

WI BOS Board of Director's Meeting

July 2, 2024 1:00 pm

Go To Webinar



1:00 pm – 1:15 pm

1. Call to Order 1:03 pm
2. Welcome and Roll Call

Coalition	Board Member	Attendance
Brown	Shannon Wienandt	X
Central	Wendy Schneider	Absent
Coulee	Lee Walraven	X
Dairyland	Robin Adams	X
East Central	Leigh Ann Trzinski	Absent
Fox Cities	Jennie Moore	X
Jefferson	Meghan Mietchen	X
Kenosha	Lisa Haen	X
Lakeshore	Michael Etheridge	X
North Central	Sherri Waid	Absent
Northeast	Cheryl Detrick	X
Northwest	Millie Rounsville	X
NWISH	VACANT	-
Ozaukee	Brett Larson	X
Rock Walworth	Jessica Locher	X
Rural North	Stephena Smith	Absent
Southwest	Michelle Friedrich	X
Washington	Kayden Rinzel	X
Waukesha	Kathleen Fisher	X
West Central	Angela Maloney	X
WinnebagoLand	Mike Bonertz	X
HMIS Lead	Dave Eberbach	X
Lived Experience	Rosanne Northwood	X

3. Approval of [06/04/2024 Board Meeting Minutes](#) – **VOTE**
 - a. Motion: Dave Eberbach
 - b. Second: Kayden Rinzel
 - c. Discussion: No further discussion
 - d. All in Favor
 - e. Motion Carries
4. Approval of Financial Reports – **VOTE**
 - i. [Balance Sheet 24 April](#)
 - ii. [P&L 24 April WIBOS](#)
 - b. Motion: Cheryl Detrick
 - c. Second: Angela Maloney
 - d. Discussion: No further discussion
 - e. All in Favor
 - f. Motion Carries
5. August Quarterly Meeting Date – **VOTE**

Discussion: Moving the meeting to August 16th instead of August 9th

 - a. Motion: Angela Maloney - Keep August 9th date for Quarterly Meeting

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- b. Second: Millie Rounsville
 - c. Discussion: No further discussion
 - d. All in Favor
 - e. Motion Carries
6. [Bylaw Changes Recommendation](#) – **VOTE**
- a. Motion: Angela Maloney
 - b. Second: Cheryl Detrick
 - c. Discussion: No further discussion
 - d. All in Favor
 - e. Motion Carries

Next Steps: the notice of the meeting (agenda) at which the amendment will be considered shall similarly include:

- A statement that a purpose of the meeting is to consider amendment of the Bylaws – Governance Committee
- The exact text of the proposed amendment - Carrie
- A summary of the Board's recommendation regarding the proposed amendment – Governance Committee

1:15 pm – 1:45 pm

7. Committees Report on Last Meeting, Topics Discussed, Questions for the Board and Next Meeting

[Committee Charter](#) | [Attendance](#) | [Match](#)

- a. Conference Work Group – Carrie & Kathleen
 - i. Conference date: Tundra Lodge Feb 18th and 19th in Green Bay, Feb 17th afternoon will be youth specific sessions
 - ii. Started to talk about food for the conference
 - iii. Discussion around having a happy hour on Tuesday evening after the Quarterly meeting
 - iv. Starting to work out details for registration pricing
 - v. Starting to look for sponsors for the Conference
 1. Looking to generate some revenue from the conference
 2. To keep cost lower we will need sponsors
 3. Sponsors: looking to board for securing sponsorship for the conference
 4. Looking to get conference HUD approved so that agencies can send staff and use CoC/HUD funding
 5. Kathleen will work on a letter to send to the board so that they can send it out to potential sponsors
 6. Shared virtually a potential sponsor list
 - a. Cheryl and Shannon will create a list of potential sponsors in the Green Bay area
 - vi. Sessions: Starting to talk about session ideas – Innovate, Advocate, & Collaborate (wording will be colored again)
 1. Program level (case manager level)
 2. Finance and Management
 3. Leadership level
 - vii. Speakers:
 1. Jesse R – National Homeless Law Center

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2. NAMI WISCONSIN
 3. Lydia V. – Green Bay Blueprint to End Homelessness
 4. Housing First Coalition
 5. Lived Experience – teaching clients to be self-advocates
 6. Andy Young – Org Code
 7. Vivent Health
- viii. Goal to open registration for conference – August 1st
- b. Coordinated Entry – Wendy and Stephena – No update by Chairs, Carrie provided an update
- i. Last Meeting Date:
 - ii. Topics Discussed: Committee has approved DV RRRH order of priority changes, will go out to the membership for comment.

Carrie posed a question: There is language in some of the standards that specifically say VISPDAT, which we don't use anymore. We now use the Barriers Assessment. What is the process that the BOD wants to use for making the changes, does it need to go out for comment and then to the board? Can the board just agree or vote to change all of the policies that reference it to the new wording or can Carrie just bring them to the board one by one?

Motion: Michael Etheridge : Old language stated in any policy that states VISPADT should be changed to the new assessment name of Barriers Assessment

Second: Kayden Rinzel

Discussion: No further discussion

All in favor

Motion Carries

- iii. Spanish/Hmong versions of the CE paperwork – BOD recommends that BOS doesn't use staff as translators/interpreters. BOD wants to use an outside provider
 - a. Looking for quotes/bids for translation services
 - b. Meghan M will send Carrie a company to get a bid for translation services
 - iv. Questions for the BOD: na
 - v. Next Meeting Date:
- c. Discharge Planning – Sherri and Jennie
- i. Last Meeting Date:
 - ii. Topics Discussed:
 1. Working on contacts with people being discharged from Healthcare, DOC and Mental Health. Has meeting set up for a transitional health care recuperation centers in Madison and Milwaukee
 2. DOC:
 - a. Local jails don't have info on people experiencing homelessness
 - b. Partnership with 211 to review data
 - c. Discovery of a lack of reentry programs that are focused on discharge planning

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3. Mental health :
 - a. Gathering contacts for discharge coordinators around the state
 - b. sending out survey this summer
- iii. Questions for the BOD:
- iv. Next Meeting Date:
- d. Diversity, Equity, and Inclusion Committee – Michael and Meghan
 - i. Last Meeting Date: July 1, 2024
 - ii. Topics Discussed:
 1. Looking for more members from local coalitions
 - a. Will be submitting a request for Carrie to send out to all coalitions for new members to join the committee
 2. Reviewed strategic plan for next steps
 - a. Looking at ways to make those steps actionable
 3. Reviewed current statement
 4. Continuing to meet thru the end of the year
 - iii. Questions for the BOD:
 - iv. Next Meeting Date:
- e. Executive Committee – Lisa
 - i. Last Meeting Date: Did not meet in in June
 - ii. Topics Discussed: na
 - iii. Questions for the BOD: na
 - iv. Next Meeting Date: July 18th
- f. Fiscal and Audit – Kathleen, Millie and Brett
 - i. Last Meeting Date:
 - ii. Topics Discussed:
 1. Still have an open audit, should be ready to present to fiscal and audit committee before the BOD meeting in August
 2. Membership dues and budget will be working on in the next couple of months
 3. Invite Hawkins Ash staff member to meeting if ready to present
 - iii. Questions for the BOD:
 - iv. Next Meeting Date:
- g. Lived Experience Committee – Cheryl and Rosanne
 - i. Last Meeting Date: Met the last 2 months in a row
 - ii. Topics Discussed:
 1. Working on charter, invitation letter
 2. Looking at combining Lived Experience Committee with WI Interagency Council Lived Experience Committee
 - a. Potentially having a workgroup that has members from just the Balance of State
 - iii. Questions for the BOD:
 - iv. Next Meeting Date:
- h. Nominating Committee – Mike, Shannon and Robin
 - i. Last Meeting Date:

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- ii. Topics Discussed:
 - 1. Discussed the bylaw changes that were presented to the BOD
 - 2. Working on other policies and procedures
 - 3. Creating other policies and procedures
 - 4. Creating process for notification to local coalitions of when board seats changes
 - 5. Expiring terms – need to be voted on ASAP
 - a. Brown
 - b. Jefferson – already voted
 - c. Dairyland
 - d. Fox Cities
 - e. East Central
 - f. Northeast
 - g. Southwest
 - h. HMIS Lead
 - 6. Still working on NWISH coalition to be present on the BOD
 - 7. Sent out Board survey - sent via email and put in the chat
 - a. https://docs.google.com/forms/d/e/1FAIpQLScG7djbCpyxosZ9p56fTLh1rG09wIGpHLsi98JsniQ2-hsCjw/viewform?usp=sf_link
- iii. Questions for the BOD:
- iv. Next Meeting Date:
- i. Public Awareness – Jessica and Leigh Ann
 - i. Last Meeting Date: Did not meet in June
 - ii. Topics Discussed:
 - 1. Survey for Homelessness awareness month
 - a. Working on a toolkit for activities that a coalition can do for homelessness awareness month
 - b. Please make sure that you are taking the survey for Homelessness Awareness
 - c. Looking at using Housing First Coalition toolkit
 - d. 11.1.2024 Wear Purple, Community Campus in Wausau to kick off Homelessness Awareness Month
 - 2. Send Jessica Locher any information that you want added to the BOS Facebook page
- iii. Questions for the BOD:
- iv. Next Meeting Date: 7.22.2024
- j. System Performance Network (Data Analysis Committee) Dave, Michelle and Kayden
 - i. Last Meeting Date:
 - ii. Topics Discussed:
 - 1. Trying to update annual report from findings from the survey and get sent to people for the quarterly meeting
 - 2. Looking at updating the survey to start implementing in October
 - iii. Questions for the BOD:
 - iv. Next Meeting Date:
- k. Veteran Advisory Board – Lee and Angela

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- i. Last Meeting Date: Didn't meet in June
- ii. Topics Discussed:
 1. Looking at how they can have two separate systems communicate together
- iii. Questions for the BOD:
- iv. Next Meeting Date: July 17th at 10am

1:45 pm – 2:45 pm

8. [Director Update](#) – Carrie Poser

a. General Updates

i. Staff Projects:

1. Meredith: in person monitoring and TA; onboarding new staff; drafting Housing First policy & Housing Search & Placement Policy (HSPP); working on a proposal to change monitoring process and developing a risk assessment** HSPP should be out for comment this month
2. Ryan: working on Home ARP support; will be onboarding new staff; working on CE specific monitoring for EHH grantees; and relationship building with Tribal Nations (specifically Ho-Chunk at this time); serving as NAEH Capitol Hill State Captain in July
3. Kate: subcontract, training, and source documentation issues; developing a new invoice system for sub-recipients; working with End Domestic on training; co-supporting the July PIT process
4. Erika: oversight & support for YHDP System Navigators; supporting CoC YAB; working with Bezos project
5. Holly: Oversight and support for SSO staff; working on CE Policy and Procedure manual review; assist with monitoring and TA
6. Adam: working with Ryan on Home ARP, CE and EHH, and co-supporting the July PIT process
7. Molly: working with Kate and Meredith on source documentation review and the HAP monitoring by DEHCR

ii. Met with HUD DC office regarding YHDP funds (6/11)

iii. Director Meetings

1. Attended BOS Committee meetings:
 - a. attended Board meeting (6/4); Conference Planning (6/14, 6/27); Nominating committee (6/11); Finance committee (6/26)
2. Met with HUD DC office regarding YHDP funds (6/11)
3. National meetings/webinars
 - a. ASTHO Newscast Interview regarding partnership at State Level with DHS
 - b. Anti-Criminalization
 - i. Anti-Criminalization State-Level National Group
 - ii. Monthly State Grantee meeting on Anti-Criminalization
 - iii. NHLC Mass organizing call
4. 4 CoC leaders & statewide advocacy &/or planning
 - a. DHS-Ending Homelessness through State-CoC Partnership (EHSCP)
 - b. CoC Check-in with HUD & DEHCR
 - c. Interagency Council on Homelessness Quarterly Meeting
5. Meeting with DEHCR; sent letter requesting funding support
6. Other State-wide initiatives: A Home For Everyone – planning committee
7. Provide coalition level support

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- a. Dairyland Coalition
- b. Participated in Green Bay Regional Council meeting
- iv. Director Projects
 1. Action Plans: Deadline for goal selection was June 20th. A few coalitions requested extension. Staff are scoring 2023 Action Plans for the CoC Competition
 2. Point-in-Time
 - a. PIT lead training (6/18); preparing documents for July PIT;
 - b. Scheduled Safety Training (7/10)
 3. CoC Competition
 - a. Conducted Scoring Tool training (6/6) and Project Application training (6/25)
 - b. HUD released GIW – sent out to Grantees (due to HUD 7/10)
 - c. CoC Conference:
 - i. Confirmed Green Bay location for Feb 18-19, 2025 (17th afternoon for youth specific training sessions); working on session development & identifying speakers
 - d. Released HAP RFP. The deadline is July 3rd at COB. Half of the available funds will be used to support current recipients and the other half is available for new projects.
 - e. Released CoC grant RFP. The deadline was 6/28. 1 applicant. Seeking Board input on next steps.
 - i. LSS Housing Project – Grant started 7/1/2024
 1. Looking to have a policy created for when an agency is looking to give up a project
 2. Previously have had an agency(s) that gave up grants during the grant periods – have sent out RFP's when grants were given up
 3. In RFP that went out having language in there indicating that it is eligible for renewal in the NOFO
 - a. Motion: Dave Eberbach: motion to move forward with the one applicant for LSS Housing Project that submitted the RFP
 - b. Second: Jennie Moore
 - c. Discussion: No further discussion
 - d. All in Favor:
 - i. Kathleen Fisher - Abstained
 - e. Motion Carries
 - f. Continue to address YHDP underspending (direct & sub-grantee) projects, while working with HUD DC on their concerns 3
 4. Home for Everyone Conference is in a few weeks
 - a. Extended registration and the block of rooms
 - b. If you are still interested in attending the conference – you will still have time
 5. Did not receive the YHSI grant – has not released the HUD debriefing as of the meeting date
 - a. Working to understand Urban Triage (Madison) project and whether there will be statewide implications. Waiting for a debriefing session with HUD to be scheduled.
 - b. August Quarterly Meeting
 - i. DECHR to do an update

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- ii. DHS – state plan *state health improvement plan
- iii. Potentially looking at getting someone to speak about
 - 1. W2 and if there are a change in vendors

c. Grants

Grant Spending – As of April Invoice (submitted in May):

***didn't have time to update before Board mtg to reflect May's invoice (submitted in June)**

Grant Name	Status	Notes
SSO CE 23-24	On track	Started 7/1. 28% of funds remaining (2 months left)
SSO CE DV 23-24	A little under spent	Started 9/1. 41% of funds remaining (4 months left)
HAP 23-24**	Just started	Started 10/1/23 -
DV RRH 23-24	Under Spent	Started 10/1. 70% of funds remaining (5 months left)
YHDP SSO CE 23-24*	A little under spent	Started 10/1. 35% of funds remaining (5 months left)
YHDP SSO 23-24*	A little under spent	Started 10/1. 48% of funds remaining (5 months left)
CoC Planning CY23	A little overspent	Started 1/1. 55% of funds remaining (8 months left)
Bezos – Day 1 5/1-4/30	Just starting	Started 5/1 with sub-grantee, so 100% of 200,000 remaining for 1 st year. For admin, 95% remaining.
HOME ARP 1/1-12/31	Just starting	Started 1/1 with DEHCR (rec'd payment request form 6/3). For admin, 98% remaining. For subs, 100% remaining.
NLIHC-Advocacy 3/1-2/28	Have not spent yet	Received funds in full in May, just starting to create a plan. 100% remaining.

- i. Concerns about under spent DV RRH and YHDP grants
 - ii. Home ARP/Bezos/NLIHC finally have a reimbursement process in place
 - iii. In August we would be eligible to write for Otto Bremer Grant again – will bring up again in August to talk about what we want to write the grant for
- d. Creative Solutions & Advocacy
- i. Working on a plan with Ryan – education at local level and collecting stories and impact statements
 - 1. Working on materials as a result of Supreme Court decision in Grants Pass – joint statement with other 3 CoC and Housing First Coalition; request for Federal elected officials to sign on to letter; education for state-level officials; and then targeted approach with those communities currently engaged in criminalizing actions; interview with Green Bay media

2:45 pm – 3:00 pm

- 9. Other Business
 - a. Today's meeting is Lakeshore, Michael Etheridge's last meeting
- 10. Adjourn 3:00pm –
 - a. Motion: Dave Eberbach
 - b. Second: Cheryl Detrick
 - c. All in Favor
 - d. Motion Carries

Next Meeting August 6, 2024

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