
11/17/2025 CoC Minutes

I. Attendance

Present: Bobbie Nielson, Shari West, Anna Edwards, Paul Wright, Dawn Dillinger, Tracy Obert, Karla McClaren, Julie Eberbach

II. Guests

None

III. Approval of Minutes 11/17/2025

Motion: Tracy Obert moved to approve the meeting, seconded by Paul Wright and carried unanimously.

IV. New and Ongoing Business

- VA by name list reconciliation was presented by Paul: The VA has been mandated to do a reconciliation of the by name list using homes and the HMIS system. They'll be doing that on a monthly level, which in one respect will be good, because it's going to make sure the data quality is up there still. It'll give the VA a little bit of a better idea of how many homeless veterans are out there.

I'm not sure if that information is going to be readily available for everybody else, but I just wanted to let everyone know that it's not going to impact what we do in the COC. We'll still do coordinated entry the way we have been.

Bobbie mentioned that St Louis gets a homeless report every month based on coordinated entry, Paul thinks that would be a great idea if they could get the same report.

New Business:

- New board application from Kayla Braaton from YES house. The board has reviewed her application.

Traci motioned to approve Kayla as a board member. Shari seconded.

Bobbie is proxy for Mickey and Shari is proxy for Wanda. Vote was unanimous.

Anna will reach out to Kayla, send her the conflict-of-interest statement, welcome her to the board and invite her to the next meeting.

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- Traci asked if anyone had heard of the SemperFi America's Funding. Paul has heard of it, and Traci will send information to Anna to distribute to the board. It basically does what SSVF does as far as rent, deposits and eviction prevention.

Ongoing Business:

- **Coordinators Report:** Anna would like to leave this on the agenda and if we need to we can take it off. Everyone agreed that the report was a good thing and they liked the updates that it provided. Discussion was had over the budget numbers and future funding. The budget will not be posted on the website or sent out on the Coordinators Report at this time. Discussion summary:

The new HMIS, Coordinated Entry, and Planning grants have been signed and are scheduled to begin December 1, 2025, with funding extending through January 31, 2026. These grants are not yet active in ELOCS due to the federal shutdown, which is delaying the ability to draw down funds. ICA can begin work under the new grants but cannot access reimbursement until a federal staff member activates the grants in the system.

The current grant is running low, but the upcoming grant includes increased funding and a brief overlap period. ICA has contingency capacity to carry the project temporarily, assuming reimbursement will follow once the system is operational. Board members expressed concern about potential service gaps and offered support if needed. ICA will notify the board if circumstances change.

- We are close to meeting our match amount. Anna has worked hard on putting together a template that she will send out to board members to review. There is still some outstanding time for the monitoring visits that is not accounted for.
- **Membership and Feedback Friday:** Two successful meetings were held this month. Jen Davies led a well-received, line-by-line review of the executive order related to criminalizing homelessness, with approximately 30–32 attendees participating throughout. The second meeting, Feedback Friday, drew 16 participants and focused on the regional CoC map, PIT count, and advocacy topics. While initial engagement was slow, meaningful discussion emerged once participants began sharing. One attendee from Cheyenne expressed interest in joining the board; follow-up is needed to confirm receipt of their application. Board members noted the value of open-format discussions and suggested incorporating targeted feedback topics in future sessions to encourage participation.

- **Monitoring Update:** Monitoring was completed for three agencies: Community Action of Natrona County (PSH), Council of Community Services (PSH), and the Yes House (YHDP). The final exit meeting with Yes House is scheduled for today. No major issues were identified; minor improvements were suggested. The process was viewed as positive and educational, with recommendations to refine the monitoring tool next year—simplifying language, removing duplicate questions, and providing agencies with questions in advance.

The current format included an introductory meeting, a monitoring session, and an exit interview. The proposed change for next year is to present a written summary during the exit interview to allow for real-time discussion. Rotating monitors annually was also recommended to broaden understanding across projects.

Anna Edwards acknowledged the significant contributions of Bobbie Nielsen and Shari West in leading the monitoring efforts. The ICA monitoring has been rescheduled to the week of December 14 due to staff availability. Coordination with monitors is underway, and a decision is pending on whether ESG monitoring will be conducted concurrently.

Karla mentioned that since she had been out for knee surgery she is still catching up and hasn't given a lot of thought to ESG monitoring. Although, she is all in on the CoC monitoring and will touch base with Anna when she can do ESG monitoring.

- **Strategic Goal review:** The CoC committee, currently led by Paul and Anna, aims to improve funding processes and expand access for new applicants. Key actions include board review of funding procedures before each grant release, development of training materials, delivery of statewide training sessions, and refinement of tools based on feedback. While some training is already underway, additional committee members may be needed to support material development. This is considered a long-term initiative to strengthen board understanding and engagement.

V. Call for Committee Reposts

No committee reports today.

Youth Committee:

Victim Services:

GAPS Committee:

Governance Committee:

HMIS Committee:

PIT Committee:

Youth, Victim Services, and Tribal Relations Committees:

Coordinated Entry Committee:

Onboarding Membership Committee:

Monitoring Committee:

Executive Committee:

ESG Update: No new HUD updates were available due to the federal shutdown. However, ESG funding for FFY 2025 (covering the 2026 cycle) has been awarded and is ready for use.

VI. Public comments (if Applicable)

None

VII. Announcements and Events

- The National Alliance is holding an Advocacy 101 on the 13th, if anybody would like to sign up, it's free. If you are not signed up for the National Alliance to End Homelessness announcements, I really would encourage you to do that. They put out, on a very regular basis, some very good information. And Anne Oliva, who is the CEO of the National Alliance to End Homelessness, used to be the head of the SNAP's office, where our NOFO comes out of, so she knows the process, she knows how those decisions are made, is really in tuned into people in Washington and what's going on, so she's very, very informative, and very trustworthy.

Bobbie will be out for 2 weeks for surgery.

The next CoC meeting is scheduled for November 21st, at 8:30 am.

The meeting was adjourned at 9:27 am.