

WISCONSIN BALANCE OF STATE CONTINUUM OF CARE

QUARTERLY MEETING MINUTES - **DRAFT**

February 11 & 12, 2016

Holiday Inn, Stevens Point, Wisconsin

**February 11, 2016**

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

Subsidized Housing Serving Communities, Managing Residents & Moving On – Beth Ann Richlen, J. D., Civil Unit Manager/Development Director, Wisconsin Judicare, Inc. presented on various housing programs.

Environmental Review Training for COC Grantees – David Nuccio, Milwaukee HUD Field Office, provided training on the importance of the Environmental Review and instruction on completing the document.

Round Tables #1 – Members attend various round tables.

Round Tables #2 – Members attend various round tables.

Emergency Solutions Grant (ETH Update) – Ellen Hildebrand reported that the application is not out yet, but hopes to have it out by the middle of March, with the application being due the 1st week in May. Ellen also spoke about using the same system measures that are being used for the COC projects.

**February 12, 2016**

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

Introduction of New Board Member

Gai Lorenzen was introduced as the new board member representing the Southeast Region.

Business Meeting

1. Roll Call of CoC’s – all were present, except for Ozaukee.
2. Approval of agenda – motion by Debbie Bushman to approve the agenda as presented. Second by Kim Cable. Motion carried.
3. Approval of minutes of November 12 & 13, 2015 Quarterly meeting – No minutes were available for approval.
4. Reports
	1. Financial report – Millie presented the financial report through the end of December 2015 and went over the Actual revenue is $317,628.62, expenses are $300,151.58. Balance on bank statement as of December 31, 2015 was $43,735.88; reconciled balance was $30,881.88; receivable balance was $39,101. Motion by Byron Wright to approve the financial report. Second by Debbie Bushman. Motion carried.
	2. State THP Report – The same process will be used again this year and as soon as the application is out, we will be applying.
	3. Committee Reports
		1. COC Workgroup – Jesse Dirkman reported the CoC workgroup continues to review the quarterly APR’s agency’s submitted and they are working on the system performance measures. New things in 2016: they are waiting for the new HUD format for APR’s to come out in 2016; the plan is to have a real time APR, where projects will enter information from the APR into a document similar to the HIC; they are working on additional data quality reports to make sure that data is clean and accurate. We watched a HUD Video about System Performance Measures. The COC goal is to end homelessness and we want to exceed the HUD standards to be competitive with other COC’s. Meika Burnikel made the following motion “Commit to housing the top 147 individuals on our housing priority list by the end of this year, December 31, 2016. Corrie Fulwiler 2nd and all approved.
		2. ESG – Robyn reported that the committee will be chaired by Gai and will now be meeting. Carrie, Jesse and Ellen will be assisting with the committee.
		3. PIT – Carrie Poser reported on the deadline to submit PIT data is February 15, 2016 at 5:00 pm. The survey will be due by the end of the month. The HIC has new columns that must be completed. People shares stories about the PIT count in their communities.
		4. Project Evaluation & Assistance – Joana Hemschemeyer reported on the 2016 Work Plan was discussed. The year will be broken into 3 phases: Phase 1 – Research (gathering of all documents that are currently being used by COC projects); Phase 2 – Development (develop forms that can be used across the board by all projects, similar to the Disability Verification); and Phase 3 – Education (provide education on all the new forms and basic information about the programs). We will also be providing technical assistance to the 7 new projects that have been funded in the last few years.
		5. 10 Year Plan – Lu Scheer reported she will be using the numbers that Jesse reported on today. They will be presenting the plan at the next quarterly meeting.
		6. Discharge Planning – Jerome Martin has taken over this committee. He is still trying to find out who is still on the committee. The group will meet on the 4th Thursday of each month at 2:00 pm. Their plan is to develop templates for each of the 4 areas: foster care; health care, mental health and corrections.
		7. Coordinated Assessment – Jeanette Petts, Corin Turbidy and Carrie Poser reported that there are some COC’s that are actually implementing this already. They have redesigned the committee, with the new focus of the committee will be Outreach and Media. There is now an Implementation Team that will field and answer questions that COC’s will have about the implementation of coordinated assessment. This team will consist of Jeanette Petts, Corin Turbidy, Carrie Poser, Lisa Sanders, Debbie Bushman and Maggie Carden. The new pre-screen tool is on the BOS COC Website.
		8. Standards & Prioritizations – Jeanne Semb reported that ESG RRH standards are out for comment after being in use for 1 year. There was one change already that the VI-SPDAT will be used. The deadline for comments will be February 26, 2016.
		9. Public Awareness – Debbie Bushman will be the new chair. Renee and Carrie will work on the Facebook page and Jen Schmoe will handle the website. If you have an interesting stories, send them to Renee for the Facebook page.
		10. Gaps & Needs – Lisa Schneider presented the results from the Homeless Priority Gaps and Needs 2016.

1. Report from DEHCR – Lisa Marks reported that the President introduced the 2015 Federal Budget and it is now with Congress. There was an 18% for homeless programs and an increase in ESG of $20 million. There is also $25 million for test projects for homeless youths. There was also an increase in TBRA funds.
2. NOFA Competition Update – Robyn reported that we have not heard anything yet about the current application. We need to start reviewing the ranking tool and we will be putting it out there for comments.
3. Interagency Workgroup Update – Robyn reported that she and Carrie attended the last meeting and they have started working on a 10 year plan to end homelessness.
4. Home For Everyone Conference Report – Robyn reported that this will be held in Appleton on July 13 and 14, 2016. There will be 8 homeless track sessions.
5. Other Business
	1. Racine COC Merger – Gai reported that someone else from the Racine COC will be attending the meeting in May to discuss this, since Gai was recently elected to the Board. Byron Wright made a motion to table this until the May meeting. Kim Cable seconded it, all approved.
	2. WI Balance of State Bylaws – Robyn reported that the board met and discussed the by-laws and options. The COC interim rule will be published soon and we will look at the rule and what the board currently looks like. The board will also be doing some strategic planning the year around the COC Interim Rule.

Service Area – Jesse Dirkman made a motion to change the by-laws to “The Corporation represents the Wisconsin Balance of State Continuum of Care Region (WI – 500) as defined by HUD. Corin Turbidy 2nd the motion. A discussion was had regarding this motion. Byron Wright brought to the groups attention that we can’t vote on any changes to the by-laws, since the minutes from the last meeting where it was discussed, were not distributed to the membership 12 weeks prior to this meeting. Jesse was asked to withdraw her motion today, which she did.

1. Next meeting will May 19- 20, 2016 will be at the Concourse in Madison. The next meeting will be on August 11 and 12 in Wausau at the Jefferson Street Inn.
2. Motion by Debbie Bushman to adjourn. Second by Meika Burnikel, all approved.