



**WISCONSIN BALANCE OF STATE  
CONTINUUM OF CARE  
QUARTERLY MEETING  
August 9-10, 2018  
The Water of Minocqua, Minocqua**

FRIDAY AUGUST 10, 2018  
BUSINESS MEETING

Meeting was called to order at 10:59 am by Jeanette Petts

1. Roll Call

- A. Brown here
- B. CAP here
- C. Central here
- D. Coulee here
- E. Dairyland here
- F. Fox Cities here
- G. Indianhead here
- H. Jefferson here
- I. Kenosha here
- J. Lakeshore here
- K. North Central here
- L. Northeast here
- M. Northwest here
- N. N\*WISH here
- O. Ozaukee here
- P. Rock here
- Q. Southwest here
- R. Washington here
- S. Waukesha here
- T. West Central here
- U. Winnebagoland here

1. Approval of Agenda

- Motion to approve Agenda by Jessica Locher
- Second by Joanna Hemschmeyer
- No further discussion
- All in favor
- Motion Carries



## 2. Review and approval of minutes of May 19, 2018

- Motion to approve minutes by Debbie Bushman
- Second by Erin Evosevich
- No further discussion
- All in favor
- Motion Carries

## 3. Financial Report

Financial Report provided in the packet ending in June was reviewed by Millie Rounsville. Highlighted fundraising from the Youth Advisory Board t-shirt sales and also reflected in the report was the scholarship for Meredith and Ryan to attend conferences. No questions.

- Motion to approve by Don Roach
- Second by Kathleen Fisher
- No further discussion
- All in favor
- Motion carries

## 4. President's Report - Jeanette discussed the change in the bylaws about the governance of the corporation to ensure that the membership understands the upcoming changes.

The sub-committee workgroup that was established at the May meeting reviewed and drafted additional changes to the bylaws that were necessary because of the change in board composition. Those proposed changes will go out to the membership for comment soon. The people currently serving on the board with memberships expiring will need to be re-elected. For current board members that are not expiring, there will be a resolution to the board that includes a transition plan.

Each local coalition must elect a person to serve on the BOS board of directors by October 1<sup>st</sup> and submit the local coalition meeting minutes that includes the details about the election and vote by October 5<sup>th</sup> to the BOS. If a coalition does not have a person elected to the BOS board they will not be able to receive CoC or EHH funding.

An agency can only have one person from that agency on the board of directors. If an elected board member from a coalition represents a special population, they can also represent the coalition. HMIS and the formerly homeless seats are appointed to the board and may not also represent a coalition.

A board member will serve a three-year term and cannot have more than 2 consecutive terms. Board meetings occur monthly mostly via webinar which needs to change due to the poor sound quality. In person meetings are a day long and occur several times a year.

Briefly discussed the current language in the bylaws that addresses the reassignment of a board member in the event of a resignation.

Membership meetings were discussed and whether or not they are



necessary after November. The feeling from the group was that the membership meetings should continue. We can start changing bylaws in November. Notification about the requirements for the Board of Director's election process will go out to the membership after the CoC Competition.

5. CoC Director's Report was provided in the packet and highlights were reviewed by Carrie Poser. Next meeting in November is at the Kalahari in WI Dells. The February 14<sup>th</sup> and 15<sup>th</sup> meeting will be held in Stevens Point at the Holiday Inn. The May meeting will be at the Raddison in Green Bay.
  - Motion to suspend the meeting by Corin Tubridy at 12:02 pm
  - Second by Erin Evosevich
  - Motion to resume meeting made by Erin Evosevich at 1:03 pm
  - Second by Don Roach
6. Institute for Community Alliances (ICA) Update – David Eberbach, Executive Director, ICA
  - David provided a brief history of ICA. ICA is based in Des Moines, Iowa and has been around for thirty years. ICA partnered with the HMIS staff here in 2014 and became a unified entity. ICA doubled the number of COC's in 2014 from 4 to 8. Currently ICA is the largest HMIS provider in the country operating in 11 states, 33 COC's with 70 staff. They are considered experts in the field and recognized by HUD and other TA firms. Agencies have approached ICA to help improve HMIS Systems. The software vendor is Mediware. Service Point update is in progress with Mediware and Jessie Dirkman is working with Mediware on the reporting tool that will replace ART.
7. Committee Presentations and Discussion
  - System Performance Network (COC & EHH) – David Eberbach
    - The committee is working to zero in on the work at the local level that is being done on System Performance Measures. It is important to stress the needed work that should be happening in each coalition. The committee is recruiting new members - you do not have to be a data person, need people to translate the data in their community.
  - Discharge Planning – TBD – The committee is currently on hold
  - Coordinated Entry – Debbie Bushman
    - Meeting in August. Made some changes to the Prevention Policy and will be out to everyone soon.
  - Emergency Shelter & Diversion – Alexia Wood and Duana Bremer
    - Met last night and finalized the Emergency Shelter standards and will send them to Carrie for review. Plan is to do an abbreviated version for Domestic Violence Shelters. Once Carrie approves she will send to DEHCR for approval and then to the membership
  - Fiscal Committee – Mary Jacobson
    - Held an in-person meeting in April. Financial Policies are in progress.



- Public Awareness & Advocacy – Kathleen Fisher & Renee Greenland
    - No Report
  - Gaps & Needs – Adrienne Roach
    - No Report
  - Veteran Advisory – Don Roach
    - Explained the purpose of Veterans Assistance Foundation. Funding was lost for SSVF in Lacrosse. CVI and VAF helping to fill the need in the areas that lost funding. Discussed the VAF collaboration that reduced veteran's homelessness by 32.72% in LaCross. Lori Kirchgatter with the WI Department of Veterans Affairs VORP program. Discussed expansion of VORP in southern Wisconsin. VORP workstations navigator of services, they do not have housing assistance. VORP works with people in the military, veterans, active guard and reserves. Beyond treatment dollars they have funding for utilities, housing costs and other services. Plan is to start working with agencies in the room that are not connected.
  - Youth Advisory – Meika Burnikel and Lisa Haen
    - No report
8. Vote – Coordinated Entry Grievance Policy
- Motion to accept the Coordinated Entry Grievance Policy made by Robyn Thibado
  - Second by Joana Henschmeyer
  - No further discussion
  - All in favor
  - Motion carries
9. Vote – Monitoring Policy
- Motion to accept the Coordinated Entry Grievance Policy made by Cindy LeGrand
  - Second by Robyn Thibado
  - Further Discussion - request to change monitoring timeline language - 60 days rather than 30-day notification will be addressed in the future by the Coordinated Entry Committee
  - All in favor
  - Motion carries
10. COC Competition – Updates and Q & A

Carrie reviewed the COC Project Scoring Tool.

Deadlines were discussed as follows:

- August 14<sup>th</sup>
  - The current Project Scoring Tool posted on the BOSCO Website will change
- August 17<sup>th</sup>
  - All renewal applications must be submitted in ESNAPS.
  - All new applications must be submitted to Carrie
  - New programs for Coordinated Entry SSO grant expansion
  - \*Renewal grants can submit in ESNAPS when they are confident



- they have completed the renewal
- August 20<sup>th</sup>
    - Local Collation Collaborative Application Packet due to Carrie.
    - \*Group of Board members will review the DV bonus and regular bonus application
    - \*Ruberic for scoring is on the Website
  - August 27<sup>th</sup>
    - Application has to be linked to the need in the community and provide data to support that
  - August 31<sup>st</sup>
    - New projects must be submitted in ESNAPS
    - \*Reallocation/Transition Grants - will be reviewed to ensure the application will meet HUD Threshold and need in the community
    - \*Final Project scoring tool will be posted on BOSCO Website
  - September 3<sup>rd</sup>
    - Agencies will get a letter if their application has been accepted, rejected or reduced.
  - September 18, 2018
    - Entire COC Collaborative Application must be submitted in ESNAPS

#### Additional COC Competition Information:

Western Dairyland received a new grant through an RFP in the Spring when an existing grantee relinquished their Grant.

9 agencies applied for the CE SSO grant who will be funded the same as existing SSO CE agencies

There is a Project from ADVOCAP missing from the GIW - Carrie working with HUD to resolve that issue. Once that is added the ARD will go up a little.

Tier 2 is a separate national competition.

DV bonus funds placed on bottom of Tier 2 which is also a separate competition. If we are selected it has no influence to the ranking; they will pluck it off of tier 2 and fund it separately. If we are selected, next year that funding will be added to our Annual Renewal Demand (ARD) which impacts the amount for funding in planning grant, how many projects are placed in tier 1 and if we are not selected no DV project will get funded.

DV bonus project scoring process is posted on the website and will include Collaborative Application completion and the need for the project in the community.

Question about our long term plan about how we will address the programs that are scoring high and over threshold. HUD's response is



that there are always going to be programs that can improve. Carrie suggested that the membership consider adding additional system performance measure to the ranking scoring tool.

11. No other Business

12. Meeting adjourn at 2:26 pm

- Motion to Adjourn by Robyn Thibado
- Second by Paul Bassett
- No further discussion
- All in favor
- Motion carries

Respectfully submitted by,

Lisa Haen, Secretary

