



WI BOS Board of Director's Meeting

November 3, 2020 1:00 pm

GoTo Meeting Webinar

<https://attendee.gotowebinar.com/register/3457388334315939853>

1. The meeting was called to order by Jeanette Petts at 1:02 pm.
2. Members Present: Michelle Arrowood, Dana Baumgartner, Mike Bonertz, Kim Cable, Cheryl Detrick, David Eberbach, Michelle Friedrich, Kathleen Fisher, Noel Halvorsen, Hannah Hamberg, Lisa Haen, Casey Levrich, Jessica Locher, Jessica Mudgett, Jeanette Petts, Tara Pahl, Millie Rounsville, Wendy Schneider, Chandra Wakefield, Ed Wilson
3. Members Excused: Angela Friend
4. Members Unexcused: Michael Ethridge, Duana Bremer, Mary Jacobson
5. Staff Present: Carrie Poser
6. Approval of minutes from Board of 10/6/20 and of 10/22/20 from Executive Committee.
 - a. Motion to table the 10/6/20 and of 10/22/20 from Executive Committee made by David Eberbach
 - b. Second made by Jessica Mudgett
 - c. No further discussion
 - d. All in favor
 - e. Motion carries
7. Treasurer's Report
 - a. Financial Reports – Kathleen reviewed the balance sheet. No questions. Kathleen reviewed the budget January through year to date versus actual January through September. Question in regard to our budgeted expenses being over revenue. We are looking to switch some funds around to balance things out. Hoping to not see a negative. Financial services are now in the budget and quarterly meetings also show a loss. The training in August and hopefully the one in November generates additional funds.
 - i. Motion to approve the financial report made by David Eberbach
 - ii. Second made by Noel Halvorsen

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- iii. No further discussion
 - iv. All in favor
 - v. Motion carries
- b. Accounting & Fiscal Policies and Procedures were sent to board member and there were no comments.
- i. Motion to approve the Accounting & Fiscal Policies and Procedures made by Kathleen Fisher
 - ii. Second made by David Eberbach
 - iii. No further discussion
 - iv. All in favor
 - v. Motion carries
- c. Kathleen presented her Fiscal and Audit Committee Report. The finance and audit committee has put in a lot of work this year and she appreciates all of their hard work. She thanked Carrie and Millie for their work on the finance committee. All of the hard work spent on the policies helped to create a policy that did not generate comments from the board. Kathleen thanked Kim for her comments at the last meeting. Millie briefly discussed her research that indicates fund accounting software is cost prohibited to the BOS that is between \$30,000 – \$60,000. They will keep working on a resolution to accounting for the purpose of aligning the costs with program grants.
8. Youth Demonstration Grant – Carrie reported that during the HUD call last week there was an update about the Youth Demonstration Grant. We should be seeing the grant soon. Carrie sent an email to Local Coalitions that indicated interest in the Youth Demonstration Grant in the spring to confirm continued interest. Coalitions that did not submit a letter of interest in the Spring were sent an email for another opportunity to express interest in the grant. There are currently eight Coalitions that have submitted a letter of interest to be an active participant in the grant writing process. The Board of Directors have not yet voted to apply for the Youth Demonstration Grant. If the grant were to come out in a week, the board would need to do an

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email vote. There are eight coalitions that expressed interest: Brown, Central, Coulee, DairyLand, Lakeshore, Northeast, NWISH and Ozaukee.

The youth Demonstration grant includes several steps:

- i. HUD has to choose the BOS as a selected community
- ii. Write a plan for a community plan to end homelessness for youth. Writing the plan takes six to eight months and will require dedication from the coalitions that decide to write for the grant.
- iii. Once the plan is approved then agencies can apply for projects.

This is a two-year grant that will become eligible to be renewed in the COC competition. More specific details will be available once the NOFA is published.

9. A presentation of the Strategic Plan for the WIBOSCOC was supposed to occur today. Larry Jones did not have the correct date for today's meeting so we will wait until the December.
10. December Board meeting – December 1, 2020 will be our annual meeting in 2020.
 - a. Officer elections – The week of November 16th Lisa will send an email with a request for board members to nomination of self-nominate for officer positions with a deadline. Board members will receive the nominations prior to the meeting and Carrie will do a poll during the December 1st meeting to elect officers.
 - b. Members will not be able to nominate from the floor at the meeting,
 - c. Committee Chairs and committee involvement will also be discussed,
 - d. Conflict of Interest and Ethics.
 - e. Intro to the new and existing board members on Fiscal processes will be on the January meeting agenda.
11. Director Update – Carrie reported
 - a. Interagency Council on Homelessness workgroup met in September and twice in October. Presentation from DHS and DOC
 - i. DHS – Discussion about COVID and different branches and divisions. Many layers in DHS. The Secretary was on the call and there were several things that

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were not discussed. Medicaid policy advisor each month – 4 coc leaders. They are looking at moving forward this the Medicaid waiver.

- ii. DOC – Four COC leaders had a conversation with Sylvia Jackson about how to be more useful to each other. Kim shared her concern about discharge planning and asked what DOC will bring to the table in regard to goods and services. Carrie clarified that she is only talking about the prison system not the jails. Discharge planning process is important for us to understand so we can address any issues. Kim expressed her concerns about how discharge planning is done by federal prisons. Carrie indicated that Coordinated Entry (CE) would be twofold with the social worker completing the prescreen and VISPDAT then sending the documents to the appropriate CE provider. The Prison social worker would be required to follow-up.
- b. Interest in Local Coalition presentations is increasing. Carrie is scheduling presentations for local coalitions. There are several trainings coalitions can choose from: Into to COC and Local Coalitions, Coalition Development, Data focused and a combined presentation. Carrie can do a part one and a part two if needed. If your local coalition is interested in a virtual presentation from Carrie please let her know.
- c. The COC Competition has not been announced yet. HUD is required to hold the NOFA competition before the end of the year.
- d. Community Packets were received by Carrie from every Coalition. Carrie and the staff will review the packets and send each coalition an action plan where they will choose the things that the local coalition will work on. It will not be only tied to the competition it will be for continual improvement.
- e. On November 24th there is a training scheduled on Fair Housing that will include information about services and support animal guidelines/laws. Carrie will continue to schedule ongoing trainings. Please send any ideas and suggestions for future trainings to Carrie.
- f. Carrie gave a preview of a grant funding document that she is working on with Kathleen in response to Kim’s feedback that it would be helpful to be able to see spending

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progress for all the BOS grants. This document will be shared with Board members once complete.

- g. There was an email sent this morning about funding available from the state, although it is not available to anyone who has ESG-CV funding or a PPP loan. Carrie encouraged members to attend the webinar on Wednesday 11.4.2020 at 1:00 pm to learn more about this funding.
 - h. ESG-CV call yesterday for EHH leads. The BOS data for CE was presented and questions were asked about the data. Carrie and Ryan are working on a response. The data was interpreted and presented inaccurately.
12. November Meeting – Carrie reported there are issues with people registering in event bright. There are currently 88 people who are not registered for the go-to-webinar and she will work to Last week Carrie met with Audrey Elegebode and discussed some current events related to racial discrimination in WI and wanted to make sure she was aware of the executive order signed by Trump that bans all federally funded organization from doing any diversity and inclusion trainings. If that executive order remains in effect, we may not be able to continue any diversity training. For the business meeting on Friday, if a board member has a presentation or needs control of the screen during the meeting please let Carrie know as soon as possible.
13. Public Policy Report – Carrie briefly discussed will send the package of information regarding the president’s executive order discussed above.
14. COVID Reporting is a very important part of what we are requesting from local coalitions each week as the State is currently planning for COVID vaccine priority. Wisconsin has identified three priorities: 1. first responders, 2. at risk populations, 3. everyone else. There is an argument being made by DHS that homeless people should be included in the at-risk population.
15. Committee Reports
- a. System Performance Network – David Eberbach reported there was nothing new.
 - b. Coordinated Entry – Dana Baumgartner and Wendy Schneider reported that they have had meetings and are working into the policies and procedures to get it current and up to date
 - c. Discharge Planning – Duana Bremer was not on the call and there was no report.

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- d. Youth Advisory Board (YAB) – Mary Jacobson was not on the call. Cheryl reported that YAB cancelled last Friday’s meeting. Mary notified YAB members that she is leaving the Board of Directors and will no longer be the Lead. Cheryl volunteered to be the new chair.
 - e. Emergency Shelter –Jessica Mudgett reported that the committee met on October 27th. Emergency Shelter Standards were discussed and there is further work to be done prior to sending the standards back to the board for review. A sub committee was formed to work on the shelter standards. Another sub-committee will work on motel vouchers. The committee will need help with a formal diversion tool. They discussed trainings for 2021.
 - f. Veteran Advisory Board – Casey Levrich reported that the committee is breaking into two groups - landlord engagement and veteran specific byname list for the BOS. The committee is working to plan a Regional get together.
 - g. Gaps and Needs – Michele Friedrich reported that the next meeting is scheduled for 11/5/2020. November 15, 2020 is the deadline for client and provider surveys. Carrie will send the survey links for members to forward to coalitions.
 - h. Public Awareness- Noel Halvorsen and Kim Cable reported that October meeting was cancelled. Next meeting is scheduled for 11/5/2020. The Hero’s Act and a white paper will be discussed. They will be working on form letters for people to send to local legislators.
 - i. Nominating Committee – Lisa Haen reported that all Local Coalition board positions with terms expiring in November have submitted nominations for those positions. We also have three additional directors’ positions that have been nominated by the nominating committee. Carrie sent the Delegates all of the nominated board member applications for a vote on November 13th at our business meeting. Board of directors’ binders will be mailed to the new board members.
16. Other business
- a. Carrie – Wednesday afternoon there is a Public Health Department meeting to discuss how they can be better involved in coalitions. Please send Carrie any information about

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what the public health departments could do to assist. Presenting the DHS about COVID and the white paper next week.

- b. Question about January PIT. Carrie indicated that HUD is not in a position to comment on what the requirements will be and suggested that we proceed with PIT planning.
17. The meeting was adjourned at 2:28 pm.
- a. Motion to adjourn made by Noel Halvorsen
 - b. Second made by David Eberbach
 - c. No further discussion
 - d. All in favor
 - e. Motion Carries

Next Meeting December 1st

Respectfully submitted,

Lisa Haen, Secretary



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