WISCONSIN BALANCE OF STATE CONTINUUM OF CARE

QUARTERLY MEETING MINUTES

NOVEMBER 13 – 14, 2014

KALAHARI RESORT, WISCONSIN DELLS, WI

**November 13, 2014**

President Robyn Thibado opened the meeting with a call for attendees to introduce themselves.

Introduction of new board members: Robyn introduced the members re-elected to the board for two-year terms – Susan Tucker, South; Jeanne Semb, West; Lu Scheer, East; and Millie Rounsville, North. New to the board representing DV agencies is Tony Gibart of End Abuse Wisconsin. Returning members are Byron Wright, South; Jennifer Schmohe, East; Debbie Bushman, North; Robyn Thibado, West; Joana Hemschemeyer, HIV/AIDS; Renee Greenland, Homeless/Formerly Homeless; and Carrie Poser, HMIS.

Coordinated Assessment System: Corin Tubridy, co-chair of the Coordinated Assessment Committee, led a presentation on the regional coordinated assessment system that is under development – what it is, why it’s needed, what has been accomplished so far, and what has yet to be decided. This PowerPoint will be posted to the website.

Veteran’s Update: Nicole Lillis from the Dept. of Veteran’s Affairs, announced they have a new outreach grant for the northern region of the state and are looking to hire 3 staff as Veteran’s Outreach Specialists. This is not a housing per diem or voucher program. These staff will be looking to make connections with veteran’s and make referrals and get vet’s connected to resources.

State of Homelessness 2013: Jessie Dirkman of ICA gave an overview of data, trends, etc., as gathered from ServicePoint. This report does not include non-HMIS agencies, so it does not include information from domestic violence shelters, nor most homeless/runaway youth programs. Some points to note: overall homelessness in the state is up 18% since 2010, while nationally homelessness has decreased; 64% were homeless for the first time; 6% were unsheltered. The full report is available on ICA’s website: icalliances.org/Wisconsin/data-and-reports.

Balance of State Year in Review: Robyn Thibado and Carrie Poser prepared a Powerpoint presentation on the why’s of CoC’s, where we’ve been and where we need to go. This included a brief history on the HEARTH Act, the definition of homelessness, the components of a homeless system, why the CoC system is important and laid out some goals for 2015. HUD will be opening up portions of the CoC Interim Rule for public comment again. The Board will put together a white paper to guide those wanting to add comments, and when it comes to HUD, the more comments that are submitted the better. In the future, local CoC’s will have space on the Balance of State website to post their information, such as meeting dates, minutes, activities, etc. The BOS did receive a planning grant in the last CoC competition in the amount of $97,579. The board will be meeting starting in December to develop a plan for using the grant.

“Lost Angels” movie viewing: a documentary on the homeless on Los Angeles’ Skid Row was viewed and discussion followed.

**November 14, 2014**

Robyn Thibado announced that the slate of officers for 2015 remains the same as for 2014: President Robyn Thibado, Vice-President Carrie Poser, Treasurer Millie Rounsville and Secretary Susan Tucker.

Division of Housing News & Updates: Lisa Marks, Division Administrator shared information on the recently completed Consolidated Plan. The needs assessment and marketing tool should be available in late December. Once it is posted to the website, they would welcome any comments. The Dept. has allocated CDBG funds for new SOAR projects. The application should be available by late November. The TBRA application will be available in early January, with additional funds allocated. An ESG Administrator should be announced by the end of the month. Joel is working on the application for next year. The budget process is underway. They have reconvened the Interagency Council on Homelessness. The next meeting is scheduled for Dec. 15th. Any additional questions or comments on how or what the Division is doing can be sent to Robyn and she will see that Lisa gets them.

General Meeting

The meeting was called to order by President Robyn Thibado. A roll call of CoC’s determined a quorum was present.

Approval of Agenda: Added to the agenda was a report on the Interagency Council. Motion by Sue Schmidt-Decker to approve the agenda as amended. Second by Sue Katzer. Carried.

Review and approval of minutes: The minutes from the August 2014 quarterly meeting were previously distributed in written format. There being no corrections, they stand approved as written.

Finance report: Millie Rounsville presented the written report of year-to-date revenue and expenses. Actual revenue through October 31, 2014 was $36,735 and expenses were $42,086.30. Checkbook balance on October 31st was $23,757.64. The proposed budget for 2015 shows revenue of $119,000 and expenses of $118,543. This includes a full year of the THP grant but does not include the planning grant. A revised 2015 budget will be presented in February once the expenses are determined. Motion by Sue Schmidt-Decker to approve the budget as presented. Second by Sarah Williams. Carried.

Committee reports:

 HMIS/PIT: Carrie Poser reported several workgroups have been established, CoC, ESG and PIT. They are recruiting additional members for each. The CoC and ESG workgroups have not been as active recently as the PIT Methodology has become a priority item.

 Project Evaluation & Assistance: Byron Wright reported they completed three monitoring’s, the City of Appleton including the Housing Partnership, Rock/Walworth Shelter Plus Care and CACSCW of Jefferson. The committee continues to refine the process and will be updating the monitoring tool and technical assistance plan. They have also worked on a RFP for new projects and for reallocation of funds.

 10 Year Plan: Lu Scheer has received written plans from almost every local CoC. Now the assignment is for each CoC to annually update and change their plan as needs change. Every CoC who has provided their local plan will have it included on the website.

 Discharge Planning: Debbie Bushman announced that Kevin Magee from Legal Action will represent the committee at the Interagency Council meetings. Local CoC leads should look for an addendum to be completed focusing on local corrections/county jails. Future plans are to breakout into 4 workgroups based on the 4 focus areas and to recruit members from outside the CoC members.

 Coordinated/Centralized Assessment: Jeanne Semb and Corin Tubridy co-chair this committee. They request any additional thoughts on the process be emailed. They also invite new members to join the committee. The Shelter Standards workgroup is just getting started. The Rapid Re-housing standards workgroup took all the feedback that was received and discussed and voted on the final product that the membership will be voting on today.

 Public Awareness: Jennifer Schmohe presented the new website with the new and improved logo. With this is a new website address: wiboscoc.org. They, too, welcome new members.

 System Coordination: Jennifer Schmohe and Joana Hemschemeyer are co-chairing this committee. They will be sending out the previously used chart for updates.

 Gaps Analysis: This is a new item on the agenda as a part of the plan for 2015. Watch for a survey to come out. Lisa Schneider has volunteered to help.

The membership recognized Bernie Juno from Hebron House who is retiring after many years of service to the cause.

 Public Awareness Report addendum: With the new website we will be going to on-line registration for the meetings. People will have the option of paying by credit card through Event Brite or by mailing a check to Millie. There will not be a paper registration form sent out. You will receive a confirmation and reminder email but will still need to make your hotel reservation separately.

Rapid Re-housing Standards:

Motion by Corin Tubridy to approve the Rapid Re-housing standards in their entirety. Second by Sue Schmidt-Decker. Discussion followed. Motion by Sarah Williams to amend page 5, item “a” by deleting the word “including” and adding the words “which may include”. Second by Kim Cable. Motion carried. It now reads “Housing Stability Case Management assists participants in locating and obtaining suitable permanent housing, which may include:” Motion by Byron Wright to amend page 3, item 3 under Prioritization to change the word “will” to “may”. Second by Jeanette Petts. Discussion followed. By a roll call vote of 13 no and 8 yes, the amendment was defeated. Motion by Kim Cable to amend page 4, item 7 under Program Operations to add the words “up to” before “30% of the household’s monthly adjusted gross income.” Second by Jeanette Petts. Carrie Poser rose to a point of order asking if we can vote on something that violates federal law. The CoC Interim Rule was consulted and it states the standard must name a percentage or flat amount a client must pay for their rent. Robyn’s judgment was the result is we cannot vote on this amendment. Kim Cable then made a motion to amend page 4, item 7 to read “The program will pay 100% of the participants first three months of rent.” Second by Sue Schmidt-Decker. Discussion. Sarah Williams made the motion to amend “will” to “may” thus changing the sentence to read “The program may pay 100%...” Second by Kim Cable. Discussion. Sarah withdrew her amendment. By a roll call vote of 17 no and 4 yes, the amendment was defeated. Motion by Debbie Bushman to accept the standards with the one amendment that was previously approved. Second by Kelly Christiansen. By a roll call vote of 12 yes and 9 no, the standards passes as amended. They will go into effect July 1, 2015.

Update on THP grant: Carrie Poser and Millie Rounsville are responsible for the data collection and billing reimbursement. The July and August reimbursement has gone out. Grantees are reminded to submit their reports and requests for reimbursement by the 10th of the month.

CoC Competition Update: Carrie Poser reminds everyone the scoring tool is on the website. Comments, feedback, etc. are now being solicited for revisions to the tool prior to the next competition. The board is looking for input on what should be scored, how should it be scored, etc. Meika Burnikel suggested putting together a survey monkey on the changes desired.

Other/New Business:

 Interagency Council report: as previously mentioned the Interagency Council meets every other month on the 15th at the WHEDA Building. All four CoC’s, as well as ICA, the Dept. of Veteran’s Affairs, Dept. of Corrections, etc. are members. The group is working on a mission statement, among other things. In December, the topic will be data collection.

 Meeting evaluations: Meeting evaluations should be turned in to Millie. Add your top 3 choices for meeting locations.

Homeless Conference: Lu Scheer is representing the Balance of State on this workgroup. Let her know your ideas for speakers, tracks, etc.

 SPDAT training: will be held in Madison on Dec. 8th at the American Family Training Center. Registration deadline is Nov. 18th.

 February meeting: Our next meeting will be at the Holiday Inn in Stevens Point. Your suggestions for training items are welcome.

Motion by Kim Cable to adjourn. Second by Sue Schmidt-Decker.