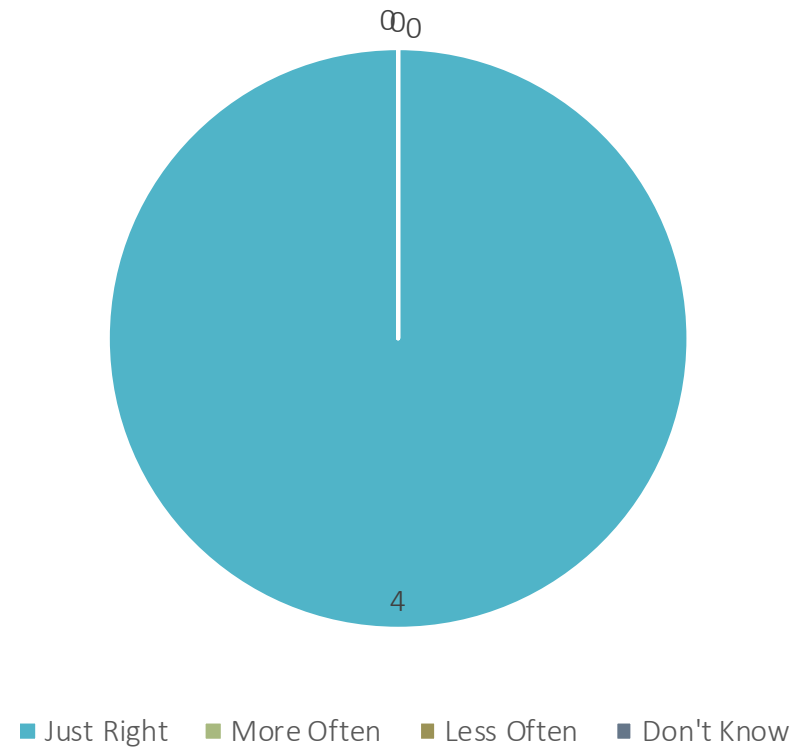
■ Have everything ■ Have some ■ Neutral ■ Have a little ■ Have none

Are your meetings productive?



■ Very Productive ■ Somewhat Productive ■ Neutral ■ Somewhat Unproductive ■ Very Unproductive

Are you meeting at the right frequency?



What would help the committee to be more effective?

- I think that throwing some tasks to this committee to mull over/complete would be advantageous. We are all willing to share work accordingly and want to be participatory in being helpful to CoC activities.
- Spend more time reviewing and explaining the work of the committee. As a newer member I don't have the background information on all the projects that are discussed in the meetings.
- Setting aside time to check in about how effective we feel our role is, how we feel about what's happening in SMAC and how we can support that. for instance, each county rep is also working hard to make sure that SMAC has the necessary matching funding for the NOFA
- Our meetings are effective and well organized

Does your committee have participation from PLE? Are they forming the work of the committee?

- Only 1
- Yes
- Yes
- Yes to participation and I am not share if it does

Does your committee have all necessary perspectives included?

- No - this committee is presently comprised of County staff and CoC staff (though there may be representation of lived experience that isn't acknowledged)
- I don't have this information.
- Only if MESH-MN staff are present (Laquita and Carla), but one of them is generally present. I'm not sure that we really hear from them as might be helpful. Laquita is there to make sure she can keep the SMAC ball rolling, so there's a part of this that makes it feel more transactional than relational
- Since this meeting is focused on County and CoC leadership collaboration, I think we have everyone we need for now.

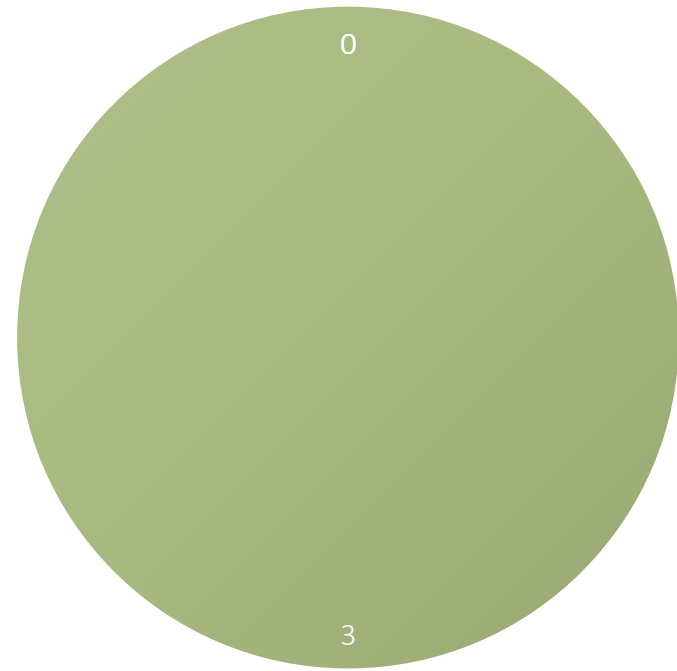
What feedback do you have on the overall committee structure?

- See above
- I'm not familiar with all the committees or the CoC structure.
- It doesn't really feel of one piece, but I think that could be accomplished by highlighting the work of the committees more
- Yes, I think we do. Again, overall, the SMAC Committees could be more organized. But the Operations committee is well organized.



Racial Equity Committee

Length of time of participation

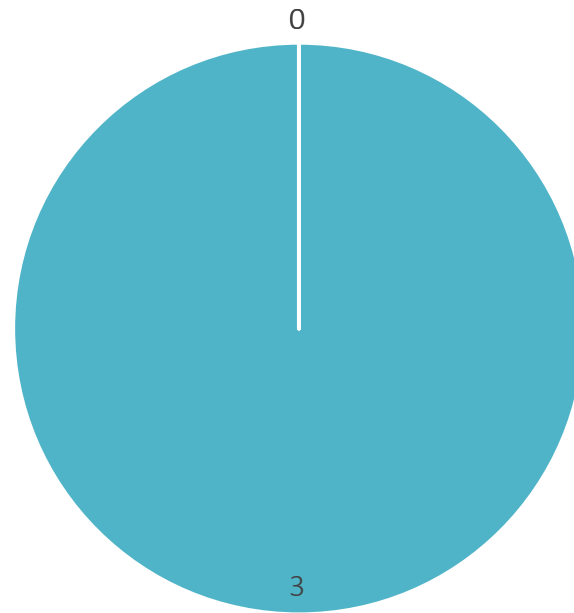


■ < 1 year ■ 1-3 years ■ 3-5 years ■ > 5 years

What is the committee's primary function?

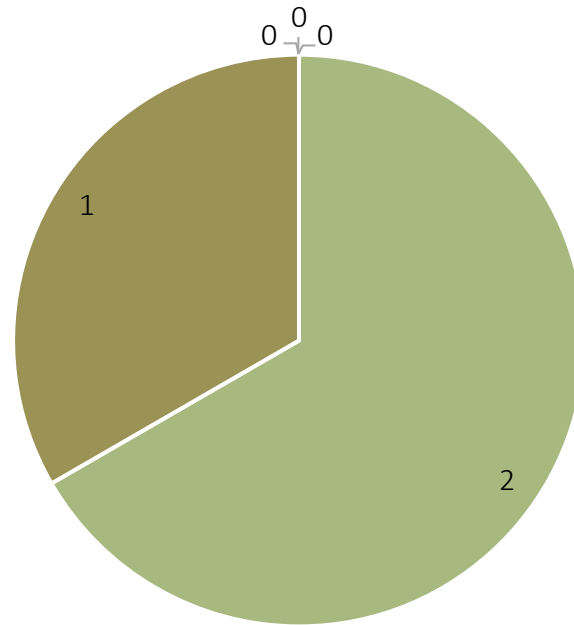
- Equality
- Learning about racial equity
- Cultural competency and training, community engagement, review and revise policies through a racial equity Lense, data collection/Evaluation, feedback and accountability, program improvement as it pertains to racial equity, culturally specific services.

Does that feel like the right function?



■ Yes ■ No ■ Partially

Is there a clearly defined body of work?



■ Very Clear ■ Somewhat clear ■ Neutral ■ Somewhat unclear ■ Very unclear

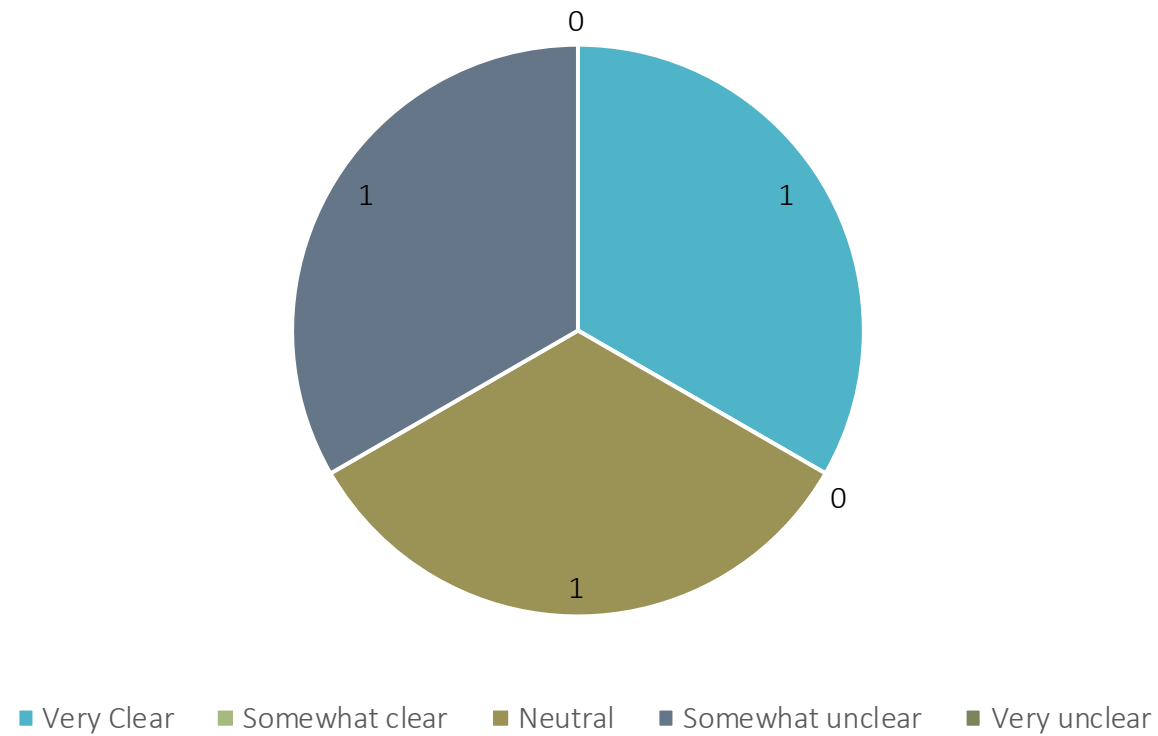
Describe that body of work?

- Change
- Increase knowledge depth and understanding of racial equity and how it effects housing/housing related issues
- The group has committed and prioritized the work and set objectives for the year to work on.

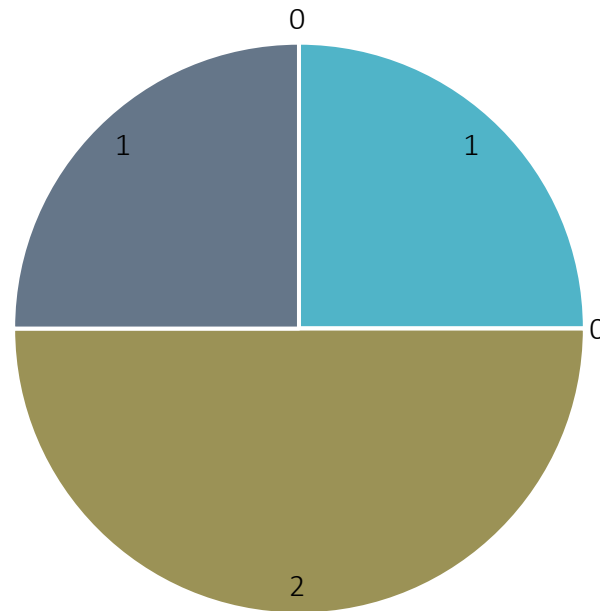
How was that body of work was developed?

- No ownership - Unsure development
- Believe through a third party with a learning plan each week and I think so
- It was developed through the group collectively using data, information from the larger COC and directors' council. I believe the committee does own the work.

Do you understand how the work of this committee connects with the larger of the CoC?



Do you understand how the work of this committee connects with the other committees?

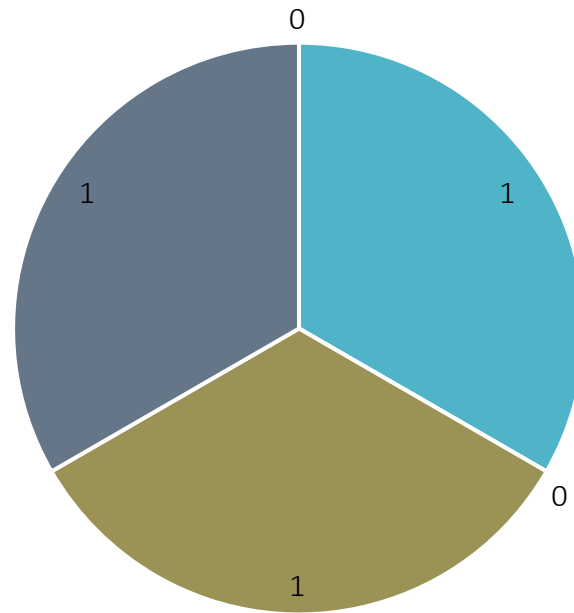


■ Very Clear ■ Somewhat clear ■ Neutral ■ Somewhat unclear ■ Very unclear

What would you like to understand better?

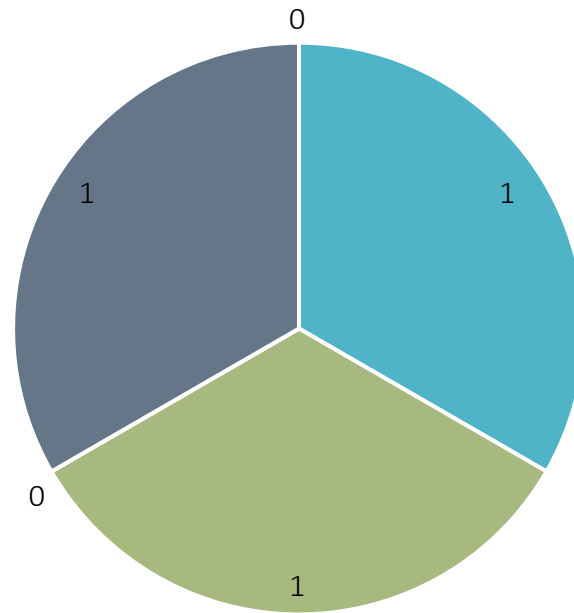
- How attending this course for an extended period of time on a consistent basis worked or did not work for me through quick exam questions and scenarios
- I believe we would benefit from connecting with groups to learn how they are advancing in racial equity; can we work together for a larger goal and is there anything helpful we can learn and implement in our community.

Do you the guidance and support to work effectively ?



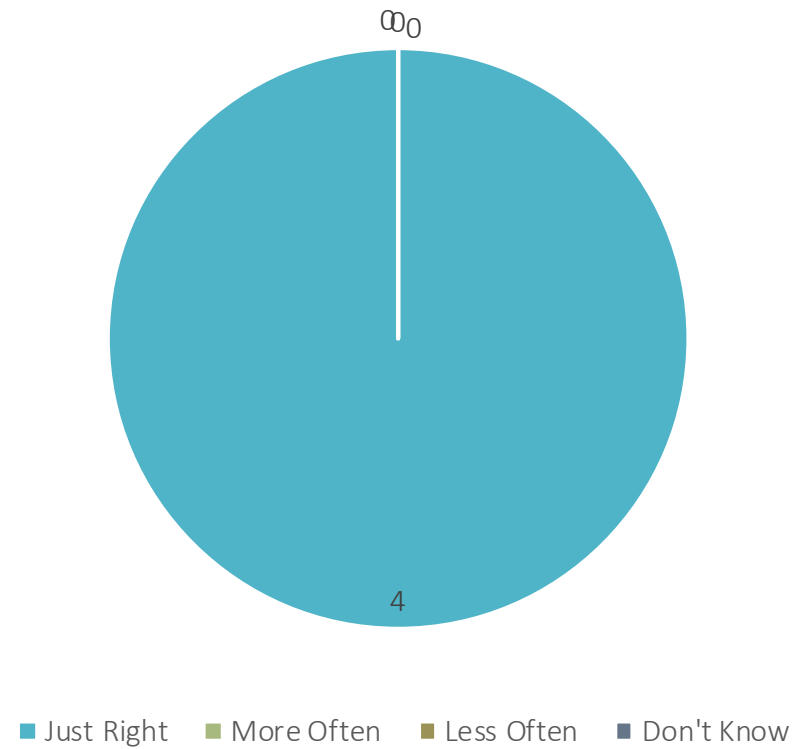
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Are your meetings productive?



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Are you meeting at the right frequency?



What would help the committee to be more effective?

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- Spend more time reviewing and explaining the work of the committee. As a newer member I don't have the background information on all the projects that are discussed in the meetings.
- Setting aside time to check in about how effective we feel our role is, how we feel about what's happening in SMAC and how we can support that. for instance, each county rep is also working hard to make sure that SMAC has the necessary matching funding for the NOFA
- Our meetings are effective and well organized

Does your committee have participation from PLE? Are they forming the work of the committee?

- Yes
- Yes
- It does but I don't know if they are forming the work

Does your committee have all necessary perspectives included?

- Feel Racial Equity should be a mandatory knowledge course work for everyone who works within the CoC with a way to measure that knowledge base
- I think we may need to better define roles to advance the work and make more tangible progress

What feedback do you have on the overall committee structure?

- Not to many complaints overall- better supervision and support of individuals you may feel not actively participation- probably can revise and review which committees can truly use lived experience in a space; is lived experience input necessary especially more for what appears to be more internal than external

Key Take-Aways

- Most of the people participating in committees are relatively new
 - *41% less than 1 year, 47% 1-3 years*
 - *A lot of people said they didn't know many things*
 - *Its hard to break into committees as a new member*
- Even when committee members understand the roll of the committee, most people don't think there is a clear body of work for the committee to complete
 - *64%*
- Most participants want more guidance for their committee
 - *66%*
- Requests for revisions of committee structure, more communication between committees and more participation from persons with lived experience
- Monitoring & Evaluation committee wants to be more than just a NOFO committee, but a year-round committee that is focused on program performance and system improvement
- There is agreement that the staff are stretched too thin