

# WI BOS Board of Director's Meeting

February 7, 2023 1:00 pm  
GoTo Meeting Webinar



1. Meeting Called to Order by Lisa Haen at 1:03PM
2. Welcome - Roll Call
  - a. In attendance: Marissa Heim, Wendy Schneider, Kristina Bechtel, Robin Adams, Tara Prah, Lisa Haen, Millie Rounsville, Cori Gurin, Jessica Locher, Stephena Smith, Michelle Friedrich, Kathleen Fisher, Mike Bonertz, Sara Krall, Dave Eberbach, Brandon Cacek
  - b. BOS Staff Present: Carrie Poser
  - c. Excused: Megan Mietchen, Michael Ethridge, Gina Strasser, Cheryl Detrick, Peter Kilde
3. Approval of 12/6/2022 Board Meeting Minutes – **VOTE**
  - a. Motion to approve December BOD Meeting made by Dave Eberbach
  - b. Motion seconded by Millie Rounsville
  - c. Any Discussion
  - d. All in Favor
  - e. Motion Passes
4. Approval of DHS Health Services Initiative BOS Letter of Support Selection Email Minutes – **VOTE**
  - a. Motion to approve DHS Health Services Initiative BOS letter of Support Selection Email Minutes made by Kristina Bechtel
  - b. Motion seconded by Dave Eberbach
  - c. Any Discussion
  - d. All in Favor
  - e. Motion Passes
5. Approval of Ozaukee Representative Consent Minutes – **VOTE**
  - a. Motion to approve Ozaukee Representative Consent Minutes made by Michael Bonertz
  - b. Motion seconded by Dave Eberbach
  - c. Any Discussion
  - d. All in Favor
  - e. Motion Passes
6. Treasurers Report – Kathleen Fisher - Financial Reports – **VOTE**
  - a. Motion to approve Treasurer's Report made by Dave Eberbach
  - b. Motion seconded by Rosanne Northwood
  - c. Any Discussion

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- d. All in Favor
- e. Motion Passes
- 7. Board of Director Updates
  - a. Position Transitions: Lived Experience and Youth Representative
    - i. Youth Representative – **VOTE**
      - 1. Motion to approve Youth Representative made by Mike Bonertz
      - 2. Motion seconded by Wendy Schneider
      - 3. Any Discussion
      - 4. All in Favor
      - 5. Motion Passes
  - b. Resignations
    - i. Jill Polifka – Youth Representative
    - ii. Kim Cable – Chronic Homelessness Representative
    - iii. Hannah Conforti – Washington Coalition
  - c. Chronic and Veteran Representative spots are open – discussion as to if we want to fill these positions or remove additional director positions
  - d. Will likely be voting on this at our next BOD meeting
- 8. Strategic Plan Update– Worksheet Challenge #1
  - a. Lisa and Carrie met with DEI committee to discuss how the strategic plan goals were going given that the majority of the steps were DEI focused
    - i. They decided to redistribute some of the tasks to some of the other committees so the DEI is not responsible for every strategic plan item – reviewed tasks with BOD
- 9. Director Update – Carrie Poser

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## Grants

Grant Name	Status	Notes
SSO CE 22-23	On track	as of Dec invoice there was 51% of funds remaining (6 months left of grant)
SSO CE DV 22-23	A little under spent	as of Dec invoice there was 71% of funds remaining (8 months left of grant)
HAP 22-23	Under spent	as of Dec invoice there was 85% of funds remaining (9 months left of grant)
DV RRH 21-22	Done	Received an APR extension; submitted APR 1/18/23; unspent \$127,201.97 or 12% of the grant
DV RRH 22-23	Under spent	as of Dec invoice there was 93% of funds remaining (9 months left on grant)
YHDP SSO CE 22-23	Under spent	as of Dec invoice there was 97.5% of funds remaining (9 months left on grant)
YHDP SSO 22-23	Under spent	as of Dec invoice there was 94.6% of funds remaining (9 months left on grant)
YHDP Planning Grant CY22	Done	Still working on closing out. APR due 3/28/23. Most likely spent out entire grant.
YHDP Planning Grant CY23	Just began	Start date 1/1/23
CoC Planning Grant CY22	Done	Still working on closing out. APR due 3/28/23. Most likely spent out entire grant.
CoC Planning Grant CY23	Just began	Start date 1/1/23

## Upcoming Balance of State Trainings

- Alonzo Kelly – Cohort #1, 2nd session (2/8)
- Alonzo Kelly – Cohort #2 (3/29 & 4/19)
- Housing First Training (2/22 & 2/23)
- CH2CR (3/1 & 3/8)
- DHS Healing Centered Engagement (3/2)
- Spotlight Series: Embrace (3/14)

## Staff Projects

- Major update to website in process; front page now includes active calendar of activities
- working on CQI as it relates to YHDP projects
- creating case management tool kit
- ongoing system-level education and training around coordinated entry – HMO, 211, DOC
- plan for a joint WAHRS-YHDP outreach training in Madison

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- learning how to use VIMEO & migrating recorded trainings to that platform; creating a pay to access process •
- creating a post-training survey

## Director Meetings

- Increase other system of care partners to participate in the PIT
  - o Requested state agency support at ICH mtg 12/14
  - o Sent materials to DCF and DHS per their request
  - o Met with DWD on 1/6 & provided materials
  
- Jointed planning committee for A Home For Everyone conference
  - o Robyn Thibado (DEHCR), Andy Heidt (WISCAP), Torrie Kopp Mueller (Dane CoC) & myself – set 5 sessions for the homelessness track
  
- Attended BOS Committee meetings: Nominating (1/10), Finance (1/24), Executive (12/15, 1/19, 2/2)
  
- 4 CoC leaders & statewide advocacy
  - o Met with Governor's policy staff (12/13)
  - o CoC Check in w/DEHCR + Mike Basford (1/11)
  - o Met with Medicaid Policy staff at DHS (1/23)
  - o Member of Housing Workgroup under DHS State Health Plan (1/23)
  
- Provide coalition-level support to the Dairyland Coalition
  - o Presented Racial Equity data at mtg (1/18)
  - o Working with Board rep to host a series of community meetings around the homeless response system in the City of Eau Claire; meet weekly for planning & monthly for larger group
    - o Participate in Regional Housing Study – stakeholder interview (1/23)
    - o Participated in the overnight street PIT count in Eau Claire (1/25-26)
    - o Conducted CoC/homeless definition training for housing navigators with UCP (1/30)
  
- Met with affordable housing developers – 12/15; email exchanges with 3 others
  
- Statewide collaboration
  - o Met with DPI & Prevention Board (1/19)
  - o Met with DCF & WAHRS (2/1)
  - o Joined WAHRS Quarterly meeting (1/26)
  
- Participated in Interagency Council meeting (12/14) & workgroup meeting (1/31)

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- Participated in EFSP SSA Committee meeting (2/2)
- Participated in DHS TAC meeting (12/8)

## **Director Projects**

- Finalize Project Coordinator & CE System Coordinator job descriptions
- Working on close out for CoC & YHDP planning grants including spend down, match & APR
- Working on a policy lays out expectations and requirements for an agency to receive a letter of support or be selected in a competitive grant (outside of the CoC Competition process)
- Reviewing proposals from 3 different hotel/conference centers to host an in-person quarterly meeting in February 2024
- Working on securing additional training around ADA, Fair Housing & Emotional Support Animals & Equal Access and Gender Identity for April-May

## 10. Committee Reports – Current Chairs/Co-Chairs

- a. Executive Committee – Lisa
  - i. Met December 15<sup>th</sup> and January 19<sup>th</sup> and Special Meeting on February 2<sup>nd</sup>
  - ii. Review Board feedback surveys to see how we can improve BOD meetings and overall experiences so please remember to do so
  - iii. Spent time reviewing feedback regarding training that took place in Fall – Going Back to Go Forward – looked into feedback and created solution to address concerns
    1. BOS staff created a survey that training attendees will receive immediately following a training or BOS staff hosted training to be able to address any important feedback right away
  - iv. Looking through and creating several policies for the BOS
    1. Action Plans
    2. Reimbursement Policy
    3. Competitive Application Policy
  - v. Special Meeting
    1. Feedback given from board member regarding Action Plans – met to review feedback and look for areas of improvement needed
    2. Lisa and Cheryl met with board member to address feedback
- b. Diversity, Equity, and Inclusion Committee
  - i. Met in January – Tamara Coleman – Co-Chair facilitated and will present update at BOS Quarterly Meeting
- c. System Performance Network – Dave
  - i. Next meeting is next Tuesday
  - ii. Leigh, Meredith, and Dave met last week to discuss strategies for next steps
- d. Coordinated Entry – Wendy, Marissa
  - i. Meets monthly (4<sup>th</sup> Wed) and has an onboarding session in first 30 minutes for potential members to learn more about CE and the committee

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- ii. Working on assessment currently
- iii. Several new policies being worked on and will be presented for voting
- iv. Assessment for Prevention out for feedback and gathering input
- v. Next meeting if Feb 22<sup>nd</sup>
- e. Discharge Planning – Kristina
  - i. Continue to work on website idea. Reaching out to representatives from 211 and DHS to discuss potential partnerships and waiting on those responses
- f. Emergency Shelter – Meghan
  - i. Board member not present
- g. Veteran Advisory Board –Robin
  - i. Have not met since October but meeting next Wed
- h. Gaps and Needs – Michelle and Sara
  - i. Survey is closed as of February 1<sup>st</sup> and they received 315 Client survey and 375 Provider surveys
  - ii. They will be working on breakdown numbers and will distribute to coalitions
  - iii. Will present findings and recommendations at the May Quarterly BOS meeting
- i. Public Awareness – Jessica and Michael
  - i. Will be sending out a doodle poll to the current membership list to try to find a time to set up a committee meeting time that works for everyone
  - ii. Trying to get new recruits and will put out request at BOS Quarterly Meeting
- j. Fiscal and Audit – Kathleen and Millie
  - i. Working on securing an auditing firm for 2022 audit
  - ii. Nikki submitted resignation on committee so will be looking to fill with a BOS member as opposed to BOS board member
- k. Nominating Committee – Mike and Tara
  - i. Met a month ago and working on filling open board seats
  - ii. Working on policy issues
- l. Lived Experience Committee – Cheryl
  - i. Board member not present
- m. Youth Advisory Board – Carrie Poser
  - i. Youth have gone to every other week meetings and are working on membership recruitment and reestablishing themselves

## 11. Other Business

## 12. Adjourn – Next Meeting March 7, 2023

1. Motion to adjourn meeting made by Dave Eberbach
2. Motion seconded by Kathleen Fisher
3. Any Discussion
4. All in Favor
5. Motion Passes

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