



Homeward Board Meeting
August 17, 2023 / 2:30 PM– 3:30 PM
RiverPlace – 2309 Euclid Avenue, Room 1A
IN PERSON

1. Welcome and Introductions
2. Approve Agenda*
3. Consent Items*
 - 3.1. Homeward June 2023 Meeting Minutes
 - 3.2. Homeward May 2023 Financial Statement
 - 3.3. Housing Committee Meeting Minutes
4. Finance Committee – Tony Montgomery
 - 4.1. Committee Member
 - 4.2. Investment – Certificate of Deposit
5. Grant Committee – Angie Dethlefs-Trettin
 - 5.1. HUD 2023 Continuum of Care Competition - Allocations*
 - 5.2. Letter of Support for The Beacon – approved by unanimous email vote 8/14/2023.
6. Executive Director's Report – Angie Arthur
7. Business
 - 7.1. Youth Homelessness Prevention – Abbey Barrow
 - 7.2. Summer Point in Time Presentation – Kasper Kittredge
8. Public Comment/Announcements
9. Adjournment

Next Meeting is September 11, 2023



Homeward Board Meeting Minutes

Monday, June 12, 2023 12:00 p.m.

Polk County Riverplace

BOARD MEMBERS PRESENT

Lisa Crabbs, Rebecca Foster, Jennifer Miner, Tami Nielsen, Jill Padgett, Manisha Paudel, Nathan Simpson, Katie Snell, Ehren Stover-Wright, Annie Uetz, Amanda Wanke, Whitney Warnke, and Lyn Wilson.

BOARD MEMBERS ABSENT

Ahmed Agyeman, Brett Burk, Angie Dethlefs-Trettin, Pastor Frederick Gaddy, Lorna Garcia, Charles Hill, Renée Miller, Tony Montgomery, and Catherine Reaman-Gerdes.

GUESTS

Courtney Guntly, Dee Henriquez, Katie Kamienski, Cynthia Latcham, Amber Lewis, Emily Osweiler, Shelby Ridley, and Patrick Schacherer.

STAFF

Angie Arthur and Jim Cain

CALL TO ORDER + INTRODUCTIONS

Annie Uetz called the meeting to order at 12:03 p.m.

APPROVAL OF AGENDA

A motion was made by Lisa Crabbs to approve the agenda. Seconded by Amanda Wanke. Carried.

APPROVAL OF CONSENT AGENDA

A motion was made by Katie Snell to approve the consent agenda items. Seconded by Nathan Simpson. Carried.

FINANCE COMMITTEE

Nathan Simpson shared that the Finance Committee is recommending approval of the new fiscal year budget, starting on July 1st. The budget is fairly similar to last year's, but some changes include:

- Additional cost categories due to operational changes. Ex. audit, accounting
- Planning grant is minimally higher
- Had one grant come in early, so there is a larger than normal carryover into the new year

The Finance Committee moves the approval of the new FY 24 budget. Carried.



NOMINATIONS COMMITTEE

The proposed slate of new Board members are the following:

Board Member Appointment

- Amber Lewis (2025) finishing term
- Dennis Henderson (2025) finishing term
- Lori Jensen (2026)
- Alyson Simmons (2026)
- Dave Weidt (2026)

Board Member Reappointment

- Lorna Garcia (2026)
- Ehren Stover-Wright (2026)
- Nathan Simpson (2026)
- Lyn Wilson (2026)

The Nominating Committee moves approval of the new slate of Homeward Board members. Carried.

Thank you to Catherine and Renee who served on the Board for 6 years and are now cycling off!

ELECTION OF OFFICERS

The proposed slate of FY24 Officers are the following.

- **Chair:** Annie Uetz
- **Vice Chair:** Nathan Simpson
- **Secretary:** Angela Dethlefs-Trettin
- **Treasurer:** Tony Montgomery

Lisa Crabbs motions approval of the FY24 Board Officers. Whitney Warnke seconds. Carried.

GRANT COMMITTEE

Lisa Crabbs shared that the committee looks at Homeward's project applications and score sheets every year ahead of the release of the HUD Notice of Funding Opportunity (NOFO) to try and prepare for the competition. These project applications and score sheets may need to be adjusted once again when the NOFO is released.

Local Applications - The local application mirrors HUD's project application as well as includes questions related to local and HUD funding priorities.

The local applications are recommended for approval by the Grant Committee. Carried.

Score Sheets - The process for submitting the HUD Continuum of Care (CoC) Program application includes a local application process for agencies wishing to renew an existing grant



or submit a grant for a new project. HUD identifies specific requirements that the applications are scored and ranked in addition to local guidelines.

The score sheets are recommended for approval by the Grant Committee. Carried. Nathan Simpson abstains.

ESG Project Allocations -

ESG 2023-2024: REQUEST VS. ALLOCATION			
Applicant	Requested Amount	Allocated Amount	Score
Emergency Shelter			
Iowa Homeless Youth Centers	\$37,000	\$45,518	122
Hawthorn Hill - New Directions	\$25,000	\$36,200	114.5
Central Iowa Shelter & Services	\$108,500	\$100,000	106.5
Children and Families of Iowa	\$20,017	\$20,017	94.25
Catholic Charities*	\$105,000	\$0	90.25
Homelessness Prevention			
Children and Families of Iowa	\$21,000	\$21,000	94.75
Rapid Rehousing			
Children and Families of Iowa	\$20,073	\$28,188	99.5
Street Outreach			
Central Iowa Shelter & Services*	\$46,170	\$0	75
Centralized Intake			
Primary Health Care	\$50,000	\$50,000	N/A
HMIS			
Institute for Community Alliances	\$10,087	\$10,087	N/A
	Project Total	\$311,010	
	City Admin	\$25,216	
	GRAND TOTAL	\$336,226	
* Score did not meet 70% (91 points) minimum scoring threshold			

Lisa thanked Homeward staff and the Grant Committee for assistance with the Emergency Solutions Grant process. After Homeward Board approval, the Des Moines City Council will vote on the allocation on June 26, 2023. A summary will be included in the Council Communication. Angie Arthur explained general scoring and the minimum scoring threshold.



The ESG Allocations are recommended for approval by the Grant Committee. Carried. Nathan Simpson and Ehren Stover-Wright abstained.

COORDINATED SERVICE COMMITTEE

Revised Standards for Providing Assistance - Several events have occurred over the last two years resulting in the need to revise the standards. The board packet and standard documents outlines in detail the changes. Changes for the standards typically occur when HUD regulations or monitoring initiate them.

The revised standards for providing assistance are recommended for approval by the Coordinated Services Committee. Carried.

EXECUTIVE DIRECTOR'S REPORT

- Media – Angie provided Point in Time information to the Wall Street Journal
- Angie participated in the 12 Hour Sequential Intercept Mapping Exercise focused on the correctional system in Polk County and its interactions with other systems. Other community meetings included IFA/CoC monthly meetings and attending the Principal Charity Classic.
- Homeward is transitioning several operational processes. Connectify HR is its professional employer organization. Other new partners are Platinum IT, Community Choice Credit Union, Tarbel, and Nextiva. The office will move on Thursday (6/15). Homeward will put out an auditor RFP later this fall.
- Unsheltered Des Moines Study – Homeward Directors Council had its second facilitated session with Cassandra Halls. They created two subcommittees: systems and Systems and Shelter for people who identify as women.
- Staffing concerns at multiple community organizations are impacting levels of service.
- Emergency Solutions Grants – City of Des Moines – Homeward worked in partnership with the City of Des Moines and Grant Committee
- Strategic Planning - We have had two really great strategic sessions with our facilitator, Regenia Bailey. The target is to share with the board in August.

3 Headlines to Share About Homelessness in Our Community This Month:

1. **Summer Brings Increases in Family Homelessness**
 - Once the school year ends, many families are no longer able to live doubled up
 - Parents experiencing housing instability often wait to move or seek support during the summer so as not to disrupt their children's' education
 - This month 71 families with children are on the waitlist for emergency shelter
2. **Pride Month Highlights Disparities in LGBTQ+ Homelessness**
 - June is Pride month and an opportunity to affirm and support our LGBTQ+ neighbors
 - LGBTQ+ individuals are over-represented in the homelessness system
 - In fact, LGBTQ+ youth are 2.2x more likely to experience homelessness than their straight/cisgender peers



- LGBTQ+ individuals are particularly vulnerable when experiencing homelessness, especially after a season of harmful legislation in Iowa
3. **Polk County Needs Additional Affordable Housing to Address Homelessness**
- The lack of affordable housing is a significant barrier to people working to leave homelessness
 - Just 23 homes are affordable and available for every 100 extremely low-income renter households in Polk County, Iowa.

POINT IN TIME COUNT

The Summer Point in Time count starts at noon on July 19th through noon of July 20th. It is a week earlier than usual as RAGBRAI will be in town on July 26th. Please don't hesitate to reach out if you have interested in volunteering. Thanks to all the community partners and folks who are helping with the count.

PUBLIC COMMENTS/ANNOUNCEMENTS

No comments

ADJOURNMENT

With no further business to conduct, the meeting was adjourned.

The next Homeward Board Meeting will be on Monday, September 11th, 2023 at 12:00pm.

Polk County Housing Trust Fund
Statements of Revenues and Expenses - Homeward vs. Budget
For the One and Eleven Months Ended May 31, 2023

	<u>May 23</u>	<u>Budget</u>	<u>Jul '22 - May 23</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
301 · Polk County investment	0.00	12,500.00	87,500.00	137,500.00	150,000.00
312 · City of Des Moines	0.00	12,500.00	0.00	137,500.00	150,000.00
313 · HUD Planning Grant	20,438.42	10,000.00	87,925.87	110,000.00	120,000.00
376 · Unrestricted funding	0.00	5,000.00	75,174.00	55,000.00	60,000.00
377 · Individual donations	0.00	250.00	0.00	2,750.00	3,000.00
378 · Restricted Funding	51,400.00	2,612.50	75,652.70	28,737.50	31,350.00
Total Income	<u>71,838.42</u>	<u>42,862.50</u>	<u>326,252.57</u>	<u>471,487.50</u>	<u>514,350.00</u>
Gross Profit	71,838.42	42,862.50	326,252.57	471,487.50	514,350.00
Expense					
Education/Advocacy					
573 · Advertising/marketing	0.00	416.66	208.85	4,583.33	5,000.00
575 · Electronic media	68.55	58.33	808.78	641.66	700.00
580 · Tickets	0.00	166.66	500.00	1,833.33	2,000.00
593 · eNewsletter	0.00	20.83	179.76	229.16	250.00
Total Education/Advocacy	<u>68.55</u>	<u>662.48</u>	<u>1,697.39</u>	<u>7,287.48</u>	<u>7,950.00</u>
Insurances					
520 · Insurance	0.00	116.66	1,621.00	1,283.33	1,400.00
Total Insurances	<u>0.00</u>	<u>116.66</u>	<u>1,621.00</u>	<u>1,283.33</u>	<u>1,400.00</u>
Office Expenses					
530 · Parking	0.00		7.00	0.00	0.00
531 · Office materials and supplies	0.00	58.33	315.93	641.67	700.00
532 · Office rent/Parking	1,528.10	1,413.34	18,283.44	15,546.67	16,960.00
534 · Telephone/internet	0.00	125.00	300.00	1,375.00	1,500.00
535 · Filing fees	0.00	16.66	0.00	183.33	200.00
536 · Postage	0.00	16.67	36.00	183.33	200.00
537 · Printing Expense	0.00	41.67	127.30	458.33	500.00
Total Office Expenses	<u>1,528.10</u>	<u>1,671.67</u>	<u>19,069.67</u>	<u>18,388.33</u>	<u>20,060.00</u>
Professional Fees					
501 · Misc professional fees	0.00	833.33	1,441.05	9,166.67	10,000.00
Total Professional Fees	<u>0.00</u>	<u>833.33</u>	<u>1,441.05</u>	<u>9,166.67</u>	<u>10,000.00</u>

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	<u>May 23</u>	<u>Budget</u>	<u>Jul '22 - May 23</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Program Commitments					
410 · Point in Time	0.00	141.66	980.79	1,558.33	1,700.00
416 · Unsheltered Study	0.00	2,500.00	14,511.00	27,500.00	30,000.00
417 · Intergenerational Homeless Stud	13,270.08	3,250.00	13,304.88	35,750.00	39,000.00
418 · Community Case Manager Pilot	0.00	12,500.00	0.00	137,500.00	150,000.00
491 · Youth Action Council	1,385.00	500.00	7,890.11	5,500.00	6,000.00
590 · Centralized Intake	4,166.00	4,166.67	45,826.00	45,833.34	50,000.00
591 · CoC Training	0.00	250.00	0.00	2,750.00	3,000.00
594 · Rapid Resolution	0.00	3,333.33	31,661.83	36,666.66	40,000.00
Total Program Commitments	<u>18,821.08</u>	<u>26,641.66</u>	<u>114,174.61</u>	<u>293,058.33</u>	<u>319,700.00</u>
Staff and Board Development					
581 · Dues/subscriptions/memberships	1.07	50.00	28.87	550.00	600.00
582 · Continuing education	750.00	500.00	3,018.05	5,500.00	6,000.00
583 · Board and committee meetings	281.00	166.67	3,871.56	1,833.33	2,000.00
585 · Strategic Planning/ED Transitio	1,000.00	416.67	2,042.31	4,583.33	5,000.00
Total Staff and Board Development	<u>2,032.07</u>	<u>1,133.34</u>	<u>8,960.79</u>	<u>12,466.66</u>	<u>13,600.00</u>
Staff Costs					
511 · Salaries	17,521.46	17,521.46	199,488.28	210,257.54	227,779.00
512 · Employee benefits	1,337.87	1,416.67	11,797.19	15,583.34	17,000.00
514 · Payroll taxes	1,335.86	1,340.40	15,115.19	16,084.60	17,425.00
515 · Retirement plan	888.58	876.08	8,396.54	10,512.93	11,389.00
589 · Mileage	0.00	41.67	0.00	458.33	500.00
Total Staff Costs	<u>21,083.77</u>	<u>21,196.28</u>	<u>234,797.20</u>	<u>252,896.74</u>	<u>274,093.00</u>
Technology					
541 · Equipment maintenance	255.00	285.00	2,740.00	3,135.00	3,420.00
543 · Equipment replacement/software	13.77	250.00	2,493.57	2,750.00	3,000.00
544 · Data for HMIS	0.00	666.67	7,260.00	7,333.33	8,000.00
Total Technology	<u>268.77</u>	<u>1,201.67</u>	<u>12,493.57</u>	<u>13,218.33</u>	<u>14,420.00</u>
Total Expense	<u>43,802.34</u>	<u>53,457.09</u>	<u>394,255.28</u>	<u>607,765.87</u>	<u>661,223.00</u>
Net Ordinary Income	<u>28,036.08</u>	<u>-10,594.59</u>	<u>-68,002.71</u>	<u>-136,278.37</u>	<u>-146,873.00</u>
Net Income	<u><u>28,036.08</u></u>	<u><u>-10,594.59</u></u>	<u><u>-68,002.71</u></u>	<u><u>-136,278.37</u></u>	<u><u>-146,873.00</u></u>

OpportUNITY July 2023 Housing Meeting Notes

- Amber Lewis, City of Des Moines Homelessness Policy Administrator
 - If you have ideas or input on where city/Amber should focus efforts, feel free to contact her at allewis@dmgov.org
 - Amber is about 3 months into this new position
 - Initial priorities/focus (subject to change)
 - Street outreach capacity
 - Facilitate coordination among outreach providers
 - Research outreach models in other cities
 - Build awareness of other options
 - Encampment management
 - City clears out encampments on a complaint-basis currently
 - Looking into other cities who manage this differently
 - Possibly move to an encampment management system
 - Looking towards this fall
 - Transparency with whole community on how it works- camps need to be so far away from a school, street, etc., size of camp, trash collection, etc. If there is an encampment causing issues, there is a progressive engagement strategy
 - Non-congregant shelter
 - Congregant shelter doesn't work for everyone, are there other services or models?
 - Facilitate coordination to fill gaps
 - How does the city make connections with service providers?
 - Day services planning
 - Ex: public library
 - Growing services available
 - Building capacity at shelters is an option or at other locations as well
 - When looking at this list, there isn't a long-term housing solution
 - Amber is meeting with a lot of people, learning, continuing to make connections in town as well as in other cities
 - Questions
 - What other cities are we looking to for solutions?
 - Houston has had some success, lots of people looking at their work. They are different because everyone is at the table and working together to work towards a solution
 - Encampment management in San Jose is interesting- had a similar approach to ours and changed during COVID where they began to change policy for long term to move to prioritization strategy
 - Omaha, has interesting mapping strategy to understand where the camps are living, what have been decommissioned and unknown, build knowledge and connect with service providers

- Does part of the initial to-do list include displacement of homeless individuals into traditionally residential neighborhoods as a result of removing encampments around downtown?
 - Downtown development has affected people, when people move, they often lose connection with their service providers
 - Facilitating coordination between community groups, what gaps are there?
 - City and city department communication gaps, when there's a new encampment posted for eviction, that process triggers a listing in the city database and an email would go out to some service providers. Now there is a large list of providers that get notified when an encampment will be destroyed (Homeward, PCH, etc.) so that they can go meet with the encampment. Timing is challenging, sometimes weeks /months to complete eviction, which means people might change or not know. Currently working with Public Works to help coordination so people can evacuate camp in time. Also, reliance on service providers to be there in time as well.
 - How would lived experience integrate into this work?
 - Not sure how to formally get this, but efforts through Homeward to increase engagement. More informal at library convos, Urban Bicycle Food Ministry, etc. Amber is getting involved outside of the office. More opportunities available there
 - Are there other organizations you would like to integrate or collaborate more?
 - Meeting with Polk Co Emergency Management, Polk County Board of Supervisors, libraries, downtown businesses, downtown neighborhood association, etc
- IFA – Ashley Jared
 - Homeownership Incubator Program
 - 2nd annual incubator competition
 - Need for diversity in homeownership and financial literacy in homeownership and mortgage process
 - Wanted to put money behind this need
 - Call out due Aug 1 to hear about innovative ideas in the community that furthers homeownership financial literacy
 - Must have a strong financial component partnership and with community organization(s)
 - How are they partnering together to meet folks to reach diverse groups (marketing, meeting with employers, translated materials)
 - Will pick finalists and panel of judges at Housing Iowa conference, winning pitch will receive \$20,000 and can use this as a pilot project for possible permanent IFA program in the future
 - For whole state
 - Housing Iowa Conference this fall in Cedar Rapids
 - Innovation pitch contest with up to \$10 mill in tax credits

- Employer partnerships in homelessness realm
 - For more information, contact Ashley Jared at Ashley.Jared@IowaFinance.com
- Community updates
 - NFC
 - Looking for J2H ambassadors and champions, new community orgs to work with
 - Contact Bridgett Robinson at brobinson@neighborhoodfinance.org
 - Humana
 - Aug 3 Urban Dreams Health Resource Fair at old building courtyard, open to vendors who are interested in attending/tabling
 - Contact DeAndrea Searight at DSearight@humana.com
 - Habitat For Humanity
 - Last week, dedicated 10 new homes, quarterly homeownership celebration, had an elected officials bus tour with great discussion afterwards, hoping to do another one as well as a community bus tour, broke ground in north Ankeny for 8 units (4 duplexes) first multi-unit housing project, will be doing a blitz in the fall
 - One Economy One Economy Housing convo last week- gaps in escrow as a result in valuation and tax and insurance increases- is anyone doing info and education to homeowners to prepare for that?
 - CISS
 - Several beds available currently, if anyone wants to participate in street outreach they can, Fridays do street outreach (reach out to Steve Quirk at SQuirk@centraliowashelter.org)
 - IFA
 - Low-income housing tax credit awards announced, one awarded project in Polk Co, Frank Smith Center project, for 62+ housing tax credit units
 - If you have ideas on what we want to cover as group, ideas for speakers, topics, etc. reach out to Rachel, Luke or Hannah!

2023 NOFO CoC Project Competition

CoC RENEWAL AND NEW PROJECTS: RANK ORDER

Tier 1				
Applicant	Allocated Amount	Percentage	Score	Total Possible Pts.
ICA HMIS	\$108,419	94.5%	137	145
PHC CI	\$147,882	93.3%	136.75	146.5
PHC RRH Consolidated	\$377,184	91.5%	237.5	259.5
Anawim HOP Consolidated	\$1,074,162	91.4%	236.25	258.5
Anawim Consolidated	\$1,346,286	88.8%	229.5	258.5
CFI - RRH	\$109,116	84.2%	222.75	264.5
IHYC RRH	\$165,786	83.6%	217	259.5
Anawim Youth PSH*	\$227,451	80.0%	206.75	258.5
IHYC TH/RRH	\$31,318	81.7%	213.75	261.5
Tier2				
IHYC TH/RRH	\$270,035	81.7%	213.75	261.5
CFI - RRH (DV Bonus) - NEW	\$368,227	84.3%	223.00	264.50
<p>* Des Moines/Polk CoC may only reallocate eligible renewal projects that have previously been renewed under the CoC Program. Anawim Youth PSH hasn't been previously renewed so it needs to be ranked in Tier 1 to avoid reallocation if not funded in Teir 2.</p>				

YHDP PROJECT RENEWALS

Applicant	Allocated Amount	Percentage	Score	Total Possible Pts.
PHC YHDP SSO Housing Navigator	\$81,222	92.4%	131.25	142
CFI YHDP TH/RRH	\$186,773	89.8%	237.5	264.5
IHYC YHDP SSO - Mental Health	\$152,089	88.7%	126	142
IHYC YHDP RRH	\$268,704	86.7%	225	259.5
Anawim YHDP PSH	\$192,569	85.4%	220.75	258.5
ICA YHDP HMIS	\$37,470	85.4%	55.5	65

2023 NOFO CoC Project Competition

Preliminary Pro Rata Need (PPRN) - HUD generated formula	\$4,616,666
Estimated Annual Renewal Demands (ARD) - Amount required to fund all renewal projects at 100%	\$4,776,466
Final Pro Rata Need (FPRN) - The higher of the PPRN and ARD	\$4,776,466
Annual Renewal Amounts (ARAs) of YHDP Renewals	\$903,323

Funding Available to IA-502

Tier 1

93% of ARD less ARA for YHDP Grants	\$3,587,604
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Tier 2

7% of Remaining ARD	\$270,035
CoC Bonus Funds - Up to 7% of IA-502 CoC FPRN	\$334,353
DV Bonus	\$461,667

\$4,653,659

Non-Competitive Grants

Annual Renewal Amounts of YHDP Renewals	\$918,827
CoC Planning Grant - Up to 5% of IA-502 CoC FPRN	\$238,823

TOTAL FUNDING AVAILABLE

\$5,811,309





August 10, 2023

Melissa Vine, Executive Director
The Beacon
1717 Woodland Avenue
Des Moines, IA 50309

Dear Melissa:

I am pleased to write this letter in support of The Beacon grant application to the Iowa Finance Authority for shelter assistance funding. The Beacon has collaborated with Homeward for years as a partner in the care of some of our county's most vulnerable residents. The Beacon utilizes a trauma-informed, equity-centered approach that respects the autonomy of individuals as they navigate their journey to health, happiness, and stable housing.

Homeward serves as Polk County's homelessness planning organization, forging strategic partnerships between homelessness organizations, community partners, government officials, and people experiencing homelessness. Our work is to ensure that Polk County residents rarely experience homelessness at all and that their stay in homelessness is a brief, one-time experience when it does occur. We recognize the important need for housing with supportive services for women who are facing homelessness or the threat of homelessness due to trauma such as domestic violence and incarceration. The Beacon participates in several Homeward committees.

The collaborations formed between The Beacon and other agencies here in Polk County have been highly successful at making a difference in the lives of women in Polk County. Thank you for this opportunity to provide a letter of support for The Beacon in funding the operations of its house.

Sincerely,

Angie Arthur
Executive Director
Homeward