

WI BOS Board of Director's Meeting

April 4, 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, Tara Prah, Megan Mietchen, Lisa Haen, Michael Ethridge, Cheryl Detrick, Millie Rounsville, Cori Guerin, Jessica Locher, Steph Smith, Michelle Friedrich, Kathleen Fisher, Peter Kilde, Mike Bonertz, David Eberbach, Rosanne Northwood, Carrie Poser
 - b. Excused: Brandon Cacek, Sara Krall
3. Approval of 3/7/2023 Board Meeting Minutes – **VOTE**
 - a. Motion to approve 3/7/2023 board meeting minutes made by Cori Guerin
 - b. Motion seconded by Tara Prah
 - c. Any discussion
 - d. All in favor
 - e. Motion passes
4. Approval of 2/16/2023 and 3/16/2023 Executive Committee Meeting Minutes – **VOTE**
 - a. Motion to approve 2/16/2023 and 3/16/2023 Executive Committee Meeting Minutes made by Cheryl Detrick
 - b. Motion seconded by Cori Guerin
 - c. Any discussion
 - d. All in favor
 - e. Motion passes
5. Treasurers Report – Kathleen Fisher
 - a. Financial Reports – **VOTE**
 - i. Motion to approve financial reports made by Dave Eberbach
 - ii. Motion seconded by Rosanne Northwood
 - iii. Any discussion
 - iv. All in favor
 - v. Motion passes
 - b. Auditor Selection – **VOTE**
 - i. Motion to approve Hawkins/Ash as auditor made by Kathleen Fisher
 - ii. Motion seconded by Peter Kilde

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- iii. Any discussion
 - 1. Discussion regarding proposal for auditor bids
 - iv. All in favor
 - v. Motion passes
6. Additional Directors Veterans and Chronic Homeless – **VOTE**
- a. Motion to approve not filling additional director's (veterans, chronic homeless, youth, DV) through November made by Millie Rounsville
 - b. Motion seconded by Mike Bonertz
 - c. Any discussion
 - d. All in favor
 - e. Motion passes
7. YHDP Prioritization Process for RRH and TH/RRH Projects – **VOTE**
- a. Motion to approve YHDP Prioritization Process for RRH and TH/RRH Projects made by Megan Mietchen
 - b. Motion seconded by Jessica Locher
 - c. Any discussion
 - d. All in favor
 - e. Motion passes
8. Accounting and Financial Policy Proposed Change – **VOTE**
- a. Motion to approve to accept the Accounting and Financial Policy changes made by Kathleen Fisher
 - b. Motion seconded by Millie Rounsville
 - c. Any discussion
 - d. All in favor
 - e. Motion passes
9. BOD Responsibilities and Code of Conduct and Annual Conflict of Interest Disclosure Statement– **VOTE**
- a. Motion to approve the Annual Conflict of Interest Disclosure Statement made by Kathleen Fisher
 - b. Motion seconded by Megan Mietchen
 - c. Any discussion
 - d. All in favor

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- e. Motion passes
 - f. Motion to approve the BOD Responsibilities and Code of Conduct made by Peter Kilde
 - g. Motion seconded by Dave Eberbach
 - h. Any Discussion
 - i. All in favor
 - j. Motion passes
10. Approval of North Central Representative – **VOTE**
- a. Motion to approve made by Millie Rounsville
 - b. Motion seconded by Cori Guerin
 - c. Any discussion
 - d. All in favor
 - e. Motion passes
11. Follow-up Discussion Regarding the BOS Flow of Authority – Mike Bonertz
- a. Provided explanation of concern – takes issue with BOS board/staff **REQUIRING** local coalitions to meet DEI goals and objectives on Action Plan
 - i. Membership has authority and BOS board/staff should be upholding that authority and not making any requirements of the membership
 - ii. Nominating Committee is putting together a board training to ensure board understand their roles
12. Director Update – Carrie Poser

Grants **still playing catch up*

Grant Name	Status	Notes
SSO CE 22-23	On track	as of Feb. invoice there was 35% of funds remaining (4 months left of grant)
SSO CE DV 22-23	Under spent	as of Feb invoice there was 69% of funds remaining (6 months left of grant)
HAP 22-23	Under spent	as of Feb invoice there was 75% of funds remaining (7 months left of grant)
DV RRH 22-23	Under spent	as of Feb invoice there was 86% of funds remaining (7 months left on grant)
YHDP SSO CE 22-23	Under spent	as of Feb invoice there was 90% of funds remaining (7 months left on grant)*
YHDP SSO 22-23	Under spent	as of Feb invoice there was 89% of funds remaining (7 months left on grant)*

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YHDP Planning Grant CY22	Done	Spent all; APR extension until 4/30.
YHDP Planning Grant CY23	Just began	Start date 1/1/23
CoC Planning Grant CY23	Just began	Start date 1/1/23

*these are 1 year numbers, but the grant is 2 years for initial contract with HUD

Upcoming Balance of State Trainings

- Alonzo Kelly – Cohort #2 (3/29 & 4/19)
- Spotlight Series: Embrace - April 12th from 10-11:30
- Trauma-Informed Engagement Model – 2 sessions (5/23) in person

Staff Projects

- Continuing to work on case management tool kit (Meredith, Leigh, Kate)
- In person monitoring (Meredith, Kate, Holly) & TA (Kate)
- Ongoing work on new CE assessment (Ryan & Holly), including strategic planning session (3/27)
- Learning how to use VIMEO & migrating recorded trainings to that platform; creating a pay to access process (Ryan & Kate)
- Working on MailChimp for newsletters (Kate) to replace bi-monthly email blasts
- Finalize January PIT data (Leigh)

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. (3/14, 4/4)
- Attended BOS Committee meetings: Nominating (3/14), Executive (3/16)
- National meetings/webinars
 - Chair the BOS & Rural Community of Practice meeting (3/14); leadership mtg w/TA (4/4)
 - Webinar: NLIHC – Housing First (3/20) monthly series
 - As an extension from NN4Y capitol hill visits – met with Rep. Van Orden staff (3/22)
- 4 CoC leaders & statewide advocacy &/or planning
 - CoC Check in w/DEHCR + Mike Basford (3/22)
 - Member of Housing Workgroup under DHS State Health Plan (3/22); will be meeting every other week moving forward
 - Met with DEHCR re: HAP (3/28)
- Provide coalition-level support to the Dairyland Coalition
 - Co-facilitate “Ending Homelessness in Eau Claire” community meeting - meet weekly with Dairyland Board rep for planning & monthly for larger group; preparing 2 listening sessions – business community & landlords
 - Participate in Regional Housing Study – steering committee meeting (3/16)
 - Attend local coalition meeting (3/15)
 - Met w/City Staff (3/28)
- Statewide collaboration

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- Follow-up scheduled (end of April) with United Way of WI to join state meeting on WIRE – Wisconsin Information Resource Exchange

Director Projects

- Submitted CoC Planning grant APR 3/15; still working to close out YHDP planning grant & received extension for APR until 4/30
- Working with Board members on planning for BOS Conference, Feb. 2024 (3/28)
- Working on securing additional training around ADA, Fair Housing & Emotional Support Animals & Equal Access and Gender Identity for May-June
- Preparing for the CoC Competition 2023, closing out CoC Competition 2022 following announcement
- Planned & hosted Advocacy Forum (3/30), preparing templates for JFC comments, & process JAMboard results
- Collate PIT & HIC data for January HDX submission – due to HUD 4/28

Out (3/21, 3/23-24)

- a. Homeless Assistance Program (HAP) Funding – **VOTE**
 - i. Reviewed DECHR's letter regarding changes to HAP funding
 1. Will be combining HAP 1 & 2
 2. \$900,000 in total HAP money
 3. Want the grant recipient criteria to be more flexible
 4. Carrie is recommending we approve applying for HAP funding
 - ii. Motion to express interest in applying for HAP funding made by Megan Mietchen
 - iii. Motion seconded by Wendy Schneider
 - iv. Any discussion
 - v. All in favor
 - vi. Motion passes
- b. Creative Solutions & Advocacy
 - i. Leigh and Carrie attended meeting with Van Orden representative who expressed interest in ending Veteran homelessness
 - ii. Carrie has requested reports from ICA to submit more data to Van Orden's people
 - iii. Carrie hosted an Advocacy Forum on March 30th
 1. Carrie posting recording and Jam Board on google drive so the board can review
- c. COC Scoring Tool
 - i. Releasing tomorrow for review from membership
 - ii. Comment period will be closed on April 21st

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- iii. Up for discussion at next board meeting
- iv. Competition results came out – still waiting on scoring results
 - 1. Lost one renewal project on bottom on tier 2
 - 2. Gained 2 new bonus projects
 - 3. Carrie already starting to work on pieces for the 2023 CoC application
- d. YHDP Update
 - i. YAB still meeting every other week
 - ii. All System Navigators have been hired with the exception of 2 local coalitions – Leigh in touch to discuss
 - iii. Looking to garner more interest in YAB
 - iv. CQI – in person meeting end of February
 - v. CCP goals and objectives are all being actively worked on

13. Committee Reports

- a. Executive Committee – Lisa
 - i. Met on March 16th
 - ii. Reviewed board meeting surveys
 - 1. Received 8 responses
 - iii. Worked on BOD agenda
 - iv. Reviewed strategic plan
 - v. Discussed UTECH meeting
 - vi. Would like to meet sometime the week of June 20th and in person
 - 1. Somewhere in the Wausau area maybe?
 - vii. Will be sending out a doodle poll to see what day works best
- b. Diversity, Equity, and Inclusion Committee – Michael
 - i. Meeting on April 27th
- c. System Performance Network – Dave and Meghan
 - i. No report given
- d. Coordinated Entry – Wendy, Marissa, Stephena
 - i. Strategic Planning session on March 27th
 - 1. Went really well
- e. Discharge Planning – Kristina
 - i. No report given
- f. Veteran Advisory Board – Robin and Brandon
 - i. Have been meeting monthly
 - ii. No other report to give
- g. Gaps and Needs – Michelle, Sara, Peter
 - i. Continuing to work on survey results and will present at May Quarterly Meeting
- h. Public Awareness – Jessica and Rosanne
 - i. Met on March 27th and meeting every other month

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- ii. Focusing on one task at a time
 - 1. 1st task is updating the social media calendar
 - i. Fiscal and Audit – Kathleen and Millie
 - i. Working on membership invoices
 - j. Nominating Committee – Mike and Tara
 - i. No additional report to give
 - k. Lived Experience Committee – Cheryl
 - i. Meeting in May
14. Other Business
15. Adjourn – Next Meeting May 2, 2023
- a. Motion to adjourn meeting made by Jessica Locher
 - b. Motion seconded by Mike Bonertz
 - c. Any Discussion
 - d. All in favor
 - e. Motion passes

Respectfully submitted by Kristina Bechtel