

WI BOS Board of Director's Meeting

August 1, 2023 1:00 pm
GoTo Meeting Webinar



1. Meeting called to order by Lisa Haen at 1:04PM
2. Welcome - Roll Call
 - a. In attendance: Marissa Heim, Wendy Schneider, Kristina Bechtel, Robin Adams, Megan Mietchen, Lisa Haen, Michael Ethridge, Sherri Waid, Cheryl Detrick, Millie Rounsville, Cori Gurin, Stephena Smith, Michelle Friedrich, Kathleen Fisher, Peter Kilde, Mike Bonertz, Dave Eberbach, Rosanne Northwood, Carrie Poser, Briana Peters (Hawkins Ash)
 - b. Excused: Jessica Locher
3. Approval of 6/6/2023 Board Meeting Minutes – **VOTE**
 - a. Motion to approve 6/6/2023 Board Meeting Minutes made by Dave Eberbach
 - b. Motion seconded by Cori Gurin
 - c. Any Discussion
 - d. All in Favor
 - e. Motion Passes
4. Approval of 6/15/2023 Executive Committee Meeting Minutes – **VOTE**
 - a. Motion to approve 6/15/2023 Executive Committee Meeting Minutes made by Cheryl Detrick
 - b. Motion seconded by Cori Gurin
 - c. Any Discussion
 - d. All in Favor
 - e. Motion Passes
5. Treasurers Report – Kathleen Fisher
 - a. Financial Reports – **VOTE**
 - i. Motion to approve Financial Report made by Michelle Friedrich
 - ii. Motion seconded by Peter Kilde
 - iii. Any Discussion
 - iv. All in Favor
 - v. Motion Passes
6. Approval of Audit – Briana Peters, Hawkins Ash – **VOTE**
 - a. Motion to approve audit made by Millie Rounsville
 - b. Motion seconded by Cori Gurin
 - c. Any Discussion

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- d. All in Favor
 - i. Abstain: Dave Eberbach
 - e. Motion Passes
7. Director Update – Carrie Poser
- a. COC Competition
 - i. CoC NOFO has been dropped and instructions have been made available. Carrie completed the Bonus Projects application and rubric yesterday and will be sending that out.
 - ii. Timeline is on the website
 - iii. We have more bonus money than we've ever been allowed before
 - 1. Steps are being taken to see which grantees are interested in increasing their grants so we can utilize all the available money
 - iv. Most attachments look fairly similar to previous years
 - v. Housing First has taken on more meaning than in previous years – Carrie believes the Balance of State will be sitting well with these expectations
 - vi. Lived Experience engagement will also be expected at a greater level this year
 - 1. We need to get our Lived Experience committee up and running or we run the risk of losing out on those points
 - vii. Planning Grant allocation – we are eligible for almost \$900,000 which is an extreme increase due to the growth of our ARD
 - 1. Working to figure out how much Carrie will need for the staff she has (will need increase in travel expenses)
 - 2. Increase in planning grant wouldn't start until January 2025
 - 3. Possibility of utilizing planning grant to provide to local coalitions to hire a human to coordinate and lead the coalition that is not from an existing homeless service agency
 - 4. Local Coalitions should begin collecting and updating match documents
 - a. Conversation about creating a board subcommittee to help brainstorm ideas on how planning grant can be spent at local coalition level
 - i. Motion that Carrie sends out letter of interest request to local coalitions to see if they have interest in hiring a coalition coordinator
 - ii. Seconded by Sherri Waid

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- iii. Any Discussion
- iv. All in favor
- v. Motion passes
- viii. Approval of YHDP Renewal – Addendum to COC Project Scoring Tool – **VOTE**
 - 1. Motion to approve addendum to COC Project Scoring Tool made by Kathleen Fisher
 - 2. Motion seconded by Cheryl Detrick
 - 3. Any Discussion
 - 4. All in Favor
 - 5. Motion Passes
- b. Creative Solutions & Advocacy
 - i. Still waiting to find out if Vivent got the SAMSHA grant to cover expenses for Ryan
 - ii. Conversation regarding Van Orden meeting
- c. YHDP Update
- d. August Quarterly Meeting
 - i. Need to address PIT – asking local coalitions to share experiences and to talk about match opportunities
 - ii. Preliminary numbers for PIT are increasingly high
- e. February 2024 Conference
 - i. Still looking for speakers but has ideas on who to ask
 - ii. Still waiting to hear about hotel
 - iii. Meeting again on August 7th at 10AM
 - 1. Lisa recruiting more to be on the committee – let her know if you are interested

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Grant Spending – As of June Invoice:

Grant Name	Status	Notes
SSO CE 22-23	done	14% of funds remaining (0 months left of grant)***
SSO CE DV 22-23	On track	34% of funds remaining (2 months left of grant)
HAP 22-23	On track	31% of funds remaining (6 months left of grant)**
DV RRH 22-23	Under spent	70% of funds remaining (3 months left on grant)
YHDP SSO CE 22-23	Under spent	68% of funds remaining (2 months left on grant)*
YHDP SSO 22-23	Under spent	71% of funds remaining (2 months left on grant)*
YHDP Planning CY23	On track	*June pending
CoC Planning CY23	On track	*June pending

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

**extension to 12/31/23 & added an additional \$125,000

***Working on close out, APR 9/28/23

Upcoming Trainings

- Fair Housing - TBD Staff Projects
- Continuing to work on CM tool kit (Meredith, Leigh, Kate) – see website for template
- In person monitoring & TA (Meredith, Kate, Holly); plan for onboarding new DV RRH subrecipients; TA for transition grants
- Ongoing work on new CE assessment (Ryan & Holly)
- 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
- Attended WIRE meeting in Madison & follow-up with State departments & United Way of WI (Ryan)
- Draft HIC guide, PIT methodology, monthly HIC chart updates, & prepared for July PIT (Leigh)
- Attended Home for Everyone, moderator for sessions (Leigh, Meredith, Ryan, Holly)
- HAP Monitoring (Kate & Meredith)

Director Meetings

- Participating on the planning committee & homeless track mtgs for A Home For Everyone (HFE) conference - (6/6, 6/7, 6/27); created overview & summary for panel discussion 2
- Attended BOS Committee meetings: Executive (6/15), Finance (7/25); attended Board meeting (6/6); call re: UTECH (6/13,7/24); Conference Planning (7/24)

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- National meetings/webinars
 - Rural Community of Practice mtg (6/13, 7/11)
 - Housing First (6/12)
- 4 CoC leaders & statewide advocacy &/or planning
 - Member of Housing Workgroup under DHS State Health Plan (6/14, 7/12)
 - DHS Medicaid update (6/12), Hospitals (6/24)
 - CoC Check in with Mike Basford & HUD (7/13)
- PC with HUD Field Office – budget amendment (7/28)
- Other State-wide initiatives
 - Met with DEHCR re: HOME ARP & CE (7/12)
- Provide coalition-level support
 - Co-facilitate “Ending Homelessness in Eau Claire” community meeting - meet weekly with Dairyland Board rep for planning; facilitated in person group mtg (6/7, 6/29, 7/27); in person meeting w/BID (7/26)
 - Prepared for & conducted coalition presentation for Brown County (7/12)
 - Participated in the July PIT in Dairyland (7/26-27)

Director Projects

- Working on Advocacy sheets with data for Federal and state-level use
- Analysis between unsheltered PIT numbers and SSSG/ESG/extra SSSG funds for shelter and motel vouchers
- Working on ideas for speakers, sessions, and key note for Feb. 2024 BOS conference
- Preparing for CoC Competition FY23: NOFO, instructions, website plan, create bonus applications-instructions-rubric (3 types, 2 funds), local coalition requests, timeline, begin CoC scoring tool data analysis

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- Prepare for & organize Aug quarterly meeting (8/11)
- Draft & submit Otto Bremer grant for DEI, Strategic Planning & Youth/Lived Experience compensation (\$95,000)

Other

Note: I was out for surgery 6/19-6/29; vacation 6/8-9, 6/30-7/7 Upcoming days off: 8/24-9/4

8. Committee Reports

- Executive Committee – Lisa
 - Did not meet in July – Next meeting is August 10th at 3PM
- Diversity, Equity, and Inclusion Committee – Michael
 - Have been discussing the upcoming February meeting and looking for a presenter for the conference.
 - Was looking at getting at a grant to help fund presenter and have been discussing other options if grant did not go through
 - Also looking at breakout session speakers and how the DEI committee can be involved in that
- System Performance Network – Dave and Meghan
 - Had a meeting last week but had very few people come
 - Focused on picking a measure to work on in terms of creating awareness and improving on
 - First measure to focus on is Increasing Income
 - Creating newsletter and getting information from ICA on how to improve these measures for HUD
 - Continuing to look at additional measures they can focus on next
- Coordinated Entry – Wendy, Marissa, Stephena
 - All subcommittee's continue to meet and going pretty well
 - Still reviewing new assessment and improving that
 - Continue to meet regularly with Ryan and Holly
 - Carrie updated that Ryan continues to work with agencies to begin using CE
 - Shelter Standards – Should be operational by October
- Discharge Planning – Kristina, Sherri
 - Recently reached out to local coalitions to identify what they are looking for from Discharge Planning Committee – will be reviewing results this Thursday
 - Carrie will be joining as well to discuss BOS expectations and then will create an action plan moving forward
 - Ryan working with United Way on WIRE (website idea) and will provide an update on Thursday
- Veteran Advisory Board – Robin
 - Continues to meet monthly and are in the process of figuring out their next direction

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- ii. Contacting some other veteran advisory boards in the area to get inspiration on how they can support the BOS
 - g. Gaps and Needs – Michelle, Peter
 - i. Did not meet in July
 - ii. Have forwarded the annual report to Carrie and Lisa
 - iii. Will meet this next Thursday to review comments received regarding their previous survey to improve
 - iv. Looking for more people for their committee
 - h. Public Awareness – Jessica and Rosanne
 - i. Canceled their July meeting due to me being short staffed again, but members are starting to send me items for the FB page. We have cool themed days that each of us is responsible for.
 - i. Fiscal and Audit – Kathleen and Millie
 - i. No report to give
 - j. Nominating Committee – Mike
 - i. Did not meet in July due to technical difficulties
 - ii. Looking to get empty board spots filled so he is sending a reminder to folks
 - k. Lived Experience Committee – Cheryl
 - i. Have two/three members and have been working on the invite letter out to collect more participants
 - ii. Will start work once more members have joined
- 9. Other Business
 - a. UTECH – Looking to start working with UTECH in December and would be working with Illumix to create a survey that will go out to local coalition leads, board members, and BOS staff members to determine where we are and where we want to head
 - i. \$35,000 to work with UTECH and will hopefully be funded by the Otto Bremer grant
 - ii. UTECH will likely be coming to the December in person board meeting and the BOS Conference
 - b. In person board meeting is December 5th in Wausau
 - i. New board members – 9:30AM
 - ii. Everyone else – Business meeting starts at 10:30AM until 3PM or 4PM
- 10. Adjourn – Next Meeting September 5, 2023
 - a. Motion made to adjourn meeting made by Dave Eberbach
 - b. Motion seconded by Michelle Friedrich
 - c. Any Discussion
 - d. All in favor
 - e. Motion Passes

Respectfully submitted by Kristina Bechtel

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