

WERA external consultation plans

9/12/2023

Who needs to be consulted

The Workgroup on Expediting Rental Assistance (WERA) shall engage in external consultation with entities not represented on the workgroup. The legislation lays out two categories of organizations that must be consulted (some formatting added):

External consultation.

The work group shall consult with other individuals and organizations that have expertise and experience that may assist the workgroup in fulfilling its responsibilities, including:

- **entities engaging in additional external stakeholder input** from those with lived experience, and
- **administrators of emergency assistance not named** to the workgroup, including Minnesota's Tribal nations.

What workgroup members can do

MAD will assist with coordinating some of the external consultation work, but **workgroup members will largely be responsible for external consultation**. Workgroup members represent organizations who work both directly with individuals with lived experience and with other providers of services. It will be their responsibility to leverage their existing relationships and share others' input with the group.

The Operations Subgroup suggested that each workgroup member should **complete at least one member-initiated external consultation activity per month**.

Some ideas for consultation activities include:

- Having one-on-one or group discussions with relevant people and organizations.
- Asking for discussion time at existing meetings with other people/organizations.
- Emailing WERA work to others and asking for feedback.
- Asking organizations to share the results of their own engagement efforts.

What members could ask

The suggested questions below come from MAD and the Operations Subgroup. The questions are sorted by timing to align with what the workgroup will be doing during those months, but that's only to show the flow of things; for example, you can't ask for feedback on draft options and recommendations until the workgroup has created them. Use whichever questions feel right to you at any phase.

- **As soon as possible:** Collecting information on existing engagement efforts.
- **September and October:** Collecting input on known issues and successes.
 - Given our scope, what do you hope we solve through this work? What are the right goals besides timeliness?
 - What are the known challenges and hurdles to timely processing and payment?
 - What strengths and successes are there to build on?
 - What should the workgroup keep in mind during its work? What do members need to know to make effective recommendations?
- **October through December:** Collecting input on draft options and recommendations.
 - What's missing from the recommendations?
 - How could the recommendations be improved?
 - What would it take to implement these recommendations well?

How to document consultation

Because consultation will be ongoing and mostly member-initiated, there won't be any synthesis or broad analysis of everything members hear. Members are responsible for ensuring they incorporate the perspectives they hear into the workgroup's efforts.

To document their efforts, members:

- **Should track their work:** fill out a Google Form with what they did. Ideally each member would fill it out after each consultation.
 - Google Sheets will show what other members have entered.
- **Can share detailed materials:** Although members don't have to share detailed notes or information on what they're doing, they can add those things to Google Doc if they like.
 - If there's something longer or more standalone to share, members can upload documents to Google Drive.
 - You must be logged into a Google Account to upload documents; if you don't have one, email documents to Kristina Krull and she'll upload them for you.

What is already underway

Some consultation efforts are already in progress. These are not intended to replace member-initiated consultation work.

Consultation effort	Organized by	Timing estimate
<p>Family Housing Fund engagement.</p> <p>FHFund and Imagine Deliver will engage with community-based organizations, program administrators, public sector stakeholders, rental property owners, and individuals with lived experience through a series of interviews, listening sessions, and surveys.</p>	<p>Family Housing Fund</p>	<p>Synthesis available in October</p>
<p>Synthesis of existing engagement work</p> <p>The Pohlads Foundation is exploring an effort with Dr. Brittany Lewis with Research in Action. They are discussing having her synthesize the information and insights captured via previous engagement of people with lived experience of housing instability and emergency rental assistance programs.</p>	<p>The Pohlads Foundation</p>	<p>Synthesis available in October</p>
<p>Roundtable of people with lived experience.</p> <p>The Stable Housing is the Priority (SHiP) collaborative has expressed interest in helping organize at a roundtable of people with lived experience. The roundtable would happen in person and outside the workgroup meetings.</p>	<p>SHIP collaborative</p>	<p>October</p>
<p>Tribal consultation.</p> <p>As the convener and facilitator of the workgroup named in legislation, MAD will support coordination of consultation with tribes. Currently, consultants are working with the tribal liaisons at Minnesota Housing and the Department of Human Services to discuss approaches. MAD will share details on how WERA can consult with tribes as soon as they're available.</p>	<p>MAD coordinating initial contact</p>	<p>TBD</p>