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WIBOSCOC BOARD MEETING

September 27, 2016

Go To Meeting

Board members present: Jeanette Petts, Jeanne Semb, Debbie Bushman, Lu Scheer, Millie Rounsville, Jesse Dirkman, Gai Lorenzen, Renee Greenland, Don Roach, Joana Hemschemeyer, Meika Burnikel and Tony Gibart

Excused: Jerome Martin and Robyn Thibado

Unexcused: None

Staff: Carrie Poser

Meeting was called to order at 1:06 pm

There were no minutes to approve. Don Roach made a motion to postpone the approval of minutes to the next meeting, Jeanne Semb 2nd and all approved.

Fiscal Report: Millie Rounsville reported that the D & O insurance is due. The premium for one year is $513. Survey Monkey also needs to be renewed. That amount is $300 for 1 year. Carrie Poser said that she received a statement saying that our Internet Domaine Name needs to be renewed. Millie Rounsville said that she had already paid Jen Schmohe for the renewal of the Domaine Name. The draft of the 990 is done and Millie Rounsville will review it and share it with the Executive Committee or the full board of directors. There are no June financials to report yet, due to an outstanding TH reimbursement. Meika Burnikel made a motion to approve the fiscal report, Jesse Dirkman 2nd and all approved.

Discussion of Fiscal Agent: This is the time when we have the opportunity to hire a fiscal agent for the BOS COC. This agent could take over the financial component for the Transitional Housing grant. If we look at where the organization is heading in the future we will need to hire a fiscal agent. We have looked into this before and at that time, the costs were too high. At this point we need someone to be the fiscal agent for the 2016/17 THP grant. Millie was asked if there would be a change in the fee and she stated no. Meika Burnikel made the motion to keep the THP grant financials with the Northwest Wisconsin Community Services Agency, Inc. for the 2016/17 grant cycle for the THP, Debbie Bushman 2nd and all approved. Millie Rounsville abstained from the vote. Carrie will pull out the contract from last year and will send it to Robyn.

Diversion Grant Proposal: Jesse Dirkman has been working this grant and it is due on September 30th, 2016. This would be a pilot diversion program in 2 or 3 shelters. We will be asking for $15,000 - $20,000, with $5,000 being what each sub-grantee would receive. The program would look at the control and test groups to see what types of trends arise. Joana Hemschemeyer made a motion to approve the submission of this grant, Gai Lorenzen 2nd and all approve. The motion was amended to ask for $25,000 by Lu Scheer, all approved.

Washington County Transition Plan: The Youth and Family Project grant will end in April of 2017. The local continuum of care is asking a lot of questions about what transpired with the grant. There was a discussion with the Youth & Family Project staff and it was their responsibility to keep the local continuum of care up to date. Staff at the Youth and Family Project has also called Joana regarding the transition. The board felt that there should be one contact person for the transition in Washington County. Meika made the motion that Robyn should be the contact person for the local continuum and the Youth & Family Project staff and Debbie 2nd the motion, all approved.

Committee Updates – 2016 Progress:

* HMIS/PIT: The committee will have to dive into the methodology for the January 2017 count. The focus in January will be on youth. Meika will be working with Carrie on developing the youth methodology.
* ETH/COC: Meeting tomorrow. Nothing is new.
* PEA: We are working on developing common forms that can be used by projects throughout the continua. We also have to schedule the technical assistance for Western Dairyland and ADVOCAP PSH projects. Joana will get in touch with both agencies and get something set up.
* 10 Year Plan: This committee is at the point where they are changing their direction. They are not actively working on anything right now.
* Discharge Planning: No report.
* Coordinated Assessment: The committee and a group of individuals who work with youth approved the TAY-VI-SPDAT to be used for unaccompanied youth or parenting youth under the age of 24. The committee is now asking approval from the board to make the change. The score would be more reflective of the youth’s needs. Meika made a motion to approve the change to the TAY-VI-SPDAT, Don 2nd. Some of the board discussed that they would have liked to have had some prior knowledge of this vote before the meeting, so they could review the TAY-VI-SPDAT. Meika retracted her motion. Meika will put together a survey monkey to the board regarding the TAY-VI-SPDAT. She has already used this with the group of youth services providers.
* Standards and Prioritization: Nothing to report.
* Diversion: No report.
* Gaps and Needs: Lisa Schneider is no longer leading the committee. This may be a good time to join this committee with the 10 year plan committee.

Update from the New Hire Subcommittee: Lu is in charge of this subcommittee, but she didn’t know who else was on this committee. The following board members were assigned to assist with this: Meika, Joana, Jerome, Millie and Carrie can help. Lu has a job description and a raw budget. The total amount of the planning grant is $256,000 and this includes Carrie’s position and the new position.

November Quarterly Meeting: Sarah Rodefer from NAMI Waukesha will be presenting on Mental Health Stigma and Using Person First Language. Carrie is also working on having someone present on Motivational Interviewing. Gordon Levine the new ETH Program Manager would also like to be on the agenda. The membership would also like more information on coordinated entry. If anyone has any other ideas, please send to Carrie. Carrie is also checking with the Interagency Council to see if anyone wants to present.

System Performance Measures – Now What?: Everything was completed and submitted on time. We need to present about this at the November board meeting and on what the board wants to do with this moving forward. We need to look at the different components and see what is working in the various areas and what isn’t working. A policy should be developed regarding them. Jesse and Carrie will put something together and present to the board.

PSH & TH Written Standards & Governance Charter: The standards and governance charter need to be reviewed and updated. Carrie will send them out for comment to the membership. The deadline for comments will be December 20, 2016.

Youth Demonstration Project: Only collaborative COC’s can apply for the funds. There will be 10 COC’s chosen, 4 which will be rural, and each would receive $1,000,000. This grant is for COC’s to develop and implementation of a coordinated community approach to preventing and ending youth homelessness. HUD wants to end youth homelessness by 2020. The 1st thing that needs to be done is develop a Youth Advisory Council. Two thirds of this council must be under the age of 24 or formerly homeless. This council would be part of the board. Meika has agreed to take the lead on this. Joana made a motion to move ahead with Meika starting the Youth Advisory Council and to send out a letter of interest to COC’s. Jeanne 2nd the motion, all approved.

Joint Monitoring Plan: There is a new grant administrator for the ETH program. Carrie will develop a memorandum of understanding to conduct joint monitoring in the future. The plan behind this is to complete all the monitoring at one time and not have separate monitoring for the various programs. We are looking to have this change set up to start January 1, 2017. The plan would be Joana, Meika, Carrie and a person from DEHCR will be conducting the monitoring. The MOU that Carrie develops will go to the executive committee first and then it will be sent to DEHCR for their lawyers to review it. Tony said he will work with Carrie on the confidentiality aspect of the MOU.

COC Competition Comments and Feedback: Carrie encouraged the board members to read the NOFA that was just submitted. There is a possible 200 points and she knows that we lost 15 points for sure.

State THP Update: Carrie is still waiting on a couple contracts, the contract from Millie’s agency and additional things from the state.

New Business: None.

Motion by Millie Rounsville to adjourn. Second by Renee Greenland. The motion carried.