



Board of Director's Meeting
2/27/18 10:00 am – 3:00 pm
United Way of Marathon County
705 S. 24th Avenue, Suite 400 B – Wausau, WI

1. Meeting was called to order by Jeanette Petts at 10:23 am.
 - a. Members Present: Duana Bremer, Meika Burnikel, David Eberbach, Kathleen Fisher, Renee Greenland, Mary Jacobson, Lisa Haen, Jeanette Petts, Adrienne Roach, Millie Rounsville, Susan Tucker
 - b. Members Excused: Lori Cross Schotten, Debbie Bushman, Alexia Wood, Don Roach
 - c. Members Unexcused: None
 - d. Staff Present: Carrie Poser
2. Approval of Minutes 1/23/18, 12/19/17 and 11/9/17
 - a. Motion to approve the revised January 23, 2018 minutes by Meika Burnikel
 - b. Second by Kathleen Fisher
 - c. No further discussion
 - d. Motion carries
 - e. Motion to approve the December 19, 2017 minutes by Kathleen Fisher
 - f. Second by Renee Greenland
 - g. No further discussion
 - h. Motion carries
 - i. Motion to approve the revised November 9, 2017 minutes by Meika Burnikel
 - j. Second by Kathleen Fisher
 - k. No further discussion
 - l. Motion carries
3. February meeting recap and survey results
 - a. Reviewed the survey results from the February BOS meeting in Eau Claire. Overall results were positive. Discussed adding the Town Hall Meeting Forum as a policy for when we have a big decision to make. Some feedback about the Town Hall meeting included the option for people to have the opportunity to talk throughout the meeting. A suggestion was made to have people

the 3 options for changing the board composition in the by-laws. Highlighting the difference between that document and the minutes from the town hall meeting. Several Board members created the pro and con document based on the by-law comments when the changes were up for comment. There was some confusion about not being able to make amendments during the meeting which was addressed. Jeanette will propose to suspend the rules during the May meeting so the focus remains to vote on an option for board composition.

Discussed issues with the hotel so we will not use the Metropolis again. Kathleen and Renee volunteered to look into a venue for the August BOS meeting with a focus on women and or minority owned businesses.

4. A Home for Everyone conference sponsorship

- a. The BOS is a sponsor for the Home for Everyone Conference. Robyn is a key player in organizing the conference and has been for many years. Conference sponsorship was discussed, it is \$300
 - i. Meika motioned for the BOS to continue to be a conference sponsor so we can continue to represent the BOS.
 - ii. Second by Mary Jacobson
 - iii. All in favor
 - iv. Motion carries

5. Pre-Screen form for CE Meeting

Discussed the mandated pre-screen form that has been revised to match what exists in Service Point. Jeanette asked if the board needs to approve forms as they are changed by committees. Need clarification on what committees can change versus what the board can change. If it is an approved policy then we would need a vote for a revision. The CE policy states that the forms are not a part of the policy so the board does not have to vote on the revisions to the prescreen form. A suggestion was made that any revised forms by committees should indicate the date the changes were made and by whom. Members decided not to do anything with this item except suggest the footer is changed prior to Carrie sending out to the membership.

6. Website Contract approval

- a. Reviewed the current contract for services. A suggestion was made to add language that reflects the maximum cap not to exceed the amount in the approved budget
 - i. Motion by Kathleen to add language in the contract: Maximum cap not to exceed the amount in the approved budget

- iii. Discussion: There was a concern that if work increases and goes over the cap what would happen. Answer is that we can always modify the budget and the contract at the same time.
- iv. Amendment by Kathleen to add budget cap to \$3,500.
- v. Majority in favor –Meika opposed
- vi. Motion carries

7. ICA Contract for 2018

- a. Jeanette explained the revisions. The bulk of it remains the same. Will remove the last sentence of page one, number 3 first paragraph. Also add the word “be” in the first sentence. On page 3, delete number 7. On page 4, number 12 add – “and will remain the property of the BOS”.
- b. Motion to approve the revisions by Meika Burnikel
- c. Second by Adrienne Roach
- d. All in favor with Dave abstaining
- e. Motion carries

8. CoC Competition

- a. Carrie reviewed the Collaborative Application, Areas in Need of Improvement
 - i. Carrie sat in on a quarterly HUD call. Registration for the competition will come out in the next few weeks. Competition will begin in May and end in August. There are no major changes we can do today that will impact our application that is due in a few months. Comments made during the HUD call – Norm – if it was up to him he would make the whole competition based on System Performance Measures. Remaining number one or two allows us to maintain current funding and obtain new projects. Being on the top means we can save the projects on Tier 2.
 - ii. Carrie is working to pull out the items that she will work on, the board will work on and the Local CoC can work on. Need to keep moving forward to address the areas needed for improvement.

9. Scoring Tool comments

- i. Reviewed the Competition Scoring Tool with membership comments and some board member comments. Intent is to align our ranking tool with the HUD priorities and project types. Carrie gave some suggestions for revisions. Board members need to continue to make comments. Once deadline for comments is completed Carrie will

Performance Measures that included ideas for implementing education and a better system to raise awareness about the importance of System Performance Measures. Carrie will ask Adam if we can get System Performance Measure (SPN) reports for the BOS and the local COC Systems to present at the May BOS. Dave is looking into the possibility of ICA running quarterly SPN Measure reports and sending to local COCs for review. Discussed the importance of HMIS funded agencies to review data on a consistent basis.

- ii. Board comments on the Ranking Scoring Tool are due on March 9th.

10. Youth Demonstration Grant

- a. Hud is awarding 32 million to 11 communities for the Youth Demonstration Grant. This is not a simple grant application. The application to become a selected community is 20 pages long. If BOS is selected the projects can apply. Grant is for two years. A Youth letter of interest went out that explained the Youth Demonstration grant. We must decide the territory that we want to cover. Five of the awards will be awarded to rural communities. Step one is to see who is interested and step two is to figure out of those interested who makes the most sense to apply. The BOS COC must be the applicant. This is a very large grant that requires a high level of collaboration with DCFS and schools. We will revisit the discussion about if we would be able to allocate enough resources if the BOS is selected for the grant after the deadline for the letter of interest which is March 9th during our board meeting on March 13th.

11. Discussion of raffle basket(s)

- a. Jeanette asked for feedback. Meika heard from some people that they liked the raffle. It gave a positive ending. We agreed that we would like to continue to do this and figure out how to pay for it. We could make an amendment to the budget to add this as a line item for a membership vote or consider getting donations. Adrienne agreed to look for a basket for the Madison meeting.

12. Parking Lot

- a. Jeanette reviewed the items that were put in the parking lot at the February meeting and where we are with responding to those comments. Discussed the meeting registration process, cost of the meeting, and possible scholarships for smaller agencies to attend. Mary will take item #4 to the Finance Committee. A workgroup was formed to discuss how we can offer a cheaper registration: Millie, Jeanette and Carrie.

13. Policies – Scholarship

- a. Jeanette presented a draft version of a Policy on WIBOSCOG Scholarships that includes scholarships for conferences. The finance committee will work on revisions that will include language to include scholarships for BOS quarterly meetings. Discussed the concern about the cost of meetings as well as how late Fridays go for people who are far away.
 - i. Motion to modify February Quarterly meeting to a three hour go-to-meeting by Mary Jacobson
 - ii. Second by Dave
 - iii. Discussion – concern about Match
 - iv. All in favor
 - v. Motion carries

14. BOS Decision Making Policy

- a. Reviewed the WIBOSCOG Board Decision Making Policy
 - i. Motion by Meika Burnikel to put the document out for membership comment
 - ii. Second by Susan Tucker
 - iii. Discussion – Renee pointed out several typos and Carrie fixed them
 - iv. All in favor
 - v. Motion carries

Due date for Membership comments March 23rd

15. Any committee reports – no reports

16. New Business

- a. EHH Certification – up for membership comment – need the board to make comments by March 16th

17. Closed session

- a. Motion to go into closed session by Meika Burnikel
- b. Second by Renee Greenland
- c. No discussion
- d. All in favor
- e. Motion carries
- f. Motion to resume open session by Susan Tucker
- g. Second by Millie Rounsville
- h. All in favor
- i. Motion carries

19. Food for thought – Jeanette asked that board members think about the following questions:

- a. What type of an organization are we?
- b. What is our mission?

20. Meeting adjourn at 3:44

- a. Motion to adjourn by Meika Burnikel
- b. Second by Duana Bremer
- c. Motion carries

Respectfully submitted by,

Lisa Haen, Secretary
WIBOSCOG

