

WI BOS Board of Director's Meeting

March 7, 2023 1:00 pm
GoTo Meeting Webinar



1. Meeting Called to Order by Lisa Haen at 1:02PM
2. Welcome - Roll Call
 - a. In attendance: Marissa Heim, Wendy Schneider, Kristina Bechtel, Robin Adams, Megan Mietchen, Lisa Haen, Michael Ethridge. Cheryl Detrick, Cori Gurin, Jessica Locher, Stephena Smith, Michelle Friedrich, Kathleen Fisher, Peter Kilde, Mike Bonertz, Sara Krall, Dave Eberbach, Rosanne Northwood, Brandon Cacek, Carrie Poser
 - b. Notified: Tara Prah, Millie Rounsville
3. Approval of 2/7/2023 Board Meeting Minutes - **VOTE**
 - a. Motion to approve meeting minutes made by Dave Eberbach
 - b. Motion seconded by Wendy Schneider
 - c. Any Discussion
 - d. All in Favor
 - e. Motion Passes
4. Approval of 12/15/2022 and 1/19/2023 Executive Committee Meeting Minutes – **VOTE**
 - a. Motion to approve meeting minutes made by Kathleen Fisher
 - b. Motion seconded by Dave Eberbach
 - c. Any Discussion
 - d. All in Favor
 - e. Motion Passes
5. Motion to approve 2/2/2023 Executive Committee Special Meeting Minutes – **VOTE**
 - a. Motion to approve meeting minutes made by Cheryl Detrick
 - b. Motion seconded by Kathleen Fisher
 - c. Any Discussion
 - d. All in Favor
 - i. Mike Bonertz votes no
 - e. Motion Passes
6. YHDP Prioritization Process for RRH and TH/RRH Projects
 - a. Decision to have Carrie send out policy documents and explanation to review in an email and then do an email vote

The Wisconsin Balance of State Continuum of Care's mission is to end homelessness by supporting local coalitions throughout Wisconsin.

WI BOS Board of Director's Meeting

March 7, 2023 1:00 pm
GoTo Meeting Webinar



7. Director Update – Carrie Poser

*Grants *not updated, delay with January invoices due to Eloccs issue*

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 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 #2 (3/29 & 4/19)
- CH2CR (3/1 & 3/8) by Shawn Smith
- Spotlight Series: Embrace (3/14) *reschedule to April 12th from 10-11:30
- Trauma-Informed Engagement Model – 2 sessions (5/23) in person

Staff Projects

- Staff hosted in-person day-long CQI (continuous quality improvement) workshop for YHDP on 2/28 (Meredith & Leigh)
- Continuing to work on case management tool kit (Meredith, Leigh, Kate)
- ongoing system-level education and training around coordinated entry – HMO, 211, DOC (Ryan)
- plan for a joint WAHRS-YHDP outreach training in Madison on 3/31 & advocacy at State Capitol (Ryan)
- learning how to use VIMEO & migrating recorded trainings to that platform; creating a pay to access process (Ryan & Kate)
- PIT data process, collecting match (Leigh)
- Presentation RHYTAC conference in partnership WAHRS on 3/22 (Leigh)

The Wisconsin Balance of State Continuum of Care's mission is to end homelessness by supporting local coalitions throughout Wisconsin.

WI BOS Board of Director's Meeting

March 7, 2023 1:00 pm
GoTo Meeting Webinar



Director Meetings

- Participating on the planning committee for A Home For Everyone (HFE) conference – continued planning efforts to finalize bios, descriptions, title of the sessions for the homeless track. (3/1)
- Attended BOS Committee meetings: Nominating (2/14), Executive (2/16)
- National meetings/webinars
 - o Chair the BOS & Rural Community of Practice meeting (2/14)
 - o Webinar: Housing Solutions in Rural Recreation Communities – hosted by HUD, USDA, EPA (2/15)
 - o Webinar: HSRC – Role of Transportation in cross-sector collaboration designed to improve housing stability (2/27)
 - o Webinar: NLIHC – Housing First (2/21) monthly series
 - o Attended National Network for Youth conference – virtually (3/2-3/3)
 - WI Youth Service Providers Legislative Advocacy virtual meetings (3/7) – Senator Baldwin and Johnson
- 4 CoC leaders & statewide advocacy
 - o Governor budget briefing (2/15)
 - o CoC Check in w/DEHCR + Mike Basford (2/28); just the CoC check in (3/1)
 - o Met with Medicaid Policy staff at DHS (2/15)
 - o Member of Housing Workgroup under DHS State Health Plan (3/2); will be meeting every other week moving forward
- Provide coalition-level support to the Dairyland Coalition
 - 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 – steering committee meeting (2/22)
 - o Attend local coalition meeting (2/15)
- Statewide collaboration
 - o Met with United Way of Wisconsin (3/1)
 - o Met with DEHCR (2/28)
- Participated in Interagency Council workgroup meeting (2/28)
- Participated in DHS Homeless virtual Forum (2/27)
- Attended HUD Milwaukee Field Office training: Common Findings (2/21)

Director Projects

- Working on close out for CoC & YHDP planning grants including spend down, match & APR
- Continue to work on competitive process policy
- Signed contract for Feb. 2024 quarterly meeting location
- Working on securing additional training around ADA, Fair Housing & Emotional Support Animals & Equal Access and Gender Identity for April-May
- Working with Vivent Health on their SAMSHA grant application & partnership opportunity w/BOS
- Finalize response to HUD Monitoring (RRH) findings to close it out
- Preparing for the CoC Competition 202

a. Financial Policies

The Wisconsin Balance of State Continuum of Care's mission is to end homelessness by supporting local coalitions throughout Wisconsin.

WI BOS Board of Director's Meeting

March 7, 2023 1:00 pm
GoTo Meeting Webinar



- i. Received letter back from HUD from monitoring
 - 1. \$112.31 needs to be paid back to HUD for ineligible expenses
 - 2. Need to create new financial policy and procedures for subrecipients regarding eligible expenses – Carrie has written a draft and will submit to the board for approval
- b. Homeless Assistance Program (HAP) Funding Allocation
 - i. Carrie met with Robin and DECHR
 - 1. WIBOSCO will get HAP I funding
 - 2. continues to be concern from DECHR for HAP II as it pertains to the WIBOSCO limiting the money to CoC funded agencies
 - 3. Will likely be strongly encouraged to combine HAP I & II funding with no CoC funded agency requirements
 - 4. Carrie will reach out to board once she hears back from Robin and DECHR regarding HAP funds
 - ii. Still working on getting tribal involvement
- c. Creative Solutions & Advocacy – Housing Forum
 - i. Leigh and Carrie attended meeting with WAHRS to meet with Senator Johnson and Representative Tammy Baldwin this morning to discuss YHDP
 - ii. Ryan attending advocacy day on March 31st at State Capital with WAHRS
 - iii. Setting up an advocacy day in April at the Capital to discuss affordable housing and other barriers within homeless community
 - 1. Setting up a Housing Forum among the membership to invite anyone for a conversation about what it is they need, what advocacy needs to be done, and what are the asks to the government to assist with housing the homeless.
 - a. Looking to schedule for end of March – Carrie will reach out to Public Awareness committee to coordinate
- d. Vivent Health Partnership Opportunity –
 - i. meeting with Kristen Grimes, Director of Prevention Services, with Vivent Health. They are applying for a SAMSHA grant. <https://www.samhsa.gov/sites/default/files/grants/pdf/fy-23-gbhi-nofo.pdf>

The Wisconsin Balance of State Continuum of Care's mission is to end homelessness by supporting local coalitions throughout Wisconsin.

WI BOS Board of Director's Meeting

March 7, 2023 1:00 pm
GoTo Meeting Webinar



Kristen is working on a SAMHSA grant application that involves harm reduction services with housing for people living with substance abuse disorder. They had a conversation with Milwaukee County Housing Division & want to expand partnerships because this grant is statewide. We talked about different aspects of the grant, how the Balance of State operates, etc. We talked about coordinated entry, as it is a component of the grant. In discussing partnership opportunities, there was an option for funding.

The “coordinator” she is referring to would be Ryan. Vivent Health is looking at Brown/Wausau area, La Crosse, Beloit, and Kenosha. Carrie is going to connect with ICA about “how much” he costs. And calculate what 10% is and estimate mileage for those locations.

Request – We are having our budget meeting for the grant on Tuesday afternoon. I was hoping to bring an estimate of what a potential subcontract would look like with your organization. Do you think you could send us a rough budget by **3pm on Feb. 28**? Here is what I am thinking:

- 10% of your coordinator’s time to leverage relationships within our service areas and assist in engaging partners on the steering committee
- Mileage as needed
- Is there anything else you need in the budget in order to partner with us on this?

Request – Is there any chance you would be available to attend our outcomes meeting on **March 1 from 4-5pm**? I think it would be critical to have your input on what those outcomes should look like.

Letter of commitment – We should have this ready to go out to you by March 1 with a final amount that we can.

e. COC Scoring Tool

- i. Results from 2022 CoC competition has not yet been posted
- ii. Will be sending out CoC scoring tool for 2023 CoC competition to the membership for review

f. February 2024 BOS Quarterly Meeting Rebranding

- i. Continue to work on plans for In-Person Meeting
- ii. Jefferson Inn in Wausau on February 8th and 9th, 2024
- iii. Wanting to rename the “WIBOSCOC Quarterly Meeting” to “WIBOSCOC Conference”

8. Local Coalition Updates (Opportunity for Coalitions to discuss upcoming events, issues, or concerns)

- a. Lakeshore Housing Coalition – Michael Ethridge – reviewing the function-ability for the housing coalition to look for areas of improvement – made changes to strategic plan

The Wisconsin Balance of State Continuum of Care’s mission is to end homelessness by supporting local coalitions throughout Wisconsin.

WI BOS Board of Director's Meeting

March 7, 2023 1:00 pm
GoTo Meeting Webinar



9. Committee Reports

- a. Executive Committee – Lisa
 - i. Reviewed how Quarterly Meeting went
 - ii. Discussing the Delegate Change Process and how to improve it – Carrie will send out change form with email with quarterly meeting agenda and business items and provide reminders to complete if delegate needs to be updated
 - iii. Reminder that board members should not be making motions or voting if they are not a delegate during Quarterly Meetings.
 1. Discussion on how to remove confusion over who can vote
 - iv. Next meeting is scheduled for March 16th
- b. Diversity, Equity, and Inclusion Committee – Michael
 - i. Met on February 23rd and reviewed what is being worked on
 - ii. Working on an Equal Opportunity Statement
 - iii. Wanting to update the WIBOSCO website to start adding important events such as Black History Month, Cinco de Mayo, etc.
 - iv. Looking at member recruitment
- c. System Performance Network – Dave and Megan
 - i. Meeting Thursday to begin reviewing recommendations that committee has made
- d. Coordinated Entry – Wendy, Marissa, Stephenia
 - i. Has up to 60 members or participants on their committee
 - ii. Follows up with Emergency Housing Vouchers updates
 - iii. Several work groups
 1. Assessment and Prioritization working on a new assessment
 2. Implementation updating committee Charter
 3. Evaluating CE
 4. Other Systems of Care – working with other agencies on how to improve CE
 5. Youth team
 6. DV team
 7. Prevention team
- e. Discharge Planning – Kristina
 - i. Going to be creating new 2023 goals at next meeting
 - ii. Created a subcommittee to work with Carrie and Ryan to collaborate with United Way
 - iii. Updated Charter and reviewed membership
- f. Veteran Advisory Board – Robin and Brandon
 - i. Changed from every other month to monthly meetings
 - ii. Recently updated Charter and reviewed membership
- g. Gaps and Needs – Michelle, Sara, Peter
 - i. Still working on compiling survey results and are working on creating a newsletter to get the results out to the membership

*The Wisconsin Balance of State Continuum of Care's mission is to end homelessness
by supporting local coalitions throughout Wisconsin.*

WI BOS Board of Director's Meeting

March 7, 2023 1:00 pm
GoTo Meeting Webinar



- h. Public Awareness – Jessica and Rosanne
 - i. Next meeting is March 27th at 2PM
 - ii. Looking to regroup and get to work!
- i. Fiscal and Audit – Kathleen and Millie
 - i. Meeting next week to discuss securing an auditor for 2022 fiscal year
 - ii. Looking to close out Youth Planning grant
 - iii. DFI situation – missed paying fees but have paid that fee now and our corporation is up and running again
- j. Nominating Committee – Mike and Tara
 - i. Looking to fill vacancies
 - ii. Working on policies issues such as Conflict of Interest
 - 1. Board members should be signing this yearly
 - iii. Looking for new members to join committee
- k. Lived Experience Committee – Cheryl
 - i. Had a meeting last week and discussed how the committee came into existence
 - ii. Planning to meet bimonthly
 - iii. Looking for folks with lived experience to join the committee
- l. Youth Advisory Board – Carrie
 - i. Continue to meet every other week
 - ii. Ryan will be presenting YAB with a proposed assessment tool to get their feedback and perspective
 - iii. Leigh working on PIT methodology
- 10. Other Business
 - a. Lisa will be sending out a DEI survey to board members in the next week – please complete!
- 11. Adjourn – Next Meeting April 4, 2023
 - a. Motion to adjourn board meeting made by Peter Kilde
 - b. Seconded by Megan Mietchen
 - c. Any Discussion
 - d. All in Favor
 - e. Motion Passes

Respectfully submitted by Kristina Bechtel

*The Wisconsin Balance of State Continuum of Care's mission is to end homelessness
by supporting local coalitions throughout Wisconsin.*