

WASHINGTON COUNTY Continuum of Care - Local Coalition

Meeting Minutes

October 13, 2020

1:00 PM

Present Voting Members: Lori Prescott, Jacklyn Rabuck, Hannah Conforti – Family Promise of Washington County. Melissa Emberts – Friends, Inc., John Schiraj – United Way, Gayle Williams – Veterans Affairs, Ken Meuler – West Bend Police Department, Sharon Kailas West Bend School District, Quentin Hatfield – Wisconsin Veterans Network.

Present Non-voting members: Rachel Trainor – Center for Veterans Issues, Keith Braun – Consumer Credit Counseling Service, Beth Norris – Workforce Development, Meredith McCoy – WIBOS, Stephanie VanHulst – ICA

Call to Order – Meeting was called to order by Jacklyn Rabuck at 1:08pm

1. Introduction of COC Organizations and Representatives

- Lori Prescott took roll call of all present representatives.

2. Review and Approval of April 2020 Meeting Minutes

- John Schiraj made a motion to approve July 2020 meeting minutes. Melissa Emberts seconded the motion. Motion approved.

3. Memberships & MOUs for WCCOC

- Lori Prescott (FPWC) discussed Memberships and MOUs for WCOC. If any agency would like to become a member, make any changes to their current membership, renew their membership, or if they have any questions regarding membership, they should contact Lori Prescott. FPWC will send out new membership forms and renewals prior to the January meeting.

4. Delegations & Officers for WCCOC

- Jacklyn Rabuck reported the delegations and officers for the WCCOC. Jacklyn Rabuck (FPWC) Chair. Kate Nickel (FRIENDS, Inc.) Vice Chair. Hannah Conforti (FPWC) Secretary, WIBOSCOC Delegate. Anyone who would like to be nominated should send nominations to Hannah Conforti before the January meeting. If there are no new nominations, the existing officers will continue their roles.

5. SPM Tool

- Meredith McCoy from the WIBOS reported on the SPM Tool. All agencies that are within the WIBOS that are using HMIS are on this dashboard. This SPM tool shows results of our coalition as well as the impact that each project has on the WIBOS.

6. After Hours Plan of Washington County

- Jacklyn Rabuck (FPWC) discussed the After-Hours Plan. Due to COVID-19 the After-Hours Plan was extended to accommodate social distancing guidelines but has since gone back to original plan. Jacklyn Rabuck asked for a vote to keep the After-Hours plan the same. Karen Roehl made a motion to approve the After-Hours Plan. Ken Meuler seconded the motion. Motion approved.

7. Emergency Food and Shelter Program (EFSP)

- John Schiraj (United Way) reported on the Emergency Food and Shelter Program grant. John provided a document explaining the funding of EFSP. John reported funding has been approved and sent out for the two agencies.

8. EHH | RRH, HPP, ES & WRAP

- Jacklyn Rabuck (FPWC) provided updates regarding the FPWC emergency shelter program. Hannah Conforti (FPWC) provided updates regarding the RRH, HPP, CV & WRAP programs.

9. Coordinated Entry

- Hannah Conforti (FPWC) reported on the Coordinated Entry Prioritization Lists. Hannah reported on the Criminalization of Homelessness policy that was drafted by the work group and asks for a motion to approve. Ken Meuler made a motion to approve the policy. Sharon Kailas seconded the motion. Motion approved.

10. Point in Time (PIT)

- Jacklyn Rabuck (FPWC) reported on the July 23rd PIT count. Jacklyn reported no homeless were found during this count, but there were individuals and families within shelter programs that were homeless on the PIT count. Jacklyn Rabuck asked for more involvement within the PIT count. Jacklyn asks that each voting member volunteers 1-2 individuals from their organization, and non-voting members volunteer 1 individual to take part in the two PIT counts throughout the year. Volunteers can include anyone within the organization, including interns.

11. Spotlight Agency

- Karen Roehl (Legal Action) reported on the Federal Eviction Moratorium. To be protected under the Declaration Form, tenants must accurately be able to complete the Declaration Form.

12. Other Business – WIBOS Collab Packet

- Hannah Conforti (FPWC) reported on the WIBOS Collab Packet and expressed interest in creating a work group to complete the packet. Melissa Emberts (Friends, Inc.) will reach out with input to the packet. Hannah will be reaching out to members and agencies within the coalition to work on the collab packet.
- Lori Prescott (FPWC) reported on the WCCOC Bylaws and the option to change the Bylaws each year if needed. If any members would like to make a change to the Bylaws they should send to Hannah Conforti via email by January for the upcoming year.
- Ken Meuler requested the meeting time of the coalition to go back to the original 1:30pm time.

13. Meeting Adjourn

- Karen Roehl made a motion to adjourn. Ken Meuler second the motion. Motion carries. Meeting Adjourn at 1:55pm.

Next Meeting: Wednesday January 13th, 2021 at 1:30pm.