

WISCONSIN BALANCE OF STATE CONTINUUM OF CARE QUARTERLY MEETING

August 8-9, 2019

Lake of the Torches Resort, Lac Du Flambeau, WI

Business Meeting - Friday, August 9th

Meeting called to order by Jeanette Petts at 10:59 am.

1. Delegate Roll Call

Coalition – Member	Delegate	Present
Brown	Michelle Frampton	Excused
Central	Suzanne Hoppe	X
Coulee	Kim Cable	X
Dairyland	Jeanne Semb	X
East Central	Ed Wilson	Excused
Fox Cities	Nikki Gerhard	X
Jefferson	Jeanette Petts	X
Kenosha	Lisa Haen	X
Lakeshore	Kate Markwardt	X
North Central	Barb Larson	Not Present
Northeast	Erin Evosevich	X
Northwest	Millie Rounsville	Excused
NWISH	Debbie Bushman	X
Ozaukee	Kathleen Fisher	X
Rock Walworth		No Delegate
Rural North	Sandy Clark	X
Southwest		No Delegate
Washington	Paul Bissett	X
Waukesha	Dana Baumgartner	X
West Central	Duana Bremmer	X
WinnebagoLand	Lu Sheer	X

2. Agenda Approval

- a) Motion to approve the agenda made by Suzanne Hoppe
- b) Second made by Erin Evosevich
- c) No further discussion
- d) All in favor
- e) Motion carries

2. Review and approval of minutes

- a. Motion to approve the May Quarterly Business meeting minutes made by Jeanne Semb
- b. Second made by Tracy Rieger
- c. Further discussion included two corrections: Meeting was adjourned at 11:50 pm that needs to change to am and Sarah Isaak's name was spelled incorrectly. Those changes will be made prior to posting on the Website.
- d. All in favor
- e. Motion carries

4. Financial reporting is currently under reorganization.
5. Approval of the Nominating Committee Director Nomination for Don Roach for veteran representation– DELEGATE VOTE
 - a. Motion to approve made by Debbie Bushman
 - b. Second by Suzanne Hoppe
 - c. No further discussion
 - d. Roll call vote – all delegates present voted yes
6. BOS Board Chair Report – Jeanette talked about a book she read written by Berne Brown called *Dare to Lead*. She highlighted several impactful quotes from the book about leadership and highly recommended this book.
7. The CoC Director’s Report included in the packet distributed to members was highlighted by Carrie Poser as follows
 - a. CoC Organizations activities – Next meeting is at the Kalahari November 7 and 8, Rothschild on February 13 and 14, and Hotel Mead in WI Rapids May 21 and 22nd.
 - b. In 2018 presented to 14 coalitions. In 2019, Carrie was asked to go to Central Coalition to present on Local Coalition capacity building. This presentation is available to all coalitions.
 - c. Organizational Newsletters have gone out and the link to register receiving the newsletter via email is on the BOS website
 - d. Match – Carrie talked to committees yesterday about match documentation. If anyone has any questions or needs about match please let Carrie know. The Finance and Nominating Committees do not count match. All other committees must provide match documentation.
 - a. COC Grant management – Carrie reviewed the status of the 6 grants as listed in the directors’ report. For the DV RRH grant we have an MOU with End Domestic Abuse to provide training for sub-recipients. Carrie will ask if the training is available to the entire BOS membership and if not, will ask if the trainings can be recorded.
 - b. Carrie attended the National Alliance to End Homelessness Conference where she presented a workshop and participated in hill visits.
 - c. FY2020 Appropriations: HUD’s Homeless Assistance Grants and Affordable Housing packet was distributed to members and reviewed.
 - d. Carrie is working to set up tours and visits with 19 Republican Senators in Wisconsin to help educate and support legislation to fund various initiatives before the Senate in the fall.
 - e. Program standards were reviewed, revised and approved by the board of directors. The updated standards will be posted on the Website soon. Emergency Shelter standards are completed and once organized, Carrie will present to the board for review and comment.
 - f. The Interagency Council on Homelessness meeting occurred on June 3. The 4 CoC leaders facilitated an education session on July 30, 2019 for all of the department secretaries. The next meeting will occur the second week of September, time and date to be determined.
 - g. \$3.7 million in the budget, stripped of policy were approved and await senate committee approval. Hearings next Tuesday at 1 pm in Madison.
 - h. Youth Homelessness Demonstration grant – round four will come out soon. Strongly recommend that if your coalition is interested, go to the HUD website and review the last NOFA. Members need to decide if they are interested in writing the grant. The grant requires a strong youth voice and a high level of provider collaboration.
 - i. ESG Final Rule will be released early winter.

- j. HUD COC Interim Rule – HUD plans to put parts of the rule out for comment but there is no time line at this point.
- k. Homeless trends – overall trends show a decrease for families and veterans. Not decreasing for singles. For every 100 people counted in the PIT there were 75 units for veterans, 60 units for families and 15 for individuals. Quote from HUD Special Needs Assistance Program (SNAPS) Director Norm Suchar regarding PSH: “if you are not serving the hardest to serve you are not doing it right.”
- l. HUD Exchange is hosting a Permanent Housing Conference fall of 2019. More information to come about how many CoC members can attend. The Board of Directors approved a \$1,000 stipend for up to 2 CoC funded persons to attend the conference at the August 5, 2019 board meeting. Carrie will send out the application on Monday 8/12/2019.
- m. Questions and Comments
 - a. Discussion about Affordable housing
 - b. Debbie Bushman asked if we would consider allowing RRH persons to enter Permanent Supportive Housing. Answer: Need to make that request to the Coordinated Entry Committee.

Motion to suspend the meeting for lunch made by Erin Evosevich
Second by Tracy Rieger
No further discussion
All in favor
Motion carries

Motion to resume the business meeting made by Cheryl Detrick
Second by Tracy Rieger
No further discussion
All in favor
Motion carries

8. Institute for Community Alliances (ICA) Update – David Eberbach reported that Longitudinal Systems Analysis (LSA) reports are submitted and thanked members for all of their work. ICA is fully staffed with the new staff person announced yesterday. ART reporting tool continues to be a challenge and a new reporting tool is currently under development. A meeting with Wellsky is scheduled for next week when ICA will address overall concerns with the HMIS software and reporting capabilities.
9. Committee Presentations and Discussion
 - System Performance Network (CoC & EHH) – David Eberbach reported that the committee met yesterday. They will be sending out the information that Jack presented yesterday to local coalitions and encouraged people that do not have representation to join the committee.
 - Coordinated Entry (CE)– Sue Sippel reported that the Committee is getting settled, new members added, selecting committees. They added a Data Management & Security Committee and will be looking at some materials (brochure, business card, poster) from the Marketing Committee for use to publicize CE.
 - CE Implementation Team – Policy & Procedure Update by Ryan Graham and Corin Tubridy reported Coordinated Entry and Data management guide from HUD – expands on HUD notices, meaning that it is required by HUD. Corin gave an overview of the document, it’s purpose, policy and management roles and responsibilities, policy oversight entity (which is our Coordinated Entry Committee). Will need to recruit mainstream service providers to the Coordinated Entry

Committee. Also reviewed the need for a Management Entity that create policies, handles grievances, establishes day-to-day management structures, establish clear communication plan, and conducts monitoring. The requirements for an Evaluation Entity was also reviewed. The Management Entity cannot be the same as the Evaluation Entity. Data Privacy and Data Policies requirements were reviewed and need to be updated. The Annual Coordinated Entry Evaluation requirements were reviewed and need to be updated in our current policies. Another HUD Notice came out with recommendations what CoC's without CE systems should be doing. The Notice will be posted on the BOS Website

- Emergency Shelter & Diversion – Michael Etheridge reported Luisa stepped down as chair and Sue Sippel will assume that role. The committee is a big group, so they are doing webinars. Members worked on shelter standards. A committee was created to work on a diversion tool.
- Discharge Planning Committee – Duana Bremer reported that they met with a few hospitals that are interested in signing MOU's where they agree to send people to Coordinated Entry. They have a few hospital case managers that want to join the committee. Health Care for the homeless was discussed – they are going to start a pilot with EMT, a Parrish nurse or a hospital nurse come out to Shelter to do healthcare.
- Fiscal Committee – Millie Rounsville was not present. There was nothing to report.
- Gaps & Needs Committee–Michelle Friedrich reported she is transitioning as the new chair. They are working on the needs survey and plan to send the survey to the membership prior to the end of the year.
- Nominating Committee – Lisa Haen reported that the nominating committee completed and submitted their committee charter. Adrienne Roach has left her position and the person replacing her at End Domestic Abuse submitted an application that we have reviewed and approved. Delegates will receive the application prior to the November meeting when they will vote on the approved director nomination. We received a resignation letter yesterday from the Central Local Coalition Board of Director and will be sending an application out to the Central Coalition for a replacement board of director. We are also seeking applications for a chronic homeless representative on the board of directors.
- Public Awareness & Advocacy Committee– Kathleen Fisher did not have a report.
- Veteran Advisory Committee– Casey Levrich is on maternity leave. Don Roach reported they are working on the committee charter.
- Youth Advisory Board (YAB) – Lisa Haen reported that the youth photo contest was posted on the BOS website and was canceled due to no applications. The committee will be attempting a contest of some sort in the future. The YAB Committee is always looking for new members.

10. Coordinated Entry & the Balance of State CoC -Carrie Poser presented:
- a. Family homelessness in the BOS has been on a steady decline since 2015 - 30% decrease. Currently, 27% of people on Coordinated Entry are families.
 - b. It is important that coalitions are responding to the shifts and trends in communities. Right sizing:
 - Do you have the right projects in your coalition?
 - Do you have the right funding for those projects?
 - Landlord Recruitment and Housing Navigation
 - c. BOS COC Coordinated Entry Data was presented and discussed. Highlights include:
 - Decreased the number of people on the list, number of days on the list
 - Increased the number of people self resolving
 - Decreased the number of families, number of days homeless and the number of

- days to resolve
 - Reviewed racial composition of people accessing Coordinated Entry
 - Balance of State Need
 - 667 units of Permanent Supportive Housing
 - 1,123 units of Rapid Rehousing with intensive case management
 - 592 units of low barrier Rapid Rehousing
 - d. The Power Point Presentation will be posted on the BOS website
 - e. Areas to address
 - Review and cleanup Priority lists
 - Increase marketing
 - Reach beyond the CoC and EHH funded agencies – other systems of care
 - Case managing the list to help people self-resolve
 - Target prevention services
 - Create standardized diversion
 - Revisit and revise local After Hour Plans to ensure that Coordinated entry and emergency services are available to people after hours
 - f. Question: If people are fleeing domestic violence do the number of days default to 1? Carrie will look for answer to that question.
11. FY2019 CoC Competition
- a. Collaborative Application request for information was sent to each Local Coalition Board of Director which is due by August 16, 2019. If your Local Coalition Board of Director is not going to be the one submitting the packet, please let Carrie know. Reminder that the information is intended to be gathered by more than one person in the coalition. It is supposed to a collaborative effort. When the question asked how that means process, when it asks to describe that means provide details. Carrie highlighted and explained what information is need for the following specific questions:
 - a. COC engagement
 - b. COC Coordination
 - c. Addressing Safety needs
 - d. Training – serving DV Survivors
 - e. DV – community Need Data
 - f. Public Housing Authorities
 - g. Affordable Housing Providers
 - h. Protecting Against Discrimination
 - i. Criminalization of Homelessness
 - j. Coordinated Entry
 - k. Point in Time
 - l. System Performance Measures
 - m. Performance & Strategic Planning Objectives
 - n. Accessing mainstream benefits

There were no questions about the required information needed for the collaborative application.
 - b. Carrie reviewed the scoring for the Collaborative Application, providing a clear explanation of the points for each area. We can get up to 200 points.
 - c. The DV Bonus project is available to us and the Board of Directors decided that we would write for the DV bonus. We will write for the SSO-CE DV – End Domestic Abuse has agreed to be the sub-recipient of this grant. There is also the DV RRH Expansion grant that agencies can apply for if there is data in the local coalition to support the need. Deadline for the application is Friday, August 23, 2019. A group of board members have volunteered to blind review the applications.

- d. New Project applications are due by Friday August 23, 2019. Agencies are required to use data to demonstrate need, e.g. PIT and Coordinated Entry. The same Rubric will be used to score new applications.
 - e. Two parts to the expansion grants – you can increase case management, leasing or both.
 - f. Renewal Applications should not be submitted at last minute. Permission is not needed in order to submit. Need to complete the Applicant Profile prior to working on the renewal submissions. Match needs to be updated using the date of – 7/10/19 – 8/31/19.
 - g. Questions: None
12. Other Business
- a. First draft of Scoring Tool will be released Tuesday August 13th. Other deadlines will remain the same.
13. Meeting adjourn at 2:50 pm
- a. Motion to adjourn made by Suzanne Hoppe
 - b. Second by Jeanne Semb
 - c. No further discussion
 - d. All in favor
 - e. Motion carries

Respectfully submitted by,

Lisa Haen, Secretary