

WI BOSCOC Quarterly Meeting

May 14, 2021

GoTo Meeting Webinar

# Business Meeting

1. Meeting called to order by Kathleen Fisher at 9:10 am
2. Delegate Roll Call

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| --- | --- | --- |
| **Coalition –Member** | **Delegate** | **Attendance** |
| Brown | Megan Borchardt | x |
| Central | Suzanne Hoppe | x |
| Coulee | Kim Cable | x |
| Dairyland | Jeanne Semb | x |
| East Central | Ed Wilson | x |
| Fox Cities | Nikki Gerhard | x |
| Jefferson | Jeremy Schmidt | - |
| Kenosha | Tamarra Coleman | x |
| Lakeshore | Kate Markwardt | x |
| North Central | Diane Sennholtz | x |
| Northeast | Erin Evosevich | x |
| Northwest | Millie Rounsville | x |
| NWISH | Debbie Bushman | x |
| Ozaukee | Kathleen Fisher | x |
| Rock Walworth | Jessica Locher | x |
| Rural North | Stacey Feidt | x |
| Southwest | Sarah Bourland | Exc. |
| Washington | Hannah Hamberg | x |
| Waukesha | Jackie Smith | x |
| West Central | Robyn Thibado | x |
| Winnebagoland | Lu Scheer | x |

1. Approval of Agenda
   1. Motion to approve the agenda made by Suzanne Hoppe
   2. Second made by Tamarra Coleman
   3. No further discussion
   4. All in favor
   5. Motion carries
2. Review and approval of minutes
   1. Motion to approve the 2021 February Quarterly Business meeting minutes made by Suzanne Hoppe
   2. Second by Debbie Bushman
   3. No further discussion
   4. All in favor
   5. Motion carries
3. Financial Report – March 2021 Financial Report was reviewed by Kathleen Fisher. No questions.
4. Board Chair’s Report – Kathleen Fisher shared Lisa Haen’s written report as Lisa is on vacation.

*“It is with great regret that I am unable to attend my first BOS Quarterly Business meeting as the new Board Chair. In January when planning this vacation, I never imagined it would be an issue. I am grateful to Kathleen for facilitating the meeting and reading this report in my absence.*

*First, I want to acknowledge Jeanette Petts who was the chair before me. Jeanette was a very active participant in the Balance of State COC for over 15 years and the Board Chair since November of 2017. Under Jeanette’s leadership the organization went through some significant, positive changes including the Restated Bylaws and Articles of Incorporation, 3 BOS grants (SSO, SSO DV, RRH), an increase of CoC Annual Renewal Demand from $8.5 million to $10.5 million, a change from Roberts Rules to the Democratic Rule of Order, approved Fiscal Policies and Procedures, the successful completion of the first BOS Audit and a Strategic Plan. I appreciated Jeanette for her positive energy, hard work, humor, and leadership.*

*I also want to acknowledge Robyn Thibado, our board chair of 10 years. Under Robyn’s leadership, the BOS was incorporated as a 501C3, our CoC Director, Carrie was hired, Bylaws were created, the HEARTH Act was signed into law, the Coordinated Entry System was put into place, we hired our Monitoring and Compliance Coordinator Meredith and obtained our Planning Grant. Robyn navigated unchartered territory that set us on our path that has led us here today. This was no easy task and I thank you Robyn for your many years of serviced to the Balance of State. This being your last meeting I want to wish you the best of luck in your new position and I look forward to our continued work together in a different capacity.*

*As the new board chair, no matter how long or short my term may be, I am committed to doing my best to accomplish the work required to ensure the BOS organization is operating to its fullest potential as those before me have done.*

*Over the last two months the board has been busy with the chair and vice chair elections. I want to welcome Cheryl Detrick representing the Northeast Coalition as the vice-chair who also could not be here today due to previous commitments.*

*The board continues to work on the Strategic Plan. In addition to the Diversity Equity and Inclusion Committee that was recently formed and chaired by Kim Cable to work on nine of the 12 strategies, we have formed a work group that is meeting on May 25th to begin drafting the Balance of State CoC diversity, equity, and inclusion statements and polices. I plan to lead this work group as well as ensure we continue to accomplish all of the questions and strategies on the Strategy Road Map. Thank you to the members of the Strategic Planning Task Force for your work on the Road Map that provides the board the path to efficient implementation.*

*Committees are certainly getting a lot of work done as much as possible, which is always appreciated. We understand that committee work is all voluntary so thank you to all of you who are on a committee and do the work. If you are not on a committee and are interested in joining in our efforts, please reach out to Carrie. We could always use more help.*

*As the chair of the nominating committee it is my intention to continue the work that the committee has started that will improve how we onboard new board of directors, support local coalitions and additional directors as needed with the nomination process, describe the board officer election processes in our policies and establish a succession plan for board officers in the event of vacancies and absences.*

*I will be available to support Carrie in her work as needed and requested, to listen and hear feedback from the membership and work to remove any barriers that prevent us from working as a team in our efforts to address and end homelessness. I look forward to continuing to build positive, professional relationships that promote a sense of belonging for all members.*

*Finally, I would like to recognize all of the excellent, hard work that is done every day by Carrie, Meredith, Ryan and Leigh. We appreciate the support that you provide to local coalitions, your teamwork, flexibility, and dedication to the mission. We are very fortunate to have such a strong team. Thank you. “*

1. CoC Director’s Report was presented by Carrie and highlighted the following:
   1. **CoC Organizational Activities** 
      1. Organized and facilitated February CoC meeting, planned May meeting.
      2. Facilitated registration for Shawn Smith’s Trauma + Resilience training and Motivational Interviewing training (Round 2) and recently opened a 3rd round available to folks. Cohorts are still limited to 50 and session are not recorded. If you have not yet paid, please send a check to Family Promise of Ozaukee County.
      3. Attended Board of Director mtgs: 3/2, 4/6, 5/4; Exec mtgs: 2/18, 3/12, 3/26, 4/15
      4. Staff – Supervision & meetings (moved to weekly meetings). Staff continue to provide support to all coalitions. Some coalitions are more engaged than others.
      5. Monitoring and Compliance: Meredith McCoy – monitoring for CoC projects and sub-recipients; facilitating case management mtgs for PSH and RRH case mangers; providing technical assistance upon request, and in partnership with Leigh – working on a Shared Housing Guide (Version 2)
      6. CE System Specialist: Ryan Graham – working with CE committee & teams, ongoing mtgs w/HMIS staff, addressing local issues and concerns, CE monitoring & handling grievances
      7. Grant Specialist: Leigh Polodna – review support documentation, approving requests for reimbursement, and overseeing RRH, HAP & SSO grants, key contact for potential youth demonstration grant, engagement with the Tribes, and in partnership with Meredith – working on a Shared Housing Guide (Version 2)
      8. Point-in-Time (PIT) o Created HIC for February, March, April – delayed in order to update & revise guidance
         1. Reviewing survey results submitted post-PIT, including training options and needs
         2. Collated data, ensuring accuracy for the PIT and HIC, submitted HDX (5/12)
      9. Ongoing collaboration with HMIS Lead (ICA) – 3/19, 4/16
      10. BOS Committee Support o Attended finance committee mtg and/or finance-related mtg = 2/16, 3/16, audit (4/29)
          1. Attended Nominating committee (4/27)
          2. Attended Lived Experience Task Force (4/26)
      11. Local Coalition Presentations
          1. Presentation #1 (Coalition 101): Coulee (2/18), Northwest (3/11), West Central (3/16)
          2. Presentation #2 (Data Driven Decision Making): Fox Cities (2/16), Kenosha (3/16), Northwest (3/18), West Central (4/6)
          3. Other Type: La Crosse Foundation Board of Directors (4/14)
      12. Created Action Plan 1 Response forms (due 5/14) and Action Plan 2 (due 5/28) for each coalition.
   2. **CoC Grants** 
      1. HAP (20-21): Submit invoice to fiscal agent & grantor for reimbursement (Jan-March), received award letter (5/12) for 21-22 grant year, plan to discuss options with the Executive committee in a few weeks & Board- stay tuned for the process and sub-grantee application process
      2. SSO – CE (20-21): Submit invoice to fiscal agent for reimbursement (Jan-March); revising sub-contracts for 21-22 grant cycle
      3. RRH (20 - 21): Submit invoice to fiscal agent for reimbursement (Jan-March)
      4. SSO – CE DV (20-21): Submit invoice to fiscal agent for reimbursement (Jan-March)
   3. **National Conferences/Trainings/Webinars** 
      1. Rural & BOS Community of Practice call (3/9, 4/13, 5/11)
      2. NLIHC: National Call on COVID and Housing & Homelessness (3/1, 4/26)
      3. HUD Office Hours: Planning & Response for Homeless Assistance Providers (2/19, 2/26, 3/5, 3/12, 3/19, 4/16, 4/23, 4/30, 5/7)
      4. NAEH conference (virtual): 3/8 – 3/10
      5. NLIHC Virtual Housing Policy Forum: 3/30 – 3/31
      6. Org Code Training: Leading & Managing Homeless & Housing Service – Serving Teams to Maximize Results (2/22 & 2/25); Conducting a System Check Up (4/7)
   4. **Policy Development** 
      1. Revising CoC Governance charter, Delegate Change policy
   5. **State Collaboration & Advocacy efforts** 
      1. Participate on United Way EFSP Set-Aside Board (4/20)
      2. Participated in the creation of a “PATH-like” outreach project for non-PATH communities – Eau Claire, Marathon, and La Crosse counties in a partnership between DHS, Couleecap, Western Dairyland & NCCAP.
      3. Advocacy with State Assembly & Senator office – vaccine availability & access, follow up calls, targeted engagement with key staff. Submitted letter of support for the Governor’s budget on behalf of the CoC to the Joint Finance Committee.
      4. Facilitated presentation by Monica Murphy (Disabilities Rights WI) on Rights & Responsibilities under ADA & Fair Housing (4/8)
      5. Collaboration conference calls with Dane, Milwaukee & Racine CoC leads – these calls include DEHCR, HUD & Mike Basford (2/19, ¾, 3/19, 4/8, 4/22, 5/7)
      6. Participate in WI Interagency Quarterly meeting (3/24)
      7. Attend WI IAC work group meetings virtually (WHEDA – 3/11, 4/22)
      8. Coordinated discussions with state agency staff on collaboration efforts, addressing issues & concerns =
         1. All 4 CoC leadership o FEMA meeting re: Non-Congregate Shelter funding (4/21)
         2. DHS Medicaid (2/24, 3/17, 4/7, 5/5)
         3. DHS discussion on COVID testing and outreach (2/25)
         4. 4 CoC check-in only (3/12, 3/26, 4/23)
         5. DHS Homeless Services Provider Forum (assist with agenda, topics, materials, and answering questions) – 3/22, 4/26
      9. BOS only
         1. Follow up call with DOC with Ryan (3/23)
         2. DHS call to set up presentation to ADRC & Disability network (4/14) & participated in the forum (4/21)
         3. “Introduced” Alfred Johnson (DHS, Director of WI Bureau of Assisted Living) to Jessica Neumann re: Discharge Planning (4/21)
         4. HUD-DEHCR-BOS call (4/23), Follow up DEHCR & BOS call (5/6)
      10. DEHCR ESG 1:1 specific calls (2/17, 3/17); Lead calls (4/5, 5/3)
      11. ESF 6 Weekly Briefing – involves CoCs, Mike Basford, HUD, FEMA, WI Emergency Management, WI DHS and ICA (2/17, 2/24, 3/3, 3/10, 3/17, 3/24, 3/31, 4/7, 4/14, 4/20, 4/28, 5/5, 5/12)
      12. Emergency Housing Vouchers (EHV): HUD webinars (5/11, 5/12, 5/13), calls with WHEDA (5/12), Antigo PHA (5/13), Richland PHA (5/14)
   6. **Upcoming:** 
      1. EHV: HUD Webinars (5/18, 5/20, 5/25, 6/1), calls with Sauk PHA (5/17), SSO staff (5/17), Brown PHA (5/17)
      2. DHS Homeless Services Provider Forum (5/24) – will included presentations from Catholic Charities La Crosse, St. John Homeless Shelter in Green Bay, and Salvation Army St. Croix/Polk/Burnett
      3. NAEH Capital Hill Day (6/16)
      4. Domestic Violence Provider Outreach & Recruitment for CoC DV RRH - Directors meeting (June or July), Collaborative discussion with End Domestic Abuse WI (6/3), and Regional meetings (6/8, 7/9, 8/6, 8/20)
   7. Meredith reported that Leigh created a Shared Housing Guide will be posted on the website soon. Meredith has been facilitating peer groups for case managers in CoC housing projects. She extended the invitation to EHH RRH programs. Next meeting is May 24 at 10am and May 27 at 10am. Meredith has sent out CoC sub monitoring notice request last week.
2. Institute for Community Alliances (ICA) Update - Dave Eberbach reported Clarity is live. ¾ of users have been trained on new systems; trainings continue. Migration took longer than planned; this was the largest migration that BitFocus has completed. HMIS staff has worked around the clock to make this as seamless as possible and appreciate users patience on the transition. CE transition is ongoing, working on last file that needs clean-up for CE migration. Custom reports are being worked on as well. May 1st – HMIS staff who are fully vaccinated may attend in person meetings/training.
3. Partner Update
   1. Michael Basford, Director, WI Interagency Council.
      1. Carrie is constantly in contact with him and making sure our issues are his issues.
      2. Grateful for Jeannette’s leadership and looking forward to working with Lisa.
      3. WI Eviction Data website has launched yesterday. <https://doa.wi.gov/Pages/Wisconsin-Eviction-Data-Project.aspx>
      4. Shared about a presentation he participated in Rock County last month that launched a workgroup in the City of Janesville to study evictions.
      5. Gov. Evers released his budget request. $13.5 million in homeless services beyond homeless funding from the Federal Government. Budget currently in the hands of the Joint Finance Committee; please reach out an advocate for the need of this funding request.
      6. Big focus and work being completed on updating plan with racial equity/disparity.
   2. Sue Brown, DOA DEHCR
      1. Highly level overview was given on the programs DEHCR offers. All programs serve low to moderate income households in 25 different programs.
      2. Energy – operate Energy Assistance program that is subcontracted out to counties, tribes and non-profits. Weatherization and Furnace Repair/Replacement programs.
      3. CDBG – funding primarily for infrastructure, housing developments or redevelopments. Competitive grant process.
      4. Bureau of Housing – Supportive Housing programs including TBRA, SSSG just to name a few.
      5. Office of Sustainable to Clean Energy – create a clean energy plan and the effects of climate change.
   3. Kenna Arvold, DOA DEHCR
      1. New hire – Robin Thibado, as Supportive Housing Section Chief
      2. Padraic Durkin is retiring; DECHR will be looking for a new Grants Specialist Advanced position
      3. TBRA applications are due May 27th
      4. Homeless Case Management applications will be out next week.
      5. WERA - spent $24.6 million as of 5/13. Working on a marketing campaign.
   4. Sarah Isaak, DEHCR
      1. HOME notice on new funding will be available this fall.
      2. EHH - 55% spent as of March 2021. Application will be available in the next week or 2.
      3. ESG CV – 61% spent of March 2021 from Round 1. CE is required for ESG CV funds except for community wide transportation events.
      4. Three monthly meetings – lead agencies and CoCs and two others with leads, CoCs and sub-recipients. They are recorded and posted online. Email Sara if you would like an invite.
      5. CAPER – is for ESG funded programs only, not ESG CV. Leads received an email to start the process.
4. Committee Presentations and Discussion
   1. System Performance Network (CoC & EHH) – Dave Eberbach reported members have reported how things are going on at a local level and seeing how SPMs fit still. When Carrie has presented at a local level it has been very impactful. Still need local representation from all coalitions.
   2. Coordinated Entry (CE) – Ryan Graham reported there are 58 people on the CE Committee to continually improve and update CE.
      1. 11 Workgroups under the CE Committee: DV, Evaluation, Implementation, Marketing, Youth, Other Systems of Care, Outreach, Prevention/Diversion, Veterans, Data Management, Assessment and Prioritization.
      2. Meeting monthly on the 4th Wednesday each month from 2-3:30pm.
      3. Clarity CE referrals for homeless are estimated to begin June 2021 and prevention referrals August 2021.
   3. Discharge Planning – Jessica Neumann reported has met monthly and DHS has joined the committee. Looking at the hospital MOU and transfer over to other areas. Will have a solid tool to present at the August Quarterly meeting that will be tried by some local coalitions.
   4. Diversity & Inclusion – Kim Cable reported this is a new committee that is forming from the Strategic Plan. Working on recruiting members and first meeting will be May 26 at 10am via Teams.
   5. Emergency Shelter & Diversion – Ed Wilson reported that they met in March and have 2 subcommittees, Diversion and Shelter Standards. Meeting again on May 25th.
   6. Fiscal & Audit Committee – Kathleen Fisher reported The Fiscal and Audit Committee is currently evaluating the WIBOS Membership dues schedule for 2022. Carrie is putting together a proposal that will consider our increased financial services and audit expenses and how to leverage revenue streams, including our grants, registration fees, and Membership dues, to help cover these expenses. We hope to have a recommendation ready to present to the membership by the next quarterly meeting.
   7. Gaps & Needs – Sara Krall reported in process of revising survey and hope to have it out later this summer. Please let the committee know if you have any input on the uses for the data from the annual survey.
   8. Nominating – Mike Bonertz reported they are looking for members to join the committee as there is only 2 members currently. Will be looking at a succession plan for officers. Also, will be looking at a format for when elections take place so you may know more about those running for office.
   9. Public Awareness & Advocacy – Michael Ethridge reported they finalized a media release for clients willing to share their story and how services in the BOSCOC impacted their lives. Coming up with a new meeting schedule. Finalized committee charter.
   10. Veteran Advisory – Casey Levrich reported the group is growing – currently at 35 members. Two subcommittees, By-Name and Landlord.
   11. Youth Advisory – Tara Prahl reported the committee is reviewing their charter. YAB contest is underway, and they are also discussing quarterly meetings resuming in 2022. Will also have new tasks if CoC takes on applying for the Youth Demonstration grant.
5. Coordinated Entry & the Balance of State CoC – Carrie Poser
   1. Carrie reported PIT data from January 2014 thru January 2021.
   2. It has been a downward trajectory mostly due to the TLP beds/units being transferred to other types of beds/units.
   3. Average homelessness by household type – 75% HH w/o children and 25% HH with children.
   4. There was decline in ES units from 1/2020 v 1/2021 due to COVID but an increase on RRH. A large increase in motel vouchers.
   5. Typical client in the BOSCOC from shelter data is a 41 yr old white, non-Hispanic male who is a non-veteran without a disability not in a family.
   6. As of 3/31/21 – CE Data
      1. Currently 1,303 people on CE waiting list without children; 294 people are chronically homeless; xxx people have been referred since the beginning of CE.
      2. Currently 378 families on CE waiting list; 37 people in the families are chronically homeless; xxx families have been referred since the beginning of CE.
      3. Need a total of 1,582 housing solutions (units). 446 PSH units, 772 RRH units with intensive CM, 364 other RRH units on lower barrier.
   7. Shared Housing guide will be added to the website.
   8. Need to strengthen our local coalitions and homeless crisis response system and commit to ending homelessness.
6. CoC Competition 2021 – Carrie reported
   1. As a part of the Coronavirus Relief Bill, the requirement for the FY20 CoC Competition was waived. This means that all projects funded in FY19 Competition will be renewed in FY20. An email was sent out to recipients and each are responsible for reviewing their grants on the list to ensure accuracy. Helped address a few issues.
   2. FY21 CoC Competition will likely start early Summer. Registration & review process complete. Waiting for Grant Inventory Worksheet (GIW) to be released. Project scoring tool will be updated and posted with a goal of June.
7. Other Business – none
8. Meeting was adjourned at 12:52 pm
   1. Motion to adjourn made by Suzanne Hoppe
   2. Second by Michael Ethridge
   3. No further discussion
   4. All in favor
   5. Motion carries

Respectfully submitted,

Jessica Locher, Secretary