



WI BOS Board of Director's Meeting

December 1, 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, Kristina Bechtel, Mike Bonertz, Randall Brown, Kim Cable, Cheryl Detrick, David Eberbach, Michael Ethridge, Michelle Friedrich, Angela Friend, Kathleen Fisher, Noel Halvorsen, Lisa Haen, Sara Krall, Casey Levrich, Jessica Locher, Jessica Neumann, Jeanette Petts, Tara Prah, Millie Rounsville, Wendy Schneider, Chandra Wakefield
3. Members Excused: Hannah Conforti, Jessica Mudgett, Ed Wilson
4. Members Unexcused: Melissa Meyers
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 approve the 10/6/20 and of 10/22/20 from Executive Committee made by David Eberbach with the edit to the attendance of the 10/6/2020 minutes marking Lisa Haen as excused.
 - b. Second made by Kathleen Fisher
 - c. No further discussion
 - d. All in favor
 - e. Motion carries
7. Approval of minutes from Board of 11/3/20 and of 11/19/20 from Executive Committee
 - a. Motion to approve the 11/3/20 and of 11/19/20 from Executive Committee made by Millie Rounsville
 - b. Second made by David Eberbach
 - c. No further discussion
 - d. All in favor
 - e. Motion carries

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8. Election of Officers

a. Nominations recital – Lisa Haen reported the following people were nominated and have accepted their nomination:

- i. Chair – Jeanette Petts
- ii. Vice Chair – Lisa Haen
- iii. Treasurer – Kathleen Fisher
- iv. Secretary – Jessica Locher
 1. Motion to accept that slate of candidates made by David Eberbach
 2. Second made by Wendy Schneider
 3. No further discussion
 4. All in favor, none opposed
 5. Motion carries

9. Committee Chairs/involvement – Carrie discussed the plan to improve the connection of board member strengths to the need of the committees. Carrie presented an overview of the status of the current committees which includes the chair, co-chair, additional board members and a description of each committee. The established committees are based on the requirements of the Bylaws, the COC Competition that includes the COC planning grant which requires us to describe the purpose of the committee of the COC. Carrie took the information that is submitted to HUD and the Bylaws and created description for each committee. The Executive Committee, Financial and Audit Committee, Nominating Committee, System Performance Committee are standing committees. The Executive Committee, System Performance committee and Fiscal and Audit committees cannot change chairs. The hope is that with written committee descriptions and expectations board members will be able to complete a survey monkey by December 11th that will help to restructure current committees. Carrie will take the results of the survey and look at committee preference as indicated in board member applications. The Executive Committee will meet in December and make recommendations to the full board for committee assignments. Question: Is this an

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opportunity for people to jump around? Might be a can of worms, how would that be controlled? Answer: Carrie cannot control that. Some people have expressed a concern about the committee that they are currently on. Hopefully through this process we will be able to use people's strengths to run and participate in committees and get them to the committees they want to be in. There is currently an imbalance with how many members are on each committee, the need for a chair of the Discharge Planning Committee and the Youth Advisory Board.

10. Presentation of the Strategic Plan for the WIBOSCOC by Jeanette Petts and Tamarra Coleman. The Board appointed a committee to move the planning process forward. Committee members included: Tamarra Coleman, Tammie King-Johnson, Shannon Wienandt and Jeanette Petts. The committee met bi-weekly until its last call on November 9th. Larry Jones, University of Wisconsin- Madison, facilitated the planning process. Strategic planning is not a spectator sport, we need every single board member involved to make the strategic plan help the BOS grow. A brief Strategy Road Map was presented with the following Areas highlighted:

- a. WIBOSCOC Mission Statement and Identity Statement
- b. Overview of the planning session
- c. History and Background of the WIBOSCOC
- d. Impact the WIBOSCOC is Seeking to Achieve
- e. WIBOSCOC's Current Business Model
- f. Funding – Administrative
- g. Pass through Funding – Awarded to Local Agencies/Coalitions
- h. Expenses
- i. Overview of the WIBOSCOC Context
- j. Strategic Challenges – the Big Questions Facing WIBOSCOC

Following their analysis of WIBOSCOC's context within which it operates, committee members identified three "Big Questions" or strategic challenges facing WIBOSCOC.

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- i. How can BOS and its local coalition members ensure that diversity, equity, and inclusion is taking place across our work?
 - ii. How can BOS and its local coalition members create, collaborate, and share best practices, ideas, and resources which reduce or remove barriers to those experiencing homelessness and address unfunded mandated activities?
 - iii. How can BOS and its local member coalitions create and disseminate regular public awareness campaigns that speak to stakeholders at local, state, and federal levels?
 - k. Strategies to Address Challenges
 - l. Next Steps will be for the board of director to determine the next steps to move forward
 - m. All three volunteers have agreed to assist with the Strategic Plan implementation. There are many items identified that we are already doing and just need to adjust. The committee worked very hard to ensure the trends the board identified in March were honored to be a part of the strategic planning process.
- 11. Conflict of Interest and Ethics forms were presented to members by Jeanette Petts. The following policies were reviewed:
 - a. Wisconsin Balance of State Continuum of Care Board Decision Making Policy
 - b. Wisconsin Balance of State Continuum of Care Conflict of Interest and Annual Statement Question: Any thought to using the form to disclose any conflict of interest that exists annually at the time of signing? Answer: The form was designed to have members disclose any conflict at the time of discussion or decision to prevent the need to track disclosures and empower people to take responsibility of potential conflicts.
 - c. Wisconsin Balance of State Continuum of Care Policy on Responsibilities and Conduct of Members of the Board of Directors. Cheryl Detrick requested the board receive information for the board meetings sooner in order to be prepared

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for the board meetings and have the opportunity to obtain local coalition input. Receiving the information one week prior to the board meeting does not always allow members sufficient time to bring the information to local coalition members. Jeanette explained that the board had agreed that a week prior to the board meetings was acceptable. Any agenda item that requires local coalition input is discussed at the board meetings and local coalitions are given sufficient time to discuss and provide input. Jeanette clarified that the current policies that were presented are standard, on the website and do not need local coalition input.

12. The new Lived Experience Compensation draft policy was presented and discussed. Jeanette has been working on this policy for about two years and finally found a comprehensive policy that was adapted to fit the BOS. The policy addresses the board of director position held by persons with lived experience who are not already be compensated for their time or other expenses. If the person does not have the means to participate without compensation, then the policy would be considered. Mike Bonertz had a concern that while certainly sympathetic for the need to compensate, although from a process standpoint we would first need to change the bylaws to allow compensation of board members before we could pass any such policy. Carrie suggested that the rate of compensation sentence could be removed and replaced with clarification about how much would be compensated and for what expense. Our Fiscal Policy does specifically describe the reimbursement process for staff and board members. Suggestion to delete the fist bullet under compensation specifics – Rate of compensation is \$20/hour. Mike Bonertz would like to table this for today until modifications and a bylaw change is completed prior to making any decision on this policy as he is uncomfortable with a rate of pay. Mike Bonertz moved to table the policy. Jeanette suggested to create a resolution to the bylaws for just the lived experience position. Kim Cable liked the idea of compensation overall, wondering if we could make it tangible in actual expenses, for example internet fees as a monthly expenses in order to access the go-to meetings, in person meetings to include travel costs that includes

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miles, motel room and meals. Jeanette indicated that we already reimburse for miles and hotel room. For in person meetings only the time in the meeting is reimbursable rounded to the quarter hour. Carrie asked: Does the board want to compensate time versus expenses? That decision must be made first before any questions can be answered or changes made. There are many COC's across the country are trying to figure this out, how to support people with lived experience to have a voice on their board. David Eberbach circled us back to the motion on the floor from Mike Bonertz to table the policy.

- a. Motion to table the policy for the made by Mike Bonertz
- b. Second made by Kim Cable
- c. Further discussion – Noel likes the idea of having more time to think this through. He is fully in favor or understanding the barriers and doing what we can to help with participation and for people to fully access the meetings. We may want to talk to legal counsel for guidance prior to deciding compensation. Questions: if we decide to table this what happens next time? Answer: We need to do some research – is it compensation or reimbursement? Would the board position representing persons with lived experience be construed as an employee? Between now and the next meeting Carrie will ask other BOS COC's across the country to see how they do it. Kim Cable indicated she is in favor of compensation of some type and that for some agencies she has been on the board for they have a mandate for low-income representation, and she has observed compensation for direct expenses. We have some flexibility here and if the rate of pay is a barrier, we should have some sort of plan for compensation because in the meantime there may be issues with incurring costs for participation. Members were encouraged to act on this policy sooner than later. Question: Does a change to the bylaw go to the governance committee? What happens next? Answer: Jeanette indicated that Carrie will do the research and once more information/options are gathered then board members must answer

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the philosophical question if we should compensate or reimburse. Since we do not have a governance committee, if necessary, it would go to the executive committee for review and recommendations for a bylaw change would go to the full board from there. Kim Cable relayed a chat message from Millie Rounsville. Millie indicated that CAP law advised years ago to only pay expenses.

- d. All in favor, none opposed
- e. Motion carries

13. Director Update – Carrie presented the following updates:

- a. An overview of the WI Balance of State Grants showed the total award, amount spent/unspent, percentage spent and percentage left with the number of months remaining in each grant. Carrie is currently working with Kathleen Fisher and the Institute for Community Alliances (ICA) to get a final number and project cost as we spend down the COC Planning Grant. Kim Cable loves the format and would love it even more if the BOS grant information could generate from fiscal software although she will accept the format presented and is very appreciative for Carries work on this.
- b. There continues to be no official decision from HUD about the COC competition.
- c. We received guidance from the HUD Office of General Counsel confirmed agencies that receive HUD COC funds must have a person who is homeless or formerly homeless on the board of directors. If an agency does not have the proper representation, then they must request a waiver which is difficult to get. Carrie and the BOS staff are working to ensure that everyone is in compliance with this requirement and understands the role of the person is supposed to have in making agency policy and BOS funding decisions.
- d. Trainings –
 - i. Megan Wanke from the Milwaukee Fair Housing Council presented a training last week with about 100 people on the call and Carrie received positive feedback about the training.

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- ii. Working on getting someone from Disability Rights of Wisconsin to do a training. Monica Murphy presented a few years ago, so Carrie is working with her to schedule a training in January of in conjunction with the February BOS meeting.
- iii. May 13th there will be a six-hour presentation by Ryan Dowd. He is the Executive Director of a large homeless shelter outside of Chicago. He does trainings for organizations on how to compassionately manage problematic behavior. He also wrote the Librarians Guide to Homelessness and was the inspiration for the movie *The Public*, starring Emilio Estevez.
- iv. Sean Smith from Share Collaborative will be doing two different trainings:
 - 1. Trauma and Resilience: Three cohorts of up to 50 people each training on February 3, 10th and 17th
 - 2. Motivational Interviewing: Three cohorts of 50 people each with two four-hour training sessions a week apart.
 - a. Cohort 1: February 24th and March 3rd
 - b. Cohort 2: March 10th and March 17th
 - c. Cohort 3: March 31st and April 7th
- e. Point in Time (PIT) Update: We received guidance from HUD to move forward with the Wednesday on January 27 through January 28th. Carrie will send additional guidance that includes:
 - i. the recommendation to work with the public health department,
 - ii. data collection requirements that will be minimal, and include a longer time period to go back to Wednesday
 - iii. instructions for required updates to the local coalition After Hours Plan
 - iv. training for PIT Leads and SSO staff
- f. Action Plans are due on Friday December 4th. Carrie received many Action Plan submissions thus far and two extension requests.

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- g. Carrie is having issues with sending emails and is working on using another email platform called Mail Chimp to be able to send large emails.
- h. The Interagency Council on Homelessness workgroup is meeting tomorrow 12/2 from 10:00 am to noon. If you are interested in attending please email Carrie or Mike Basford for the link, anyone is welcome to attend. The showcase for the meeting is the Department of Workforce Development (DWD). The next actual Interagency Council of the Directors meeting is scheduled for next Wednesday 12/9 at 11:00 am. People are welcome to attend that meeting as well, although are muted during the meeting. If interested in listening to this meeting please request the link from Mike Basford.
- i. BOS Donation was received from Multimedia Channel who set up a Go Fund Me Campaign for the issue of homelessness for the entire state. Money was divided among the four COC's. The BOS decided to divide it up between the 21 CoC's. It is unrestricted funds that can be used for anything. How to accept the donation was a good exercise since this will not be the last time donations will funnel to local coalitions. There were some local coalitions that that responded quickly with the agency name and address where the check should go, while other agencies took a much longer time.
- j. There was a meeting with DECRH this morning. Every Monday DECHR holds a meeting at 3:30 pm for EHH Leads to hear updates and ask questions. One meeting with subgrantees did not go well because DHERC can only use Skype which has a small attendee cap. Carrie offered DEHCR the BOS platform for hosting meetings with EHH Leads and Sub-recipients. They are working on a plan for the allocation the second round of CARES Act money. They have a plan and it went to the leadership department at DEHCR. This morning the four CoC leaders provided feedback on the plan and have another meeting set for next week to further discuss several components of that plan. It was a very productive meeting with a lot of discussion. The second round of Emergency

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Solutions Grant – Coronavirus (ESG-CV) funding totals \$ 19.7 million with the following breakdown:

- i. DEHCR - Admin is 3%
- ii. ICA - HMIS
- iii. Set aside money totaling \$5 million about for a competitive process for special projects which is the one we will see first.
 1. Available to current and new grantees
 2. The money will not go through a lead agency – it will go directly to the agency.
- iv. Grantee Allocation totaling about \$5 million will use the following metrics for funding allocation to current ESG-CV grantees.
 1. Total number of people on the priority list, both HMIS and non-HMIS list and,
 2. Number of clients served in EHH/ESG-CV money in HMIS April 1st – November 30, 2020. Members discussed concerns about only looking at EHH/ESG CV funding because agencies have used other funding sources like CBDG, donations, foundation funding.
 3. Unemployment data determined by looking at the average rate by county at any given month, a weighted a six-month average and looking at the change between 2019 and 2020. There were concerns raised about this metric due to the high number of unemployment claims waiting to be processed. There is a plan in place for all of the unemployment claims to be processed by the end of the year. There was consensus that the comparison between 2020 and 2019 would be indicative of the impact of COVID.
- v. DEHCR is concerned about the slow spending of ESG-CV money and is considering implementing a 75% spend down of current funds by a

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certain date. Cheryl Detrick expressed that the agencies with WRAP funding were not able to spend ESG-CV money and wanted to make sure that DEHCR understood that. Carrie suggested that anyone with feedback should let her know and she is happy to have that conversation at the DEHCR meeting next week. On Monday 12/7 DEHCR will hold their weekly meeting with EHH Leads and discuss the information Carrie announced at a much higher level. The next step will be to do a presentation to the leads and the subs.

14. February Meeting – In-Person or Virtual - VOTE

- a. Motion to conduct all of 2021 quarterly meetings virtually and if circumstances change, we can decide to go in person and address that then made by Noel Halvorsen
- b. Second made by Cheryl Detrick
- c. No Further discussion
- d. All in Favor
- e. Motion Carries

15. Public Policy Report – Carrie sent an email last week to local coalition Leads, PIT Leads and BOS Board of Directors that included information about the open DEHCR Comment Period about the 2020-2024 Consolidated Plan and Annual Action Plan. The comment period will be open until 12/20 and is an opportunity for people to comment on how the state will distribute federal grant funds to local governments, public and private organizations and businesses. The comment period for the Hand for a Home is also open that goes until January. Carrie is working on several things to help people who are not familiar with these processes to make it more user friendly. Please pay attention to the federal stuff, they need to understand the impact of COVID on people experiencing homelessness.

16. COVID Reporting - COVID data updates are very important and may influence who receives vaccines. The CDC foundation has expressed interest in working with shelters

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in Wisconsin. The CDC Foundation is an independent nonprofit and the sole entity created by Congress to mobilize philanthropic and private-sector resources to support the Centers for Disease Control and Prevention's critical health protection work.

17. Committee Reports were not presented
18. No other business
19. The meeting was adjourned at 3:28 pm.
 - a. Motion to adjourn made by Noel Halverson
 - b. Second made by David Eberbach
 - c. No further discussion
 - d. All in favor
 - e. Motion Carries

Next Meeting January 5, 2021

Respectfully submitted,

Lisa Haen, Secretary



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