

# WI BOS Board of Director's Meeting

June 7, 2022 1:00 pm  
GoTo Meeting Webinar



1. Meeting called to order by Lisa Haen at 1:03PM
2. Roll Call
  - a. In attendance: Marissa Heim, Wendy Schneider, Kristina Bechtel, Tara Prah, Megan Mietchen, Lisa Haen, Chandra Wakefield, Millie Rounsville, Kathleen Fisher, Jessica Locher, Hannah Conforti, Dana Baumgartner, Peter Kilde, Mike Bonertz, Dave Eberbach, Kim Cable, Angela Friend
  - b. BOS Staff: Carrie Poser
  - c. Notified of Absence: Cheryl Detrick, Michelle Fredrich, Sara Krall
  - d. Not Notified of Absence: Michael Ethridge, Jessica Mudgett, Jill Polifka, Randall Brown
3. BOS Draft 2020 Financial Statements Presentation from Briana Peters, Hawkins Ash – **VOTE**
  - a. Provided review of WIBOSCO Financial Statement for audit
    - i. Motion made by Chandra Wakefield
    - ii. Motion seconded by Dave Eberbach
    - iii. Any discussion
    - iv. All in favor
    - v. Motion passes
4. Approval of 5/3/2022 Board meeting minutes and 5/19/22 Executive Committee meeting minutes – **VOTE**
  - a. Motion made by Dave Eberbach
  - b. Motion seconded by Kathleen Fisher
  - c. Any discussion
  - d. All in favor
  - e. Motion passes
5. Approval of Email Vote minutes for 2022 HAP Grant Awards, HAP II Grant Awards, YHDP SSO CE Grant, YHDP CCP Approval, YHDP WARHS Contract Extension – **VOTE**
  - a. Motion made by Kathleen Fisher
  - b. Motion seconded by Dave Eberbach
  - c. Any discussion
  - d. All in favor
  - e. Motion passes

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6. Approval of 2022-2023 Fiscal Contracts – **VOTE** – Attachments for contracts not sent via email ahead of board meeting – will be sending out and we will vote via email for the two contracts due before July meeting
  - a. BOS-DV SSO CE Grant
  - b. BOS-SSO CE Grant
  - c. BOS RRH Grant
  - d. ICA-HAP Agreement
    - i. Motion to approve fiscal contracts that will begin on July 1<sup>st</sup> via email vote made by Millie Rounsville
    - ii. Motion seconded by Mike Bonertz
    - iii. Any discussion
    - iv. All in favor
    - v. Motion passes
7. HMIS Governance Documents – **VOTE**
  - a. Motion made by Kristina Bechtel
  - b. Motion seconded by Dave Eberbach
  - c. Any discussion
  - d. All in favor
  - e. Motion passes
8. Request for Funding to Support Coordinated Entry – **VOTE**
  - a. Motion made by Jessica Locher
  - b. Motion seconded by Kim Cable
  - c. Any discussion
  - d. All in favor
    - i. Voted YES: Wendy Schneider, Kristina Bechtel, Lisa Haen, Kathleen Fisher, Jessica Locher, Dana Baumgartner, Peter Kilde, Mike Bonertz, Dave Eberbach, Kim Cable
    - ii. Abstained: Tara Prahl, Megan Mietchen, Chandra Wakefield, Millie Rounsville, Hannah Conforti
  - e. Motion passes

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9. Local Coalition Updates (Voluntary information sharing about the status of unsheltered people or any urgent community issue)
  - a. Millie Rounsville – a lot of requests for trainings for the post-PIT surveys – Carrie will work on getting this scheduled
10. Treasurers Report – Membership Dues Payment Status Update
  - a. 9 unpaid membership dues
    - i. Brown
    - ii. Central
    - iii. Dairyland
    - iv. Jefferson
    - v. Northeast
    - vi. Northwest
    - vii. NWISH
    - viii. Southwest
    - ix. West Central
11. Board Chair Report – Strategic Plan Update
  - a. Discussed strategies on worksheet 2 at last executive committee meeting
  - b. Adding column to provide information on progress made
12. Director Update – Carrie Poser

## General Stuff

- DHS
  - Homeless Forum, continuing to be the 4<sup>th</sup> Monday from 9-10:30. May's focus was on Veterans. Carrie is unsure what the focus is yet for June (27<sup>th</sup>).
  - There is a lot of catching up to be done with DHS staff on the initiatives previously initiated under Leah Ramirez. Our next meeting is next Monday.
  - DHS is hosting a weekly "Advancing Health Equity" series every Friday from noon-1. If you need the flyer or link, let Carrie know. June 10 (Pacific Islander Communities); June 17 (youth); and June 24 (will be an open forum). All are recorded and available.
- DEHCR
  - Our 2021-22 HAP grant = DEHCR desk monitoring on 5/17. Everything was submitted on time.
  - HAP 1 funds = application was submitted on time. Sub-recipients will be: Couleecap x2, CAI RRH, CWCAC, House of Hope, and Western Dairyland x2
  - HAP 2 funds = application was submitted on time. Sub-recipients will be: CW Solutions and Family Promise of Washington County. Both RRH-like projects.

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## Match

- Board Match Link = report time related to the Board of Directors meetings, workgroups or task forces. Board members can include their specific time on committee work as well.
  - Quarter 2 (April-June), due mid-July. Remember, you can submit monthly or quarterly. Please make sure any time you spend on YHDP things is submitted using the YHDP link. Different grant, different match!
- Committee link = all committee members should be asked to submit their time spent working on committee stuff as match
  - Only CE (70 response – 1 more since last month) and Veteran Advisory (47 response – 0 additional since last month); DEI (1 response)
- Coalition link = all coalition members should be asked to submit their time spent on coalition planning and development. This includes competition requests from me, action plan, community planning activities, coalition mtgs, etc.
  - Dairyland (9 responses – no new response since last month) and West Central (13 responses – 6 more since last month); Kenosha (2 responses)
- YHDP link = 1 form for entire BOS to be able to submit time; this includes youth that aren't being compensated, community partner agency staff, community volunteers, etc. Anyone who worked on the CCP development or on the CCP implementation; anyone working to recruit YAB members; anyone working on project development – all can count as match time.

## Other Items

- Preparing materials for the DV RRH desk monitoring by HUD – working with Kathleen, ICA, the sub-recipients, and my staff to gather everything for submission
- Attended ICH workgroup meeting (5/24) – presentation by Housing First Coalition
- Released Grant Specialist job description for recruitment. Resumes are due by Friday, June 17<sup>th</sup>. We are working on the Coordinated Entry one next.

## Upcoming:

- Interagency Council meeting (6/22)
- Carrie will be out Thursday & Friday of this week.

## CoC Competition

Since the last Quarterly meeting – extension for registration came and went; we were not able to add any Tribal Lands for the purposes of this CoC Competition. Carrie completed the CoC Review last week. This is the confirmation to HUD that we are the collaborative applicant and the geography we cover.

- Next step is usually the Grant Inventory Worksheet (GIW). Depending on when that is released, Carrie anticipates the CoC Competition starting around 7/1.
- The CoC Project Scoring Tool was sent out for comment on 5/17. Comments are due back by Friday, June 10<sup>th</sup>.
- BOS staff are in the process of reviewing and scoring the Action Plan progress from #2 and #3.
- Carrie is meeting with ICA Wednesday morning to talk about reporting needs for the CoC Competition process.

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## YHDP

- Carrie has been focused on in May was the CCP. It was submitted to HUD on May 31<sup>st</sup>. Carrie sent out a link for people to view both the CCP and the appendix.
- Next steps include the RFP process. We are scoring projects and reviewing requirements. We received 16 project applications from 11 agencies. Only 3 coalitions that submitted local CCP didn't apply for funds = Northwest, Winnebagoland, and North Central/East Central. We are working on reviewing for potential budget adjustments, connecting project applications with what was written in the local CCP, and documented need.
- Carrie is working on an extension for the current planning grant, writing a new planning grant, writing the SSO CE Youth grant, and the SSO System Navigation grant.
- Local YAB and CoC-wide YAB recruitment is ongoing.
- Gathering match is vitally important. Any and all work done around YHDP and youth engagement needs to be collected via the YHDP match link.
- Finally, we will be reviewing the objectives and action steps that we identified for the CoC & we will be working on summaries of the Plan. Basically something to explain what it is, where it came from, and what it says in less than 137 pages. To increase understanding and engagement around the plan.

## Quarterly Meetings

August Quarterly meeting will be Friday, August 12<sup>th</sup>.

On Thursday, August 11<sup>th</sup> we will have Ellie Krug's training from 9-noon & staff from SOAR Fox Cities conducting a training/presentation around Traumatic Brain Injury from 1-4.

## Trainings

- Alonzo Kelly over three 2 hour sessions in late May/early June. Registration is currently open via Eventbrite on our website. I have attached additional information provided by Mr. Kelly including a picture and bio. More information will be available soon including name and description of each session. To make sure to save the time in your calendar, the virtual training dates & times will be: **\*sent info for Eventbrite = \$30 members/\$40 non-members per session**
  - Tuesday, May 31 10:30-12:30 = completed
  - Tuesday, June 7 10:30-12:30 = this morning
  - Tuesday, June 14 10:30-12:30 = upcoming. Can register no later than Monday morning (13<sup>th</sup>)

### 13. Committee Reports (Time permitting)

- a. System Performance Network – Dave and Randall
  - i. Nothing to report

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- b. Coordinated Entry – Wendy and Hannah
  - i. Meet the 4<sup>th</sup> Wednesday of every month
  - ii. Working on updating charter – out for responses
  - iii. Reviewing after hours plan
  - iv. Working on new assessment tool – presented what they have to the HUD TA's and are waiting for review
- c. Discharge Planning – Kristina and Chandra
  - i. Committee sent out Discharge Planning toolkit to local coalitions and will be reaching out to each individual coalition to offer support and request feedback on tool.
  - ii. Beginning discussion around subpopulation (folks on sex offender registry) and how they can support local coalitions in ensuring a solid discharge plan for these folks.
- d. Emergency Shelter – Dana
  - i. Working on standards – Ryan created a workgroup to work on this in more depth
- e. Veteran Advisory Board – Angela
  - i. Have not met since April 20<sup>th</sup> – next meeting on June 15<sup>th</sup>
- f. Gaps and Needs – Michelle and Sara – No board rep on call
- g. Public Awareness – Jessica and Michael
  - i. Have not met since last meeting due to busy schedules
  - ii. Message board will be ready to present to membership at August Quarterly Meeting
- h. Fiscal and Audit – Kathleen and Millie
  - i. Reviewed coalitions who still need to pay dues
- i. Nominating Committee – Mike and Tara
  - i. Nothing to report
- j. Diversity, Equity, and Inclusion Committee – Kim
  - i. Nothing to report
- k. Lived Experience Committee – Cheryl – No board rep on call

14. Other Business - none

15. Adjourn – Next Meeting July 5, 2022

- a. Motion made by Dave Eberbach
- b. Motion seconded by Peter Kilde
- c. Any discussion
- d. All in favor
- e. Motion passes

Respectfully Submitted,

Kristina Bechtel

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