

WASHINGTON COUNTY Continuum of Care - Local Coalition

Meeting Minutes

April 8, 2020

1:00 PM

Present: Lori Prescott, Jacklyn Rabuck, Hannah Hamberg – Family Promise of Washington County. Kate Nickel, Jasmine Conway and Holland Dvorak – Friends Inc. John Schiraj – United Way of Washington County. Gayle Williams – Veteran Affairs. Sharon Kailas – West Bend School District. Quentin Hatfield – Wisconsin Veterans Network. Emily Christenson – Youth and Family Project. Tammy Anderson – ADRC. Rachel Trainor – Center for Veterans Issues. Keith Braun – Consumer Credit Counseling. Karen Roehl – Legal Action. Kay Lucas – Salvation Army. Janel Hetzel – Acute Care Services. Melissa Bublitz – West Bend Housing Authority.

1. Call to Order- Meeting called to order by Lori Prescott.
2. Review and Approval of January 2020 Meeting Minutes – Sharon Kailas made a motion to approve the minutes. Emily Green second that motion. Motion approved.
3. Lori Prescott discussed Membership and MOUs for WCCOC - only agencies who have turned in full memberships and MOUs are able to vote. Those members include: Family Promise, Friends Inc, Forward Careers, Professional Services Group, Saint Vincent De Paul, United Way of Washington County, Veteran Affairs, West Bend School District, Wisconsin Veterans Network and Youth and Family Project. Lori stated those that are not approved members are still able and welcome to attend meetings.
4. Lori Prescott reported votes for nominations for WCCOC were conducted electronically via email. All approved of the following:
 - Jacklyn Rabuck for Chair
 - Kate Nickel for Vice Chair
 - Hannah Hamberg for Secretary
 - Hannah Hamberg for WIBOSCOC Nominee/Delegate
 - Hannah Hamberg for WIBOSCOC Board Member

Lori reported the following officers voted in will assume roles based on WCCOC bylaws and update the coalition on news from BOS and grants.

5. During the January meeting Jacklyn Rabuck reported on the After-Hours Plan in which it was approved. Lori asked for voting on the After-Hours Plan via electronic voting in which it was approved as well. Lori asked Jacklyn Rabuck to give an update on the After-Hours plan. Jacklyn reported due to COVID19, FPWC has placed individuals and families in hotels if they were literally homeless. Jackie reported FPWC has continued to conduct assessments via phone. Jackie reported Still Waters Church has provided FPWC with masks for staff and clients. Emily reported Our Saviors Church in West Bend has a drive through to administer masks as well.
6. John Schiraj reported the Emergency Food and Shelter Program is currently in phase 36 and was notified yesterday that phase 37 will be opening up soon - time frame is unknown because of

COVID19 virus. John reported \$120 million was appropriated nationally for EFSP, in light of COVID19 they have thrown in another \$200 million to share, meaning the EFSP program will have more money than last year. The exact number is unknown at this point. John assumes the application process will be opened in June but anticipates COVID19 could push the date back. Lori Prescott reported last year the amount was \$14,000 which was split between FPWC and Friends Inc.

7. Hannah Hamberg reported since the COVID19 outbreak, all assessments and case management within all EHH programs (RRH, HPP and ES) has transitioned to be completed over the phone. There have been limited HPP inquiries due to the President's order to stop evictions, a surge in HPP services is anticipated once the order is lifted. Karen Roehl reported there are 2 different moratoriums in place for evictions – federal and state. The state moratorium is what is affecting most housing within WI. Lori Prescott reported the numbers of the EHH grant regarding the amount of money was received, spent, and how much remains. Lori reported she anticipates all funds will be spent for this grant period.
8. Hannah Hamberg reported all agencies are participating in the Coordinated Entry process as usual. If anyone comes in contact with a homeless individual or family continue to refer them to FPWC to complete an assessment.
9. Jacklyn Rabuck reported the findings of the January 2020 PIT count. There were a total of 18 literally homeless individuals found on the night of the count, 1 of which was a child. The next PIT count will be conducted in July 2020.
10. Lori Prescott asked each agency to discuss the impact or any updates due to the COVID19 virus. Kate reported Friends Inc. has switched to a minimal rotation - staff working remotely 70% of the time. Friends Inc. will be transitioning to hotel vouchers for new clients entering the program and is utilizing virtual options for groups, legal advocacy, support services and counseling services. Kate reported this pandemic is not safer at home for domestic violence victims and stated the rate of abuse increases with survivors being in the same house as their abusers – anticipate an influx of services when the virus ends.

John reported United Way has put together a relief fund that 8 agencies have access to depending on situations the agencies encounter during the pandemic. John reported United Way started out with \$25,000 and with agencies adding to that the amount has continued to grow. John reported his support for 211 and expressed interest in having 211 become a part of this coalition. John will reach out to 211 to see if they are interested. If any agencies are involved with 211 they should make sure information is up to date so proper referrals can be made. Lori asked John if there is a reapplication process for agencies that have received help from United Way. John advised Lori to have agencies reach out if they are in need of more funding.

Sharon from West Bend School District reported the high school is handing out food on Mondays from 10am-noon. The School District handed out 836 bags containing breakfast, snacks and dairy last Monday – the family does not have to be signed up for free and reduced lunch to receive food. Jackson Community Center is another location where 200 meals have been handed out. Sharon plans to hand out 900 meals Monday. The School District handed out 800 chrome books and 50 hotspots for virtual education. The District is unsure if schools will be

closed for the remainder of the year -a decision will be made end of April. Lori asked how they are handling families who are unable to get to the location at 10am. Sharon reported they are allowing others to go pick up food on behalf of the family, so FPWC staff could pick up food for one of their families within the program without children being present.

Emily reported Youth and Family Project is completing services virtually and the agency currently has 1 family utilizing safe exchanges. Emily reported they are not accepting any new families at this time but may open up if the need arises. Emily reported Youth and Family Project is utilizing virtual counseling services to youth via google meet and zoom. Emily also stated their therapy intern started a Facebook group called Washington County Art Connection that is open to anyone in the county who is looking to stay connected.

Tammy reported ADRC is providing all services including home delivered meals with most of their staff working remotely. ADRC recently partnered with Interfaith Caregivers to deliver meals from the Food pantry to community members – also serving people under 60. Anyone interested should contact interfaith to get that set up.

Karen reported Legal Action is providing services with all staff working remotely. Karen reported expecting to see an increase in unemployment cases and they have shifted staff to compensate for this. The best way to reach Legal Action is by phone at 920-223-6521. There are still some court actions going on but most in person court has been cancelled. Karen expanded on the federal and state moratorium.

Federal – started March 18th and will last 120 days – it prevents evictions from federally funded properties such as public and subsidized housing, low income housing, landlords receiving Section 8 vouchers, and tax credit properties. The Foreclosure moratorium is for any federally backed foreclosures such as Fanny May, Freddy Mac, FHA, VA, and USDA Mortgages.

The WI Moratorium – started March 27th and will last 60 days - it applies to all housing in the state. Public Service Commission directed water, electric and natural gas facilities to cease disconnection of services for non-payment until the state public health emergency has been lifted. Utilities are to make reasonable attempt to reconnect service to any dwelling who was previously disconnected.

Janelle reported ACS is open 24/7, most of the county functions have moved to virtual. Working closely with law enforcement. Assessments completed virtually and over phone.

Keith Braun reported Consumer Credit is conducting business via phone. Keith stated he is working with short term budgets with clients. Since SVDP and Goodwill are closed, asked if FPWC is accepting donations. Lori stated FPWC is accepting limited donations, mostly the urgent needs listed on website.

Rachel reported Center for Veteran Network is not seeing clients face to face, everything is happening over the phone. Home inspections are being done via video chat, relying on landlords and tenants. Rachel reports they have received a large amount of calls for people leaving VA's or

shelters. Rachel reported their grant allowed for the to place veterans over 60 years old, with compromised immune systems into hotels.

Kay Lucas reported via email Salvation Army is working remotely, handling rent assistance via phone. Kay reported she has seen an increase in rent requests. Human Service Department lobby is open but requesting people put paperwork etc. in the drop box outside the agency door. Kay reported the state has changed the way income is calculated for Energy Assistance, and anyone requesting gas cards or taxi tickets can pick up in the agency.

Quentin Hatfield reported via email he is the only one in office on a daily basis, all other staff at Wisconsin Veterans Network is working remotely. Intakes are being completed by phone and online at Wisvetsnet.org. They may have additional funding for veteran families in Washington and Ozaukee counties and will let us know if that materializes.

Gayle Williams reported via email the VA is still open and operational. The VA is still operating the homeless hotline at 877-424-3838 and the suicidal hotline at 800-273-8255.

Melissa Bublitz reported via email Horizon Management Group decided not to renew their contract to administer Housing Choice Voucher Program (HCV or Section 8 as it is commonly referred to) in 2020. Horizon made the business decision to focus on property management and no longer will contract for the HCV Program. WBHA owns and manages Meadowbrook Manor which has 144 HUD subsidized one-bedroom apartments for independent seniors and disabled persons with low-income - working to limit exposure to COVID19. WBHA staff continue to work regular daily schedule, remotely and on-site but only providing essential services at a safe social distance. WBHA is available by phone at (262) 338-0771 or email westbendpha@westbendhousing.com. WBHA is utilizing office drop boxes for in-person paperwork delivery and are processing mail as usual – limiting visitors to the property to essential workers or other friends, family and agency service providers. WBHA is processing applications but new move-ins are not best practice right now.

Melissa reported there have been 3 recent move-ins. Staff has appropriate PPE and sanitation is being monitored throughout the facility. Melissa reports her biggest concern for her tenants during the COVID19 outbreak is loneliness - resource information has been provided and Interfaith Caregivers is also offering check-in phone calls and some food delivery. WBHA continues to provide space for Washington County's Senior Meal Site Pick up for meals on Wheels as well.

11. Meeting Adjournment – Emily Green made a motion to adjourn. Jacklyn Rabuck seconded the motion. Motion approved.

Next meeting: Wednesday July 8th, 2020 1:00pm-2:00pm