

WI BOS Board of Director's Meeting

September 6, 2022 1:00 pm
GoTo Meeting Webinar



1. Meeting called to order by Lisa Haen at 1:04PM
2. Roll Call
 - a. In attendance: Marissa Heim, Wendy Schneider, Kristina Bechtel, Robin Adams, Tara Prah, Megan Mietchen, Lisa Haen, Chandra Wakefield, Cheryl Detrick, Millie Rounsville, Kathleen Fisher, Jessica Locher, Hannah Conforti, Peter Kilde, Mike Bonertz, Sara Krall, Dave Eberbach, Kim Cable, Angela Friend
 - b. Excused: Jessica Mudgett, Michelle Friedrich
 - c. Absent: Michael Ethridge, Jill Polifka, Randall Brown
 - d. BOS Staff Present: Carrie Poser
3. Approval of 8/2/2022 Board Meeting Minutes – **VOTE**
 - a. Motion made by Jessica Locher
 - b. Motion seconded by Dave Eberbach
 - c. Any Discussion
 - d. All in Favor
 - e. Motion Passes
4. Treasurers Report - **VOTE**
 - i. Motion to accept Treasurer's Report made by Dave Eberbach
 - ii. Motion seconded by Wendy Schneider
 - iii. Any Discussion
 - iv. All in Favor
 - v. Motion Passes
5. Proposed Membership Dues - **VOTE**
 - a. Reviewed proposed membership dues – board members will take information back to their local coalitions to decide on how to vote during October BOS board meeting
 - i. Motion to table vote on Proposed Membership Dues until October board meeting made by Millie Rounsville
 - ii. Motion seconded by Megan Mietchen
 - iii. Any Discussion
 - iv. All in Favor
 - v. Motion Passes

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6. Proposed 2023 Budget – **VOTE**

- a. Motion made by Dave Eberbach
- b. Motion seconded by Millie Rounsville
- c. Any Discussion
- d. All in Favor
- e. Motion Passes

7. Reallocation Policy – **VOTE**

- a. Motion made by Kim Cable
- b. Motion seconded by Kathleen Fisher
- c. Any Discussion
- d. All in Favor
- e. Motion Passes

8. Rejection Policy – **VOTE**

- a. Motion made by Peter Kilde
- b. Motion seconded by Tara Prah
- c. Any Discussion
- d. All in Favor
- e. Motion Passes

9. Review, Rank, Select New Projects Policy – **VOTE**

- a. Motion made by Millie Rounsville
- b. Motion seconded by Wendy Schneider
- c. Any Discussion
- d. All in Favor
- e. Motion Passes

10. Proposed Rapid Rehousing Standards Changes – **VOTE**

- a. Motion made by Megan Mietchen
- b. Motion seconded by Millie Rounsville
- c. Any Discussion

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- d. All in Favor
- e. Motion Passes

11. Proposed Accounting & Fiscal Policies and Procedures Changes – **VOTE**

- a. Motion made by Kathleen Fisher
- b. Motion seconded by Dave Eberbach
- c. Any Discussion
- d. All in Favor
- e. Motion Passes

12. November Quarterly Meeting Date Change – Changed to the November 18th - **VOTE**

- a. Motion made by Millie Rounsville
- b. Motion seconded by Dave Eberbach
- c. Any Discussion
- d. All in Favor
- e. Motion Passes

13. Closed Session

14. Director Update – Carrie Poser

- a. YHDP
 - i. everyone needed to submit issues and conditions – there a few coalitions who have not yet submitted and are at risk of losing their funding
 - ii. Reviewed SSO System Navigator sub-recipients
- b. Need SSO DV and SSO RRH contracts – need Match letter from one agency in order to complete issues and conditions
- c. HUD Monitoring
 - i. Received an extension for monitoring response – Friday 9/16
 - ii. Interviewing 4 candidates for CE Specialist position
- d. COC Competition
 - i. 2 bonus projects were submitted, 1 DV project – currently under review
 - ii. Extended DV expansion deadline to this week to allow a little bit more time
 - iii. Voluntary reallocations approved, transition grants = Lakeshore CAP (RRH to PSH) & Hebron House (SH to PSH)

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- iv. Final scoring Tool results will be posted & sent out on Saturday
- v. Carrie working on narrative – has 24 left
- vi. Renewals are done, just waiting for match letters (SSO, SSO DV, DV RRH) and planning grant is done
- vii. Will need to write the new project application for the DV RRH expansion, possible new project application for the SSO DV expansion as well
- viii. Need to review all 24 renewal applications & provide feedback
- ix. Need to work on 10 CoC application attachments & 2 Priority listing attachments
- x. Deadline = 9/23

15. Local Coalition Updates (Voluntary information sharing about the status of unsheltered people or any urgent community issue)

- a. Millie Rounsville – awarded a federal DCF grant for 5 years – Recovery with Youth

16. Committee Reports (Time permitting)

- a. System Performance Network – Dave
 - i. 3 new members that have joined committee
 - ii. Making list of local coalitions still missing
 - iii. Will need a new co-chair – preferably detail orientated to help
 - iv. Next meeting in October
- b. Coordinated Entry – Wendy, Hannah, Marissa
 - i. Committee meets monthly and has about 50 people included
 - ii. Assessment tool committee has been paused because they don't feel as though they have enough sub-population representation
 - iii. Implementation team - worked on change on prescreen form
 - iv. Youth committee working on coordinated entry
- c. Discharge Planning – Kristina and Chandra
 - i. Interested in creating a Discharge Planning website that would be utilized by entities that have discharge practices
 - ii. <https://www.mass.gov/decision-tree/housing-tool-for-hospital-discharge-staff> <--- example
 - iii. Discharge Planning Committee will work on developing plan of what website would look like and resources needed – Kristi will present at next board meeting
 - iv. Carrie will take to Michael Basford once we develop our “ask”
- d. Emergency Shelter – Meghan
 - i. No report given
- e. Veteran Advisory Board – Angela and Robin
 - i. Met last month with two sub-groups
 - ii. Next meeting – October 19th
- f. Gaps and Needs – Michelle and Sara
 - i. Still working on updating provider and consumer surveys
 - ii. Hope to have them out by November Quarterly meeting
 - iii. Surveys will be translated into Hmong and Spanish - PDF

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- g. Public Awareness – Jessica and Michael
 - i. Still working on updated list for attendees
 - ii. 75% done on letter to go to the messaging board
- h. Fiscal and Audit – Kathleen and Millie
 - i. No report to give
- i. Nominating Committee – Mike and Tara
 - i. Sent out a number of notifications to folks who terms are up
 - 1. Only received one response so far
 - 2. Folks will need to go to local coalitions to determine who will be their board rep moving forward
 - 3. Deadline – September – communicate with Mike and Tara that things are being worked on
- j. Diversity, Equity, and Inclusion Committee – Kim
 - i. No update to give
 - ii. Did not meet last month because they are waiting for more surveys to come in
- k. Lived Experience Committee – Cheryl
 - i. No update to give
- l. Youth Advisory Board – Carrie
 - i. Ryan presented CE to YAB in August
 - ii. Working on PIT methodology for January PIT
 - iii. Reviewing other BOS policies to look for changes
 - iv. Wanting to reach out to local coalitions to recruit more members

17. Other Business

- a. Kristi
 - i. Moving forward, send all monthly committee meeting minutes to Kristi – she will update attendance and upload minutes to BOS website
 - ii. Make sure to add agency represented of all committee members
- b. Lisa will not be at the October 4th BOS Board Meeting – Cheryl will facilitate
 - i. Board Match is due October 15th

18. Adjourn – Next Meeting October 4, 2022

- a. Motion made by Dave Eberbach
- b. Motion seconded by Kathleen Fisher
- c. Any Discussion
- d. All in Favor
- e. Motion Passes

Respectfully submitted by Kristina Bechtel

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