



WI BOS Board of Director's Meeting

September 1, 2020 1:00 pm

GoTo Meeting Webinar

<https://attendee.gotowebinar.com/register/5151240972486216973>

1. The meeting was called to order by Jeanette Petts at 1:04 pm.
 - a. Members Present: Michelle Arrowood, Dana Baumgartner, Mike Bonertz, Duana Bremer, Kim Cable, Cheryl Detrick, David Eberbach, Michael Etheridge, Michelle Friedrich, Angela Friend, Kathleen Fisher, Hannah Hamberg, Lisa Haen, Casey Levrich, Jessica Locher, Jessica Mudgett, Jeanette Petts, Tara Prah, Millie Rounsville, Wendy Schneider, Chandra Wakefield, Ed Wilson
 - b. Members Excused: Noel Halvorsen, Mary Jacobson
 - c. Members Unexcused: None
 - d. Staff Present: Carrie Poser
2. Approval of minutes from Board of 8/4/20 and Executive Committee of 8/27/20.
 - a. Motion to approve the 8/4/20 and Executive Committee of 8/27/20 minutes made by David Eberbach
 - b. Second made by Cheryl Detrick
 - c. No further discussion
 - d. All in favor
 - e. Motion carries
3. The Treasurer's Report was presented by Kathleen Fisher that included a review of the Budget versus Actuals from January - July 31, 2020 that members received prior to the meeting. It looks like we lost a significant amount of money which is due to the report not including the drawdown of funding from eLOCCS for July. There was a new line item added for legal and professional services. There were no questions.
 - a. Motion to approve the financial report made by David Eberbach
 - b. Second made by Duana Bremer

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- c. No further discussion
 - d. All in favor
 - e. Motion carries
- 4. Policy on Equal Access and Gender Identity was briefly reviewed by Carrie Poser.
 - a. Motion to approve the Policy on Equal Access and Gender Identity made by Kim Cable
 - b. Second by Dave Eberbach
 - c. No further discussion
 - d. All in favor
 - e. Motion carries
- 5. HMIS Vendor update – Dave Eberbach reported that the Milwaukee COC has voted to approve the transition of HMIS vendors. Adam is currently in the negotiation phase with Bitfocus. Adam sent out the HMIS Vendor scoring Rubric to the Board for review after the August meeting. There were no questions or comments.
- 6. Board Member Match – deadline/barriers discussion. Jeanette and Carrie discussed the importance of documenting and submitting match in a timely manner. If you cannot use your time as match or there are other reasons you have not submitted match please let Carrie know.
- 7. Director Update presented by Carrie Poser:
 - a. Notice yesterday from HUD that the DV SSO CE Grant is now available in eLOCCS. Start date is 9.1.2020.
 - b. SSO CE closeout is completed. APR is due by the September 28, 2020.
 - c. Working on issues and conditions for DV RRH grant.
 - d. Other major projects –
 - i. Financial policies and procedures are half-way done.
 - ii. Results from the big survey about Local Coalition need were received. Carrie was able to compile the lists of needs to share with the various state organizations she meets with on a regular basis.

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- iii. At the request of DHS, CoC leads are working to identify items and areas that need focus and why. They are using data sources to determine this list and will share with EFS-6 and other stakeholders.
 - iv. Carrie has been spending a lot of time with staff providing support with summer outreach plan, HMIS dashboard, system performance measures and match documentation. BOS staff will be presenting the dashboard to local coalitions they are assigned to.
 - v. Question about the status of the second round of ESG CV money. Answer: There has not been any information shared about the second round of ESG CV funding.
 - vi. Call with DECHR next week with a variety of people from DECHR, Mike Basford, EFS6 about SSSG.
 - vii. Ryan and Carrie have been staffing about EHH funded only agencies and providing as much support as possible to avoid reporting non-compliance to DEHCR. The concern is that once non-compliance is reported, funding will be withheld by DEHCR. At this point about nine agencies are not in compliance with EHH requirements and not responding to Ryan's efforts to provide support.
8. August Meeting feedback – Carrie reviewed the feedback from Survey Monkey. Overall, the responses were positive.
- a. We have a new HUD TA person who attended our business meeting on Friday for about an hour and a half. She gave positive feedback about the flow of our meeting.
 - b. Biggest challenge was the registration on Eventbrite that required you to scroll down quite a bit to understand that you had to also register for the webinar. Carrie is going to work with Jen to move the webinar registration to the top of the Eventbrite so people can see it better. Survey responses were high scored. Kim suggested that it would have been helpful if we had the Power Point. Next time handouts would be great if possible. Carrie indicated that it would cost more to get the handouts.

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9. November meeting discussion. The Executive Committee meeting met and recommend that we do a virtual meeting for November. Several members expressed that we do not know what things will be like in November, so the EC committee made a good recommendation. One member believes we should continue with life and have the meeting. A number of members work for agencies that will not allow employees to travel.
 - a. Motion for the November meeting in a similar fashion made by Millie Rounsville
 - b. Second by Cheryl Detrick
 - c. No further discussion
 - d. All in favor – one opposed
 - e. Motion carries
10. Public Policy Report – Carrie indicated that funding for the Medicaid waiver is stalled. DHS hired a staff to apply for the Medicaid waiver. The federal government stopped accepting waivers. Currently looking into an amendment. The four CoC leaders began discussion on what Medicaid billing looks like and how to plan for training. This month they will talk about the asks.
11. Committee Reports
 - a. **System Performance Network (SPN)** – David Eberbach reported that SPN met in August after the BOS quarterly meeting. Members discussed the dashboard tool. They meet again the second week of October. The biggest challenge is they do not have representation from each Local Coalition which makes it very difficult to get the information out to everyone which impacts the ability for creating improvements.
 - b. **Coordinated Entry** – Wendy Schneider reported that the Coordinated Entry committee has multiple subcommittees that have been meeting. Ryan has been working with Dana and Wendy and providing a lot of guidance and support. They met on August 26, 2020. They meet monthly as a large group and committees meet as needed. They are working on needed revisions to the Policy and Procedure manual. Next meeting is scheduled for September 23, 2020. Once completed it will be presented to the board.

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- c. **Discharge Planning** – Duana Bremer reported that they are back on track. They met last week, and they have a plan to start assessing needs.
- d. **Youth Advisory Board (YAB)** – Cheryl reported they did not have a meeting last week and the next meeting is scheduled for the last Friday in September. Mary is working on the survey from the contest. The Youth Demonstration Grant has not yet been released.
- e. **Emergency Shelter** – Michael Ethridge reported that they had a meeting August 25, 2020. They discussed the Emergency Shelter Standards and the DV shelter. Carrie is working on reviewing the comments on the Emergency Shelter Standards. A Diversion tool is currently in process and is coming together nicely. They have about 42 shelters participating on the committee. Members are looking at different ways to support shelters around the state. Next meeting is scheduled for October 27, 2020. Carrie clarified that the Shelter Standards have about 150 comments from members and it is very complicated to get through, unlike any other document we have had out for comment. Brief discussion about the next steps. Carrie will begin to get back to working on the standards after she completes the Fiscal Policies. She will get the compiled information to Michael by September 18, 2020.
- f. **Veteran Advisory Board** – Casey Levrich reported that they had a presentation from Minnesota about how they are ending homelessness. Meeting in July discussed creating sub committees for work to get done. Members agreed to do an open invitation to people outside of the advisory board. They have 21 members in the committee and not a lot of people are interested in meeting outside of the once a month meeting. Angela indicated that they do not get many responses to emails although members are motivated at the in-person meeting.
- g. **Gaps and Needs** – Michele Friedrich reported that they have been meeting every month. The surveys have been completed and the committee is requesting that each

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Local Coalition complete 25 of the provider survey and 25 of the client survey. Deadline is November 15th.

- h. **Public Awareness-** Kim Cable reported they met in August. Members discussed projects they would like to work on:
 - i. Gather success stories from our projects. Working on media releases and BOS Facebook page to get the word out on how the program works and change people's lives.
 - ii. Also working on a letter template that people can customize for their areas to reach out to their legislators.
 - iii. Kathleen has administrative access to make changes to the BOS Facebook, as does Noel. Kim agreed become Kathleen's friend to gain access administrative access to the BOS Facebook page.
- i. **Fiscal and Audit** – Kathleen reported that the finance committee met this morning. They discussed the progress on the policy and procedure manual. Carrie will be sending Kathleen a draft copy by the end of the day Thursday. The finance committee will review at the next meeting scheduled for Tuesday September 29. They hope to have a draft ready for board comment early October.

The committee also discussed the future of financial management for WIBOS and the plan is that once the fiscal P7: is finalized they will begin bringing the finances in house starting with the EHH grant at the beginning of the new fiscal year July 2021.

- j. **Nominating Committee** – Lisa Haen reported that the recruitment flyer will go out today which Carrie confirmed. She will also be scheduling a meeting to prepare for the Local Coalitions that need to elect a board member in prior to the term expiration in November.

12. Other business

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- a. Jeanette provided an update on the strategic planning task force. They met today and started making progress on the initial planning session. Jeanette plans to present information about the process to the board in October.
13. The meeting was adjourned at 2:18 pm.
- a. Motion to adjourn made by David Eberbach
 - b. Second made by Cheryl Detrick
 - c. No further discussion
 - d. All in favor
 - e. Motion Carries

Next Meeting is scheduled for October 6th

Respectfully submitted,

Lisa Haen, Secretary



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