

WISCONSIN BALANCE OF STATE CONTINUUM OF CARE QUARTERLY MEETING (Virtual) – May 19, 2023 FINAL

1. Meeting was called to order by Lisa Haen at 9:07 am. Roll Call of Delegates.

Coalition – Member	Delegate	Attendance
Brown	Cheryl Detrick	YES
Central	Suzanne Hoppe	YES
Coulee	Brian Sampson	YES
Dairyland	Jeanne Semb	YES
East Central	Leigh Ann Trzinski	YES
Fox Cities	Ryne Lodl	YES
Jefferson	Jeremy Schmidt	YES
Kenosha	Tamarra Coleman	YES
Lakeshore	Michael Etheridge	YES
North Central	Katie Schumer	YES
Northeast	Erin Evosevich	YES
Northwest	Millie Rounsville	YES
NWISH	Debbie Bushman	YES
Ozaukee	Joana Hemschemeyer	YES
Rock Walworth	Jessica Locher	YES
Rural North	Sandy Clark	YES
Southwest	Julie McGuire	YES
Washington	Vacant	
Waukesha	Patricia Fabian	YES
West Central	Erica Schoch – (Shook)	YES
WinnebagoLand	Mike Bonertz	YES

2. Approval of Agenda – **VOTE**
- Motion to approve by Susanne Hoppe
 - Second by Debbie Bushman
 - No further discussion
 - All in favor
 - None opposed
 - Motion Carries
3. Review and approval of minutes – **VOTE**
- Motion to approve by Cheryl Detrick
 - Second by Tamarra Coleman
 - Any further discussion
 - Delegates in favor signify by saying I
 - Opposed same sign
 - Motion Carries

4. Partner Update

- Madalyn Grau, DEHCR – HOME ARP
 - DEHCR received \$41,859,563 in HOME Investment Partnerships Program.
 - Currently working very closely with HUD TA to review program materials and procedures in preparation for application release.
 - Provided HUD resources for review. Interested applicants are strongly encouraged to review.

- Sarah Isaak, DEHCR – General update
 - Provided EHH updates
 - Application deadline extended to June 30 due to contract dates changing to start on October 1st.
 - Will be emailing recipients to ask about needs for gap funding for all project types from 7/1/2023-9/30/2023.
 - Separate applications HAP and EHH.
 - Provided clarifications about HAP funding.
 - Reminder to include all attachments
 - Please reach out to Sarah with questions
 - No update on the HUD FMR waiver DECRH submitted
 - Monitoring – never send unredacted client files over email. Required to tighten security of confidential information.
 - Rent reasonableness standards – DEHCR does not have requirements on rent reasonableness and requires us to follow the BOS standards for rent reasonableness. Rent O Meter is a tool that was mentioned. Sarah needs to see the checklist and back up documentation. Comparable units must be present in the file.
 - If you use HAP as match all the COC funded rules apply, funding is more restrictive.

5. CoC Director's Report

- General Updates are included in the Director report provided at the meeting and will be sent out via email and posted to the website.
- HAP Grant
 - On BOS Website – MORE tab - EHH Grant (HAP) 2023 has all of the information about the Homeless Assistance Program (HAP) grant including the Project Application and BOS Priority Policy
 - New this year:
 - All HAP funding is in one bucket
 - Must use DEHCR Application and Scoring Rubric
 - Must sign certification forms with the BOS and a sub-contract with the BOS and will be required to adhere to those provisions. One of the requirements of HAP is that the project fit within or work to address a CoC priority.
- Data Presentation – Ending Homelessness – Looking at Data (Please see Power Point for Additional Data Details)
 - Reviewed Point in Time Data – January 2014-2023
 - January 2023 is the largest number of unsheltered persons in the BOS in the last 10 years- less people in shelter and more people sleeping outside despite increase in funding for shelters and shelter options

- Carrie will drill into more data to attempt to answer why
 - Last three Januarys by Coalitions breakdown – majority of coalitions saw an increase.
 - Reviewed July PIT which also indicated an increase in the majority of local coalitions
 - Local Coalitions have access to PIT data
 - Coordinated Entry for BOS
 - May 2023 – 80% HH/W/Out kids and 20% w/kids
 - Numbers on CE lists are down from Feb
 - Chronic, veterans numbers down for singles down
 - Types of Project needs
 - 20% - Permanent Supportive Housing
 - 51% - RRH w/intensive case management
 - 25% - Standard RRH
 - Went from 540 in February 2023 to 619 in May 2023 persons on CE lists
 - CE Data is available by Local Coalition
 - System Performance Measures – HMIS Data
 - Elements used in COC Project Competition
 - Length of time people are homeless
 - Returns to homelessness
 - Employment & Income Growth in COC Program Funded Projects
 - Successful Exits to or retention of permanent Housing
 - Overall BOS Increase at least 5% in exits to or retention of permanent housing – we did not reach this goal and did not receive any point for this section.
 - Data for Exits to Permanent housing 21-22 and 20-21
 - Street Outreach – overall decrease
 - Emergency Shelter, Safe Haven, Transitional Housing, Rapid Rehousing and PSH w/out a move in date – overall decrease
 - Request to see the data by project type and will also request a report to be able to see the weight that programs of different sizes contribute to the scores.
 - Successful Placement & Retention of/from Permanent Housing (except Rapid Rehousing) – Overall increase
- CoC Competition (Annual)
 - Carrie shared the Results of the COC Competition FY22
 - We lost one project
 - We gained two bonus projects – one RRH expansion House of Hope and one expansion Permanent Supportive Housing Western Dairyland
 - Awarded 1.3 million in DV Bonus RRH expansion Funds. Starts 10/1/23

6. CoC Staff Updates

- Meredith:
 - Monitoring is underway for sub-recipients
 - Technical assistance is available
 - Housing First

- Kate:
 - reminder to CE SSO folks budget amendments due by May 30th
 - Training Tuesday registration still open free – in person – Healing Centered Engagement – 2 spots
 - SSE Grant renews 7/1/2023 – will receive everything from Kate as soon as we get the contract from HUD – will be using Panda Docs.
 - Changes to language in the contracts.
 - Must submit audit and cost allocation plan
 - Using Dropbox for each agency to submit monthly source documentation.
 - Informational meeting in July to review Dropbox

- Leigh:
 - YHDP Updates:
 - System navigators all hired except for 2 coalitions – SN system navigators meet each month
 - Upcoming topics – CE, Assessment for SNs – match and MOU’s, Continuous Quality Improvement, SN Quarterly APR’s are required in addition to the annual APR
 - SN resources – training, file checklist, policy and pr manual
 - Task checklist
 - Assessment
 - YHDP always has technical assistance available
 - YHDP Continuous Quality Improvement
 - System and Project related goals as well as goals in the CCP are finalized. Team is currently working with ICA on how to measure each goal and have reports to measure this.
 - Once report is created, we should have data for the first half of the year
 - Planning a meeting for all interested in the accountability plan and forward movement of ending youth homelessness.
 - Training will be offered – TBD.
 - Diversion
 - Working to define Diversion for the BOS and deciding the best way to capture diversion for CQI for YHDP.
 - Point in Time (PIT)
 - Leigh is working on methodology, resource guides, and training for the Housing Inventory Chart, Non-HMIS Chart and monthly PIT reporting.
 - Feedback on PIT Post Survey – request for volunteer recruitment training, volunteer training and safety/outreach
 - Case Management Tool Kit – reviewed BOS website and how to access

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- Motion to suspend the meeting at 11:32 am
 - Made by Suzanne Hoppe
 - Second by Jeanne Semb
 - All in favor
 - Motion carries

 - Motion to resume the meeting at 11:45 am
 - Made by Debbie Bushman
 - Second by Jeanne Semb
 - Those in favor
 - Motion carries
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- Ryan Graham:
 - Finished pilot with Great Rivers 211 – started with Eau Claire and Lacrosse – Found that it was not an overwhelming about of folks that were being referred to CE and good portion were already in the system. Expanded efforts to Dairyland and coulee to start referrals as well. Will continue to look at other regions that 211 covers in the state.
 - Presentations
 - Conversation in the healthcare realm as well. Ask – please involve Ryan in local coalitions with partnerships with CE
 - National Alliance conference in March – DEI work and lived experience were heavily discussed – Ryan has some resources he will share.

7. Board Chair

1. Board of Director Position Updates.
 - Sherri Waid, representing the North Central Coalition joined the board in April – welcome to Sherri. We have also had two resignations – Sara Krall representing an organization serving those experiencing domestic violence and Brandon Cacek as the Representative with lived homeless experience. Thank you to both Sara and Brandon for their service on the board.
 - Currently recruiting for a representative with lived homeless experience, Carrie will be sending that announcement out soon and the flyer is posted to the website on the board of directors tab. Applications are due to Mike Bonertz by June 16th.
 - At the board meeting in April, directors discussed and voted not to replace any additional director positions that become vacant this year from organizations serving domestic violence, chronic homelessness, veterans and youth. Rosanne Northwood still remains our youth representative. Reminder that we already have board members from organizations that serve the additional director positions that we are not replacing. Decision will be revisited every year and are looking to the Lived Experience Committee to recruit a diverse group of people to bring the lived experience voice to the BOS.
2. Executive committee members discussed holding an in-person board meeting in June. Survey conducted did not find a date that worked for everyone. The Annual Board meeting in December will be in-person on December 5th at the United Way in Marathon County. Meeting will begin at 9 am with a board orientation for new directors and the

- board meeting will start at 10:30 am.
3. We continue to make progress on the Strategic Plan. The Strategy Road Map that was created by a task force in 2020 and the two Challenge worksheets have been posted to the website on the board of directors tab. Worksheets will be updated as progress is made on the strategies and plan for next steps with the Executive and DEI committee.
 4. A Diversity and Inclusion Survey was sent to the board and the results were shared with the Executive committee yesterday. While not all board members completed the survey and we have had some turnover since the survey was completed we did receive some valuable information that will help us move forward with working on providing local coalitions information about intentional recruitment and developing policy.
 5. Carrie and I have met with UTECH – an organization in De Pere introduced to us by Tara Prah that help with organizational development. We are in discussions with UTECH about possibly helping us with mission, vision and sustainability.
 6. Brief Review of Website Additions:
 - Quarterly Meeting Tab
 - Delegate information and the Delegate Change Form available for Delegates.
 - Board of Directors Tab
 - Board Application
 - Strategic Plan and Worksheets
 - List of Local Coalition with Board of Director Terms Expiring in November 2023.
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Polls:

1. Are you planning to attend the in person BOS Conference in Feb 2024 – Yes= 49% No= 6% Unsure=44%
 2. Topics of Interest:
 - a. Landlord engagement= 83%
 - b. Outreach=48%
 - c. Diversion= 46%
 - d. Low barrier shelter=50%
 - e. Housing first= 53%
 3. Additional Topics of Interest:
 - a. PIT =34%
 - b. Shared Housing=75%
 - c. Increasing income=68%
 - d. Coordinated Entry=54%
 - e. Youth Action Boards=25%
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8. Institute for Community Alliances (ICA) Update – Jennifer Allen
 - a. Reports requests for YHDP and other reports
 - b. NOFO Scoring Tool – encourage to go through ARP to make sure you are getting all of the points possible – system administrator can review reports with you
 - c. Revision to knowledge base – added a lot of key words to search function. Split out to two tabs – regular trainings and reports training tab. Check out the knowledge base and please reach out with questions and for support as needed.

9. Committee Presentations and Discussion

- System Performance Network – Leigh Polodna
 - First meeting of the year – will meet the 4th Thursday of each month from 1 – 2 pm
 - Goal is to look at one SPM at a time and take a deep dive into each one and then looking at the data as it currently stands
 - Best practice of how to increase performance for each measure
 - Important that this committee has representation from each Coalition
- Coordinated Entry –
 - Update from Holly Sieren, BOS CE Specialist (see PowerPoint for Comprehensive details)
 - Meets the 4th Wednesday of each month from 2-3:30 pm – Next meeting is May 24th
 - 12 workgroups. Anyone can join a workgroup
 - Strategic Planning for CE continues and is under the Evaluation Workgroup – Ryan is asking that if you were in attendance at the in-person session you continue participating in this process.
 - Implementation Workgroup – next meeting June 21 at Noon – responsible for Policy and Procedure manual and after hour plans.
 - Youth Workgroup
 - Responsible for how CE system responds to the needs of youth
 - Youth priority was completed and approved by the board.
 - Other systems of care – meets Wed June 14th at 10 am
 - Prevention and Diversion – reviewing and modifying prevention assessment and will be defining diversion
 - Emergency Shelter – processing feedback from DEHCR on shelter standards. Next meeting May 26th.
 - Veterans – do not have a veteran work group but have been talking to the veteran advisory group
 - Assessment and Prioritization – Ryan – Next meeting is June 12th at 11 am
 - Workgroup has finished the proposal of the VI SPDAT assessment
 - Looking at potential pilots and data presentation
 - New pre-screen proposal
 - P & P changes will be needed.
- Discharge Planning – Meredith
 - Co-Chairs Kristina Bechtel and Sherri Wade
 - Purpose – make sure people are not discharged to homelessness – health, mental health, corrections and foster care
 - Goal – to collaborate with the 4 key institutions to create a plan that will ensure housing for all individuals exiting these institutions
 - 2023 committee goals were shared
 - Create presentation to BOS membership at May Quarterly meeting
 - Create a series of questions for local coalition to answer in identifying discharge planning needs

- Conduct a survey and Distribution discharge planning committee members to local coalitions. In June they will choose what coalitions they will choose
- Diversity, Equity & Inclusion – Michael Etheridge
 - Committee discussed training opportunities for the in-person meeting in February. Sent Carrie an email with a suggested
 - Will look into the DEI coalition survey results done by the former committee chair
- Fiscal & Audit Committee –Millie Rounsville
 - Membership Dues invoices were sent to the local coalitions in early May. The dues are due June 30th. Send an extension request to Kathleen if necessary.
 - The WIBOSCOC engaged Hawkins Ash for the 2022 audit. They will be onsite June 8– 9. They will present to the committee once the audit draft is completed. The finance committee will present to the board for approval.
- Gaps & Needs – Sara Krall and Michelle Fredrick
 - Purpose:
 - what is going well
 - what other community supports are needed
 - how can the BOS address gaps, barrier and concerns
 - Changes:
 - Surveys were translated into Spanish and Hmong
 - Streamlined survey questions
 - Offered more clarity on who should be filling out surveys
 - Results from the Gaps and Needs Survey were presented (please see PowerPoint for comprehensive details)
 - Presented a 20-page summary report of the 2023 Gaps and Needs Survey that will go to the board for approval prior to sending out to local coalitions.
 - This was Sara’s BOS last meeting, and she will be missed. Big thanks from Michell, Carrie and Lisa for all of her work on the BOS board and Gaps and Needs Committee.
 - Board members Peter Kilde is on the committee and will help Michelle continue the good work. They have had several people leave the committee so currently looking for new members.
- Lived Experience – Cheryl Detrick
 - Actively looking for people with lived homeless experience to join the committee as two members have resigned
- Nominating –Mike Bonertz
 - Met a week ago
 - Working on working to get vacant board seats filled
 - If anyone knows persons interested in filling the lived experience seat, please let Mike know
- Public Awareness & Advocacy – Jessica L & Rosanne
 - Meeting every other month
 - Working on a social media plan
 - Reminder that you can send anything to Jessica to post
 - Looking for new members

- Will focus on one project at a time
 - Committee meets the 4th month of each month. Next meeting May 23rd.
- Veteran Advisory – Robin
 - Update and approved the charter
 - Will work on next steps
 - Meets the third Wednesday of each month
- Youth Action Board – Leigh Polodna, BOS Project Coordinator
 - YAB Attendance has slowed down. Only Rock Wall and Kenosha YAB members are attending.
 - Were meeting every other Thursday from 4 – 5 pm and will begin meeting weekly.
 - Thinking about creating a website and a Face book page
 - Discord presented to System Navigators – social media space for YAB to come together and share. Links will be sent out to system navigators. Kenosha YAB already uses Discord and it is working well.
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- 10. Motion to adjourn meeting at 1:05 pm made by Suzanne Hoppe
Second made by Tamarra Coleman
No further discussion
All in favor
Motion Carries