

WISCONSIN BALANCE OF STATE CONTINUUM OF CARE

QUARTERLY MEETING MINUTES

May 19 & 20, 2016

The Concourse Hotel, Madison, Wisconsin

**Thursday, May 19, 2016**

President Robyn Thibado opened the meeting with a call for attendees were asked to introduce themselves.

QPR (Questions, Persuade, and Refer) on Suicide – Brad Munger, Mental Health Planning and Finance Specialist,; Bureau of Prevention Treatment and Recovery, Division of Mental Health and Substance Abuse, Department of Health Services, provided training on managing suicide risk and the use of QPR.

The State of Homelessness in Wisconsin -2015 Annual Report from HMIS: – Jesse Dirkman, Data Analysist; Institute for Community Alliances (ICA) presented on the soon to be released annual report on homelessness in Wisconsin (from HMIS). How we can use system performance measures and data from HMIS to work toward ending homelessness in the Balance of State?

Trauma –Informed Care: Empowering. Engaging. Effective: Scott Webb, LCSW, Trauma-Informed Care Coordinator; UW-Madison, Department of Psychiatry. He presented on Trauma-informed care as an intervention and organizational approach that focuses on how trauma may affect an individual’s life and their response to receiving behavioral health services. This workshop will explore trauma and its prevalence in society. We will review the adverse childhood experiences study and how the five values of trauma-informed care can be applied in different agency settings.

Round Tables #1 – Members attend various round tables.

**Friday, May 20, 2016**

President Robyn Thibado opened the meeting with a call for attendees were asked to introduce themselves.

Business Meeting

1. Roll Call of CoC’s – all were present, except for Northwest and Southwest. Ozaukee was excused due to illness.
2. New Board Members: Meika Burnikel, representing youth and Don Roach, representing veterans, and Tony Gibart, representing DV were introduced. Byron made a motion to approve and Debbie Bushman 2nd. All approved.
3. Approval of agenda – there was one change to the agenda. We added the Executive Committee Report. Motion by Meika Burnikel to approve the agenda as presented. Second by Corin Turbidy. Motion carried.
4. Approval of minutes of November 12 & 13, 2015 Quarterly minutes and the February 11 & 12 Quarterly minutes – Motion made by Jeff Sargent to approve, Lu Scheer 2nd the motion and all approved.
5. Reports
	1. Financial report – Millie presented the financial report through the end of March 2016 and went over the report. Actual revenue is $86,062.69, actual expenses are $77,055.11. Balance on bank statement as of March 31, 2016 was $47,466.46; receivable balance was $40,636.00. Motion by Jeanette Petts to approve the financial report. Second by Chris Lashock. Motion carried.
	2. State THP Report – For the 2015/16 grant year any budget amendments should be sent to Carrie Poser immediately. For the 2016/17 grant year, there was an application process and applications were scored. There are two funding regions, the Balance of State and Other Metro. The projects were listed from highest to lowest and fund the projects until the money is gone. For the BOS the following projects were funded: CAP Services, West CAP, CWCAC, CACSCW and NWCSA ABC. In Other Metro Richard’s Place, Inc., KHDS Homeless Youth Project & KYF SHP Project, City of Appleton and the YWCA of La Crosse. Once we receive the official award from the State, contracts will be sent out.
	3. Executive Committee Report: The Board of Directors met yesterday and they approved a change in Carrie’s title to COC Director. This title change is more indicative to what she is actually doing on a daily basis.
	4. COC Coordinator Report: Carrie reported on some of the things that she has been doing this past year. A large part of her time was spent on the COC Competition, the PIT counts in January and July, and monitoring/compliance with the Interim Rule. Her plan in 2016/17 is to visit 2-3 of the local continua, visit their projects and see how things are being run. On April 20th, she was invited to meet with the Lt. Governor’s Chief of Staff to discuss homelessness issues in the State of Wisconsin. They wanted a broader perspective on rural homelessness and what shelters needed throughout the state. She also presented on a nationwide Coordinated Entry Webinar, where she presented on standards, prioritization and coordinated entry. The next day she received a phone call from the Kentucky COC and asked if she could come and talk about coordinated entry.
	5. President’s Report: The executive committee will be meeting monthly with Carrie. Lu reminded everyone that they are always invited to the board meetings and in Carrie’s email blasts, she will send out the board meeting dates. The NOFA Competition has come to an end with the award of all Tier 2 Projects. Robyn stated that this was the most competitive application to date and was extremely difficult to complete. For the BOS, 4 THP projects were awarded on Tier 2. We received $8.5 million in funding. The COC’s in Milwaukee, Dane and Racine lost projects this year. The upcoming competition is going to be rigorous and difficult this year and since the Grant Inventory Worksheet is already out, it is a matter of time before the NOFA is posted.
	6. DEHCR Report: Lisa marks reported:
* HOME & Hickory - contract extensions will be wrapping up the end of December.
* ETH – Applications were due May 6 and they are currently being reviewed. There will be more focus on performance measurers. The contracts should be available early to mid-June.
* PATH – Award letters were sent out and the contracts will be coming out shortly. There is a PATH Conference on August 25 and 26 in Pewaukee.
* TBRA – Contracts are going out. The manual was updated.
* SOAR – There was a training in April and 32 individuals attended.
* SSSG – The awards have been made. The next application will be out in September.
* HOPWA – The application will be coming out in August of 2017.
* The Rural Housing contract was renewed. The next application will be in February of 2017.
* DEHCR – There are a number of new staff. There is a new fiscal unit that will help with getting the reimbursements out quicker.
* “Welcome Home Veterans Program” – There was $4 million left from the energy assistance and weatherization this year. In order to qualify, they must score a 1, 2 or 3 on the VI-SPDAT in order to qualify and must be from category 1, 2, or 4. The referrals will go to the local energy assistance offices. These funds will be used to assist veterans that have an energy need. It can help with security deposits, the first months rent and possibly utility assistance. The money needs to be used by September 30, 2016 to show that it was successful. Lisa is hoping to launch the program the week of Memorial Day.
	1. Committee Reports
		1. COC Workgroup – Jesse Dirkman reported that this group will not be making any referrals to the PEA Committee this year regarding the quarterly APR’s. They are still waiting on the new HUD APR format. They are looking at using “real time” APR’s where you can get your results immediately. The “Housing Pledge” went well. The BOS COCO pledged to house 147 individuals off the prioritization list by the end of the year. The individual COC’s pledged to house 345 individuals by the end of the year. Since February, 47 people have already been housed off the prioritization list.
		2. ETH Workgroup – Carrie reported that the HDX was submitted to HUD. This report combines the information from the HIC and PIT. For the first time since 2011 we had a significant reduction in the number of people experiencing homelessness by 152 individuals. This reduction includes ES, TH, Safe Haven and unsheltered. The number of unsheltered was reduced by 75, in TH the number was reduced by 96 and in shelters the number increased by 19. Chronically homeless numbers went down by 36 individuals in 2016. Veterans there was a reduction by 10.
		3. Project Evaluation & Assistance – Joana Hemschemeyer reported that the committee provided technical assistance to the Salvation Army of St. Croix last week. We will be providing technical assistance to Western Dairyland in June. The committee continues to work on reviewing all the program forms that were received and coming up with some standard forms to be used throughout the COC. Our next committee meeting will be held on July 5 at 3:00 pm. We will be providing technical assistance to the RRH projects on August 10 in Wausau.
		4. 10 Year Plan – Lu Scheer presented on the work that this committee has been doing.
		5. Discharge Planning – Jerome Martin reported that they put together a template for local COC’s to use. They can input their own process for discharge from the foster care system, mental health centers, corrections and healthcare organizations.
		6. Coordinated Assessment – Jeanette Petts reported that their committee has been meeting monthly. There are 4 teams:
* Domestic violence – this group is asking for changes in the questions
* Youth – they are looking at the TAY-SPDAT for youth
* Marketing/Outreach – working on a tool kit for everyone to use
* Grievance – they are working on two forms one for the clients and one for the providers

The Implementation Team: helps people in implementing their Coordinated Assessment systems. In June there will be training for shelters (dv & non-dv), motel vouchers and what participation means on Coordinated Entry.

* + 1. Standards & Prioritizations – There was no report.
		2. Public Awareness – Debbie Bushman reported that they have met once. They have 3 teams: 1) finding out what other COC’s are doing; 2) developing flyers/brochures, etc and 3) website. The website group is working on creating a landing page for each COC.
		3. Diversion – This is a new committee that Chris Lashock will be chairing. They will be meeting on the 2nd Thursday of each month at 3:00 pm. They will be looking at diversion programs throughout the country and see what is already going on.

1. Vote on Bylaw proposal – The Racine merger has been pushed back. There are two changes that are being proposed, a change in the principal office address and delete Section 5. Gai and Byron will be looking at the by-laws and redoing them. The vote on the changes will take place at the August meeting.
2. Vote on ETH & COC RRH standards – Both the COC and ETH RRH standards have been out for review for a few months. Only two comments were received. A motion was made by Debbie Bushman to approve both the COC and ETH RRH Standards as printed. 2nd by Jeanette Petts. A discussion took place. Debbie amended her motion to vote on each of the standards separately. Debbie then withdrew her motion. Debbie Bushman made a motion to approve the ETH RRH Standards as printed. Corin Tubridy 2nd the motion. Karen Roehl moved to amend the standards under case management services, #3 that the program will re-evaluate the household for continued eligibility every 12 months, instead of 3 months. Kim Cable 2nd the motion. A discussion took place. 14 COC’s voted yes for the change and 1 COC voted no. Debbie Bushman made a motion to accept the COC RRH Standards, Jeanette Petts 2nd and all approved.
3. NOFA & FY 2016 Competition Update – The registration has been done. The GIW came out and projects need to be updated their information if you had any changes and the end date needs to be completed. There is an extra tab for the RRH projects. If TH projects want to change to RRH project you can reclassify if you meet the HUD Guidelines. If you choose to reclassify, the clients can stay as long as they meet the HUD guidelines. There are 3 new projects that have to be renewed, they cannot change anything on the GIW and they will have to make up their own end date. The deadline is Monday, May 23 and projects should send Carrie an email when they are done with the GIW. She will be having office hours on Monday, May 23 from 1:00 – 3:00 if anyone has questions. Carrie will send out information on how to access the office hours.
4. Board Scoring Tool – This was adopted and passed for last year’s competition. It has been out to the membership for comment since February 5. There were a total of 5 comments. Carrie will bring it to the board for review at the next meeting. A discussion occurred regarding this.
5. Home For Everyone Conference – A flyer was handed out for the conference in Appleton on July 13 and 14, 2016.
6. Other Business
	1. Opportunity for feedback and questions – there was none.
	2. Next meeting will be August 11 and 12 in Wausau at the Jefferson Street Inn.

Motion by Chris Lashock to adjourn. Second by Jeanette Petts, all approved.