**WISCONSIN BALANCE OF STATE CONTINUUM OF CARE**

**QUARTERLY MEETING (Virtual) – November 18, 2022 FINAL**

**For the business meeting, you must register at:**

**\*\***  <https://attendee.gotowebinar.com/register/7247294980928454413>

There is no fee to attend the business meeting; it will be recorded, posted, and materials available on the website following the meeting.

**9:00 AM Start 11:30 AM Estimated 15 minute Break**

**2:00 PM Estimated End time**

1. Roll Call of Delegates

|  |  |  |  |
| --- | --- | --- | --- |
| **Coalition –Member** | **Delegate** | **Email** | **Attendance** |
| Brown | Cheryl Detrick | [cheryldetrick@newcap.org](mailto:cheryldetrick@newcap.org) | X |
| Central | Suzanne Hoppe | [shoppe@renewalunlimited.net](mailto:shoppe@renewalunlimited.net) | X |
| Coulee | Kristina Bechtel | [kbechtel@pomcounselingllc.org](mailto:kbechtel@pomcounselingllc.org) | X |
| Dairyland | Jeanne Semb | [Jeanne.Semb@wdeoc.org](mailto:Jeanne.Semb@wdeoc.org) | X |
| East Central | Leigh Ann Trzinski | [Leighann.trzinski@usc.salvationarmy.org](mailto:Leighann.trzinski@usc.salvationarmy.org) | NN |
| Fox Cities | Nikki Gerhard | [Nikki.Gerhard@Appleton.org](mailto:Nikki.Gerhard@Appleton.org) | X |
| Jefferson | Jeremy Schmidt | [jeremys@cacscw.org](mailto:jeremys@cacscw.org) | X |
| Kenosha | Tamarra Coleman | colemant@shalomcenter.org | X |
| Lakeshore | Michael Etheridge | [metheridge@thehavenofmanitowoc.org](mailto:metheridge@thehavenofmanitowoc.org)) | X |
| North Central | Katie Schumer | [kschumer@nccapinc.com](mailto:kschumer@nccapinc.com) | X |
| Northeast | Erin Evosevich | [ErinEvosevich@newcap.org](mailto:ErinEvosevich@newcap.org) | X |
| Northwest | Millie Rounsville | [mrounsville@northwest-csa.org](mailto:mrounsville@northwest-csa.org) | X |
| NWISH | Debbie Bushman | [DebbieBushman@newcap.org](mailto:DebbieBushman@newcap.org) | X |
| Ozaukee | Joana Hemschemeyer | [joanafpoz@gmail.com](mailto:joanafpoz@gmail.com) | X |
| Rock Walworth | Jessica Locher | [jlocher@echojanesville.org](mailto:jlocher@echojanesville.org) | X |
| Rural North | Sandy Clark | [Sandy.clark@usc.salvationarmy.org](mailto:Sandy.clark@usc.salvationarmy.org) | X |
| Southwest | Julie McGuire | [j.mcguire@swcap.org](mailto:j.mcguire@swcap.org) | X |
| Washington | Hannah Conforti | [Hannah@familypromisewc.org](mailto:Hannah@familypromisewc.org) | X |
| Waukesha | Patricia Fabian | [cocwaukesha@gmail.com](mailto:cocwaukesha@gmail.com) | X |
| West Central | Duana Bremer | [Duana.Bremer@usc.salvationarmy.org](mailto:Duana.Bremer@usc.salvationarmy.org) | X |
| Winnebagoland | Lu Scheer | [luanns@advocap.org](mailto:luanns@advocap.org) | X |

2. Approval of Agenda

* + **Motion to approve agenda made by Suzanne Hoppe**
  + **Motion seconded by Erin Evosevich**
  + **Any Discussion**
  + **All in Favor**
  + **Motion Passes**

3. Review and approval of minutes – **VOTE**

**Changes: Motion to approve agenda to approve minutes**

**Motion to approve agenda to approve adjournment**

**Name spelling corrections**

* + **Motion made by Debbie Bushman**
  + **Motion seconded by Suzanne Hoppe**
  + **Any Discussion**
  + **All in Favor**
  + **Motion Passes**

4. Financial Report

* 2023 Annual Budget – **VOTE**
* **Motion to approve 2023 Annual Budget made by Cheryl Detrick**
* **Motion seconded by Suzanne Hoppe**
* **Any Discussion**
* **All in Favor**
  + **Roll Call Vote**
    - **Cheryl Detrick – Yes**
    - **Suzanne Hoppe – Yes**
    - **Kristina Bechtel – Yes**
    - **Jeanne Semb – Yes**
    - **Nikki Gerhard – Yes**
    - **Jeremy Schmidt – Yes**
    - **Tamarra Coleman – Yes**
    - **Michael Etheridge – Yes**
    - **Katie Schumer – Yes**
    - **Erin Evosevich – Yes**
    - **Millie Rounsville – Yes**
    - **Debbie Bushman – Yes**
    - **Joana Hemschemeyer – Yes**
    - **Jessica Locher – Yes**
    - **Sandy Clark – Yes**
    - **Julie McGuire – Yes**
    - **Hannah Conforti – Yes**
    - **Patricia Fabian – Yes**
    - **Duana Bremer – Yes**
    - **Lu Scheer – Yes**
* **Motion Passes**
* Dues Assessment Recommendation – **VOTE**
* **Motion to accept Dues Assessment Recommendation made by Tamarra Coleman**
* **Motion seconded by Sandy Clark**
* **Any Discussion**
* **All in Favor**
  + **Roll Call Vote**
    - **Cheryl Detrick – Yes**
    - **Suzanne Hoppe – Yes**
    - **Kristina Bechtel – Yes**
    - **Jeanne Semb – Yes**
    - **Nikki Gerhard – Yes**
    - **Jeremy Schmidt – Yes**
    - **Tamarra Coleman – Yes**
    - **Michael Etheridge – Yes**
    - **Katie Schumer – Yes**
    - **Erin Evosevich – Yes**
    - **Millie Rounsville – Yes**
    - **Debbie Bushman – Yes**
    - **Joana Hemschemeyer – Yes**
    - **Jessica Locher – Yes**
    - **Sandy Clark – Yes**
    - **Julie McGuire – Yes**
    - **Hannah Conforti – Yes**
    - **Patricia Fabian – Yes**
    - **Duana Bremer – Yes**
    - **Lu Scheer – Yes**
* **Motion Passes**

5. Board of Directors Election

* Local Coalition Directors – **VOTE**
  + Kenosha – Lisa Haen
  + North Central – Gina Strasser
  + Rock Walworth – Jessica Locher
  + Rural North – Stephena Smith
  + Washington – Hannah Conforti
  + Waukesha – Kathleen Fisher
  + Winnebagoland – Mike Bonertz
* **Motion to approve local coalition directors made by Joana Hemschemeyer**
* **Motion seconded by Lu Scheer**
* **Any Discussion**
* **All in Favor**
* **Motion Passes**
* Additional Directors – **VOTE**
  + Brandon Cacek – Veteran Serving Organization
    - **Motion to approve Brandon Cacek made by Suzanne Hoppe**
    - **Motion seconded by Jessica Locher**
    - **Any Discussion**
    - **All in Favor**
    - **Motion Passes**
  + Kim Cable – Chronically Homeless Serving Organization
    - **Motion to approve Kim Cable made by Suzanne Hoppe**
    - **Motion seconded by Jeanne Semb**
    - **Any Discussion**
    - **All in Favor**
    - **Motion Passes**

6. Partner Update *(approximate start time 9:30)* All reports and presentations will be provided on WIBOSCOC website

* Robyn Thibado, DECHR
* Amy Pulda, DHS
* Michael Basford, WI Interagency Council
  + Continues to join local coalition meetings but please let him know when your local coalition meetings are so he can join
    - Working to strengthen relationships and provide technical support where able
  + Tracking eviction data to provide to homeless service agencies in order to provide assistance so they can stay in housing
    - Seeing an increase in eviction filings
    - Looking at decrease in eviction judgements – lowest number this year since 2019
  + 2022 Review
    - DVA – Received 4.4 million dollars for facility renovations
      * Looking at alternatives for new facilities or buildings that can be renovated – looking for more capacity options
      * Veterans Rental Assistance Program – 2 million dollars
      * Veterans Outreach and Recovery Program – 1.5 million dollars
        + Funded by ARPA
      * 92 million dollars for affordable housing and shelter beds
        + New shelter beds in Eau Claire and Oshkosh

7. CoC Director’s Report All reports and presentations will be provided on WIBOSCOC website

**CoC Competition**

* Successfully completed the submission for the CoC Competition! All materials posted on website.
* Included 2 new transition grants (renewals that chose to change into a different permanent housing project):
  + Hebron House Safe Haven to PSH
  + Lakeshore RRH to PSH
* Included 2 BONUS projects that were able to document housing & healthcare leveraging:
  + Western Dairyland PSH expansion
  + House of Hope RRH expansion
* Submitted a DV RRH Bonus Expansion grant with 4 potential sub-recipients:
  + Embrace – Barron (West Central), Rusk & Washburn (Rural North), and Price (Northwest)
  + Family Support Center – Chippewa (West Central)
  + Turningpoint – St. Croix & Pierce counties (West Central)
  + Wise Women Gathering Place – Brown & Fox Cities

**Youth Homelessness Demonstration Program (YHDP)**

* Weekly YHDP leadership team meetings – include HUD TA, ICA, WAHRS, BOS staff
* YHDP Community call (10/12); Rural Affinity Group (8/15)
* Met with DPI staff (8/17, 10/5, 10/12, 10/24); present during DPI lunch & learn (10/19)
* Met w/HUD re: issues/conditions & submission (8/26)
* Sign contracts w/sub-recipients for the YHDP SSO Navigation & SSO CE grants.

**CoC Organizational Activities**

* Organized and facilitated Aug virtual CoC meeting (8/12); planned Nov virtual CoC mtg (11/18).
* Staff facilitated Jacqueline Battalora two sessions (10/5, 10/19)
* Planning 3 different training series:
  + Shared Housing - The link for the training will be sent out on Monday, December 5th.  **The two-day workshop is:  Thursday, Dec. 8th from 11:00 – 2:00 pm and Friday, Dec. 9th from 11:00 – 2:00pm.**  We are looking at alternative options to provide this training in the future.  The cost is $75/person for Balance of State CoC members and $125/person for non-Balance of State CoC members.  The registration link can be found at:   <https://www.eventbrite.com/e/shared-housing-training-tickets-464795103667>
  + Cultural Humility - a one day, four-hour virtual workshop by Share Collaborative - <https://sharecollaborative.org/>.  There will be 2 cohorts (meaning the same training offered two different times/dates).  Each cohort is limited to 24 people. This is 1st come 1st serve. The link for the workshop will be sent prior to each cohort.  Registration will be available soon. If you are interested in more information, I have attached the Cultural Humility Overview.  **Cohort #1 date:  Wed. March 1st from 8:30 am – 12:30 pm.  Cohort #2 date:  Wed. March 8th from 8:30 am – 12:30 pm.**  When you sign up, you are agreeing to actively participate throughout the entire 4-hour session and you have a workable camera, speaker, and microphone.  If you are not able to actively participate throughout the entire 4-hour session and/or you do not have a workable camera, speaker, and microphone, we ask that you not sign up.  The cost is $65/person for Balance of State CoC members and $100/person for non-Balance of State CoC members.
  + Alonzo Kelly Toolkit - a two-day, 90-minute virtual training by Alonzo Kelly. [www.alonzokelly.com](http://www.alonzokelly.com) There will be 2 cohorts (meaning the same two-day training will be offered twice). The link for the training will be sent prior to each cohort. Registration will be available soon.  **Cohort 1 date:  Wed. Jan 18th and Wed. Feb. 8th from 10:00 am – 11:30 am.  Cohort 2 date: Wed. March 29th and Wed. April 19th from 10:00 am – 11:30 am.**  When you sign up, you are agreeing to actively participate throughout the entire 90 minute session on 2 different days and you have a workable camera, speaker, and microphone.  If you are not able to actively participate throughout the entire 90-minute session, cannot attend both dates, and/or you do not have a workable camera, speaker, and microphone, we ask that you not sign up.  The cost is $30/person for Balance of State CoC members and $50/person for non-Balance of State CoC members.
* Attended Board of Director mtgs: 9/6, 10/4, 11/1; Exec mtgs: 9/15
* Staff – Supervision & meetings (plan to switch for coalition support from 7 to 4)
* Monitoring & Compliance Coordinator: Meredith McCoy – monitoring CoC projects; helping with sub-recipient monitoring; oversee housing first fidelity;
* CE System Coordinator: Ryan Graham – works with a variety of CoC committees – CE, Vet, Shelter; liaison w/WHEDA on EHV; provides training & TA; oversee non-HMIS transition; working w/HMO staff
* Project Coordinator: Leigh Polodna – acting project manager for YHDP; creates the monthly HIC; oversee PIT process; oversee CQI (continuous quality improvement) plan for YHDP & w/broader implications
* Grant Specialist: Kate Markwardt – onboarding, responsible for sub-recipients
* CE System Specialist: Holly Sieren – onboarding, shadow Ryan, working with SSO staff
* Action Plan
  + Sent email earlier in November, action plan progress report due 11/30
  + Survey monkey sent out to coalition leads & due 12/2; “revamping”
* Point-in-Time (PIT)
  + Sent out HIC for August, Sept, October
  + July – post PIT survey review; data collation
  + Preparing guidance for Jan. 2023 count
* BOS Committee Support
  + Attended Finance committee mtg: 9/1, 10/24
  + Attended Nominating committee mtg: 11/15
* Local Coalitions/Groups
  + PC City of La Crosse staff (8/29)
  + PC City of Eau Claire staff (11/8)
  + Dairyland coalition mtg (11/16)

**CoC Grants**

* HAP (21-22): Submitted invoice to FP Ozaukee for reimbursement (July & Aug); still working on closing out this grant – money left on the table
* HAP 1 (22-23): Received reimbursement form from DEHCR & grant has started; submitted invoice to Hebron House for reimbursement (Oct)
* HAP 2 (22-23): Received reimbursement form from DEHCR & grant has started; submitted invoice to Hebron House for reimbursement (Oct)
* SSO–CE (21-22): closed out grant; submitted APR on 9/8/22
* SSO-CE (22-23): Submitted invoice to fiscal agent for reimbursement (July-Sept)
* RRH (21-22): Submitted invoice to fiscal agent for reimbursement (July & Aug, still working on close out); money left on the table; rec’d letter from HUD re: monitoring response; APR is due 12/29
* RRH (22-23): Started grant 10/1; Solution Center opted out of the grant
* SSO-CE DV (21-22): Submitted invoice to fiscal agent for reimbursement (July & close out in Aug); submitted APR on 11/14/22.
* SSO-CE DV (22-23): Started grant 9/1; submitted invoice to fiscal agent for reimbursement (Sept)
* YHDP Planning grant (21-22): Submitted invoice to fiscal agent for reimbursement (July-Sept); submitted invoices to FP Ozaukee for youth compensation (Aug & Sept) and to Hebron House (Oct)
* CoC Planning Grant (2022): Submitted invoices to fiscal agent for reimbursement (July-Sept)
* Signed contract for YHDP Planning grant #2. Will begin 1/1/23
* YHDP SSO for System Navigation (22-23): grant started 10/1, still waiting for 1 sub-contract to be signed
* YHDP SSO CE (22-23): grant started 10/1

**National Conferences/Trainings/Webinars**

* Rural & BOS Community of Practice call (11/8)
* Participated in the ALICE RAC (Research Advisory Council) – in Focus: Veterans (11/9)
* Attended NAEH: 2022 CoC Program Competition webinar (8/17); CoC Competition-racial equity & LGBTQ Anti-Discrimination (8/31); How Race & Gender are Defined within Homelessness webinar (11/17)
* Attended HUD: PIT Count Office Hours (10/27)
* Attended National CoC Peer-sharing call (11/16)

**Policy Development**

* Received feedback from DEHCR, sent to Committee chair & Ryan to adjust. Shelter standards will then be sent out for coalition member comments.
* Board approved Order of Priority for DV RRH and Order of Priority for YHDP RRH and TH/RRH projects

**State Collaboration & Advocacy efforts**

* Attended EFSP Set Aside Board meeting (10/27)
* Attended DHS webinar: Advancing Health Equity During the Covid 19 Pandemic (8/19)
* Collaboration conference calls with Dane, Milwaukee & Racine CoC leads – these calls include DEHCR, HUD & Mike Basford (11/16); HUD all grantee mtg (8/31)
* Attend WI IAC work group meeting virtually (8/30, 10/25)
* Presented at WHSA (Wisconsin Head Start Association) meeting (8/22)
* Presented at WALHDAB (Wisconsin Association of Local Health Departments & Boards) Western Region (10/5)
* Participated in the WI EHCY (Education for Homeless Children & Youth) Conference (10/11-12) – presented at a pre-conference session
* Coordinated discussions with other 3 CoC leaders & state agency staff on collaboration efforts, addressing issues & concerns =
  + DHS Medicaid staff (10/27, 11/16, 11/17)
  + DHS Homeless Services Provider Forum (assist with agenda, topics, materials, and answering questions) – 8/22, 10/24, 11/14
* DHS-COC-ICH collaboration (10, 28, 11/17)
* Attended DEHCR Recovery Kickoff (8/24)

**Early we had Amy share with us some updates and information about the Housing Support Services Health Care initiative. This was an initiative that the 4 CoC’s started working on with Amy’s predecessor in 2020. The intent was to fund an agency to hire a housing navigator who could work with families (households with children) who won’t get to the top of list for supportive housing programs and/or don’t want or need that level of assistance to find housing and a case manager to help provide those transitional supports to get into the housing. It wasn’t going to provide ongoing rental assistance, but rather a little bit of help to those at the bottom of the CE list self-resolve. The initiative will fund 5 different agencies in the Balance of State area. Some key points required by DHS include:**

* **HQS – although I would argue that in certain situations (like bathroom vents) there is wiggle room**
* **Using coordinated entry**
* **Using HMIS**
* **There is a requirement to have someone with an MSW review the person-centered plans and ensure fidelity for housing first. If your agency doesn’t have that, it is okay! But you must let DHS know that you will need assistance meeting this requirement in your application.**

**My staff and I will be meeting the week after Thanksgiving to develop the application for interested agencies to complete. With the help from some Board volunteers, we will score the applications and select the 5 agencies that will receive a letter of support from the CoC & assistance applying for this opportunity.**

**QUESTIONS?**

**Another exciting project that I have been asked to participate in is the work contributing to the development of the next State Health Improvement (SHIP) Plan. DHS is required by state statute to produce a state health plan for the people of Wisconsin at least every 10 years. These plans service as a public health roadmap. The most recent plan is called “Healthy Wisconsin” and was grounded in the priority goal of achieving a Fair and Just opportunity for all in WI to live their best life. It launched in 2017 and will be in place until the end of 2022. It outlines priority areas for the public health system as well as objectives, metrics, strategies, and partnerships necessary to achieve priority goals. As an evolution from the ESF 6 team that I was a part of and met with weekly from April 2020 until August 2022, a workgroup has been established that includes Mike Basford, the 4 CoC leaders, and members of DHS to center around one of priority areas = housing. We will start meeting in January & I look forward to what this group can come up.**

**Out of the Office:** Holiday (11/11); out (9/26 - 10/3, 10/13 – 10/17, 10/31)

* Polls
  + How many BOS meetings have you attended in 2022?
    - 1 – 18%
    - 2 – 14%
    - 3 – 22%
    - 4 – 45%
  + Are you involved with a local coalition in the BOS CoC?
    - Yes – 93%
    - No – 7%
  + Are you involved in more than 1 local coalition in the Balance of State CoC?
    - Yes – 42%
    - No – 58%
  + Are you involved in a BOS CoC Committee?
    - Yes – 57%
    - No – 43%
  + Which committee are you involved with? (Part 1)
    - System Performance – 9%
    - Coordinated Entry – 29%
    - Discharge Planning – 1%
    - Diversity and Inclusion – 1%
    - None of the committees listed – 60%
  + Which committee are you involved with? (Part 2)
    - Emergency Shelter & Diversion – 12%
    - Gaps & Needs -6%
    - Public Awareness -6%
    - Veteran Advisory – 6%
    - None of the committees listed

**Motion to suspend meeting by Suzanne Hoppe**

**Motion seconded by Kathleen Fisher**

**Any Discussion**

**All in Favor**

**Motion Passes**

**Motion to resume meeting by Rosanne Northwood**

**Motion seconded by Julie McGuire**

**Any Discussion**

**All in Favor**

**Motion Passes**

8. CoC Staff Updates All reports and presentations will be provided on WIBOSCOC website

9. Board Chair

* Welcome to Rosanne Northwood to the Board of Directors as a representative of the Persons with Lived Experience!
* Thank you board members for continued work in 2022
  + All board members receive satisfaction survey after board calls to offer feedback and to ask questions
* 2023 onboarding board members will be given packet and availability to pick their committees
* Looking to improve process for committee charters
* Continuing to work on strategic plan
  + Worksheet 1 is in hands of DEI committee
    - Meeting with DEI committee chairs to get update
  + Added column to worksheet that lists activities that have been completed or is being worked on to show progress that is being made
* 2023 – Continue to have discussions around creative solutions
* Thank you for all of your important work!

10. Institute for Community Alliances (ICA) Update – Jennifer Allen

* Reminder to complete your security training
* HMIS Privacy & Security training will be coming out shortly
  + Will be sent out via HMIS newsletter
* In the midst of LSA cleanup
* Updated the CE training on their end – just one video (1 Hour 43 Minutes long)

11. Committee Presentations and Discussion

* System Performance Network (CoC & EHH) – Leigh Polodna
  + More information coming in January
* Coordinated Entry – Wendy, Hannah, Marissa
  + Update from Ryan Graham, BOS Coordinated Entry System Coordinator
  + All reports and presentations will be provided on WIBOSCOC website
* Discharge Planning – Kristi
  + Working on new ideas to streamline discharge planning process and hope to have more of an update at our next business meeting
  + If interested in joining the discharge planning committee contact Kristina Bechtel at kbechtel@pomcounselingllc.com
* Diversity & Inclusion – Kim
  + All reports and presentations will be provided on WIBOSCOC website
  + Reviewed results of DEI anonymous survey
* Emergency Shelter & Diversion – Meghan
  + Currently redrafting charter
  + Received feedback from state on shelter standards
  + Would like new members to join so please reach out to Meghan if interested
  + December 12th at 1PM
* Fiscal & Audit Committee – Kathleen & Millie
  + Nothing new to report
* Gaps & Needs – Michelle F & Sara K.
  + Done updated provider and client surveys – Carrie has them and will send out soon
  + Still working on getting them translated into Spanish and Hmong
  + Looking for local coalitions to get 50 clients and 50 providers to complete survey by January
  + Looking for more people to join group
* Lived Experience – Cheryl
  + No report to give
* Nominating –Mike B & Tara
  + Working to fill empty board spots
  + Had elections today for board seats that need to be renewed
  + Updating policies to make sure they are HUD compliant
* Public Awareness & Advocacy – Jessica L, Michael E, Peter
  + Going to have description for the Momo board in December
* Veteran Advisory – Robin
  + Looking for a new co-chair
  + Next meeting is on December 21st at 11:00AM
* Youth Action Board – Leigh Polodna, BOS Project Coordinator
  + All reports and presentations will be provided on WIBOSCOC website

12. Other Business

13. Adjourn

Motion to adjourn meeting made by Jeanne Semb

Motion seconded by Lu Scheer

Any Discussion

All in favor

Motion passes