| 4.5.24 WY CoC Minutes |
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| **Location:** | Zoom <https://zoomus/j/99520224408>    Meeting ID: 995 2022 4408 |
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| **Time:** | 8:30am |

# Vice Chair Bobbie Nielsen called the meeting to order at 834am,

# Attendance: Board members; Bobbie Nielsen, Wanda Koffler, Dawn Dillinger, Karla MCclaren, Kristy Ostrum, Paul Wright, Shari West, Chandler Fox-quorum met.

Not in Attendance: Tracy Obert, Hope White, Tara Trenholm, Anika Kelley

\*Bobbie Nielsen, Dawn Dillinger will be out next week at the National Data Consortium, Tracy or Wanda will have to start zoom meeting, recording and transcription.

## Guests: Mike Keller, Krista Thuma, Kaitlyn Poepsel,

## Approval of Minutes- 3.29.24, motion to approve made by Shari West, no discussion, Motion second by Kristy Ostrum, motion passed.

## New/Ongoing Business

## VOA Proposal Presentation, Mike Keller, Senior Director over Veteran Services in WY and Krista Thurma, Director of Quality Assurance, Administrator of Case Management Software. Proposing a DATA transfer from the current case management software to the HMIS DATA base to elevate dual entry for VOA staff members and reduce errors. An MOU would need to be established – detailed discussion indicated that we need a written proposal outlining the request and the logistics to make the DATA compatible and relevant for both HMIS requirements such as CE and SSVF DATA purposes. Paul made notation that this is relevant to future Agencies utilizing a similar approach when asked to join the WY CoC Project Partnership’s with an HMIS requirement. As technology advances the CoC does not want to fall behind if this type of immersive technology works.

Conflict of Interest Form- Board Vote-Paul Wright motioned to accept-

Fox seconded- no discussion, motion passed. They will be sent from the admin email and returned there.

Guidelines from Senator Lummis Office-for recording June Presentation via zoom- update- Tracy -tabled to next week

WHC/WYCoC MOU- finalize updates and send to WHC-pending Board Review- Urgency on this due to June Membership meeting and Annual Board Retreat.

\*(Fox, Mickie will need access to Drop box)

## ESG Update- Karla is checking to see if there is a requirement with ESG for CE. Following up with CE-Dawn Dillinger- Karla expressed the necessity for the CoC and ESG to continue to collaborate with details affecting the match from the State DFs and the ESG grants being executed separately so matching funds can be used from the DFS matching funds to match ESG. Waiting to hear if the Governor signed off on the budget or if there will be last minute adjustments that affect the ESG/DFS match.

## Committee Reports

**NOFO** Bobbie announced the Application process is going to Bi-Annual starting with 2024 process.

\*Letter of Intent of Renewal Responses- 4 participants have all returned the LOI.

\*Lived Experience Letter-in process- see HAC committee moving forward.

\*Formal Written Agreements with Partnerships-pending- NOFO is wanting to see this on the application – the idea is formal written agreement with other Agencies that the Coc participants are working with- like 211 or Public Health etc re: education, health care, law enforcement etc. Kristy suggested a form letter that supports the COC.

\*Written Policies & Procedures - process

**Rank and Review Committee**

Decided to stick with what works this year and adjust if needed as the situation presents itself.

**HMIS/DATA-Bobbie**

Bobbie sent out the April Agenda, and reports- but canceled the meeting due to the Conference she will be attending. Manually entering preliminary unsheltered, sheltered counts so reports are on time.

**CE-Dawn –** pending monthly meeting.

**Membership & Outreach- Paul**

Confirmed Vote for Micki Jaramillo, please add to email group [mjaramillo@shccasper.com-](mailto:mjaramillo@shccasper.com-) emailed the notification from [admin@wycoc.org](mailto:admin@wycoc.org) will need to get the onboarding process started.

**PIT- Bobbie, Karla** n/a

**HAC- Homeless Advisory Council- Tracy, Wanda, Anika, Fox**

Review and update the Lived Experience Letter- continuing to collect Lived Experience videos’

**Website –Dawn, Wanda, Anika, Fox**

Training with One Each- learned lots of fun stuff- wanting to get demographics on what the board wants posted to the Website as far as announcements.

**Quarterly Membership Standing Committee-**

(June 11,12,13 In Person & Retreat, Virtual for September 18th, December 18th )

**Annual Board Retreat and Membership Meeting Casper, WY \*see Itinerary Notes 6/11-13/2024**

Action Items – Rooming List, Catering/Meals, Credit Card or Direct Billing forms pending WHC MOU, **Save the Date**, **Updated Brochures**

## Announcements and Events- have word doc of previous Events and Announcements

\*Please drop link to event in Chats for uploading to website

## <https://endhomelessness.org> Capitol Hill Day/Conference 7/8-10/2024 Washington DC.

## <https://NAIHC.net> – nonvoting member pending $500 Application fee.

## \*Conference attendees Board member to NHSDC (April, October) and/or NAEH (July)-hoping to send a few Board Members to each depending on funding available to cover expense.