

# Wyoming CoC Board Meeting Minutes – February 20, 2026

## I. Attendance

### Call to Order

The meeting was called to order by **Bobbie Nielsen** at **8:33 AM**.

### Attendance

**Voting Members Present:** Bobbie Nielsen, Tyler Jones, Paul Wright, Kayla Bratton, Mickey Jaramillo, Tracy Obert, Shari West, Wanda Koffler

**Absent:** Jessica (excused)

**Non-Voting Participants / Guests:** Don Dillinger, Julie Eberbach, Anna Edwards

### Guests

Kaitlyn Poepsel (Presenter)

## II. Consent Agenda

### 1/16/26 and 2/6/2026 Meeting Minutes

The Board reviewed the January 16 minutes, which were approved without changes.

**Motion to approve the January 16 minutes was made by Tracy and seconded by Wanda; the motion passed unanimously.**

The February 6 minutes were missing the final section of discussion. Shari will revise and resend.

**Motion to approve the February 6 minutes with corrections was made by Tracy and seconded by Paul; the motion passed unanimously.**

## Coordinator's Report

A written report was submitted by the coordinator. No verbal discussion occurred during the meeting.

# III. New and Ongoing Business

## New Business

### **System Performance Measures – Presentation by Kaitlyn Poepfel**

Kaitlyn presented the FY24 and FY25 System Performance Measures, explaining the minor differences between original and updated FY24 data. To ensure the highest accuracy, she recommended resubmitting FY24 data. The Board agreed to resubmit.

**Motion to resubmit FY24 SPM data was made by Tracy and seconded by Wanda; the motion passed unanimously.**

### **AI Notetakers Bot Policy**

The Board reviewed the draft policy prohibiting the use of external AI note-taking bots due to confidentiality concerns. Internal Zoom/Teams recording tools may still be used. The Board approved the policy with clarifying additions regarding HMIS and Coordinated Entry.

**Motion to adopt the AI Bot Policy with edits was made by Shari and seconded by Wanda; the motion passed unanimously.**

### **HVRP Letter of Support – VOANR**

The Board reviewed a Letter of Support for VOA Northern Rockies to apply for the HVRP veteran employment grant. Members agreed VOA is well suited to this work.

**Motion to approve the Letter of Support was made by Tracy and seconded by Shari; the motion passed unanimously.**

Anna will finalize signatures and send the letter to VOA.

## **211 Conference**

The Board discussed submitting a joint CoC and Coordinated Entry presentation for the 211 Conference. Don indicated interest but may have scheduling challenges; contingency options were discussed. Anna and Don will prepare and submit the session proposal.

## **Ongoing Business**

### **NOFO / HUD Updates**

Anna provided updates on HUD's recent filing in the national NOFO litigation, in which HUD requested cancellation of summary judgment following new Congressional directives. Grants expiring in the first half of 2025 would receive automatic renewal, while those expiring later—including most Wyoming CoC projects—would enter a new NOFO competition. Anna drafted a response requested by NAEH, and the Board agreed she should submit it following final edits.

### **PIT Count Debrief**

Bobbie reported that approximately 80 unsheltered surveys were collected, including new participation from Uinta and Teton counties. Sheltered count data collection continues, with DV provider reports still outstanding. HUD has not yet set the HIC deadline. ICA will present results once all data is processed.

### **Goals 3 and 4**

For Goal 3, the Board discussed strategies to expand HMIS participation statewide. A draft one-page HMIS overview will be created and reviewed at the March 20 meeting.

For Goal 4, Anna described progress on statewide grant training, including a recent fundamentals session and a forthcoming survey to identify agency training needs. NOFO tools are being updated earlier this cycle to better prepare applicants.

### **Board Retreat – Dates and Location**

The Board discussed potential dates and locations for the annual retreat and in-person membership meeting. Options included returning to the Wind River Reservation to continue relationship-building or hosting in Casper to maximize attendance. Anna will send out a scheduling survey next week, including location preferences.

### **Updated Committee Structure**

Committee rosters were updated as follows:

- Governance & Membership (Bobbie, Anna, Paul)

- Vulnerable Populations (Mickey, Dawn)
- Tribal Relations (Tracy, Wanda)
- HMIS & Coordinated Entry (Dawn, Bobbie)
- PIT Planning (Anna, Shari)
- Executive Committee (officers + coordinator)

Anna will draft committee descriptions and a membership recruitment plan.

**Adjourned**

The meeting adjourned at 9:12 AM.

Submitted by Anna Edwards 3/19/2026