

# NE Oklahoma Continuum of Care Full COC Membership Meeting

**Meeting Minutes**  
**Thursday, November 19, 2020**  
**12:00 p.m.**

## **Teleconference**

<https://us02web.zoom.us/j/86999407125?pwd=OURMNmhNbURLYkhtM2FtZkZkM0JUUT09>

Call-in number: (346) 248-7799  
Meeting ID: Meeting ID: 869 9940 7125  
Passcode: 728504

### **Attendance:**

Lindi Conover-Thompson  
John Ann Thompson  
Keila Dewey  
Brandy Heinrichs  
Natalie Shelton  
Denise Phelps  
Vera Yirsa  
Ashley Benz  
Lisa Look  
Elizabeth Adams  
Laura Garner  
Michelle Hodges  
Sherri Sherwood  
Katie Wilson  
Alicia Beard

The meeting began at 12:05

1. Introduction of Guests
  - a. None
2. Updates and events
  - a. None
3. Consideration and action regarding October 22nd, 2020, COC Full Partnership meeting minutes.
  - a. Keila noted that the Minutes said “Agenda.” Lindi fixed that in real-time.
  - b. Motion to accept meeting minutes with modification made by Katie Wilson; Second by Denise Phelps. Motion carried unanimously.

4. Consideration and action regarding the proposed 2021 Full Partnership schedule
  - a. Motion to accept the proposed 2021 Full Partnership schedule made by Laura Garner; Second by Lisa Look. Motion carried unanimously.
5. Annual discussion and action, as needed, regarding Board composition, structure, vacancies and membership
  - a. Information regarding the Board composition and election process was shared with the membership by sharing the screen and by emailing the membership.
  - b. There was discuss that Donna Grabow will need to be replaced because she is retiring.
  - c. Discussion: Lisa Look asked if Donna's replacement will take her spot on the board. John Ann said that she would reach out to Donna, but based on the current COC makeup, it would likely be that Donna's replacement would have to take that spot on the board.
  - d. Motion to approve the membership composition & election procedures made by Lindi Conover-Thompson; Second by Alicia Beard. Motion carried unanimously.
6. Discussion regarding ESG funds
  - a. ESG20: ODOC is encouraging agencies to spend 25% by December 31, 2020
  - b. ESG-CV: ODOC is encouraging agencies to spend 50% by December 31, 2020.
  - c. ODOC is going to require that agencies have spent lots of their money before the next round of applications.
  - d. We acknowledge that this is an overwhelming process, but having this COC is helpful for figuring out how to do this.
7. Discussion regarding NOFA for the COC: still not posted
  - a. Still hung up in Congress, deciding if it'll be an entitlement, or if it'll be a new application.
  - b. HUD Exchange has Friday Office Hours, and that's where the information comes from. It's coming but we don't how or when.
8. Discussion regarding 2020 Housing Inventory and Point-in-Time (PIT) Counts
  - a. To take place in late January, though the date is still TBA
  - b. Considerations for COVID19, especially for the Unsheltered Count. It's important to stay protected with PPE.
  - c. We will be required to conduct an unsheltered count, unless there are extenuating circumstances and we submit a waiver.
  - d. There will be guidance released weekly over the next several weeks regarding the HIC/PIT count.
  - e. Our numbers were really bad this past year due to low participation. So, we're going to have to really amplify our efforts this year. Lindi will circulate additional information.
  - f. Lisa Look shared tips on how they do the unsheltered count (i.e. handed out food, socks, thermal undershirts, etc.) to get more participation. Brandy Clopton added that the Tahlequah Men's Shelter has outreach funds that could aid in the count this year, if that is permissible.
9. Committee Reports, recommendations and action items

- a. Planning Committee: Chair, Sarada McGaha
  - i. Sarada was unable to attend; Keila reported that there was nothing new
- b. Monitoring and Evaluation Committee: Chair, VACANT
  - i. This position is critical and needs filled.
  - ii. Laura is waiting to receive information about the position and its responsibilities from Sarada to present to a potential person.
- c. HMIS Committee: Chair, Sherri Sherwood
  - i. Ashley Benz: Nov 1-18<sup>th</sup>: 141 Clients; and 450 in the past 2 months
  - ii. Bed counts need updated
  - iii. You'll be getting emails from Cindy Anderson
- d. Motion to accept the committee reports as presented made by Ashley Benz; Second by Brandy Clopton. Motion carried unanimously.

**10. Other business**

- a. Natalie Shelton, discussion: There is a shortage of housing in the Jay area. Shelters are full in part because they're operating below capacity due to COVID19. Elizabeth & Denise are feeling this too. Ashley also noted that other rural COCs are having this same issue.
- b. John Ann checked with Rebekah Zahn and it has been decided that we do not fall within the requirements of the Open Meetings Act, therefore, we do not have to meet in-person. We can continue meeting virtually until it is safe to meet in-person again.

**11. Next meeting date and location:**

- December – No Meeting
- \*Meetings will be held remotely/virtually until it is safe to gather in person again

Motion to adjourn: Denise & John Ann

Meeting Adjourned at 1:09pm

**Proposed 2021 meeting schedule:**

January 28<sup>th</sup> – 12:00pm Full Partnership Meeting & Board Meeting  
 February 25<sup>th</sup> – 12:00pm Full Partnership Meeting  
 March 25<sup>th</sup> – 12:00pm Full Partnership Meeting  
 April 22<sup>nd</sup> – 12:00pm Full Partnership Meeting & Board Meeting  
 May 27<sup>th</sup> – 12:00pm Full Partnership Meeting  
 June 24<sup>th</sup> – 12:00pm Full Partnership Meeting  
 July 22<sup>nd</sup> – 12:00pm Full Partnership Meeting & Board Meeting  
 August 26<sup>th</sup> – 12:00pm Full Partnership Meeting  
 September 23<sup>rd</sup> – 12:00pm Full Partnership Meeting  
 October 28<sup>th</sup> – 12:00pm Full Partnership Meeting & Board Meeting  
 November 18<sup>th</sup> – 12:00pm Full Partnership Meeting \*Moved up due to Thanksgiving  
 December: No meeting due to Christmas