SMAC Governing Board Minutes

October 16, 2020

1:00-3:00

**Attendees:** Liz Moen, Betty Noto, Denise Smieja, Doreen Farrell, Jen Romero, Kathryn Boe, Kelina Morgan, Alyssa Kleiner, Matt Lewis, Peter Goldstein, Rebecca Bowers, Trisha Cummins-Kaufmann, Warren Duncan, Abby Guilford, Michele Reid, Ann Lindquist, Heather Duchscherer, Dana Dumbacher, Natalie Engelmann, James Baron, Rochelle Washington,

1. Introductions
   1. If you have COVID update to provide please do so with your introduction, please keep the update to 30 seconds!
2. Approve August minutes

* Motion to approve: Heather
* Second: Dana
* Motion carries

1. Updates:

**Coordinated Entry/Directors Council:**

* please spread the word to recruit more members
* coordinated entry prioritization
* CHAP review of plan

**SPARC:**

* SPARC has completed work with C4 Innovations
* Goal is that Homeless Racial Inequities are eliminated in 5 counties
* Disparities for Black individuals is most concerning. Represent 33% of individuals in HMIS. Latinx, multi-racial and other communities of color are also overrepresented
* Want to target interventions to the overrepresented populations
* Actions:
  + Create a “Handbook of the streets
  + Apply for funding to create a housing navigator position to serve BIPOC individuals
  + Develop a short-term intensive case management program
  + Involving clients in service delivery, policy creation and decision making.
* Success is measured by:
  + Building capacity
  + Increase BIPOC leadership
  + BIPOC feel welcomed and access services at same level
  + Racial disparities are eliminated
* Recommendations to ensure success:
  + Make SPARC permanent sub-committee
  + Examine ways to use current funding to support strategies
  + Apply for flexible funding
  + Use Directors Council

**CHAP:**

* As end of last week, we have 2 million in requests
* 341K approved
* Total household applied: 1317
* Administrators are seeing a challenge in the process of approving. Slow and difficult process to navigate the number of requests and follow up needed to get household approved.
* Number requested and approved is underestimates
* In coming weeks need to focus on marketing to make sure people are aware of the program
* Outreach providers will be helping to do some of the follow up. CAP will be helping SA to approve applications
* Marketing group encourages doing press release to local newspapers.
* Dakota has 900 applications. The problem is getting everything gathered and approved. Have added staff to do outreach. Stopped doing promotion since they were behind. Starting to promote again to reach underserved populations. 2 million in requests.
* Anoka had 86 requests for assistance. Targeting those not eligible for CHAP.
* Carver is pushing primary application when possible. Using for rent and deposits. Using to exit people from shelter to housing. Will have to stop applications at end of October to meet deadline

**Veteran Declaration:**

* Have not heard back about the declaration. Answered their questions. MDV are on top of it. Goal is to make an announcement on Veteran Day on 11/11.
* Governor is hoping to do an announcement at MDV on Veterans Day
* Celebration will be planned
* As soon as we get the declaration we will let others know and get messaging out for various audiences.

**HMIS:**

* Annual meeting is on Oct 19. Encourage to attend
* Software vendor that manages ART is not keeping reporting tool up to date. Due to financial considerations we are not looking to change vendors at this time.

1. Governing Board Restructure

* Rochelle, Dana, Natalie, James, and Abby have been working on restructure
* Diversify voting members and look at policies and procedures. Will be doing a bi-laws revamp
* Structure
  + 15 members
    - Minimum of 2 representing local groups (Scott/Carver would each have 2 reps).
    - Minimum of 5 BIPOC members
    - 3 seats for Directors Council Members
* All voting members must submit application and Directors Council make all board appointments
* Membership selection process
  + Membership application- each member must apply by application form submitted to Abby
  + Solicitation of members- consistent to outreach to every community
  + Membership Selection by Directors Council
    - Will review applications
    - Will use a structured excel documentation to ensure representation of BIPOC, range of skill sets and geographic distribution
  + Staggering terms-
    - Do not want the entire board to turnover at the same time
    - Directors council seats turn over annually unless otherwise determined by council
    - ongoing terms are 3 years with 4 seats turning over annually
    - 4 with 1 year, 4 with 2 year and 4 with 3 year
    - Bi-law revision will include term limits
  + Member onboarding
* Timeline
  + Solicitation for members week of 10/21
  + Apps due end of November
  + December 16h board members announced
* Proposed Motions: Heather, 2nd Jen
  + Overall process as outlined
  + Board turn over completely in Jan 2021
  + Current exec committee stays in place until March 2021
  + The timeline outlined in slides is reasonable and will be the goal of the planning group

1. Coordinated Entry Prioritization

* Look at policies and procedures for CE through a Racial Equity lens
* Data from New CE Monitoring Report (4/1/20-9/30/20)
  + Total population in SMAC – Black individuals are 4%
  + Youth populations are more diverse than adult populations
  + Denied referrals-concerning trend that Black individuals represent a higher number of denial
  + Exit outcomes – 53% exiting to PH, 18% unknown
  + Exit outcomes by race – Youth of color overrepresented apart from Native youth. Concerning trend that we need to reverse.
  + Action ideas:
    - determine how to get more detail on denials so we can create stronger policy as to when someone can be denied.
    - Prioritize a group that would address disparities
    - Education staff on how to identify exit outcomes
  + Recommendation
    - Explore ways to increase outreach to Native Youth
      * Partner with Native youth agencies
      * Fund outreach to Native youth agencies
      * Find providers with experience
      * Reach out to the one tribe we have in SMAC.  But most native people in SMAC are not from that tribe.
    - Prioritize youth in the priority pool
      * Motion to add youth to prioritization pool: Jen Moves, 2nd Heather
        + Chronic
        + Youth status (defined at 16-24)
        + Hud months homeless
        + MN homeless months
        + LTH status
* Focus on adjusting prioritization for Supportive hosing resources from the priority pool

1. Point in Time 2021 Discussion

* What are plans for PIT?
  + Anoka would participate
    - PD's in Anoka have expressed they are willing to help again with PIT...not sure about the other volunteers
    - Can we explore a socially distanced?
    - County staff in Anoka are not able to participate in face to face activities
  + Dakota would still do PIT with contracted Outreach providers. Not able to do meal sites with volunteers
  + Is it possible to submit to HUD since we are required to submit even though we are required to do it every other year? If it is not required, we get to decide. If it is required state would decide to do a shelter count.
  + Most work in Scott/Carver is done by phone. So, all of that can happen.
  + Get local group and Directors Council discussion and bring back to SMAC.
  + Reconvene next month