

WI BOS Board of Director's Meeting

September 3, 2024 1:00 pm

Go To Webinar



1:00 pm – 1:15 pm

1. Call to Order 1:07 pm
2. Welcome and Roll Call
3. Approval of 07/02/2024 Board Meeting Minutes – **VOTE**
 - a. Motion: Dave Eberbach
 - b. Second: Sherri Waid
 - c. Discussion: No Further Discussion
 - d. All in favor
 - e. Motion Carries
4. Approval of Financial Reports – **VOTE**
 - [Balance Sheet – June 2024](#)
 - [WIBOS P&L 2024](#)
 - *Will show a negative amount due to when the Bezos funding was deposited and when the agency is submitting for reimbursement
 - a. Motion: Angela Maloney
 - b. Second: Cheryl Detrick
 - c. Discussion: No further discussion
 - d. All in favor
 - e. Motion Carries
5. Approval of Membership Dues and Budget Recommendation – **VOTE**
 - [2025 Budget Draft – Budget 2025](#)
 - [2025 Budget Draft – WIBOS CoC Awards 2024](#)
 - Info: Colors on the CoC Awards:
 - Orange: YHDP
 - Blue: All others
 - Green: Coordinated Entry
 - An * means that it spans multiple coalitions
 - a. Motion: Wendy –as presented - Budget
 - b. Second: Jenni Moore
 - c. Discussion: No further discussion
 - d. All in favor
 - e. Motion Carries
 - [2025 Budget Draft – CoC Dues 2025](#)
 - *Calculation Error in the Total LC Dues/Fees 75% column
Kathleen shared the correct spreadsheet
 - **Kathleen will share an updated form**
 - Motion: Kayden Rinzel – Motioned to keep membership dues at 50%
 - Second: Jessica Locher
 - Discussion:
 - Questions and Answers about Match
 - All in favor
 - Motion Carries
6. DV RRH Order of Priority – **VOTE**
 - [DV Order of Priority Timeline](#)
 - [Proposed DV RRH Order of Priority](#)
 - a. Motion: Angela Maloney – as presented
 - b. Second: Kathleen Fisher
 - c. Discussion: No further discussion

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- d. All in favor
- e. Motion Carries

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. Generating ideas for the conference
 - ii. Location: Green Bay
 - iii. Registration: Opening registration early November
 - Will have an early bird pricing
 - iv. Focusing on Advocacy, Housing, Case Manager self-care
 - v. Two confirmed sponsors at this point
 - vi. Still working on securing Keynote Speakers
 - vii. Tuesday/Wednesday Conference days – Monday afternoon will be YHDP/Youth specific
 - b. Coordinated Entry – Wendy and Stephena
 - i. Last Meeting: 8.
 - ii. Topics Discussed:
 - Updating policy and procedures manual
 - Voting on sections at a time
 - CE Prevention Screen and Emergency Shelter Standards are out for comment right now on the WI BOS website. Comments are due 9.13.2024
 - 4th Wednesday of each month at 2pm
 - iii. Questions for the Board:
 - iv. Next Meeting: 4th Wednesday of each month at 2pm
 - c. Discharge Planning – Sherri and Jennie
 - i. Last Meeting: Met in August
 - ii. Topics Discussed:
 - Met with Amy P. from WI DHS to talk about 1915i
 - DOC – going to Milwaukee County to talk with leadership about discharge plans
 - Health Care subcommittee = looking at possible funding sources
 - Mental Health subcommittee = Reviewing results from the survey that recently went out
 - iii. Questions for the Board:
 - iv. Next Meeting:
 - d. Diversity, Equity, and Inclusion Committee – Meghan
 - i. No Update
 - e. Executive Committee – Lisa
 - i. Last Meeting: No meeting in August
 - ii. Topics Discussed:
 - iii. Questions for the Board:
 - iv. Next Meeting: Sept 19th
 - f. Fiscal and Audit – Kathleen and Millie

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- i. Audit is still under review
- ii. Audit should be ready by the next meeting at the end of September – then will present to full Board
- g. Lived Experience Committee – Cheryl and Rosanne
 - i. Last Meeting:
 - ii. Topics Discussed:
 - Working on a compensation policy proposal
 - Worked on letters of support for the competition
 - Combined work with WI Interagency Council
 - iii. Questions for the Board:
 - iv. Next Meeting: Meet again the last week of the month
- h. Nominating Governance Committee – Mike, Shannon and Robin
 - *Name Change
 - i. Last Meeting: Did not meeting in August
 - ii. Topics Discussed:
 - iii. Questions for the Board:
 - iv. Next Meeting: 9.10.2024 @2:15pm
- i. Public Awareness – Jessica and Leigh Ann
 - i. Last Meeting:
 - ii. Topics Discussed:
 - Working on a toolkit for National Homeless Awareness Month in November
 - Meeting with Erika at next meeting on how they can work together with the advocacy funding
 - iii. Questions for the Board:
 - iv. Next Meeting: 9.23.2024 @3pm
- j. Data Analysis Committee – Dave and Kayden
 - i. Last Meeting: Didn't meeting in August
 - ii. Topics Discussed:
 - Next steps for implementation of the groups.
 - iii. Questions for the Board:
 - iv. Next Meeting: Meeting next week
- k. Veteran Advisory Board – Lee and Angela
 - i. Last Meeting:
 - ii. Topics Discussed:
 - Having a full/complete list of the veterans in the state of WI
 - Working with ICA to get a list created
 - Focusing on building and demoing a Veterans list
 - iii. Questions for the Board:
 - iv. Next Meeting: Monthly

1:45 pm – 2:45 pm

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

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a. General Updates

i. BOS Staff Updates

ii. Meredith:

- In person monitoring & TA
- Drafting Housing First policy & Housing Search & Placement Policy (HSPP)
- Working on proposal to change monitoring process and developing a risk assessment
- Working with Kate, Erika & Molly on Housing First coalition-level training;
- Working with agencies that fell below threshold (CoC Competition)
 - Supports Jefferson & Southwest coalitions
 - Supports Data Analysis Committee & Discharge Planning committee

iii. Ryan:

- Working on HOME ARP support
- Working on CE specific monitoring for EHH grantees
- Relationship building with Tribal Nations (specifically Ho Chunk currently)
- Assisting Adam & Erika in advocacy space-helping craft communications, a newsletter and social media posts, conducting interviews to collect stories from people with lived experience
 - Supports East Central (with Adam), Northwest, North Central, Rural North & West Central coalitions
 - Supports Discharge Planning committee & Lived Experience Advisory Boards

iv. Kate:

- Subcontract, training, and source documentation issues-focusing on DV RRH
- Transitioning to a new invoice system for sub-recipients
- Working with End Domestic on training
- Co-supporting the July PIT process
- Working with Molly, Erika & Meredith on Housing First coalition-level training
 - Supports Brown, Fox Cities (with Adam), Lakeshore, Northeast, & NWISH coalitions
 - Supports DEI and Public Awareness & Advocacy committees

v. Holly:

- Oversight and support for SSO staff & the Non-HMIS CE system
- Working on CE Policy & Procedure manual review
- Assist with monitoring and TA
- Updating CE trainings & collaborate with End Domestic Abuse
 - Supports Central (with Molly), Ozaukee, Rock Walworth, & Washington coalitions
 - Supports Coordinated Entry & Veteran Advisory committees

vi. Erika:

- Oversight & support for YHDP System Navigators
- Co-facilitates the CoC YAB – working on Tik Tok
- Supporting the implementation of the Bezos diversion pilot in Waukesha through regular mtgs, consulting & drafting policies & procedures in partnership with staff
- Supporting YHDP implementation via monitoring's & TA (SN & direct grantees)
- Revisiting the CCP
- Working with Kate, Molly & Meredith on Housing First coalition-level training

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- Assisting Ryan & Adam in advocacy space-helping craft communications, a newsletter and social media posts, conducting interviews to collect stories from people with lived experience
- Working with the team on the selection & scoring process for CoC Builds NOFO.
 - Supports Kenosha, Waukesha & Winnebagoland coalitions
 - Supports Data Analysis Committee, Discharge Planning Committee, and CoC-wide YAB
- vii. Molly Betts:
 - Working with Kate and Meredith on source documentation review-focusing on YHDP SN and HAP
 - Working with Kate, Erika & Meredith on Housing First coalition-level training
 - Supports Central (with Holly), Coulee, & Dairyland coalitions
- viii. Adam Hurst:
 - Working with Ryan on HOME APR, CE and EHH
 - Co-supporting the July PIT process
 - Assisting Ryan & Erika in advocacy space-helping craft communications, a newsletter, conducting interviews to collect stories from people with lived experience
 - Working with the team on the selection & scoring process for CoC Builds NOFO.
 - Supports East Central (with Ryan) & Fox Cities (with Kate) coalitions
- ix. Director Meetings:
 - Attended BOS Committee meetings:
 - Attended Board meeting (7/2)
 - Executive Committee (7/15)
 - Conference Planning (7/16, 8/21)
 - Nominating committee (7/9)
 - Finance committee (8/29)
 - National meetings/webinars:
 - Attended Ryan Dowd training: Homelessness is a Housing Problem, featuring Gregg Colburn webinar (7/11)
 - Met with Senator Baldwin's staff – Ben regarding asks and transition (7/29)
 - Met with John (NAEH) regarding Capitol Hill recap & needs to support messaging and education for a specific Representative (7/19)
 - Anti-Criminalization
 - i. Monthly State Grantee meeting on Anti-Criminalization (7/25)
 - ii. CoC will be expected to take a stance and set expectations
 - 4 CoC leaders & statewide advocacy &/or planning
 - DHS-Ending Homelessness Through State-CoC Partnership (EHSCP) mtg (7/10, 7/24, 8/21)
 - CoC Check-in with HUD & DEHCR (7/11)
 - State Collaboration meetings
 - EFSP Set Aside Board meeting (7/31)
 - Children Come 1st Advisory Committee meeting (7/23); assisted with nomination scoring & review

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- DHS CSP Network Planning Meeting (8/27)
- Other State-wide initiatives:
 - A Home For Everyone – attended conference in Madison (7/17-18)
- Provide coalition-level support
 - Dairyland coalition (7/8, 8/21)
 - Virtually met with La Crosse Mayor Reynolds regarding recent city actions against encampments (8/14)
- x. Director Projects
 - Action Plans:
 - Staff are scoring 2023 Action Plans for the CoC Competition.
 - 6th month review will be due 12/15 for the 2024 Action Plan (SPM and choose your own adventure goals)
 - Point-in-Time:
 - Kate & Adam overseeing data collection for July PIT count process
 - Kate helped facilitate PIT safety training (7/10)
 - CoC Conference:
 - Confirmed Green Bay location for Feb 18-19, 2025 (17th afternoon for youth specific training sessions)
 - Working on session development, sponsors, & identifying speakers
 - Theme is: Innovate-Advocate-Collaborate.
 - CoC Builds NOFO
 - Letter of interest was due 8/27.
 - We received 7 responses.
 - Now those 7 are working on an application, staff have prepared a scoring tool, and the deadline is 9/13.
 - The goal is select the 1 application allowed by HUD by 9/20 and then work with them to finalize the submission by November.
- b. CoC Competition
 - i. [WI BOS Website](#) – Highlighted due dates for the competition
 - RFP's for Permanent Housing Bonus \$2.5 million available for projects
 - New projects
 - Bonus DV RRH Expansion
 - Shared HUD Funding Estimates
 - Would like to expand CE and CE DV grant (CE SSO position)
 - SSO DV and SSO YHDP money would need to be with those populations – can't combine
 - Carrie is looking for reviewers/scorers for applications – reach out to Carrie if you want to score/review applications
 - 9/20-9/26 would be time frame for scoring
 - No one opposed for Carrie writing for an expansion for CE SSO grant
 - ii. GIW process with HUD
 - iii. 7/31/24 – competition began; scoring tool released 8/20 and notice to projects about below threshold
 - iv. Prepared request for information packets for local coalitions, CoC-funded Housing projects, and DV RRH grantees
 - v. Prepared RFP for BONUS funds and DV RRH BONUS funds
 - vi. Working on CoC Competition, planning grant, and 5 CoC grant renewals for the Competition

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- vii. Attended NAEH FY24/25 NOFO: Creating a Roadmap to an Effective, Efficient & Equitable Homeless Response System (8/28)
 - viii. Issue 1 – PSH in Winnebagoland not performing for 3 years
 - Bottom of Tier 2
 - Below threshold for 3 consecutive years
 - ix. Issue 2 – Not spending money – 3 agencies – Not spending 75%
 - ADVOCAP – looking to consolidate into 1 grant
 - Wanting to be able to serve all people in their area
 - WestCap – Spent less than 75% of funding
- Issue 1:
- Motion: Kathleen Fisher: Send ADVOCAP PSH a letter letting them know that they have been below threshold for 3 years and need to demonstrate how they are going to improve their performance in the next contract year, if they are below threshold again the BOS will reallocate funds
- Second: Jessica Locher
- Discussion:
- Still going to have support to agency for better success – will be happening regardless of the letter being sent to the agency
- All in favor
- Motion Carries
- Issue 2:
- Lack of spending issues ADVOCAP/West Cap
- Motion: Jessica Locher: Send letter to ADVOCAP/WestCap warning the agencies requiring the agencies to fix the issues or the BOS will be removing their funding during the next competition cycle
- Second: Angela Maloney
- No Further Discussion
- All in favor
- Motion Carries
- c. November Quarterly Meeting
 - i. Looking for people to update at the Quarterly Meeting
 - ii. Looking to shorten timeframe for the meeting
 - iii. November 15 – next meeting
 - d. Grants

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Grant Spending – As of July's Invoice (submitted in August):

Grant Name	Status	Notes
SSO CE 23-24	Done!	Ended 6/30, closing out, 100% spent. APR due 9/28
SSO CE 24-25	Just started	Started 7/1. Sent out sub-contracts for signature.
SSO CE DV 23-24	On track	Started 9/1. 6.7% of funds remaining (1 month left)
SSO CE DV 24-25	Has not started	Starts 10/1. Sent out sub-contracts for signature.
HAP 23-24	A little under spent	Ends 12/31 (extended with additional funds). 50% of funds remaining (5 months left)
DV RRH 23-24	Under Spent	Started 10/1. 53% of funds remaining (2 months left) <ul style="list-style-type: none">• \$1.1 million in rental assistance left• \$870,690 in supportive services left• \$12,930 in HMIS left• \$165,655 in admin left
YHDP SSO CE 23-24	Under Spent	Started 10/1. 35% of funds remaining (2 months left)
YHDP SSO 23-24	Under Spent	Started 10/1. Moving end date to 12/31 30.5% of funds remaining (5 months left)
CoC Planning CY24	On track	Started 1/1. 36% of funds remaining (5 months left)
Bezos Day One Fund - Year 1	Under spent	Started 1/1. 92.5% of funds remaining (9 months left)
HOME ARP - Year 1	Just started	Started 1/1. 92% of funds remaining (5 months left)
NLIHC Advocacy Grant	Just started	Started 3/1. 94% of funds remaining (7 months left)

- i.
- ii. Submitted HAP Application to DEHCR for 24-25 grant
 - New: ADVOCAP, CAI, WestCAP, Family Promise of Ozaukee
 - Renew: Coulee Cap, CW Solutions, Hebron House, Western Dairyland
- iii. Completed DEHCR monitoring of HAP *received close out letter 8/29
- iv. Released CoC RFP for relinquished LSS RRH Grant – reviewed, scored, and selected new recipient – Hebron House
- v. Addressing issues of underspending in YHDP SSO SN grant – seeking to extend the grant until 12/31 and DV RRH with some subs having very slow reimbursement request
 - New YHDP SSO SN grant would move to a calendar year grant
- vi. DV RRH spending – working on getting Supportive Services and Admin spent out, will possibly be sending money back to HUD
 - Some of the sub-recipients have been spending very slowly
- vii. CoC Planning CY24 –
 - ICA moved to a different invoicing process
- e. Creative Solutions & Advocacy
 - i. Will be using Mailchimp for advocacy and things to think about
 - ii. Advocacy Plan:
 - Working on a plan with Ryan
 - Education at local level and collecting stories and impact statements
 - Working on monthly advocacy-based newsletter
 - Collecting media-related articles on issues/concerns raising up across the state, communities criminalizing homelessness
 - Reviewing the CoC policy, sending out reminders regarding the expectations at the local level

2:45 pm – 3:00 pm

9. Other Business

10. Adjourn – Next Meeting October 1, 2024

Dave Motion to adjourn

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Wendy Seconded

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