

WI BOS Board of Director's Meeting

October 1, 2024 1:00 pm

Go To Webinar



1:00 pm – 1:15 pm

1. Call to Order 1:04pm
2. **Members Present:** Shannon Wienandt, Wendy Schneider, Robin Adams, Sherri Waid, Cheryl Detrick, Millie Rounsville, Jennie Moore, Meghan Mietchen, Kayden Rinzel, Kathleen Fisher, Angela Maloney, Mike Bonertz David Eberbach, Carrie Poser, Lee Walraven, Alex Hunt, Joana Hemschemeyer, Stephen Smith

Members Excused: Lisa Haen, Rosanne Northwood, Angela Maloney, Leigh Ann Trzinski, Jessica Locher

3. [Approval of Audit](#) – Briana Peters, Hawkins Ash – **VOTE**
Briana Peters presented WI BOS Audit
Motion: Kathleen Fisher
Second: Shannon Wienandt
Discussion: No Further Discussion
All in Favor
Motion Carries
4. Approval of [September 3, 2024 Board Meeting Minutes](#) – **VOTE**
Motion: Dave Eberbach
Second: Wendy Schneider
Discussion: No Further Discussion
All in Favor
Motion Carries
5. Approval of Lakeshore Board Member Nomination – **VOTE**
Motion: Mike Bonertz
Second: Millie Rounsville
Discussion: No Further Discussion
All in Favor
Motion Carries
6. Approval of Ozaukee Board Member Nomination – **VOTE**
Motion: Kathleen Fisher
Second: Millie Rounsville
Discussion:
All in Favor
Motion Carries
7. Approval of Coordinated Entry [Prevention Assessment](#) Documents – **VOTE**
Motion: Wendy Schneider
Second: Kayden Rinzel
Discussion: No Further Discussion
All in Favor
Motion Carries
8. HUD CoC Competition Ranking Placement of CE SSO Grant – **VOTE**
 - Information:
 - We have 2.5 (regular BONUS) and 2.4 million (DV BONUS). We did not receive enough project applications to reach the amount of available funding. As a result, there is funds available to expand our Coordinated Entry Supportive Services Only (CE SSO) grants to help each sub-recipient receive approximately \$100,000 total funds toward CE SSO. This would be divided among the 3 existing grants (CE SSO, SSO CE DV, and CE YHDP - where applicable). For those without YHDP CE, it would be a bit less.

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- I have actively reached out to all current higher performing CoC funded projects to discuss options for expanding their current grants. One has responded and is submitting an expansion grant.
- After reviewing the currently submitted project applications and altering their budgets, I predict we will have approximately \$1.3 million in BONUS on the table.
- The question is - where should we place the SSO CE grant on the Project Ranking? There are 2 options: (A) – Top of Tier 2 after the new housing project applications or (B) Bottom of Tier 2 after the renewal project application.
 - Information for consideration
 - Expansion of CE SSO is something every coalition has requested and would benefit all 21 coalitions.
 - The CE SSO Expansion Grant cannot leverage housing or healthcare in the same way the housing grants can.
 - As a board we decided to rank bonus (expansion) projects that demonstrated the housing and health care leverage at the top of Tier 2.
 - Options for Ranking and Potential Consequences:
 - We place CE SSO on the bottom of Tier 2
 - The expansion does not get funded if the overall application does not score above threshold.
 - There are no other funds available at this time, to this scale, that would increase this grant other than an expansion of CoC funds.
 - CE is a HUD requirement. Those communities with dedicated full-time staff have demonstrated “moving the needle” in ways that those without a dedicated full-time staff have struggled to do.
 - We place CE SSO on Tier 2 below the project applications that demonstrated the housing/healthcare leverage and above the Projects that are considered poor performing
 - People/agencies may be upset as programs on the bottom of Tier 2 may not be funded.
 - As difficult as it may be HUD expects that we do something about poor performing projects and therefore, the Collaborative Application will be more likely to score above threshold if we place poor performing projects on the bottom of Tier 2.

Motion: Millie Rounsville - Place CE SSO expansion at the bottom of Tier 2 behind projects that are serving clients

Second: Meghan Mietchen

Discussion:

Would there be enough funds to cover all the projects? - Yes

Discussed how much funding is available

All in Favor

Motion Carries

1:15 pm – 1:45 pm

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

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

a. Conference Work Group – Carrie & Kathleen

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- i. Carrie & Kathleen presented an update
- ii. Last Meeting: Several times in September
- iii. Topics Discussed:
 1. Discussed the YHDP portion of the conference (Monday)
 2. Regular Conference days *Tuesday and Wednesday
 3. Update on Sponsors *Goal is as many sponsors as we can get
 - a. City of Green Bay - committed
 - b. Hawkins Ash - committed
 - c. DECHR - committed
 - d. Green Bay Packers - committed
 - e. Bit Focus – still in discussion
 4. Registration – Looking at releasing a date in November
 5. Keynote Speakers
 - a. Jesse – National Homeless Law Center
 - b. Org Code – Ian DeYoung
 - c. HUD staff – need the federal budget to be passed first
 - d. USICH – staff – need the federal budget to be passed first
 - e. Gregg Colburn
 - i. Author of a book called Homelessness is a Housing Problem
 - ii. Not yet confirmed, Carrie has a meeting set up with them
- iv. Questions for the Board
- v. Next Meeting:
- b. Coordinated Entry – Wendy and Stephena
 - i. Wendy presented CE update
 - ii. Last Meeting: 9.25.2024
 - iii. Topics Discussed:
 1. Prevention group presented the assessment
 2. Implementation – continuing to work on policy and procedures
 3. Continuing conversation about people being referred to multiple lists within the BOS
 - a. Recorded training will be provided to staff about benefits
 4. New order of priority for DV RRH
 5. Emergency Shelter standards has received feed back
 - a. Hope to present next month
 - iv. Questions for the Board
 - v. Next Meeting: 10/23 at 2p
- c. Discharge Planning – Sherri and Jennie
 - i. Sherri presented an update
 - ii. Last Meeting:
 - iii. Topics Discussed:
 1. Health Care
 - a. Possible grant funding to do a pilot program
 - b. Education with coalitions on recuperation centers
 2. DOC

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- a. Put in an application for TA from the Dept of Corrections to help with looking at discharge planning from correctional institutions
- 3. Mental Health
 - a. Reviewing feedback from surveys
- iv. Questions for the Board
- v. Next Meeting: 10.3.2024
- d. Diversity, Equity, and Inclusion Committee – Meghan
 - i. Meghan presented an update
 - ii. Last Meeting: 9.9.24
 - iii. Topics Discussed:
 - 1. Looking at ways diversifying coalitions
 - 2. Working with the BOS at pulling data
 - iv. Questions for the Board
 - v. Next Meeting: 10.7.2024
- e. Executive Committee – Lisa
 - i. Last Meeting:
 - ii. Topics Discussed:
 - 1. No Update
 - iii. Questions for the Board
 - iv. Next Meeting:
- f. Fiscal and Audit – Kathleen and Millie
 - i. Kathleen presented an update
 - ii. Last Meeting:
 - iii. Topics Discussed:
 - 1. Approved Budget and Membership dues and going to present at the November Quarterly Meeting
 - 2. Looking at revising some financial policies
 - a. Possibly presenting to the board in November
 - iv. Questions for the Board
 - v. Next Meeting:
- g. Lived Experience Committee – Cheryl and Rosanne
 - i. Cheryl provided an update
 - ii. Last Meeting:
 - iii. Topics Discussed:
 - 1. Working on policies related to compensation
 - 2. Sending out a letter to all coalitions to invite people with lived experience to be a part of the committee
 - iv. Questions for the Board
 - v. Next Meeting:
- h. Governance Committee – Mike, Shannon and Robin
 - i. Shannon provided an update
 - ii. Last Meeting:
 - iii. Topics Discussed:
 - 1. Working on updating policy and procedures manual

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2. Working on setting up procedures for things in the policy
3. Working with local coalitions as members of the board terms expire
4. Working on a plan for when Board members are signing documents
- iv. Questions for the Board
- v. Next Meeting:
- i. Public Awareness – Jessica and Leigh Ann
 - i. Robin shared an update from Jessica's email due to her absence
 - ii. Last Meeting:
 - iii. Topics Discussed:
 1. Completed the [Toolkit on Homelessness Awareness Month](#)
 2. Toolkit will be added to the WI BOS website
 3. Will start promoting it on social media
 - iv. Questions for the Board
 - v. Next Meeting: 10.28.2024 at 3pm via Teams
- j. Data Analysis Committee – Dave and Kayden
 - i. Kayden provided an update
 - ii. Last Meeting:
 - iii. Topics Discussed:
 1. Looking at the Survey distributed at the end of October and be open for a few months
 2. Discussing what the Data Analysis Committee will look like
 - iv. Questions for the Board
 - v. Next Meeting:
- k. Veteran Advisory Board – Lee and Angela
 - i. Lee provided an update
 - ii. Last Meeting:
 - iii. Topics Discussed:
 1. Still working on getting a veterans specific list within HMIS
 - iv. Questions for the Board
 - v. Next Meeting: 10/16 @ 10a

1:45 pm – 2:45 pm

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

Carrie is going to send out the link for the Board Match

a. General Updates

- Staff Projects
 1. Meredith:
 - a. In person monitoring & TA
 - b. Drafting Housing First policy
 - c. **Housing Search & Placement Policy (HSPP) – out for comment until 10/4**
 - d. Working on proposal to change monitoring process and developing a risk assessment
 - e. Working with Kate, Erika & Molly on Housing First coalition-level training
 - f. Doing TA with new DV RRH subs
 - i. Supports Jefferson & Southwest coalitions

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- ii. Supports Data Analysis Committee & Discharge Planning committee
- 2. Ryan:
 - a. Working on HOME ARP support
 - b. Working on CE specific monitoring for EHH grantees
 - c. Relationship building with Tribal Nations (specifically Ho Chunk Nation currently)
 - d. 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
 - i. Supports East Central (with Adam), Northwest, North Central, Rural North & West Central coalitions
 - ii. Supports Discharge Planning committee & Lived Experience Advisory Boards
- 3. Kate:
 - a. Subcontract, training, and source documentation issues-focusing on DV RRH
 - b. Transitioning to a new invoice system for sub-recipients
 - c. Working with End Domestic on training
 - d. Co-supporting the July PIT process
 - e. Working with Molly, Erika & Meredith on Housing First coalition-level training
 - i. Supports Brown, Fox Cities (with Adam), Lakeshore, Northeast, & NWISH coalitions
 - ii. Supports DEI and Public Awareness & Advocacy committees
- 4. Holly:
 - a. Oversight and support for SSO staff & the Non-HMIS CE system
 - b. Working on CE Policy & Procedure manual review
 - c. Assist with monitoring and TA
 - d. Updating CE trainings & collaborate with End Domestic Abuse.
 - i. Supports Central (with Molly), Ozaukee, Rock Walworth, & Washington coalitions
 - ii. Supports Coordinated Entry & Veteran Advisory committees
- 5. Erika:
 - a. Oversight & support for YHDP System Navigators
 - b. Co-facilitates the CoC YAB – working on Tik Tok
 - c. Supporting the implementation of the Bezos diversion pilot in Waukesha through regular mtgs, consulting & drafting policies & procedures in partnership with staff
 - d. Supporting YHDP implementation via monitoring's & TA (SN & direct grantees)
 - e. Revisiting the CCP
 - f. Working with Kate, Molly & Meredith on Housing First coalition-level training
 - g. 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

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- h. Working with the team on the selection & scoring process for CoC Builds NOFO.
 - i. Supports Kenosha, Waukesha & Winnebago land coalitions
 - ii. Supports Data Analysis Committee, Discharge Planning committee, and CoC-wide YAB
- 6. Molly Betts:
 - a. Working with Kate and Meredith on source documentation review- focusing on YHDP SN and HAP
 - b. Working with Kate, Erika & Meredith on Housing First coalition-level training
 - i. Supports Central (with Holly), Coulee, & Dairyland coalitions
- 7. Adam Hurst:
 - a. Working with Ryan on HOME ARP, CE and EHH
 - b. Co-supporting the July PIT process
 - c. Assisting Ryan & Erika in advocacy space-helping craft communications, a newsletter and social media posts, conducting interviews to collect stories from people with lived experience
 - d. Working with the team on the selection & scoring process for CoC Builds NOFO.
 - i. Supports East Central (with Ryan) & Fox Cities (with Kate) coalitions
- Director Projects
 - 1. CoC Conference:
 - a. Working on finalizing speakers
 - b. Continue to secure sponsors
 - c. Registration to go live in November – WHOVA app
 - 2. CoC Builds NOFO:
 - a. Received 7 applications
 - b. Only 1 can be selected
 - c. BOS Staff, volunteer Board member, and YAB member reviewed applications
 - i. NEWCAP's project was selected.
 - d. Application is due in grants.gov in November
 - 3. Working on proposed financial policy & procedure changes (for Nov Board mtg)
 - 4. Launched a new way to collect local coalition-level and committee match
- b. Director Meetings
 - Attended BOS Committee meetings:
 - 1. Attended Board meeting (9/3)
 - 2. Executive Committee (9/19)
 - 3. Conference Planning (9/17, 9/24)
 - 4. Governance committee (9/10)
 - 5. Finance committee (9/18)
 - 4 CoC leaders & statewide advocacy &/or planning
 - 1. DHS-Ending Homelessness Through State-CoC Partnership (EHSCP) mtg (9/4)
 - 2. CoC Check-in with HUD & DEHCR (9/12)
 - State Collaboration meetings

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1. DHS CSP Network – Presentation (9/13)
 2. Statewide Homelessness Awareness month mtg (9/18)
 3. NEMT (Non-Emergency Medical Transportation) – Transportation Advisory Committee (TAC) – Quarter 3 mtg (9/5)
- b. CoC Competition
- i. CoC Competition
 1. Working on CoC Application, gathering documents for attachments
 2. Completed 5 renewal applications:
 - a. SSO CE, SSO CE DV, DV RRH, YHDP SSO, YHDP SSO CE
 - b. Completed planning grant application
 - c. Completed 3 new project applications seeking to expand
 - i. SSO CE expansion,
 - ii. SSO CE DV expansion,
 - iii. DV RRH expansion
 - d. Plan to hire 3 more staff in 2025:
 - i. Grant Specialist,
 - ii. Systems Specialist
 - iii. Program Specialist – Administrative Support Staff for CoC Director
 - e. Expanding SSO CE and SSO CE DV to increase each coalition funding and ensure the SSO is a full-time, dedicated position and has outreach and other supportive services available
 3. Working on final CoC Project Scoring Tool results (due 10/4)
 4. Completed initial review of all renewal projects in ESNAPS & sent feedback
 5. Oversaw RFP process for BONUS funds & DV RRH Bonus
 - a. Bonus projects:
 - i. CACSCW Jefferson RRH
 - ii. Hebron House PSH expansion
 - iii. KHDS KYF RRH expansion
 - iv. KHDS MyHOME RRH expansion
 - v. NCCAP PSH expansion
 - b. DV RRH subs:
 - i. The Bridge to Hope (West Central: Dunn & Pepin Counties)
 - ii. Hope House (Central)
 - iii. PAVE (Central: Dodge County)
 - iv. Expand Bolton Refuge grant (Dairyland)
- c. November Quarterly Meeting
- d. Grants

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

Grant Name	Status	Notes
SSO CE 24-25	On track	Started 7/1. 91% of funds remaining. (10 months left)
SSO CE DV 23-24	Done	Ended 8/31, working on close out. APR due 11/28
SSO CE DV 24-25	Just started	Started 9/1. Haven't submitted an invoice yet.
HAP 23-24	A little under spent	Ends 12/31 (extended with additional funds). 42% of funds remaining (4 months left)
HAP 24-25	Just started	Starts 10/1. Adding Advocap, CAI, West CAP, and FP Oz
DV RRH 23-24	Done	Ended 9/30. Working on close out. APR due 11/28. 44% of funds remaining <ul style="list-style-type: none"> • \$928,922 million in rental assistance left • \$764,689 in supportive services left • \$11,720 in HMIS left • \$136,729 in admin left
DV RRH 24-25	Just Started	Starts 10/1. Adding 3 new subs = TWC, CRA, Family Advocates
YHDP SSO CE 23-24	Done	Ended 9/30. Working on close out. APR due 11/28.
YHDP SSO CE 24-25	Just Started	Starts 10/1.
YHDP SSO 23-24	Under Spent	Moving end date to 12/31 31% of funds remaining (4 months left) <ul style="list-style-type: none"> • Replacing Western Dairyland with UCP • Replacing Boys & Girls Club with Foundations
CoC Planning CY24	On track	Started 1/1. 22% of funds remaining (4 months left)
Bezoz Day One Fund - Year 1	Under spent	Started 1/1. 88% of funds remaining (8 months left)
HOME ARP - Year 1	Under Spent	Started 1/1. 90% of funds remaining (4 months left)
NLIHC Advocacy Grant	Just started	Started 3/1. 94% of funds remaining (6 months left) Submitted 6 month report (9/30/24)

e. Creative Solutions & Advocacy

i. Advocacy Plan:

1. Staff working on a tool kit for website
2. Sharing information via social media, and a story board for website
3. Reminder: Statewide Homeless Awareness event 11/1 in Wausau

2:45 pm – 3:00 pm

11. Other Business

12. Adjourn 2:17pm

Motion: Dave Eberbach

Second: Mike Bonertz

All in Favor

Motion Carries

Next Meeting November 5, 2024

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