



WI BOS Board of Director's Meeting

February 4, 2020
GoTo Webinar 1:00-3:00 pm

1. The meeting was called to order by Jeanette Petts at 1:05 pm.
 - a. Members Present: Michelle Arrowood, Dana Baumgartner, Mike Bonertz, Duana Bremer, Meika Burnikel, Cheryl Detrick, Dave Eberbach, Michael Etheridge, Noel Halvorsen, Kathleen Fisher, Michelle Friedrich, Lisa Haen, Mary Jacobson, Casey Levrich, Jessica Locher, Jessica Mudgett, Jeanette Petts, Wendy Schneider, Abigail Swetz, Millie Rounsville, Chandra Wakefield
 - b. Members Excused: Tara Prah, Ed Wilson
 - c. Members Unexcused: None
 - d. Staff Present: Carrie Poser
2. Approval of minutes from 1/7/20 BOD and 1/16/20 Executive Committee meeting. The roll call vote that occurred at the 1/7/20 board meeting will be added to the minutes.
 - a. Motion to approve the 1/7/20 BOD as amended above and 1/16/20 Executive Committee minutes as written made by Mike Bonertz
 - b. Second made by Noel Halvorsen
 - c. No further discussion
 - d. All in favor
 - e. Motion carries
3. The November 2019 Finance report was not reviewed. Kathleen Fisher, treasurer, requested a closed session special meeting that was scheduled for February 13, 2020 at 5 pm at the Stoney Creek Hotel and Conference Center to review the Finance Policies. Members will receive an email notice regarding the special meeting and arrangements will be made
 - a. Motion to table the approval of the November 2019 Finance Report made by Jessica Mudgett
 - b. Second made by Michelle Frederick
 - c. No further discussion
 - d. All in favor
 - e. Motion carries

4. Cheryl Detrick discussed the Youth Housing Demonstration Project Grant that her agency is interested in applying for. The Notice of Funding Availability (NOFA) will be coming out soon and the board will need to provide approval for the BOS to write for the grant. This grant has been released three times and the BOS has passed three times. A suggestion was made to revise the letter of interest and send out to the membership. When the NOFA is released the BOS will have a certain amount of time to submit an application. Historically, this application is heavy in narrative with limited pages, attachments and requires a Memorandum of Understanding (MOU) with a Youth Advisory Board and DCFS. Only COC collaborative applications are accepted. The grant may allow eight months to use funding specifically for planning and that funding is not renewable. Upon completion of the grant planning phase, projects may be submitted. Initially, awarded projects are two-year grants then may become renewable. The minimum funding request is 1 million dollars. The first step is to determine the level of commitment of the COC that will address youth homelessness and must be based on need. The BOS will need to define the geographic region in the initial application which cannot change later. The Youth Advisory Board (YAB) will need to officially vote to approve that the COC to move forward with an application and the full board must approve the application. Once the NOFA is released then the YAB and BOS board will be provided with essential information to make a decision. Carrie suggested that we revise the letter of intent and send it to the membership to gauge interest. The Youth Advisory Board is currently reviewing the letter of interest and will provide feedback.
5. Alternative Conference Call Services were researched by Jen Schmoe. The other options that were found are being compiled and demos are being set up. Those options will be shared with the full board for a final decision. BOS staff have completed how-to guides for webinar meetings for organizers and users to be able to set up and properly use.
6. Carrie provided a Public Policy Report – The Governor signed one bill, AB 119, that provides additional \$500,000 in 2020 and 2021 for the State Shelter Subsidy Grant (SSSG) that will require the use of performance metrics including exits to permanent housing, decrease in length of stay and reoccurrence and increases in employment and income. Four of the remaining seven bills are held up by the Utilities and Housing committee. There have been Assembly and Senate negotiations and there appears to be a path for the four bills to be voted out of committee. Those four bills include the Housing Assistance Program (HAP) grant, Housing Case Management, Housing Quality Standards (HQS) and the Housing Navigation Grant. In January, Carrie sent out invitations to all Wisconsin Senators and Assembly persons to attend the Point in Time (PIT) survey in their communities but they were not able to attend in their communities

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due to being in Madison for the WI State of the State Address. Carrie has been receiving phone calls from Systems of Care in various communities indicating that the powers that be want to better understand the impact of the bills in their particular community. Next week the Interagency Council Work Group will meet with the Department of Children and Families that will focus on different programming. The four COC leaders continue to meet weekly to ensure that they are all on the same page and are able to get ahead of issues that might arise.

7. Carrie reported that she is trying to secure the locations and agendas for the next three Balance of State meetings. In August there is a conflict with dates. Normally we would meet August 13 and 14 but this year Lake of the Torches in Lac du Flambeau has a conflict, with availability on August 20 and 21st. There are several members that cannot attend although no members were opposed to making that date change, so we will move forward to book Lake of the Torches Lac du Flambeau. A few Local Coalitions have requested that Carrie facilitate strategic planning training for capacity building in their local coalitions. Carrie completed the HAP monitoring last week. Abby Swetz was able to find an intern for the BOS who will be working with Ryan on Coordinated Entry. HUD has not posted results for Tier 2. The status of the BOS EHH Certification Process was discussed. There is no guarantee that DECHR will require the BOS EHH Certification Process which will most likely have a negative impact on EHH grantees and the COC as a whole.
8. Committee Reports
 - a. Current Updates and goals for 2020:
 - i. System Performance Network – David Eberbach reported that there is currently a big push to process the information on system performance measures and get that out to local coalitions. Will spend part of this year looking at the webpage to tidy that up and focus on the reports that are most useful.
 - ii. Coordinated Entry – Dana Baumgartner reported they are working on updating the policy on how often an agency needs to update the VISPDAT. Also updating the Coordinated Entry Partnership Agreement and have finished marketing materials. Ryan clarified what the CE Committee should be reporting to the board. Waiting for the CE Implementation Team to give them more work.
 - iii. Discharge Planning – Duana Bremer reported that they have not met for a month. The MOU for the hospitals is completed and next is the MOU with the Department of Corrections. After DOC the committee will work on the MOU for the Foster Care System.
 - iv. Youth Advisory Board (YAB) is working on the Contest and have one entry so far. The deadline is the end of February. Members are reviewing and discussing the Youth Demonstration Grant. Meetings with Youth continue to occur and the 2020 schedule so far for this year is Green Bay-Quarter 1 Marionette Quarter 2. Currently looking for agencies to host youth meetings for Quarters 3 and 4. YAB is also working on a Youth Needs assessment with the Gaps and Needs committee.

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- v. Emergency Shelter – Michael Ethridge reported that the committee has not met yet due to issues with the go to meetings. There is a Webinar scheduled for February 11th. The committee will be looking at the diversion tool and discussing implementation. They are also in the midst of completing the Committee Charter
- vi. Veteran Advisory Board – Casey Levrich reported that she is currently figuring out where things were left off during her time off. The committee is reviewing membership and attendance requirements. Discussing what is happening in local regions and how they are structured to support veterans. Looking at what areas of the state are doing stand downs and resource fairs for veterans. Also looking at outreach and communication to VFW's and legions and trying to broaden outreach efforts where needed in the BOS area.
- vii. Gaps and Needs – Michele Friedrich reported that they are collecting the remainder of the survey – Goals to work with Meika on the youth needs survey.
- viii. Public Awareness- Noel Halvorsen reported that he is attempting to connect with all members on the list. He sent out a draft charter and is hoping to finalize this week. Noel will be meeting with Carrie on creating an action plan.
- ix. Fiscal and Audit – Kathleen reported that the committee recently voted to use QuickBooks. Working diligently to transition the treasurer position.
- x. Nominating Committee is currently working on creating processes that are required in the bylaws for recruiting members and member organizations and publishing an annual invitation. We will be discussing goals for 2020 at the Committee meeting on February 13, 2020.

9. Reminders

- a. Policies out for comment so please review and provide your comments by the 2.7.2020 deadline.
- b. Get your match in! There are quite a few directors that have not submitted match so either let Carrie know that you cannot use your time as match or complete the required forms and submit as soon as possible.

10. Other business

- a. Jeanette announced that Burnie Juno passed away recently. She worked tirelessly at Hebron House of Hospitality to address homelessness in Waukesha. Her services are on Tuesday February 11, 2020 in Madison.
- b. Mike Bonertz discussed the email he sent on 1/31/2020 to the full board and asked to discuss:

ADVOCAP is respectfully requesting a letter of support from the WIBOSCOC in our efforts to get an Exception for Good Cause from HUD. We are asking that HUD allow our State HUD office to grant us the Exception for using our agency owned SRO units as match for our PSH grant.

As a result of the presentation at the November WIBOSCOC quarterly meeting, it is clear that we all need to find innovative ways to assist single persons in our local CoC's. Our current PSH grant is for six units, and ADVOCAP is offering to add three additional agency owned units strictly for the purposes of match. We understand that the current grant does not allow us to use agency owned units for the purposes of leasing, HOWEVER, we are not asking for leasing funds -- we are asking for our agency to be allowed to use the difference between FMR The Wisconsin Balance of State Continuum of Care's mission is to end homelessness by supporting local coalitions throughout Wisconsin.

and what (if anything) the tenant pays toward the cost of living in the furnished unit, including utilities.

As you know, WIBOSCOC staff and ADVOCAP submitted an AAQ to HUD, so we are only left with the option of requesting an Exception for Good Cause. I believe the Board, whose mission (in part) is "to end homelessness in the State of Wisconsin", would see this as a valid reason to ask for such an exception. Adding the units for this purpose would not add any financial burden onto the grant. We are solely looking for the ability to use the value of the unit as match. We are hoping to submit the request to HUD ASAP.

- a. Motion to provide a letter of support from the WISBOSCOC in their effort to get an Exception for Good Cause from HUD. We ask that HUD allow the State HUD office to grant an exception for using Advocap's agency owned SRO units as match for their PSH grant made by Cheryl Detrick.
- b. Second made by Wendy Schneider
- c. Further discussion includes Carrie explaining the current process of writing a letter of support. This process is explained in the BOS Newsletter and on the BOS website. When an agency requests a letter of support from the BOS, Carrie asks for basic information and details of the request to determine if the BOS supports it, she considers precedent setting and ensures the request follows the mission. We also confirm that the agency participates in the Local COC, the BOS and Coordinated Entry. Carrie suggested that the board consider the specific statutory information related to this request prior to making a decision. A suggestion was made that ADVOCAP work with the BOS staff to make sure all of the required information is included in the letter to HUD. Members were reminded that ADVOCAP is not looking to use the units to lease to participants in HUD programming, they are asking to use it as match. There is a concern that if it is not an eligible activity for the grant then it also an ineligible match source. Further discussion included a concern that the motion on the table takes away Carrie's decision making by not allowing her to follow the established process. This request did not need to come to the board, it should have gone directly to Carrie. If there was a concern or conflict Carrie would have taken it to the Executive Committee, which is part of the request process. Roll call vote 11 No, 6 Yes and 4 Abstain as follows:

Coalition – Member	Nominated Director – Name	Vote
Brown	Noel Halvorsen	YES
Central	Wendy Schneider	YES
Coulee	Mary Jacobson	NO
Dairyland	Casey Levrich	NO
East Central	Ed Wilson	-
Fox Cities	Tara Prah	-
Indianhead	Jessica Mudgett	YES
Jefferson	Jeanette Petts	NO
Kenosha	Lisa Haen	NO
Lakeshore	Michael Etheridge	NO
North Central	Chandra Wakefield	YES
Northeast	Cheryl Detrick	YES
Northwest	Millie Rounsville	YES
NWISH	Michelle Arrowood	NO
Ozaukee	Kathleen Fisher	ABSTAIN
Rock Walworth	Jessica Locher	ABSTAIN
Southwest	Michelle Friedrich	ABSTAIN
Washington	Vacant	-
Waukesha	Dana Baumgartner	NO
West Central	Duana Bremer	NO
Winnebagoland	Michael Bonertz	ABSTAIN

Additional Directors	Nominated Director – Name	Vote
HMIS Lead	David Eberbach	NO
Lived Experience	Vacant	-
Domestic Violence	Abigail Swetz	NO
Veteran	Vacant	-
Youth	Meika Burnikel	NO
Chronic Homeless	Vacant	-

11. Meeting was adjourned at 2:48 pm

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

12. Next Meeting February 13 at 5 pm at the Stoney Creek Hotel and March 3rd via GoTo Webinar

Respectfully submitted,

Lisa Haen, Secretary



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