



WI BOS Board of Director's Meeting

December 3, 2019
GoTo Webinar 1:00-3:00 pm

1. The meeting was called to order by Jeanette Petts at 1:06 pm.
 - a. Members Present: Michelle Arrowood, Dana Baumgartner, Mike Bonertz, Duana Bremer, Meika Burnikel, Cheryl Detrick, Michael Etheridge, Noel Halvorsen, Kathleen Fisher, Michelle Friedrich, Lisa Haen, Mary Jacobson, Casey Levrich, Jessica Locher, Jessica Mudgett, Jeanette Petts, Tara Prah, Millie Rounsville, Chandra Wakefield, Ed Wilson, Wendy Schneider, Abigail Swetz
 - b. Members Excused: None
 - c. Members Unexcused: Dave Eberbach
 - d. Staff Present: Carrie Poser
2. Approval of Board meeting minutes from 11/7/19 and 11/22/19 Executive Committee meeting minutes
 - a. Motion to approve the 11/7/19 and 11/22/19 minutes made by Jessica Locher
 - b. Second made by Duana Bremer
 - c. No further discussion
 - d. All in favor
 - e. Motion carries
3. Bylaw change in Article VII, Section 2 was presented and discussed. Members asked questions that were answered. If approved the bylaw change will be presented for a final delegate vote.
 - a. Motion to approve the bylaw change made by Noel Halvorsen
 - b. Second made by Jessica Locher
 - c. No further discussion
 - d. All in favor
 - e. Motion carries
4. Strategic Planning session – March 10th, CWCAC in WI Dells 9 am – p.m. There will be some pre work being completed so please keep an eye out for that information. Larry from UW-Extension will be facilitating this session.
5. Training session is scheduled for February 13th - This will be a Training Session instead of a Board Meeting for Board Directors on the Financial Policies and Procedures. It is optional and possibly being held in Wausau.

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6. A Board photo will occur at the February Quarterly BOS Meeting and all directors are being asked to be in attendance for the photo if possible.
7. Carrie is in the process of reviewing the policies listed below and plans send them out for comment this Thursday for review. The deadline to submit comments is December 20th and the comment information will be ready for presentation and discussion at the January 7th Board Meeting.
 - a. Education
 - b. CE Waiver
 - c. Involuntary Separation
 - d. EHH Monitoring
 - e. Governance Charter – needs to be updated, Carrie will be working on this
8. Carrie reported that there is currently nothing booked for the February meeting although she is waiting to get information back from several requests. If you have ideas, please let Carrie know as soon as possible so she can have a draft agenda done by the Jan 7th board meeting. Jeannette stated that the Rock/Walworth presentation was wonderful, and it would be great to have something similar to that from another area. DEHCR is invited to every meeting. Dale Darrow has been invited for the last three years and will continue to be invited. We may ask him to speak in the future at a Balance of State Quarterly Meeting.
9. Public Policy Report - Carrie reported that the Senate bills have stalled and there was a letter that the governor sent to the joint finance committee asking for the funds to be released. Funds have not been released to date. Carrie will meet with Senator Stroebel's office to discuss what the concerns are. All 4 COC leaders will be attending this meeting. Otherwise the funds will not be released until after Jan meeting with Congress. Next Interagency meeting is scheduled for December 10th.
10. President's report –
 - a. Carrie indicated that on Friday the 4 COC directors are meeting with the Department of Children and Families to sign an MOU to submit a request for the Fostering Youth Independence (FYI) Vouchers, Vouchers for youth exiting foster care. The Department of Children and Families is also looking for partnerships with all COC's pertaining to this matter.
 - b. A meeting with Mike Basford to discuss expectations for Interagency Council is arranged.
 - c. Review of all committee charters was completed, and chairs are receiving feedback.

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- d. Carrie is continuing to work on Match. Please NOTE: If a Board member is not able to submit their time as match please send an email to Carrie ASAP so she is aware.
- e. Carrie is working on updating PIT forms for the 2020 count.
- f. Jen Schmohe is updating the website, please let Carrie know if you see anything that is need of attention. The Committee Tab is being worked on as well.
- g. Coordinated Entry will be updated due to a new explanation of the priority for Rapid Rehousing.
- h. Plan to work on Housing First and the Scoring Tool.
- i. Policies have been drafted for involuntary separation and education.
- j. Governance Charter will need to be updated due to many changes.
- k. Coordinated Entry Waiver Policy is being worked on and will be coming out with the other policies.
- l. Staff are working on streamlining monitoring to make it more efficient for everyone.
- m. By Jan 7th you will also have the Emergency Shelter Standards for comment.
- n. Mainstream Voucher grant applications were awarded to Chippewa and Eau Claire Housing Authorities.
- o. Several Housing Authorities can apply for FUP and some will be looking at expanding.
- p. Starting in January new Agency staff and Agency Agreements will come out the beginning of the year for CE.
- q. The Kalahari sent Carrie an email and would like us to agree to contract services with them till 2030. Carrie will be looking this over and getting back to us about the specifics and if Kalahari is able to meet our needs. She is currently working to address the issues we had at the November meeting.
- r. Carrie asked for questions.
- s. Millie asked if Carrie could include PIT dates in the newsletters and the website, so they are public (4th Wed of every month). The Point in Time is always the fourth Wednesday of each month with the upcoming PIT date of January 22, 2020.

11. Committee Reports –

- a. Noel Halvorsen reported that the Public Awareness Committee is working on the transition between chairs. Looking ahead to the Home for Everyone Conference and Advocacy Day.

- b. Jeanette reported that Don Roach and Paul Bisset both resigned from the BOD.
- c. CE – Dana Baumgartner reported that they are working on marketing materials. Meeting scheduled for December 20th. No transition occurring at this time, the committee is stable.
- d. Meika Burnikel reported that the Youth Advisory Board is running a Youth contest that is posted on the YAB tab on the website. The committee is also working on the committee charter. There are currently no transitions and more members from different areas are joining the committee. There is a youth meeting on December 18th in the La Crosse area, the flyer will be coming out soon.
- e. Casey Levrich just returned from maternity leave and will connect with Don Roach to get an update about what the Veteran's committee is currently working on.
- f. Duana Bremer reported that the Discharge planning committee has finalized the MOU for Hospitals that will be sent to Carrie by December 15th so she can send it to other COCs to begin using in their communities. The committee plans to move ahead to work with the Department of Corrections next.
- g. Jessica reported that the System Performance Network is scheduled to meet next Tuesday December 10. SPN data was sent to Local Coalitions. They are revising the committee governance charter.
- h. Lisa Haen reported that the Nominating Committee sent a letter to the Washington Coalition for a replacement upon receiving Paul Bissett's resignation and also sent the recruitment emails to the BOS membership for the three vacant additional director positions that includes veterans, persons with lived experience and chronic homelessness. The Local Coalition does not have a deadline for application submission. The additional directors have a January 15th deadline for application submission. The committee is also working on written processes for recruiting new board of directors, member organizations and the annual publishing of an invitation for new members to join the Balance of State.
- i. Jessica Mudgett reported that the Emergency Shelter committee has not met since the BOS meeting.
- j. Fiscal and Audit – Kathleen reported that on December 16th she is scheduled to meet with Millie in Superior to work to transition to the treasurer position. The committee is working on revisions for the Fiscal Policies.
- k. Abby Swetz reported that the Gaps and Needs Committee met last week, and they are working on the client survey. The committee is asking for 50 responses

from each region and have currently received 80 surveys. The committee also has a survey for current members to assess committee needs.

12. Other business - Mike Bonertz discussed two items under new business as follows:

- a. Mike's Local Coalition is wondering if we can get information, such as agendas out to Local Coalitions earlier if possible. If we are doing things that require LC input, it would good to have the information sooner so they can vote properly. Carrie indicated that the Balance of State agendas must go out 30 days prior to the meeting and at times committees need to provide information for Local Coalitions to review prior to voting. When committees do not get the information to Carrie on time, delays have and will continue to occur. The agenda for the board meetings is usually sent the week before the meeting but no later than 24 hours prior to the meeting.
- b. ADVOCAP is asking for an exception for good cause from the BOS Board regarding Permanent Supportive Housing programs that do not allow agencies to rent the property they own – there are a limited number of units available in communities and being able to rent units an agency owns would help with this issue. There is an understanding that the agency would not charge for the units and would not be able to use the money for match. Suggestion to have Mike on the agenda on January 7, 2020 and he agreed to send more specific information with his request prior to the January meeting.

13. Meeting was adjourned at 1:59 pm

- a. Motion to adjourn made by Noel Halvorsen
- b. Second by Michelle Frederick
- c. No further discussion
- d. All in favor
- e. Motions carries

14. Next Meeting January 7th via GoTo Webinar – Everyone received an email from Carrie a few weeks ago with the registration links to the meetings through the first quarter.

Respectfully submitted,

Lisa Haen, Secretary



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