



Board of Director's Meeting
12/19/17
Go-To Webinar
MINUTES

1. Meeting called to order at 1:02 pm
 - a. Members present: Carrie Poser, Jeanette Petts, Mille Rounsville, Lisa Haen, Renee Greenland, Lori Cross Schotten, Debbie Bushman, Duana Bremer, Don Roach, David Eberbach, Susan Tucker, Kathleen Fisher, Alexia Wood, Mary Jacobson
 - b. Members Excused: Adrienne Roach, Meika Burnikel
2. Approval of Minutes November 6, 2017 and November 27, 2017
 - a. Motion to approve November 6 and 27 minutes by Debbie
 - b. Second by David
 - c. No further discussion
 - d. Motion Carries
3. Approval of Finance Report
 - a. Motion to approve finance report by Kathleen
 - b. Second by Don
 - c. No further discussion
 - d. Motion carries
4. **Feedback from November meeting:** Members reviewed the BOSCO November 2017 Quarterly meeting survey results. The new format was well received by members. Carrie highlighted both positive and information members provided for areas of improvement. Members discussed presenters and topics for future meetings and the possibility of implementing roundtables at future Balance of State meetings. Discussed feedback about making the Power Point that Carrie presented more visible to attendees, possibly sending the PPT out prior to the meeting and using the detail section for notes. Discussed the feedback about Fridays and possibly ending the business meeting earlier. It is difficult to predict when the Friday business meeting will end and that feedback is common. Another suggestion for an after-meeting networking

opportunity was discussed. Carrie offered to look into some options to organize a get together for people to network after the Thursday meeting.

5. **Board Scoring Tool:** Discussed the process for comments on the Board Scoring Tool. Carrie will be looking at the HUD Ranking Tool the second week in January and she will report back to the Board about how her experience with the HUD Ranking Tool. Members agreed that we should release the 2017-2018 Board Scoring Tool for comment this week and comments will due on February 16th.
6. **Carrie's Meeting with DEHCR:** Carrie and ICA staff, Adam Smith, Maggie Carden met with DEHCR – Matt Sorenson, Erin Davis, Susan Brown and Landon. There is a hiring freeze until the end of the year so Theola has not been replaced yet and Susan Brown is the interim for Theola. Purpose of the meeting was to get on the same page. Carrie answered a lot of questions about the ETH grant process, Coordinated Entry, RRH Standards among other areas of concern from DEHCR. Carrie is concerned about the BOS relationship with DEHCR moving forward. Carrie working with DEHCR to get the Con Plan substantiated to be able to allocate funds for 2018-2019. DEHCR expressed concerns with ETH reporting. Monitoring discussion included concerns with Meredith's involvement. Carrie will continue to work with DEHCR as needed.
7. **Report on Interagency Meeting:** Carrie met with the Interagency Council Task Force which was their last meeting. The Policy Group will meet in February.
8. **Lakeshore CAP CoC Structure:** Carrie is doing community presentations. She did a presentation at Lakeshore COC last week that included a large variety of people, such as banks, United Way and other non-homeless providers. Carrie sent Board members the Lakeshore MOU and By-Laws as examples of something we may want to consider suggesting the BOS Local COC's to implement. Overall members liked the Lakeshore example MOU and By-Laws. Carrie will send out the examples to the BOS membership and will discuss further at the May meeting.
9. **Reminder of match documentation/PIT match:** Jeanette discussed the importance of collecting Match Documentation during the PIT Event. Carrie reviewed a form that we could use during the overnight unsheltered/street count. This match is needed for the planning grant.
 - a. Motion to approve the Point in Time Volunteer Donation Form by Kathleen
 - b. Second by Debbie
 - c. No Further discussion
 - d. Motion carries

10. **Almost heaven, West Virginia:** Carrie is going to West Virginia in March in response to an RFP for Carrie to provide guidance on governance for a Balance of State. The RFP was for \$12,000 and covers the cost of travel and about \$4,000 can be used as match.

11. **New Business:** Jeanette intends to add a section to the agenda for committees to discuss any issues or to ask questions. Alexia gave an update on Emergency Shelter Standards, they are currently working on merging Emergency Shelter Standards from North Carolina and the ones previously worked on by the committee.

12. Motion to Adjourn by Debbie at 2:20 pm

- a. Second by Renee
- b. Motion carries

Respectfully submitted by,

Lisa Haen, Secretary

WIBOSCOG

