

MEETING MINUTES

WASHINGTON COUNTY CONTINUUM OF CARE

Wednesday, May 8, 2019

1:00 PM to 2:00 PM

Family Promise Conference Room

Present: Sara Truse - Aging and Disability Resource Center, Lori Prescott, Jacklyn Rabuck and Paul Bissett – Family Promise, Karl Glunz – St. Vincent de Paul, Ken Meuler – West Bend Police Department, Lauren Kotowski and Holland Dvorak – FRIENDS, Melissa Bublitz – West Bend Housing Authority, Emily Greene – Youth and Family Project, Rachel Trainor & Cindy Kuzelas - Center for Veterans Issues, Jon Grapengieser – Professional Services Group, Kay Lucas – Salvation Army.

1. Call to Order -Meeting called to order by Paul Bissett.
2. Review and Approval of March 2019 Meeting Minutes – Ken Meuler made a motion to approve the minutes. Karl Glunz seconded that motion. Motion approved.
3. Grants – 2018 – 2019 EHH Grant (Formally ESG) – Paul Bissett passed out the most recent payment request forms for this grant which showed the remaining ESG and HPP funds.
4. Wisconsin Balance of State Continuum of Care - Governing documents – Emily Greene discussed the changes made to the sample documents for Membership, Memorandum of Understanding and Corporate Charter so they could be used by this local coalition. Karl Glunz made a motion that only agencies could be members and not individuals. Kay Lucas seconded that motion. Motion approved. Regarding the schedule of meetings, there was agreement that we will move to quarterly meetings and those would take place in January, April, July and October. These and other changes to the documents will be made by Emily, who will send them out for comment before we vote on approval.
5. Coordinated Entry – Paul Bissett stated there are 38 households on the list, 25 of those are currently in shelter.
6. Housing opportunity updates – Melissa Bublitz stated the West Bend Housing Authority will be opening their waiting list on June 15th. Melissa also shared information on the new affordable apartment building in West Bend, Barton School Apartments.
7. Meeting Adjournment- Lori Prescott made a motion to adjourn. Emily Greene seconded the motion. Motion was approved.

Next meeting: Wednesday, July 10th, 2019 at 1pm