WISCONSIN BALANCE OF STATE CONTINUUM OF CARE

QUARTERLY MEETING MINUTES - **DRAFT**

May 18th and 19th, 2017

Madison Concourse, Madison, Wisconsin

**MAY 18, 2017**

8:32 a.m. President Robyn Thibado opened the meeting.

**Bureau of Youth Services (BYS) Framework and Department of Children & Families (DCF) Update-** Brooke Hobbs, BYS Housing and Employment Coordinator, DCF and Emily Tofte, BYS Section Manager, DCF. Presentation on youth based services and the framework BYS and DCF uses. Presentation will be posted on the BOSCOC website.

**An Overview of SSI/SSDI and Related Issues for Homeless Services Providers-** Chris Kerbawy, Staff Attorney, Legal Action of Wisconsin. Presentation of historical information, application and appeal process, distinction between SSI and SSDI. Presentation will be posted on the BOSCOC website.

**USDA Rural Development’s 502 & 504 Programs**- Stephanie Kelnhofer, Housing Specialist, USDA Rural Development. Presentation of grants available. 504 & 502: repairs for low-income homeowners and home loans for very low-income families. Presentation will be posted on the BOSCOC website.

**Remarks-** Lt. Governor Rebecca Kleefisch. Announcement of Veteran housing initiative in Milwaukee. Discussion about job training opportunities.

**Lunch**

**The Americans with Disabilities Act, Section 504, and Programs Assisting the Homeless-** Monica Murphy, Managing Attorney, Disability Rights Wisconsin. Presentation about history of ADA, substantial changes in 2008, and ways to accomodate individuals with disabilities. There is a self-assessment checklist found at <http://www.disabilityrightswi.org/archives/46> Presentation will be posted on the BOSCOC website.

**Basic Fair Housing and It’s Relevance to Shelter and Supportive Housing Programs**- Laura Detert, Manager of Housing & Community Development, City of Racine. Presentation will be posted on the BOSCOC website.

Meeting adjourned at 4:31 p.m.

**Friday, May 19th**

9:00 a.m. President Robyn Thibado opened the meeting.

**McKinney-Vento and Homeless Liaison Collaboration**- Karen Rice, State Coordinator for Education of Homeless Children and Youth, Department of Public Instruction (DPI). Discussion on services provided by School Liaisons. Discussion about opportunities for partnerships between schools and COCs. Presentation will be posted on the BOSCOC website.

**Coordinated Entry: New HUD Requirements and Plan of Action-** Jeanette Petts, Corin Tubridy, and Carrie Poser. Discussion about change to current CE policy and upcoming changes due to CPD notice, plan to address the changes, etc. New P&P will be presented at August meeting and voted on in November for January compliance deadline. Presented new marketing material. Marketing material must be translated into various languages. Presented creation of CE assessment tool for Prevention. Presented how CPD notice addresses emergency shelters. Each local COC will need to create an “after hours plan” which is due for feedback by 9/30/17.

Change to policy on contacting clients on the list. Clients must be called 3 times, with a minimum of 24 hours in-between attempts. The person can be skipped 24 hours after the 3rd call.

Question about separating list by population. Question about sex offenders. Comment on HUDs suggestion to review list if clients are remaining on the list longer then 60 days. Question about using hotlines for CE. Question about changes and how regularly they will be implemented and then added to the P&P manual. Question about timeline for providing prevention funds and concern that the turnaround time for assistance has the potential to be an issue.

**Division of Energy, Housing & Community Resources (DEHCR) -** new Sara B was introduced and is the person who is replacing Lisa Marks. Gordon provided DEHCR updates. Gordon announced he has accepted a position in another state and will be leaving. The position will be filled as quickly as possible.

**Lunch**

**Business Meeting-** called to order 1:05 p.m.

**Roll Call-** all COC’s present

**Approval of Agenda-** add updates on new and outgoing board members. Add Executive committee update to committee updates. Susan Tucker joined the board, Jesse Dirkman has resigned.

Motion to approve agenda as amended by Joana H., 2nd by Debbie. Discussion. Motion carried.

Motion to approve David Eberbach as ICA’s representative on the board. Motion by Meika, 2nd by Jeanette. Motion carried.

**Review and approval of minutes-** Motion to approve minutes by Don, 2nd by Meika. Discussion. Motion carried.

**Financial Report -** Finance report issued. No questions from membership. Motion to approve finance report by Debbie, 2nd by Lisa. Motion carried

**State THP Report-** Report presented. No questions or discussion.

**President’s Report-** Discussion of role of the BOD within the BOSCOC. Review of duties of BOD according to the by-laws. Discussion about what agencies can and can’t expect from board members.

**COC Director’s Report-** Summary page was given to the membership. Carrie reviewed activities over the past few months and upcoming activities.

**Committee Presentations and Discussion**

System Performance Network (COC & ETH)/Jesse Dirkman- reviewed worksheets the committee has been using to solicit feedback form local COC’s. APR training being offered next week.

Discharge Planning & Diversion/Jerome Martin- no report

Coordinated Assessment/Jeanette Petts & Corin Tubridy- no report

Coordinated Entry Implementation Team Report/Carrie Poser- no report

Emergency Shelter/Erika Trawitzki- shelter standards will be presented for a vote soon. Mentioned the Orgcode clinic and how my agency will be implementing some changes to shake up our shelter systems and working in a Housing First philosophy.

Fiscal Committee/Millie Rounsville- no report

Public Awareness/Debbie Bushman- no report

Gaps & Needs/Adrienne Roach & Mary Jacobson- report about how the COC is performing this year’s gaps and needs.

Veteran Advisory/Don Roach & Jeanette Petts- no report

Youth Advisory/Meika Burnikel- encouraged to review the YAB minutes for input into how to establish shelter standards that apply to youth.

Executive committee- no report except to say that there is an exec committee.

**Vote** **– Transitional Housing (TH) Standards.** Motion to accept TH Standards by Meika, 2nd by Jeanette. Discussion. Pat suggested a possible need for change to TH standards. As it stands, there is no need to change currently and Carrie will look into concern brought forward. Motion carried.

**Vote – Permanent Supportive Housing (PSH) Standards.** Motion to accept PSH Standards by Lisa, 2nd by Meika. No discussion brought forward. Motion carried.

**Vote – WI Balance of State Governance Charter**. Motion to accept WI Balance of State Governance Charter by Joana, 2nd by Suzanne. Discussion. Millie asked a clarification question. Motion carried.

**COC Competition-** asked membership if there is any further questions or feedback regarding the COC webinar earlier this week. Scoring will take place roughly mid-June. Question if BOS will be writing an application for a CE person to work on BOS-wide level.

Other Business- none

Motion to adjourn by Chris Lashock, 2nd by Debbie, motion carried. **Adjourned at 2:17 p.m.**