

WI BOS Board of Director's Meeting

June 1, 2021 1:00 pm
GoTo Meeting
Webinar



1. Lisa Haen called the meeting to order at 1:02 pm
2. Members Present: Dana Baumgartner, Kristina Bechtel, Mike Bonertz, Randall Brown, Kim Cable, Hannah Conforti, Cheryl Detrick, David Eberbach, Michael Ethridge, Michelle Friedrich, Kathleen Fisher, Lisa Haen, Sara Krall, Jessica Locher, Jessica Mudgett, Melissa Myers, Jessica Neumann, Tara Prah, Millie Rounsville, Wendy Schneider, Chandra Wakefield, Ed Wilson
3. Members Excused: Angela Friend, Casey Levrich
4. Members Unexcused: Melisa Myers
5. Staff Present: Carrie Poser
6. Guests Present: Briana Peters, Chuck Krueger
7. Approval of Board meeting minutes 4/6/21 and 5/4/21 and Executive Committee meeting minutes of 4/15/2021 and 5/20/21– **VOTE**
 - a. Motion to approve the Board meeting minutes 4/6/21 and 5/4/21 and Executive Committee meeting minutes of 4/15/2021 and 5/20/21 by David Eberbach
 - b. Second made by Wendy Schneider
 - c. No further discussion
 - d. All in favor
 - e. Motion carries
8. BOS Draft 2020 Financial Statements and 990 Presentation from Briana Peters, Hawkins Ash – **VOTE**
 - a. Motion to approve the Draft 2020 Financial Statements and 990 by Jessica Mudgett
 - b. Second made by David Eberbach
 - c. No further discussion
 - d. All in favor
 - e. Motion carries
9. Treasurer's Report – April 2021 Financials – **VOTE**
 - a. Motion to approve the April 2021 Financials by Dave Eberbach
 - b. Second made by Ed Wilson
 - c. No further discussion
 - d. All in favor
 - e. Motion carries
10. HMIS Transition Update – David Eberbach
 - a. CE data element tables have all been submitted to the vendor. CE trainings will be scheduled within next

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

couple weeks. Reminder not to use Internet Explorer. Staff is starting to attend in person meetings and trainings. Staff is working on reports.

11. Lived Experience Compensation Policy Task Force – Cheryl Detrick reported she and Randall met last week. There is no simple answer to this as it could affect the person with lived experience's benefits. Will meet one more time before submitting anything to board.

12. Chair Report – Lisa Haen

- a. Strategic Plan Update – Workgroup met on May 25, and they will remain as a support workgroup to the Diversity/Inclusion Committee. The committee wants to come up with the first draft of the diversity inclusion statement that the workgroup was going to work on.
- b. Reminders (Attendance Policy comments due June 7, meeting absence emails to Secretary/Chair (jlocher@echojanesville.org and lhaen@khds.org), match reminder to complete each quarter and is now a google link, updating Committee Charters)
- c. Board Officer Succession Plan Update – nominating committee will work on a policy. Discussion was had about a short- and long-term succession plans and to include COC Director position too.

13. Director Update – Carrie Poser (taken from her written report)

DHS

I have mentioned during the BOS meeting a few weeks ago, 4 CoC leads have been meeting with regularly Leah Ramirez (Policy Director, Division of Medicaid) on a couple of things.

- Health Services Initiative, DHS is looking to fund 2 full time positions per CoC (1 housing navigation and 1 case management), with 7-10% admin. Rather than just working in 1 county, there is possibility of being a bit more regional. So possibly a few coalitions – for example. Depending on size. Client eligibility = under 200% federal poverty level, homeless, HH with children. I have invited Leah to join us at the August BOS meeting for an update. The goal is to have the applications released August 1 and start Nov. 1st. In terms of sustainability, there is funding for 3 years – so think of this like a grand experiment. If it works, produces positive results, then we can advocate for more funding and potential increase options in the Balance of State.
- The other big thing that the 4 CoC have been working on directly with DHS is the issue of CCS (Comprehensive Community Services) imposing a residency requirement for eligibility purposes. This issue was raised by the CoC leaders and quickly escalated to the office of legal counsel with positive results and a pending memo from DHS that will explain that Medicaid funded activities cannot be limited by residency. In other words, counties cannot deny CCS services because of residency issues. Jim Jones (DHS Medicaid Director) presented to the County Behavior Health folks April 23rd and the DHS MEMO was published on May 7th.

CoC Competition

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

- Project Scoring Tool draft: Delay. I will have a proposed tool available for discussion at the July Board meeting with an email vote after.
- GIW released. I sent out 5/27. Due to me by Monday, June 7th. I must submit to HUD by June 11th.

Trainings

- Positive response re: Ryan Dowd training. In discussion with him about purchasing a “license” so to speak and then folks could purchase from us. This would open access to many and provide a lot of supplemental trainings. I am waiting to hear back from Ryan.
- Shawn Smith Trainings:

Trauma & resilience = 7/8, 7/22, 7/29 Deadline: June 4th

MI = July 28 and Aug 4; aug 11 and 18, aug 25 and 9/1 Deadline = June 25th

Other

- Board match: online link now available for 2nd quarter. This is April – June 30th. Please complete the paper form for Quarter 1 if you haven’t yet. If you have questions about match, please let me know.
- Complete rehaul of the HIC. Took quite a bit of time but I am very happy with the final product, and it should make the HDX submission next year much smoother.
- Action Plan 1 Response was due 5/14, Action Plan 2 was due 5/28.
 - Action Plan 1 Response missing: Brown, Jefferson
 - Action Plan 2 missing: Central, Jefferson, NWISH, Rural North
- DEHCR posted their draft 2021 Annual Action Plan to the State’s 2020-2024 Consolidated plan. Comments must be submitted by June 15th.
- I have been invited to join WI DHS Non-Emergency Medical Transportation (NEMT) advisory council. *“The Department administers a statewide non-emergency medical transportation program with a single transportation manager to perform the NEMT services such as coordinating and paying for rides for members to Medicaid covered medical appointments. The transportation advisory committee (TAC) is a body comprised of stakeholders from around the state to act in a non-binding advisory capacity to provide feedback and suggestions to the Department and the Department’s statewide transportation manager regarding methods of enhancing the NEMT program. Historically, the council meets on a semi-annual spring and fall schedule. However, the Department is in the process of transitioning transportation managers and there will be two additional special meeting sessions before the fall to ensure the council members can provide valuable feedback on the transition. Currently the meetings are held virtually due to COVID-19, but traditional meetings are held in various geographical regions with call-in options of the state for diverse input.”*

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

Staff

- Ryan – case conferencing guidance (recording this week), CE 101/webinar (marketing) – goal is end of the week, outreach standards (end of June), EHV order of priority passed the CE committee last week and now part of the COVID attachment in the P&P manual.
- Leigh – will be my point person for YHDP, scheduling HIC specific trainings for each coalition, the goal is mid-late June.
- Meredith – Sub-monitoring packets are due this Friday. 2 open CoC monitoring.

Upcoming

- NAEH Capital Hill Day (6/16)
- a. Grants Progress Report was presented.
 - b. Emergency Housing Vouchers Update

As I mentioned during the BOS meeting, these vouchers have consumed a large part of my time over the last few weeks. HUD released the notice (5/5), there was a briefing call (5/7), allocation announcement (5/10), and multiple webinars since. PHA had to submit their intention to accept or decline by 5/24. Brown (35), Kenosha (24), Sauk (15), Portage (15), and WHEDA (313) accepted. Anniego (15) and Richland (15) declined. Those will likely go to WHEDA as well. Note about WHEDA - They will be administering the vouchers in all 69 counties including Racine. (Not Dane or Milwaukee)

There are 2 requirements of these vouchers that directly require CoC involvement – (1) there must be an MOU signed with the HUD recognized CoC outlining the roles and responsibilities for each party, identification of a primary contact, establishment of goals, timeframes, and metrics. This is due in the next 30 days. And (2) all referrals for the vouchers must go through the CoC's coordinated entry system. The CoC is responsible for ensuring that the people being referred fit into 1 of the 4 eligible categories (homeless, at risk, DV, formerly homeless).

There are also multiple HUD waivers involved:

- Referrals cannot come from their (PHA) current waiting lists
- They do not follow local preferences or process
- They have 2 mandatory denials from criminal background (lifetime sex offender, conviction for making meth in federally assisted housing). They have limited ability to deny for other crimes and must consult the CoC first. They cannot deny because a household owes the PHA money or was on housing in the past and they were evicted or terminated.
- Having documents (birth certificate and SSN) cannot be barriers to enrollment
- They can accept self-declaration of income

Ryan is working on the EHV Homeless Verification Eligibility form to be used by all the PHA involved. The CE committee approved the prioritization and process for referrals. Ryan and I met with all the PHA involved and we met with WHEDA twice and have another call set up this week. There are 3 priorities: (1)

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

Those moving on from CoC funded PSH, (2) those moving on from CoC funded RRH, and (3) those on the CE list that have been homeless less than 12 months and score an 8 or less on the VISPDAT.”

c. Youth Homelessness Demonstration Program (YHDP) – **VOTE**

The BOS has not applied for this in the past. There are 3 phases to this demonstration grant.

- Phase 1 (currently in as of the NOFA release) - CoC decide if they are going to write an application to HUD asking to be picked as a "selected community." The CoC can write for the whole geographic territory they cover or a part(s). The deadline for this application is July 27, 2021. HUD is going to fund 50 communities with \$145,000,000. The minimum award is \$1 million and the max is \$15 million. The criteria, points, and questions start on page 30-34 of the NOFA. Following submission, HUD reviews the applications. If the Balance of State is "selected," then we go to Phase 2.
- In Phase 2, there is an award of funds. Let's say \$10 million. A portion of that, say \$1 million can be used in planning costs and to write and create (with a lot of HUD TA) a Coordinated Community Plan (CCP) to end youth homelessness in the geographic territory outlined in Phase 1. Once HUD approves the CCP, then you move into Phase 3.
- In Phase 3, the \$9 million (\$10 award minus \$1 million planning) can be used to fund projects that are identified and necessary to meet the goals and needs identified in the CCP. Those projects are funded with that \$9 million for 2 years. At the end of the 2 years, if they are eligible projects (things that can be funded under the CoC Competition), they can be renewed in the CoC Competition.
 - Motion to approve that the BOS apply for the YHDP in 2021 to help end youth homelessness in WI by Cheryl Detrick
 - Second made by Kathleen Fisher
 - No further discussion
 - All in favor
 - Motion carries

d. HUD/DEHCR/BOS Phone Call Outcome

We all agreed we have roles to play & value collaboration.

We talked about the EHH allocation – how to include DV data, how to measure performance. DEHCR expressed interest in looking at the formula “in a different light.” We talked about bringing together a workgroup to specifically look at these items for the 22-23 grant year.

HUD had recommended relooking at and bringing back the certification in some capacity. So, in the call with DEHCR, we talked about the challenges around the removal of the certification and impact. We talked about Ryan’s time, monitoring, and CE. My staff have been working on a revised version that would outline

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

the BOS expectations and requirements for CE for those agencies that receive ESG funds. I had wanted to have a draft to you all last week, unfortunately I received it today. My plan is to send it to the executive committee & DEHCR. My hope was to incorporate it for the 21-22 cycle.

14. HAP Grant – Carrie Poser

a. HAP Grant Approval Process – VOTE

- HAP application was released by DEHCR on Tuesday May 25th at 5:06 pm
- HAP application is Due June 23, 2021
- HAP Scoring Process and Rubric (same scoring process and metrics as last year, which is released by BOS after the DEHCR releases the HAP application)
 - Motion to approve HAP Scoring Process and Rubric as presented by Millie Rounsville
 - Second made by Wendy Schneider
 - No further discussion
 - All in favor
 - Motion carries

b. HAP Grant Fiscal Process – VOTE

- Discussed by the Fiscal and Audit Committee on Tuesday, May 25, 2021
- Recommendation by the Fiscal and Audit committee is to bring the HAP grant in House – Fiscal Grant Management to transition from Northwest Wisconsin Community Services Agency, Inc. to the Balance of State.
 - Motion to approve recommendation from the Fiscal and Audit committee to bring the HAP grant in House by Kim Cable
 - Second made by Cheryl Detrick
 - No further discussion
 - All in favor with Millie Rounsville and Kathleen Fisher abstaining.
 - Motion carries

c. Potential HAP Grant Funding Increase – VOTE

- The Joint Finance Committee is recommending a \$600,000 increase for HAP grant funding in the budget for the next two years. If approved the increase will be effective July 1, 2021. We are asking that if the BOS is awarded additional funds beyond the \$175,00 that we currently receive, board members vote to agree to hear alternative ways of using the money. Those different ways include but are not limited to funding agencies other than COC funded projects

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

and allowing for local coalitions some flexibility to fund programs that meet their current needs.

- Motion to have a special meeting to present any additional options of spending HAP funding along with any materials be sent out at least a week prior to the special meeting by Kathleen Fisher
- Second made by Millie Rounsville
- No further discussion
- All in favor
- Motion carries

15. August Meeting

- On **Thursday, August 12th**, we will be hosting the University of Wisconsin-Madison Extension office staff's training "Encouraging Financial Conversations." This program is designed specifically for case managers, social workers, and other frontline staff to help empower clients to achieve their financial goals and manage their money. Attendees will learn techniques and strategies to help their clients create a financial goals action plan, build and maintain good credit, pay off debts, develop a spending and savings plan, and protect themselves from fraud and identity theft. Attendees will also learn coaching strategies that capitalize on a client's strengths and resources in coming up with solutions.
 - The training will be from 9:00 am – 3:30 pm and provided virtually.
 - The training will not be recorded. Registration will be done through EVENTBRITE. **SAVE THE DATE! The link should be available soon.**
 - Because the UW-Madison Extension staff will be customizing the training based on registration, the registration for this training will be early than in previous trainings. The deadline to register is **July 15, 2021**. After that, there will be an additional \$25 registration fee added.
 - The cost for the training is \$25/person (plus the Eventbrite registration cost). If you wish to register 5 or more people at a time, please use EVENTBRITE and select CHECK option for a discounted price of \$20/person (plus the Eventbrite registration cost). I have attached the Training Flyer (EFC FLYER) & the agenda.
 - No later than August 1st, registrants will receive the GO TO WEBINAR link for the training. Each participant will need to register for go-to-webinar. This is separate from the EVENTBRITE process.
- On **Friday, August 13th**, we will have the August quarterly Balance of State meeting conducted virtually. REGISTRATION will be posted soon. See attached draft agenda.

16. Public Policy Report

FEDERAL

Not yet

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

STATE

- Joint Finance Committee is recommending \$600,000 increase for 2 years in HAP. Did not approve the rest of the Governor's budget (specifically in reference to the homeless service funds). I have reached out to see what the likelihood of additional funding through legislation rather than the budget is possible. Stay tuned.

17. Coalition Update - no reports due to time.

18. Committee Reports - no reports due to time.

19. Other business

- a. Kathleen brought up Membership Dues. Fiscal and Audit committee has a couple different Membership Due scenarios, and they will be sent out for comment and due by end of June with the Emergency Shelter Standards and will be discussed at July board meeting so it can be presented at August Quarterly Board Meeting.

20. The meeting was adjourned at 3:21 pm.

- a. Motion to adjourn made by David Eberbach
- b. Second made by Tara Prah
- c. No further discussion
- d. All in favor
- e. Motion Carries

Next Meeting July 6th

Respectfully submitted,

Jessica Locher, Secretary

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