| 10.4.24 WY CoC Minutes |
| --- |

# Board Chair Tracy Obert called meeting to order at 8:34am MT on Friday 10.4.2024 with quorum.

## Attendance: Tracy Obert, Bobbie Nielsen, Wanda Koffler, Karla McClaren, Anika Kelley, Paul Wright, Tara Trenholm. Shari West, Hope White, Kristy Oster

Not in Attendance: Dawn Dillinger E, Micki Jaramillo, Morgane Dussault.

## Approval of Minutes 9.27.24, Hope White motioned to approve, Tara seconded the motion- motion passed. Discussion to review video for clarity on Agenda Items for 10.11.24

## New and Ongoing Business

## **New Business:**

**Upcoming Agenda/Action Items**

\*Governance Charter Review Upcoming Agenda Items

\* Sharon McDonald guest on 10.11.24, PHA Youth Vouchers

\*WHC FB page needs updated for clarification- Shari will Follow up

\* Board Compensation/Reimbursement\* Julie is researching

\*Revision/Update of current Policies from COC for how Projects are administered needs posted to website by the 10/30/24

\*Rank and Review Current Policy/Procedures Documentation

\*Revisit Proxy Voting and Attendance for Quorum

## **Ongoing Business:**

**MOU ICA/WYCoC**- Bobbie recused from vote- Motion to Approve made by Wanda, Paul seconded motion, Board Approved- Retroactive to October 1, 2024. Document will be signed by all parties and added to Teams Channel for future reference.

\***2024/2025 HUD NOFO-** Julie in process of writing NOFO, Julie asked if Wyoming has any type of Cooperative relationships with an Agency or Organization that is dedicated to serving specifically the Black/Brown Population Statewide? She will be working on the NOFO Consolidated Application over the weekend and will possibly be sending out additional questions.

Julie/Tracy discussed clarification on the email from Snaps concerning modifications for the FY2024/205 NOFO Competition for YHDP- they have recaptured funds of up to $93,000,000 for a modification based on Fair Market Rents for renewal projects- Tracy is forwarding the email to Hope, Tara.

 NP- Ontrack

 Renewal – Ontrack

**\*COCBuilds-** Kristy, Hope- answering questions on documents required- Julie confirmed that documents for the approved projects will need to be ready to move forward after approval- the current applicants need to be aware of what is required should they be approved. Tracy suggested sending out a reminder on due date of 10/28/24 for submission to grants.gov

**ESG- Karla-** scoring and ranking is done- funded 6 last year- 10 this year- sending list to Bobbie for HMIS participation- ICA, CAPNC, UNITA County Early HeadStart, Interfaith Natrona County, Interfaith Laramie, VOA, Sweetwater Family Resource Center, CCS Gillette, YES House Gillette, Comea Self Help. New Grant starts in January 2025- Karla is sending out contracts etc.

**Rank & Review**- Procedures and Scoring-discussed on 9.27.24 Julie does want us to have printed documentation for policy in place- Karla did send this out- we do need to update and refine this going forward with clear posting on website etc.

10/8/24 the committee will score and rank each NP & RP finalized the documentation and send to the Board for approval on 10/11/24- Julie is sending an Excel Spreadsheet to Karla for HUD Required presentation- including Applicants and reallocation of funds – it will need to be posted on the Website- Letters of Notice have to be sent out by 10/15/24- we want to have them sent out by 10/11/24 so we have time to respond to questions.

**Communications Procedure**- Kristy/Bobbie- presentation on developed folders in New Teams Channel transferring documents from Drop Box, as documents are transferred to Teams channel access to Drop Box will be inactivated except for a few users-

**Staffers Job Description** – Discussion on logistics of implanting hiring process-Julie is creating a posting standard to share with everyone to post/ advertise with a link to ICA Hiring Page-motion to approve the job description made by Tara, Anika seconded, Board Approved- going live towards the end of October.

## **Call for Committee Reports**

## **Top Priorities**

## Youth- Tara, Kristy- After NOFO

## Victim Services- Micki, Bobbie, Tara -After NOFO

## **Tribal Relations**- Hope, Tracy, Wanda, Anika-Hope updated that she is working with both Tribal Councils and continuing to develop collaborative relationships. The Board expressed condolences for Tribal Elder passing.

HMIS/DATA- Bobbie- Meeting 10/14/24- recertification due end of day today.

PIT- Karla

**GAPS- Karla**, Emily UW, asked for meeting on Stakeholders- Bobbie, Hope, Tracy, Karla- Julie did mention that the invoice and check is done-

CE- Dawn-

Website- Dawn, Anika, Wanda

Onboarding/Membership- Paul

 Onboarding Packet for New Members -After NOFO

## **Announcements and Events- In Process-**

## HVRP Grant for Veterans - <https://nvtac.org/>

PHA Youth Vouchers-Karla- see new business action items

**Quarterly Membership Meetings:**

**December 11, 2024 11am-1pm via zoom- Itinerary pending** PIT, inviting Nicole with Homebase to present training on inclusion of PLEE (People with Lived Experience and Expertise)

**March 12. 2025- pending**

**June 2025 Annual Retreat and General Membership Meeting-pending**