



WI BOS Board of Director's Meeting  
June 2, 2020  
GoTo Meeting Webinar 1:00 pm

1. The meeting was called to order by Jeanette Petts at 1:05 pm.
  - a. Members Present: Dana Baumgartner, Mike Bonertz, Duana Bremer, Cheryl Detrick, David Eberbach, Michel Etheridge, Michelle Friedrich, Angela Friend, Kathleen Fisher, Noel Halvorsen, Lisa Haen, Hannah Hamberg, Mary Jacobson, Casey Levrich, Jessica Locher, Jessica Mudgett, Jeanette Petts, Tara Pahl, Millie Rounsville, Ed Wilson
  - b. Members Excused: Michelle Arrowood, Kim Cable, Wendy Schneider, Chandra Wakefield
  - c. Members Unexcused: None
  - d. Staff Present: Carrie Poser
2. Approval of minutes from Board of 4/30/20, 5/5/20, 5/7/20 and 5/14/20 and Executive Committee of 5/27/20. Executive Committee meeting minutes were not sent out and therefore will not be voted on today.
  - a. Motion to approve the 4/30/20, 5/5/20, 5/7/20 and 5/14/20 made by Jessica Locher
  - b. Second made by David Eberbach
  - c. No further discussion
  - d. All in favor
  - e. Motion carries
3. Kathleen Fisher presented the Treasurer's Report. All Financial Reports were reviewed. Questions were asked and answered. Suggestion to add a column for year to date numbers and to make sure that people understand that the numbers the year and not the quarter???
  - a. Motion to approve the Financial Reports made by Kathleen Fisher
  - b. Second made by Noel Halvorsen
  - c. No further discussion
  - d. All in favor



- e. Motion carries
4. The proposed Board of Director Attendance Policy was sent out without the recommendations based on the comments.
    - a. Motion to table the review of the proposed attendance policy and wait until it is sent out for an email vote by Dave Eberbach
    - b. Second by Ed Wilson
    - c. No further discussion
    - d. All in favor
    - e. Motion carries
  5. The revised HMIS Governance Documents were sent to members and briefly discussed. Mike Bonertz indicated that he had these documents out for review by a domestic violence agency and wanted to obtain feedback about how the HMIS Governance Documents
    - a. Motion to table the HMIS Governance Documents made by Mike Bonertz
    - b. Second by David Eberbach
    - c. No further discussion
    - d. All in favor
    - e. Motion carries
  6. Carrie discussed the July Point in Time & Match given the current nature of the work. The Fiscal and Audit committee discussed the loss of match and the Executive Committee discussed the concerns about having the PIT in July. Carrie's goal is that this board will vote on an alternative plan. The alternative plan will be called the Summer Outreach Plan. We use the July PIT to demonstrate the HUD requirement that we engage in a 100% geographic coverage through PIT outreach. This helps us to score points on the Collaborative Application for the COC Project Competition. In past years we have generated \$15,000 in volunteer hours for match. This year we need \$11,000 for the planning grant match. A proposal was created by Carrie and the BOS Staff. BOS Staff each are assigned 7 local coalitions. They will work with each coalition to design a Summer Outreach Plan which will include how to leverage other activities that would count for match, such as the After-Hour Plan and how to document those

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match hours. We would not be having a one-night PIT. While this plan would not be written the same in the Collaborative Application. Members discussed the pros and cons to changing the overnight PIT count to an Alternative Outreach Plan. We would not be able to collect the same data if we decide to engage in the overnight PIT Count.

- a. Motion to conduct the regular Point in Time Outreach Event made by Jessica Mudgett
- b. Second by Duana Bremer
- c. Further discussion – Duana feels like the July PIT is a great marketing opportunity but this year the other three COC’s will not be doing the PIT on the same night. Tara suggested Local Coalitions could have the option to choose how they want to proceed. Cheryl agree that it would be a good idea to give Local Coalitions the options. Angela talked about how difficult it is for some Local Coalitions to get volunteers and COVID would make getting volunteers even more difficult. It is difficult to predict what will happen in July. Carrie also discussed that some communities have curfews right now and there is violence happening. Local Coalitions would determine how an alternative plan would look with the help of the BOS staff assigned to their coalition.
- d. Roll call vote below
- e. Motion fails

Coalition – Member	Nominated Director – Name	Vote
Brown	Noel Halvorsen	No
Central	Wendy Schneider	--
Coulee	Mary Jacobson	No
Dairyland	Casey Levrich	No
East Central	Ed Wilson	No
Fox Cities	Tara Prah	No
Indianhead	Jessica Mudgett	Yes
Jefferson	Jeanette Petts	No
Kenosha	Lisa Haen	No
Lakeshore	Michael Etheridge	No
North Central	Chandra Wakefield	--
Northeast	Cheryl Detrick	No
Northwest	Millie Rounsville	No
NWISH	Michelle Arrowood	

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Ozaukee	Kathleen Fisher	No
Rock Walworth	Jessica Locher	No
Southwest	Michelle Friedrich	No
Washington	Hanna Hamberg	No
Waukesha	Dana Baumgartner	No
West Central	Duana Bremer	No
Winnebago	Michael Bonertz	No
<b>Additional Directors</b>	<b>Nominated Director – Name</b>	<b>Vote</b>
HMIS Lead	David Eberbach	No
Lived Experience	Vacant	--
Domestic Violence	Vacant	--
Veteran	Angela Friend	No
Youth	Vacant	--
Chronic Homeless	Kim Cable	--

- a. A motion that the BOS provide an alternative for the July pit that allows the Local Coalitions to navigate through the July event made by Tara Prah
  - b. Second by Noel Halvorsen
  - c. Further discussion
  - d. All in favor with one opposing – Jessica Mudgett
7. Update on Finance Task Force – Carrie will have a revised Financial draft policy and procedure manual completed by June 30<sup>th</sup>.
  8. Update on Strategic Planning Task Force – Jeanette has been unable to contact Larry Jones. As soon as she can get in touch with Larry we will pick off where we left off with the Strategic Planning process.
  9. Director Update –
    - a. Carrie will send an email to the local coalition and PIT leads on Friday. The PIT leads will be contacted by the BOS staff assigned to the Local Coalition. BOS Staff will assist PIT leads to develop an alternative summer outreach plan.
    - b. EFS6 meetings every Wednesday continue to occur. Email went out on Friday to the COVID Contacts regarding PPE and had a list of each counties Emergency Management contact. In return, Carrie provided them with all of the BOS COVID

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Contacts. The COVID Contact needs to send the number of PPE that the Local Coalitions need for shelter and homeless programs. If there is an issue, we need to let Carrie know.

- c. Carrie is currently working on the HUD HDX January PIT due June 30<sup>th</sup>
  - d. Carrie is also working with Leigh on the HAP grant. Carrie submitted the HAP application to DECHR last week.
  - e. The Issues and Conditions for the SSO DV Grant and SSO CE grant are completed. SSO spend down is occurring and we are redirecting funds as needed to make sure all grants get spend down.
  - f. EHCY – Education of Homeless Children and Youth – Carrie is on the review team that will be finishing up next week.
  - g. Carrie – Alice reports?
  - h. Overall simplifying the match process for committee members and board members to increase efficiency and the amount of match.
  - i. Meredith is setting up calls for PSH peer meetings for the summer which will include RRH.
  - j. Staff has modified the monitoring process for Housing First and Coordinated Entry to reflect the COC Project scoring tool.
  - k. Almost completed with revising the homeless verification form and creating training on how to complete the form.
  - l. Ryan is working on trainings, a revised compliance tracking process, and notification process of non-compliance.
10. August Meeting – Carrie reported that both the Fiscal and Audit committee and Executive Committee expressed concern with an in-person meeting and lost match. Suggestion to charge a nominal fee for the virtual training meeting in August. August 13<sup>th</sup> and 14<sup>th</sup> are the days we are looking at to schedule trainings and business meeting. Carrie and the BOS staff have several ideas for trainings and will reach out to get more suggestions.
11. Public Policy Report – Carrie indicated that she has been on calls with the four CoC's and Mike Basford. The four COC Leaders are working on a letter to the Interagency



Council expressing their desire for a systematic response to funding opportunities that would help with an efficient distribution of funding for programming. The letter will be informational in nature with a focus on expressing systemic needs and will not include any feedback about how things are going in local coalitions.

## 12. Committee Reports

- a. System Performance Network – David Eberbach reported they are schedule to meet next Tuesday.
- b. Coordinated Entry – Dana Baumgartner had nothing new to report.
- c. Discharge Planning – Duana Bremer had nothing new to report
- d. Youth Advisory Board (YAB) – Mary Jacobson had nothing new to report
- e. Emergency Shelter – Michael Ethridge indicated nothing has changed and the next meeting as a full committee is scheduled for June 23<sup>rd</sup>.
- f. Veteran Advisory Board – Casey Levrich reported they are meeting July 15<sup>th</sup>.  
The Minnesota Veteran to End Homelessness Leaders will present how they are ending homelessness. It is a possibility that the Veteran Leaders would do a larger BOS presentation sometime in the future. The committee is currently working on the goal to end veteran homelessness in the BOS.
- g. Gaps and Needs – Michele Friedrich had nothing new to report.
- h. Public Awareness- Noel Halvorsen reported they have a meeting scheduled for next Wednesday.
- i. Fiscal and Audit – Kathleen Fisher reported that Hawkins Ash has been hired to complete the BOS on-site Audit on June 16 and 17. She has been engaging in questions and answers with the auditors.
- j. Nominating Committee – Lisa Haen reported that the committee is currently working on an application for any interested qualified organizations to apply for BOS membership. Once completed, both the annual invitation for qualified organizations and application will be posted to the Website. Members discussed the possibility that an application for new member organizations exists. Jeanette was on a committee with Susan Tucker responsible for creating said application. Mike Bonertz offered to follow up with Susan about where the application might



be located. The deadline to apply for an additional director position on the board expired on June First. There were no applications received for any of the vacancies which includes representation for persons with lived experience, youth and domestic violence. The nominating committee will work on recruitment to fill these vacancies

13. Other business. Michael Ethridge needs to be excused for the July 7<sup>th</sup> board meeting. Any board member that needs to be excused from a meeting must send an email to Lisa Haen indicating as such.
14. The meeting was adjourned at 2:23 pm.
  - a. Motion to adjourn made by David Eberbach
  - b. Second made by Michael Ethridge
  - c. No further discussion
  - d. All in favor
  - e. Motion Carries

Next meeting is scheduled for July 7<sup>th</sup>.

Respectfully submitted,

Lisa Haen, Secretary

