



Homeward Board Meeting
October 14, 2024 / 12:00 PM-1:30 PM
RiverPlace – 2309 Euclid Avenue, Room 1A
IN PERSON

1. **Welcome and Introductions**
2. **Approve Agenda***
3. **Consent Items***
 - 3.1. Homeward September 2024 Meeting Minutes
 - 3.2. August Financial Statements
 - 3.3. Finance Committee Minutes
 - 3.4. Coordinated Services Committee Minutes
 - 3.5. Directors Advisory Council Minutes
 - 3.6. Centralized Intake September Monthly Report
 - 3.7. Letter of Support – The Beacon Recovery Housing Fund
4. **Finance Committee** – Tony Montgomery
 - 4.1. Final Audit Report*
5. **Grant Committee** – Fred Gaddy
 - 5.1. Notice of Funding Opportunities
 - 5.1.1. Update on Continuum of Care Competitive Application
 - 5.1.2. Update on Continuum of Care (CoC) Builds Application
6. **Communication Committee** – Amanda Wanke
 - 6.1. Annual Report
7. **Executive Director’s Report** – Angie Arthur
8. **Business**
 - 8.1. Youth Homelessness System Improvement – Amy Croll
 - 8.2. CoC Membership – Jim Cain
9. **Public Comment/Announcements**
10. **Adjournment**

*Next Meeting is November 12, 2024
moved due to Veterans’ Day observance*

* - Denotes voting item

Homeward Board Meeting Minutes
September 23, 2024 / 12:00 PM-1:30 PM
RiverPlace – 2309 Euclid Avenue, Room 1A
IN PERSON

Present: Nathan Simpson, Rebecca Foster, Lorna Garcia, Reverend Frederick Gaddy, Jennifer Miner, Ehron Stover-Wright, Katie Snell, Amanda Wanke, Amber Lewis, Margaret Acosta-Weirich, Lyn Wilson, Luke Lynch, Taylor Peterson, Eli Williams, Dannie Patrick, Tony Montgomery, Lori Jensen, Rusty Johnson, Alyson Simmons

Staff: Angie Arthur, Jim Cain, Amy Croll

Guests: Jorie Hidri, Shelby Ridley, Jenna Schuck, Jeremy Orcutt, Courtney Guntley, Katie Kamienski, Weslyn Caldwell, Amber Tompkins

Absent: Manisha Paudel, Whitney Warnke, David Weidt, Annie Uetz

1. Approve Agenda*

Wanke motioned to approve the agenda. Montgomery seconded. All approved. Motion passes.

2. Consent Items*

- 2.1. Homeward August 2024 Meeting Minutes
- 2.2. July Financial Statements
- 2.3. Finance Committee Minutes
- 2.4. Housing Committee Minutes
- 2.5. Coordinated Services Committee Minutes
- 2.6. Performance Measures Committee Minutes
- 2.7. Service Council Minutes
- 2.8. Centralized Intake August Monthly Report
- 2.9. Letter of Support – Anawim IFA Permanent Supportive Housing Funding

Arthur reviewed the letter of support process.

Foster motioned to approve the consent agenda. Gaddy seconded. All approved. Motion passes.

3. Finance Committee – Tony Montgomery

3.1. Update to Accounting Policies and Procedures*

Montgomery identified three small changes to the accounting policies and procedures based on the recent audit. The first change includes allowing the grants coordinator to be able to draft contracts and to request the Executive Director to release restricted funds.

The second change adds a step to the credit card procedures to require an executive committee member to review the Executive Director's credit card charges in addition to being catalogued internally by another staff member.

* - Denotes voting item



The third change raises the threshold of the dollar amount for property and equipment from \$1,000 to \$5,000 for tax reporting purposes. This is more in alignment with other non-profit practices.

Nelson seconded the finance committee motion. All approved. Motion passes.

4. **Grant Committee** – Fred Gaddy

4.1. Notice of Funding Opportunities

4.1.1. Continuum of Care Competitive Application

4.1.1.1. Allocations*

Gaddy highlighted that this year's competition is a two-year competition and a new schedule. The board reviewed the recommendations for Tier 1 and Tier 2 funding. Tier 1 programs will be funded at a 90% of the renewal amount. Two "new" re-allocated Anawim-PSH projects are recommended under Tier 2 funding. Homeward's grant committee process requires new applications to be prioritized under previously funded programs, despite overall scores. Anawim's request is technically a re-allocation and not new, however, it would still fall under Tier 2 with our set guidelines.

YHDP programs are not scored this year but are still submitted as part of the collaborative application. The total amount of HUD funding available is \$7.4M.

Board members questioned the HUD application process and if lower scoring applications will negatively impact funds. Cain clarified that the amount received in Polk County is based on the overall Homeward community application which also includes planning efforts and execution of the other HUD CoC requirements. To date, Polk County has always been able to secure the funding of all Tier 2 programs.

The same applicants applied this year as have applied in the past. Arthur identified the 25% match requirement as an ongoing barrier to applying for funds.

Williams motions to approve the grant committee recommendation. Nelson and Simpson abstain. All others approve. Motion passes.

4.1.2. Continuum of Care (CoC) Builds Application

The intention of this NOFO is to use HUD funds to leverage local funds for the acquisition and rehabilitation of existing or new construction. A 25% match is also required. An open meeting was held on September 12th with a request for participation to be noted by September 19th. Currently, no agency has expressed interest in this NOFO, however, the application will remain open until November 2024. An additional challenge is finding appropriate properties to rehabilitate.

5. **Executive Director's Report** – Angie Arthur

Homeward has spent considerable time on the Des Moines encampment and encroachment policies over the last 8 weeks. Homeward and ICA have submitted a list of suggested data points to track to help with identification of successes and challenges with reaching the original goals of the ordinances.

* - Denotes voting item



 **HOMeward**

Homeward, with the help of outside funding, will be conducting a five-year strategic plan. Matt White will be facilitating this process.

Homeward has been working with the City of Des Moines, the City of West Des Moines, and the State of Iowa on their respective 5-year consolidated plan's annual reports.

We received confirmation of a 5% ongoing percentage to be used toward planning efforts allowing Homeward to start the hiring process for a part-time staff.

6. **Business**

6.1. **Youth Homelessness System Improvement – Amy Croll**

ICA and Homeward advertised and conducted interviews and hired two new FTE staff for the YHSI grant. The .5 FTE will focus on Polk County while the additional 1.5 FTE will focus on state-wide implementation. The start date is October 7, 2024. ICA will be the employer of record.

6.2. **Primary Health Care Centralized Intake – Shelby Ridley and Jenna Schuck**

Ridley provided an overview on Centralized Intake (CI) and its prioritization processes. The focus of CI is on the right resource at the right time. Being clear is kind regarding housing resources. All services are provided on a walk-in basis. About 14% of clients get a housing referral annually. Ridley identified the following trends: an overall increase in intakes since 2022, an extremely large increase in family intakes, and this year, we have families who are homeless and unsheltered. This is a new trend for our community.

Board conversation around compounding factors included the following: the depletion of prevention funds for families, an increase in evictions, a decrease in the landlord pool, landlords turning down Section 8 housing vouchers, and a smattering of “new fees” tacked on to rental agreements. Arthur stated the use of a portal by landlords is also now required and typically, there is a fee attached to the use of the portal. Any late fees, even if not the tenant’s fault, are also immediately getting charged on top of current rent, and rent must be paid in full. Along with the portal requirements, it will also state that you have to agree to forfeit your renter rights, which Weirich stated is not accurate, although it does communicate the message that it is legal to tenant.

6.3. **Summer Point in Time – Pat Schacherer**

Schacherer explained what the summer Point in Time count is and how it differs from the winter Point in Time count. The PIT count is specifically about literal homelessness. The unsheltered numbers have increased by approximately 100 individuals from summer 2023 to summer 2024.

Of those who completed the survey, 78.1% reported Polk County as their last permanent home address (all Des Moines and are aligned with the highest rates of poverty based on the U.S. Census data), 16.7% identified the rest of Iowa, and the remaining 5% identified a state outside of Iowa. Approximately 50% of the individuals in shelter have come from beyond Polk County. A hypothesis of why there appears to be more people in shelter from beyond Polk County is due to knowledge of local resources. When individuals live in Polk County, they are likely more familiar with local resources and can access these resources

* - Denotes voting item



 **H O M E W A R D**

rather than those who are not familiar with other local services, whose only option may be going to shelter.

The race, ethnicity, and gender data remain very consistent from year to year. Williams asked about tracking sexuality. To date, this has not been done because the collection of the data overall has taken priority, however, it may be specifically included across all sectors in the future. Currently, sexuality is asked about for youth specific program data.

Additional concerns beyond the increase in overall numbers includes the continued rise of seniors, with almost a quarter of the homeless population being over 55 years of age.

7. Public Comment/Announcements

Board members thanked Arthur and staff on addressing the City of Des Moines encampment and encroachment policies. Lewis and Garcia report they have not received additional information. DMPD will be hiring a new homelessness liaison lead.

8. Adjournment

Snell motioned to adjourn the meeting. Patrick seconded the motion. Meeting adjourns at 1:17 pm.

Next Meeting is October 14, 2024



PRELIMINARY

TARBELL & CO, PLC

A CERTIFIED PUBLIC ACCOUNTING FIRM

Accountants' Compilation Report

To the Board of Directors of:

Homeward Iowa
505 Fifth Avenue, Suite 1010
Des Moines, IA 50309

Management is responsible for the accompanying financial statements of Homeward Iowa which comprise the Statements of Assets, Liabilities, and Net Assets- Modified Cash Basis as of August 31, 2024 and 2023, and the related Statements of Revenues and Expenses- Modified Cash Basis for the one month ended August 31, 2024 and 2023, in accordance with the modified cash basis of accounting, and for determining that the modified cash basis of accounting is an acceptable financial reporting framework. We have performed compilation engagements in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The financial statements are prepared in accordance with the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Management has elected to omit substantially all the disclosures ordinarily included in financial statements prepared in accordance with the modified cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Company's Assets, Liabilities, Net Assets, Revenues, and Expenses. Accordingly, the financial statements are not designed for those who are not informed about such matters.

The supplementary information contained in the Statements of Revenues and Expenses – Budget vs Actual for the one month and two months ended August 31, 2024 is presented for purposed of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management. The supplementary information was subject to our compilation engagement. We have not audited or reviewed the supplementary information and do not express an opinion, a conclusion, nor provide any assurance on such information.

We are not independent with respect to Homeward Iowa.

Tarbell & Co., P.L.C.
West Des Moines, IA
A Certified Public Accounting Firm
September 16, 2024

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Homeward Iowa
Statements of Assets, Liabilities, and Net Assets
Modified Cash Basis

	Aug 31, 24	Aug 31, 23
ASSETS		
Current Assets		
Checking/Savings		
102 · Operational checking account	32,129.94	5,476.21
104 · Business primary share savings	100.00	100.00
106 · Ultra business money market	754.40	421,188.02
107 · Business exclusive money market	703,219.92	0.00
108 · Youth action council checking	1,009.04	4,751.06
110 · Online app checking	164.51	50.85
Total Checking/Savings	737,377.81	431,566.14
Accounts Receivable		
120 · Accounts Receivable	0.00	10,397.80
Total Accounts Receivable	0.00	10,397.80
Other Current Assets		
139 · Prepaid expenses	1,500.00	0.00
111 · CCCU CD- 2109	0.00	250,000.00
Total Other Current Assets	1,500.00	250,000.00
Total Current Assets	738,877.81	691,963.94
TOTAL ASSETS	738,877.81	691,963.94
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
235 · ARPA Deferred Revenue	225,000.00	334,938.09
241 · Accrued PTO	11,225.58	0.00
Total Other Current Liabilities	236,225.58	334,938.09
Total Current Liabilities	236,225.58	334,938.09
Total Liabilities	236,225.58	334,938.09
Equity		
290 · Unrestricted Net Assets	372,173.45	265,897.80
Net Income	130,478.78	91,128.05
Total Equity	502,652.23	357,025.85
TOTAL LIABILITIES & EQUITY	738,877.81	691,963.94

**Homeward Iowa
Statements of Revenues and Expenses
Modified Cash Basis**

	<u>Aug 24</u>	<u>Aug 23</u>
Ordinary Income/Expense		
Income		
301 · Polk County investment	125,000.00	75,000.00
306 · Investment interest income	2,469.30	777.03
312 · City of Des Moines	0.00	19,266.18
376 · Unrestricted funding	125.00	0.00
377 · Individual donations	33.81	0.00
378 · Restricted funding	75,150.00	0.00
Total Income	<u>202,778.11</u>	<u>95,043.21</u>
Expense		
Program Commitments		
418 · Community Case Manager Pilot	18,750.00	18,750.00
491 · Youth Action Council	662.67	1,201.49
590 · Centralized Intake	0.00	8,333.34
Total Program Commitments	<u>19,412.67</u>	<u>28,284.83</u>
Professional Fees		
502 · Accounting services	515.00	0.00
Total Professional Fees	<u>515.00</u>	<u>0.00</u>
Staff Costs		
511 · Salaries	30,073.47	16,908.11
512 · Employee benefits	949.65	(154.72)
514 · Payroll taxes	2,273.72	1,517.58
515 · Retirement plan	1,320.63	594.09
522 · PEO	380.07	253.38
589 · Mileage	0.00	70.92
Total Staff Costs	<u>34,997.54</u>	<u>19,189.36</u>
Insurances		
525 · Workers compensation	141.35	76.82
Total Insurances	<u>141.35</u>	<u>76.82</u>
Office Expenses		
530 · Parking	280.15	193.70
531 · Office material and supplies	10.70	290.59
532 · Office rent	1,500.00	1,500.00
534 · Telephone/internet	82.37	0.00
535 · Filing fees	0.00	32.50
Total Office Expenses	<u>1,873.22</u>	<u>2,016.79</u>
Technology		
541 · Equipment maintenance	299.60	0.00
543 · Equipment replacement/software	0.00	395.25
Total Technology	<u>299.60</u>	<u>395.25</u>
Education/Advocacy		
575 · Electronic media	231.12	0.00
Total Education/Advocacy	<u>231.12</u>	<u>0.00</u>

PRELIMINARY

**Homeward Iowa
Statements of Revenues and Expenses
Modified Cash Basis**

	<u>Aug 24</u>	<u>Aug 23</u>
Staff and Board Development		
581 · Dues/subscriptions/memberships	21.39	1.07
582 · Continuing education	559.26	1,084.51
583 · Board and committee meetings	38.78	18.00
585 · Strategic Plan/Project Manageme	0.00	2,120.00
Total Staff and Board Development	<u>619.43</u>	<u>3,223.58</u>
Total Expense	<u>58,089.93</u>	<u>53,186.63</u>
Net Ordinary Income	<u>144,688.18</u>	<u>41,856.58</u>
Net Income	<u><u>144,688.18</u></u>	<u><u>41,856.58</u></u>

**Homeward Iowa
Statements of Revenues and Expenses - Budget vs Actual
Modified Cash Basis**

	Aug 24	Budget	Jul - Aug 24	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
301 · Polk County investment	125,000.00	75,000.00	125,000.00	75,000.00	75,000.00
306 · Investment interest income	2,469.30	0.00	4,763.22	0.00	0.00
312 · City of Des Moines	0.00	12,500.00	0.00	25,000.00	150,000.00
313 · HUD Planning Grant	0.00	19,902.66	0.00	39,805.33	238,832.00
376 · Unrestricted funding	125.00	2,083.33	250.00	4,166.66	25,000.00
377 · Individual donations	33.81	416.67	33.81	833.34	5,000.00
378 · Restricted funding	75,150.00	7,083.33	75,150.00	14,166.67	85,000.00
Total Income	202,778.11	116,985.99	205,197.03	158,972.00	578,832.00
Expense					
Program Commitments					
410 · Point in Time	0.00	200.00	0.00	400.00	2,400.00
417 · Intergenerational Homeless Stud	0.00	0.00	0.00	0.00	0.00
418 · Community Case Manager Pilot	18,750.00	6,250.00	18,750.00	12,500.00	75,000.00
419 · Prevention	0.00	0.00	0.00	0.00	0.00
420 · Lived expertise council	0.00	625.00	0.00	1,250.00	7,500.00
491 · Youth Action Council	662.67	625.00	1,347.67	1,250.00	7,500.00
590 · Centralized Intake	0.00	4,166.67	0.00	8,333.34	50,000.00
591 · CoC Training	0.00	833.34	0.00	1,666.67	10,000.00
594 · Rapid Resolution	0.00	2,083.33	0.00	4,166.67	25,000.00
Total Program Commitments	19,412.67	14,783.34	20,097.67	29,566.68	177,400.00
Professional Fees					
501 · Misc professional fees	0.00	833.34	0.00	1,666.67	10,000.00
502 · Accounting services	515.00	600.00	515.00	1,200.00	7,200.00
503 · Audit fees	0.00	1,500.00	0.00	3,000.00	18,000.00
Total Professional Fees	515.00	2,933.34	515.00	5,866.67	35,200.00
Staff Costs					
511 · Salaries	30,073.47	23,963.00	39,998.55	47,926.00	287,556.00
512 · Employee benefits	949.65	1,666.67	1,899.30	3,333.34	20,000.00
514 · Payroll taxes	2,273.72	1,833.25	3,769.72	3,666.50	21,999.00
515 · Retirement plan	1,320.63	1,198.16	2,193.14	2,396.33	14,378.00
522 · PEO	380.07	575.00	633.45	1,150.00	6,900.00
589 · Mileage	0.00	41.67	0.00	83.33	500.00
Total Staff Costs	34,997.54	29,277.75	48,494.16	58,555.50	351,333.00

**Homeward Iowa
Statements of Revenues and Expenses - Budget vs Actual
Modified Cash Basis**

	Aug 24	Budget	Jul - Aug 24	YTD Budget	Annual Budget
Insurances					
523 · D & O	0.00	116.67	0.00	233.34	1,400.00
524 · General liability and rental	0.00	20.84	0.00	41.67	250.00
525 · Workers compensation	141.35	63.33	234.80	126.66	760.00
Total Insurances	141.35	200.84	234.80	401.67	2,410.00
Office Expenses					
530 · Parking	280.15	300.00	833.80	600.00	3,600.00
531 · Office material and supplies	10.70	58.34	10.70	116.67	700.00
532 · Office rent	1,500.00	1,500.00	3,000.00	3,000.00	18,000.00
534 · Telephone/internet	82.37	208.34	82.37	416.67	2,500.00
535 · Filing fees	0.00	16.66	0.00	33.33	200.00
536 · Postage	0.00	16.67	0.00	33.33	200.00
537 · Printing expense	0.00	41.66	0.00	83.33	500.00
Total Office Expenses	1,873.22	2,141.67	3,926.87	4,283.33	25,700.00
Technology					
541 · Equipment maintenance	299.60	450.00	599.20	900.00	5,400.00
543 · Equipment replacement/software	0.00	250.00	0.00	500.00	3,000.00
544 · Data for HMIS	0.00	666.67	0.00	1,333.34	8,000.00
Total Technology	299.60	1,366.67	599.20	2,733.34	16,400.00
Fundraising					
554 · Customer relationship mgmt	0.00	166.66	0.00	333.33	2,000.00
588 · Development plan	0.00	833.34	0.00	1,666.67	10,000.00
Total Fundraising	0.00	1,000.00	0.00	2,000.00	12,000.00
Education/Advocacy					
573 · Advertising/marketing	0.00	833.33	0.00	1,666.67	10,000.00
575 · Electronic media	231.12	125.00	231.12	250.00	1,500.00
580 · Tickets	0.00	250.00	0.00	500.00	3,000.00
593 · eNewsletter	0.00	20.84	0.00	41.67	250.00
Total Education/Advocacy	231.12	1,229.17	231.12	2,458.34	14,750.00
Staff and Board Development					
581 · Dues/subscriptions/memberships	21.39	83.33	21.39	166.66	1,000.00
582 · Continuing education	559.26	916.67	559.26	1,833.34	11,000.00

PRELIMINARY

**Homeward Iowa
Statements of Revenues and Expenses - Budget vs Actual
Modified Cash Basis**

	<u>Aug 24</u>	<u>Budget</u>	<u>Jul - Aug 24</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
583 · Board and committe meetings	38.78	416.67	38.78	833.33	5,000.00
585 · Strategic Plan/Project Manageme	0.00	416.67	0.00	833.34	5,000.00
Total Staff and Board Development	<u>619.43</u>	<u>1,833.34</u>	<u>619.43</u>	<u>3,666.67</u>	<u>22,000.00</u>
Total Expense	<u>58,089.93</u>	<u>54,766.12</u>	<u>74,718.25</u>	<u>109,532.20</u>	<u>657,193.00</u>
Net Ordinary Income	<u>144,688.18</u>	<u>62,219.87</u>	<u>130,478.78</u>	<u>49,439.80</u>	<u>-78,361.00</u>
Net Income	<u>144,688.18</u>	<u>62,219.87</u>	<u>130,478.78</u>	<u>49,439.80</u>	<u>-78,361.00</u>

Finance Committee
Chair: Tony Montgomery
Homeward Board

September 3, 2024 (8:00am)

Agenda

1. Welcome
 - Attendees: Tony Montgomery, Angie Arthur, Brian Willem, Susan Rathjen
2. Financials 2024 Financials
 - Discussion of General Ledger transactions; Cash withdrawals for YAC
3. Minutes
 - 08/06/2024 minutes reviewed and accepted as drafted
4. Revenue
 - HUD Planning Grant
 - Confirmation that grant will have the 5% increase this year; anticipate this will continue for future years
 - Expected contact date starting 12/01/2024
 - With confirmed increase will begin looking at part-time staff addition that was budgeted
 - Foundation Grants
 - Nationwide (\$50,000) and Bankers Trust (\$5,000) grants submitted
 - Update on Continuum of Care
 - Funding received from Community Foundation to be used for Strategic Planning
5. Audit
 - Results
 - Audit has been completed
 - Present to Finance Committee on 10/01/2024; Final review at October BOD Meeting
 - Great results; notable since first audit post-PCHTF shared services
 - Suggested Changes – Drafted in 'Accounting Policies and Procedures Manual'
 - Added additional controls for Grants & Program to enhance separation of duties
 - Credit Card Policy change to require a Member of Executive Committee to review Executive Director's statement prior to payment
 - Change Property and Equipment limit for capitalization from \$2,000 to \$5,000 (no impact to current list of capital items)
6. Staffing
 - Will begin looking at part-time hire; the additional PTE was in the approved budget
7. Donation Policy
 - Homeward doesn't currently have a policy; Angie will begin to draft Donation Policy
8. Next Meeting on 10/01/2024

Coordinated Services Committee
Date: August 28, 2024, 10:00 AM – 11:00 AM
Polk County River Place, Room 1A

Minutes

In attendance: Kim Wills, Lori Jensen, Carol Gathright, Angie Arthur, Carrie Moreno, Jenna Schuck, Tyan Smith, Hannah Landgraf, Pat Schacherer, Penny Orewiler

I. Welcome, introductions, and approve minutes

- Approval of July 2024 Minutes

II. Homeward Updates/Executive Director's Report

- New NOFO-application for funds due 9/30/2024
- Homeward Board 9/23/24 @noon to review scoring process
- 9/12/24 open meeting for \$5,000,000 CSH Project
 - Rental and/or new building
 - 25% match required
- Funding secured to continue collaboration with Matt White
- October 2024 (likely starting) community conversations with community members, persons with lived experience, employees, politicians, etc.
- PSH Webinar-more to come.

III. Presentation with Carrie Moreno, Community Resource and Referral Center Coordinator/Coordinated Entry Specialist

- Community Resource & Referral Center (CRRC) located at 1223 Center Street Suite 17, Des Moines.
- Conduct coordinated outreach for Veterans in need of assistance.
- Community based outreach services.
- Connect homeless Veterans with housing solutions, healthcare, employment services, and other supports.
- Community collaborations to expand employment and affordable housing for Veterans.
- Identify resources and services.
- Eligibility requirements-but will work with Veterans who are not eligible to connect them to community resources.
- The CRRC promotes permanent housing. They also provide free laundry, shower, day room with various snacks, and computers.
- The Veterans Justice Center (VJO) is an outreach program that collaborates with justice system partners to identify Veterans who need treatment vs. incarceration.

- Health Care for Rew-entry Veterans (HCRV) addresses the community needs of Veterans being released from prison.
- Contact Emergency Residential Services (CERS)-short term transitional housing with CM at CISS.
- Gran Per Diem (GPD)-funds community agencies, with VA oversight, to provide transitional housing and CM services to homeless Veterans who are addressing their barriers.
- Homeless Veteran Community Employment Services (HVCEs)-provided s employment assistance including access to job listings, resume preparation, benefits counseling, assistance with completing job applications, coordination and transportation to interviews, interview skills training, job development, job placement and online support for job retention.
- HUS VA Supportive Housing

V. Sharing of Community Resources

- There is some Homeward diversion money available-a community fund with PHC.
- PHC Homeless Outreach Open House 9/6/2024 3-5 PM.
- Iowa DOT/ID event at Downtown Des Moines Library 10/25/24.
- VA Event 9/13-9/15-near Capital on Des Moines Street
- Recovery Month Event-9/12/24 10am -12 pm at UCS.

VI. Announcements and Information Sharing

- Gap Analysis
 - CI has been the same since 2015.
 - Recommendations include updated CI documentation, new brochures with current information, housing focused case management, and a new assessment process, families and youth triage process (most vulnerable), VISPDAT changes, new triage tools, and Predictive Modeling

VII. Adjourn

Next meeting: September 24, 2024, 10:00-11:00 AM at Polk County River Place Room 1A

Homeward's Director Advisory Council
Meeting Minutes

August 6, 2024, 11am-Noon
River Place, Conference Room 3A

In Attendance: Emily Osweiler (GDMSH), Shawn Savage (YSS/IHYC), Micah Schippers (Catholic Charities), Kasper Kittredge (ICA), Katie Kamienski (YSHC), Nova Williams (CFI), Shawna Morgan (CFI), Joy Ihle (Polk Co CFYS), Carrie Woerdeman (HOME, Inc), Jorie Hidri (PHC), Tim Shanahan (Families Forward), Jim Cain (Homeward), Ashlan Lippert (DMPL), Jennifer Miner (VA), Cindy West (Full Circle Recovery), Cole Lindholm (Hope Ministries), Jennifer Hutchinson (Hope Ministries), Angie Arthur (Homeward)

- I. The meeting was called to order at 11am by Angie Arthur.
- II. Self-introductions
- III. There was a call for the July minutes to be approved. Jorie Hidri motioned, and Ashlan Lippert seconded. The minutes were approved unanimously.
- IV. Jim Cain shared a presentation about the History of the HUD NOFO & COC
 - a. His PPT is attached.
 - b. The NOFO came out for this year and there is an open meeting on August 16th at 9am. Any organization applying needs to have someone present. There are still some unknowns that will be clarified by HUD (bonus dollars, etc). There will likely be a 25% match requirement. More to come.
 - c. As a reminder, our community ranks applications and there are two tiers. The top tier will be renewed, and the lower tier will depend on our community's score.
 - d. The September Homeward meeting will be moved back two weeks due to deadlines.
 - e. New organizations are welcome to apply for Supportive Housing dollars.
- V. Workgroup Updates
 - a. Systems Streamline- The group met with aging population service providers for an hour and 15 minutes. It was a great conversation for everyone. Notes will be provided once they are finalized.
 - b. Inclusive Women's Shelter- The group met to discuss several items.
 - i. They have changed the name to Inclusive Women's Shelter after research on what would be most fitting and appropriate.
 - ii. CFI is working on a presentation for community perspective.
 - iii. They are looking for sites.
 - iv. They are projecting costs for 50 individuals.
 - v. Matt White will be coming back to the community and that will help inform us of the next steps and an action plan.
- VI. Discussion
 - a. Des Moines proposed ordinance changes.
 - i. There have been two readings and will be a final reading at some point: date unknown at this time.
 - ii. Part of the expectation is that all preparations will be ready when they go into effect.
 - iii. There have been conversations about lowering the \$25 fine.
 - iv. There have been conversations about what data the city should/would track.

- b. Centralized Intake
 - i. CI is fully staffed!
 - ii. There is a coordinated service committee that oversees CI and any policy changes plus there is a work team of subject experts that monitor effectiveness.
 - iii. Homeward has gotten feedback that the phone is not always answered/clients are not always called back.
 - 1. Teams discussed process and expectations and changed the voicemail and will add a link to the PHC website that gives clear directions on what to do (go directly to PHC and the address, etc).
 - 2. CI staff will to phone intakes/call people back one day each week for people who can only call
- VII. Community Updates/Concerns
 - a. There are 145 people in families that need shelter on the waitlist.
 - b. Cole Lindholm with Hope Ministries gave an update that they are on track to open in October/November with 50 beds for shelter and 50 beds for life recovery (totaling 100 beds) in their new shelter.
 - c. Tim Shanahan is retiring at the end of the month, and we thanked him for his tenacity, passion, and flexibility.
 - d. Ashlan Lippert shared that DMPL is dropping their outreach to just Fridays and moving into the meeting rooms so that it is more resource fair like. People can get supplies for the weekend. They are hoping to add services for single individuals like podiatry and dental. There were 67 people at the DOT event.
 - e. Jim Cain shared that he spent some time at the Bethel drop-in and was impressed. From 8am-noon men can shower, hang-out with others, have a snack, etc. It was very clean and organized.
- VIII. Meeting was adjourned at Noon.

THE NEXT DIRECTOR ADVISORY COUNCIL MEETING WILL BE TUESDAY, SEPTEMBER 3, 2024, FROM 11-NOON AT POLK COUNTY RIVER PLACE.

CE Household Report: 01/01/2024-09/30/2024

Region: Not selected

Provider(s): Not selected

Intakes completed (EE)

CE Project (EE)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
PHC - Coordinated Intake(1184)	137	119	138	165	173	149	131	134	179				1,324
PHC - Coordinated Intake (Post-Shelter Admission)(1185)	45	46	43	32	43	39	32	45	64				389
TOTAL	182	165	181	197	216	188	163	179	243				1,712

Assessments completed (CE Assessment)

Assessment Level	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Crisis Needs Assessment	2	1							2				5
Housing Needs Assessment	167	163	177	190	208	180	161	174	233	1			1,623
TOTAL	169	164	177	190	208	180	161	174	235	1			1,625

Prioritization Status	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Not Placed on Prioritization List	30	23	36	41	29	31	32	35	49	1			307
Placed on Prioritization List	139	141	141	149	179	149	129	139	186				1,327

SPDAT Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Client Refused (0 Score)	15	6	16	17	11	10	20	23	29				147
Family (v2.0)		1			1	1		3	6				12
Family (v3.0)	34	30	30	52	61	51	42	50	50	1			392
HP Assessment (BOS ONLY)		1											1
Single (v2.0)	9	3	1	3	3	3	3		1				26
Single (v3.0)	98	109	117	102	107	103	87	85	130				924
Youth (v1.0)								1					1
Youth (v2.0)	13	14	13	16	25	12	9	12	19				129

SPDAT Score / Need	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
PSH - Permanent Supportive Housing (8+)	83	87	85	107	128	117	111	109	137	1			947
RRH - Rapid Rehousing (4-7)	65	67	75	61	67	53	29	39	65				514
HP - Homelessness Prevention													
Diversion - No supports (0-3)	21	10	17	22	13	10	21	26	33				173

Removed from Prioritization List

Housing Status	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Housed	11	8	13	14	18	15	15	22	23	3			142
Not Housed	31	27	41	81	62	91	89	84	86	20			606
Average days to permanent housing	55	24	37	34	60	77	24	24	37	21			41
Average days on prioritization list	44	88	55	67	63	91	78	79	63	94			74

Project type used (Housed)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Homeless Prevention (HP)					1								1
Other Permanent Housing (OPH)	5	4	6	7	9	12	11	16	20	1			91
Permanent Supportive Housing (PSH)	1	1	2	3	2								9
Rapid Rehousing (RRH)	4	2	5	4	5	3	3	2					28
Transitional Housing (TH)		1						2					3
NULL	1				1		1	2	3	2			10

Reason for removal (Not Housed)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Client/Household cannot be found or contacted.	15	11	17	52	28	50	35	46	20	14			282
Client/Household needs to be re-assessed.					1		2						3
Client/Household no longer wishes to participate in Coordinated Intake	1	1	1	3	1	3							10
Client/Household self-resolved and is no longer homeless	3	1	2	1	5	4	3	2	4				25
Client is now deceased.				1		1							2

CE Household Report: 01/01/2024-09/30/2024

Region: Not selected

Provider(s): Not selected

Reason for removal (Not Housed)	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Client is now in a substance abuse treatment facility or			1										1
Client is now in jail/prison/juvenile detention facility.				2		1	1						4
Client is now in psychiatric hospital or other psychiatric t							1						1
NULL	12	14	20	22	27	32	47	36	62	6			278

CE Household Report: 01/01/2024-09/30/2024

Region: Not selected

Provider(s): Not selected

CE Events

Access Events	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Problem Solving/Diversion/Rapid Resolution intervention									4	1			5
Referral to Prevention Assistance project	5	1	1	4	5	4	3	3	2				28
Referral to scheduled Coordinated Entry Crisis Needs Assessment	1								1				2
Referral to scheduled Coordinated Entry Housing Needs Assessment	166	164	176	188	203	179	161	174	234	1			1,619
Unique Household TOTAL	172	165	176	190	204	181	162	174	235	2			1,627
Referral Events	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Referral to a Housing Stability Voucher	4						5						9
Referral to emergency assistance/flex fund/furniture assistance							3	5	7	2			17
Referral to Emergency Shelter bed opening	26	45	41	55	34	33	39	27	46	3			342
Referral to Housing Navigation project or services	3	1	6	11	11	6	1	5	6	1			51
Referral to Joint TH-RRH project/unit/resource opening		1					1	2	3				7
Referral to post-placement/follow-up case management	12	19	7	11	13	16	7	9	17				110
Referral to PSH project resource opening	1	1	3	3	2		7	2	4	1			24
Referral to RRH project resource opening	11	8	19	12	24	35	20	11	22	4			166
Referral to Street Outreach project or services	1	2	1			1	1		3				9
Referral to Transitional Housing bed/unit opening								2					2
Unique Household TOTAL	55	72	71	81	78	82	76	58	99	11			618
Event Details	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Problem Solving/Diversion/Rapid Resolution intervention Client housed/re-housed in a safe alternative									3				3
Referral to post-placement/follow-up case management Enrolled in Aftercare project		2											2
Referral Results	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Referral to a Housing Stability Voucher Successful referral: client accepted	2	1	1				3						7
Referral to emergency assistance/flex fund/furniture assistance Successful referral: client accepted							3	5	7	2			17
ES Successful referral: client accepted	11	11	13	17	16	8	19	12	15	1			121
ES Unsuccessful referral: client rejected	10	22	22	21	17	6	5	4	17				122
ES Unsuccessful referral: provider rejected							1						1
ES			1										1
Housing Navigation Successful referral: client accepted	3		2	8	5	7	4	2	5				36
Housing Navigation Unsuccessful referral: client rejected				3	3	2							8
Housing Navigation Unsuccessful referral: provider rejected			1		1								2
TH-RRH Successful referral: client accepted		1						1	3				5
TH-RRH Unsuccessful referral: client rejected								1	1				2
PP/CM Successful referral: client accepted	7	8	8	8	4	7	8	5	9				64
PP/CM Unsuccessful referral: client rejected	1	2	7	7	6	10		3	3	2			41
PSH Successful referral: client accepted	1		3	2	2	1	3	2	2	1			17
PSH Unsuccessful referral: client rejected	1				1								1
RRH Successful referral: client accepted	9	6	11	11	9	22	17	3	16	4			108
RRH Unsuccessful referral: client rejected		2	3	1		7	7	4	7	1			32
RRH Unsuccessful referral: provider rejected	2			1		1	1	1					6
SO Successful referral: client accepted		2				1							3
SO Unsuccessful referral: provider rejected					2				3				5
Referral to Transitional Housing project Successful referral: client accepted								2					2
NULL Successful referral: client accepted	4	1	1	5	5	6	5	3	5				35
NULL Unsuccessful referral: client rejected		1	1					1					3
NULL Unsuccessful referral: provider rejected		1				1	1						3
NULL		1		1					3				5

October 8, 2024

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

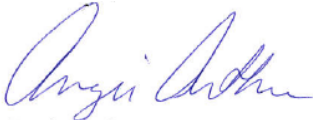
Dear Melissa,

I am pleased to write this letter in support of The Beacon Iowa Recovery Housing funds application to the Iowa Finance Authority. The funds for this grant would be used at The Beacon Village for capital expenses. The Beacon is NARR-certified and 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 organization brings invaluable expertise in working with our vulnerable community members and helps support them in maintaining stability.

The collaborations formed between the Beacon and other agencies in Polk County have been successful at making a difference in the lives of our community members who have or are at risk of losing housing. I wish you the best of luck with this application and look forward to continued involvement with your organization.

Sincerely,



Angie Arthur
Executive Director
Homeward



Homeward
Board Meeting
October 14, 2024

Topic: Homeward Audit

Background: As Homeward no longer utilizes a fiscal agent, the organization completed its first independent audit. After completing a request for proposal, Meriwether Wilson and Company, PLLC was selected to perform audit services for Homeward. Auditors completed an onsite audit in August. John Maahs, Meriwether auditor, presented the audit results to the Finance Committee at its October meeting.

Recommendation: The Finance Committee recommends the approval of the final audit report.