

WI BOS Executive Committee Meeting Minutes

May 19, 2022
10:30 am
Via Zoom

1. Meeting called to order by Lisa Haen at 10:37AM
2. Roll Call
 - a. In attendance: Lisa Haen, Kathleen Fisher, Kristina Bechtel, Cheryl Detrick
[11:06AM]
 - b. BOS staff present: Carrie Poser
3. Audit
 - a. Audit went well, appears to be standard corrective findings
 - b. Brianna Peters – CPA from Hawkins Ash coming to June BOS Board Meeting
4. Vacant Officer Position Update
 - a. Tara Prah and Kim Cable declined
 - b. Possibly of Wendy Schneider
 - c. Kristina will revise her resignation letter to reflect month of November as end date if Wendy says no
5. Director Update
 - a. May Quarterly Meeting – good feedback following the meeting from HMO folks
 - i. Discussion regarding evaluation being sent to membership after business meeting – does not appear to have gone out or been noticeable
 - ii. Discussion regarding how to incorporate COVID safety precautions if meetings go back to in-person
 - b. HAP
 - i. Submitted on Monday – have not heard anything back
 - ii. Received HUD monitoring requirements and are working on that
 1. Need Executive Committee member to join – Kristina will join as she does not work for an agency who is a subrecipient of the BOS
 - iii. Creating DECHR template
 - iv. HAP II applications due May 20th – has gotten 3 applications so far
 1. 5 reviewers altogether

- c. YHDP
 - i. YAB approved everything except for New Project section and Statement of Need – this will be done by Monday
 - ii. Still working on gathering signatures
 - iii. Reviewed draft of CCP
 - d. Fiscal agent contract sent to Lisa
 - i. Only request from ICA is to increase from \$3000 to \$4200 in the admin money to account for new DV RRH – adding 5 subs to monitor
6. Closed Session
7. Board Evaluation Feedback Implementation Update
- a. Nominating committee discussed governance documents
 - i. Agreed to add to charter
 - ii. Need to look at Bylaws and what HUD requires
 - b. Polling during quarterly meeting went well – will continue doing this to continue monitoring board satisfaction
 - c. Will be switching to camera availability
8. Strategic Plan
- a. Reviewed goals and timeframes
9. Other Business
- a. Need to write letter for CE funding request
 - b. Will need to do roll call vote at June meeting
10. Adjourn
- a. Motion to adjourn meeting made by Kathleen Fisher
 - b. Seconded by Cheryl Detrick
 - c. Any discussion
 - d. All in favor
 - e. Motion passes

Next Meeting 10:30 am June 23, 2022

Respectfully submitted by Kristina Bechtel, Secretary