



Homeless Services Consortium Board of Directors Meeting

Friday June 24, 2016

11am-1pm

Villager Mall-Atrium 2300 S Park St

AMENDED

AGENDA

Call to Order

1. **Approval minutes** from 05/20/16 meeting (attached)
2. **Approval minutes** from 06/08/16 By-Laws meeting (attached)
3. Discussion on Housing Placement List/ PSH and RRH- Expected attendees to discuss: Dean Loumos and Conner Wild: (See Attached)
Board Action: Vote on next steps
4. Discussion on timeline for programs to adhere to written standards: (See Attached)
Board Action: Vote on next steps
5. Community Plan Update: Discussion on Feedback from Community
6. Update on CoC Application (attached)
Board Action: Approve Review Committee roles, responsibilities and members
7. Zero 2016 Update
Board Action: Vote to continue participation in Zero Initiative for next year

Adjourn

Schedule for remaining 2016 Board of Directors Meetings:

All meetings will be held at 11:00 am at the United Way

July 22, 2016

August 26, 2016

September 23, 2016

October 28, 2016

November 18, 2016 (11/25 Holiday)

December 16, 2016 (12/23 Fri before Xmas)

MINUTES FROM THE HOMELESS SERVICES CONSORTIUM BOARD MEETING
May 20, 2016

PRESENT: Harrison Booker, Heather Campbell, Rob Dicke, Jeanne Erickson, Jani Koester, Garrett Lee, Glen Ruiz, Scot Sorensen, Heidi Wegleitner

City CDBG Staff: Anne Kenny, Susan Morrison, Jim O'Keefe, Linette Rhodes, Sue Wallinger, Laura Wichert

GUESTS: Mary Angline, Casey Becker, Martha Cranley, Garrett Grainger, Ron Luskin, Barbara McKinney, Kristin Rucinski, Kathy Stellrecht

CALL TO ORDER/ROLL CALL

Koester called the meeting to order at 11:04 a.m.

1. Approval of Minutes from 4/21/16 Meeting:

Campbell moved to approve the minutes from April 21, 2016. Erickson seconded. The motion passed unanimously.

2. Approve Reallocation of \$4,670 in ETH Prevention Funds Unspent by Stoughton United Ministries

Wegleitner recused herself from discussion and voting on this item because she works for Legal Action of Wisconsin.

Wallinger said that the funds have to be spent on Prevention because that is how Stoughton United Ministries was using them. Community Action Coalition (CAC) would be able to spend these funds quickly on their eviction prevention and rapid re-housing financial assistance and services. Legal Action of Wisconsin and Tenant Resource Center would also be eligible for the funds. Staff recommends the funds going to CAC because they are able to quickly and efficiently spend the funds by the end of June.

Lee moved approval of reallocating the funds to CAC. Campbell seconded. The motion passed unanimously.

3. Future of HSC Email Distribution List

O'Keefe said that Wallinger has coordinated the list in the past, and he is anticipating that CDD will continue to manage that work after she retires. CDD is working with City IT to manage the email distribution list. The Board discussed the role of the City in managing the list. Carden suggested that the City continue to run the list in the interim until the CoC Coordinator is hired, at which point they will be the point person.

Wegleitner moved to have the City continue to provide interim administrative services regarding the email list until a CoC coordinator is hired who will then take on that responsibility. Erickson seconded. The motion passed unanimously.

4. City Staffing of HSC Board for Remainder of 2016

Morrison introduced Linette Rhodes as the City staff who will be serving the Board until a new replacement can be hired by CDD. O'Keefe said that the Board needs to provide clear direction about its expectations for City administrative support. Carden suggested waiting until the June Board meeting for more discussion. Koester welcomed Rhodes to the temporary position of staffing the HSC Board.

5. Presentation and Discussion of Draft Community Plan to Prevent and End Homelessness Update

Cranley and Rucinski provided an overview of the Plan. Cranley said the group engaged CSH to do a two-and-a-half day charrette with over 200 people participating. CSH was able to give the Steering Committee a good start on the Plan, but it still needs fleshing out. They've received feedback from the CDBG and Homeless Issues Committees. They have a couple more community engagements coming up in June for feedback on the plan.

Rucinski walked through the Plan, which has four main goals and several sub-strategies. The four goals include 1) prevention, 2) support, 3) ending homelessness, and 4) addressing advocacy issues. After the community feedback sessions and the Board meeting in June, the Plan will be approved in July.

The Board discussed various elements of the Plan.

6. Update on Day Resource Center

Becker of Dane County Human Services passed a brief summary of a concept paper on the day resource center. The County has been working for some time on a site for a day resource center that would be accessible to the people who need it. The County needs an operator in order to apply for a conditional use permit from the City. The proposed operations site is 1326 East Washington Avenue, which the County now owns.

Becker reviewed the concept paper and described the center's floor plan. The County wants to issue a provider RFP by the end of May, 2016, and hopes to open the day center in summer or early fall of 2017.

Lee moved to support the recommendations before the Board as amended. Dicke seconded. The motion passed unanimously.

7. Appointment of Casey Becker to Represent HSC on WI Interagency Council on Homelessness

Dicke moved to appoint Casey Becker to represent the HSC on the Wisconsin Interagency Council on Homelessness. Sorensen seconded. The motion passed unanimously.

8. Reappointment of City of Madison as Collaborative Applicant for the HUD CoC Homeless Assistance Grant

Sorensen moved to reappoint the City of Madison as the collaborative applicant for the HUD CoC Homeless Assistance Grant. Wegleitner seconded. The motion passed unanimously.

9. Schedule Two Special Board Meetings to Discuss Bylaws and Committees

Rhodes said she would send out a Doodle poll to set up the meetings in June to discuss bylaws and committees. The discussion on committees will be first.

The Board formally recognized and thanked Sue Wallinger for her dedication, time, and guidance in her years of service to the Homeless Services Consortium Board.

ADJOURNMENT

Sorenson moved to adjourn at 1:06 p.m. Dicke seconded. The motion passed unanimously.

Anne Kenny, recorder

MINUTES FROM COC SPECIAL MEETING REGARDING BY-LAWS JUNE 8TH, 2016

Present: Heidi, Garrett, Maggie, Torrie, Jani, Heather, Scott

Lead Board Members: Torrie and Heather

Overall- spell out all of your acronyms and then going forward can use acronyms

Either Article 1 or 2 add Vision language

Article 2: Purpose & Responsible

Add language about working with homeless or at risk of homelessness, add language about prevention and ending homelessness.

1. Add looking at By-laws at least bi-annually, Add clearly in By-laws the Conflict of Interest regs

To do: Review Code of Conduct form and create a form that is signed and dated by each Board member

2. Establish and monitor targets and evaluate outcomes (make sure this is in connected to the Peer Review Committee)

3. Put some information in Written Standards about accurate information.

4. Be more specific of what written standards your following (ie approved by the board XX/XX/XXXX)

5. add ETH funds

6. add the committee that is responsible (will be fleshed out at July 11th meeting)

7. add reference to Community Plan

8. no change

Article 3 Membership

Section 1: Membership: add open to all people interested in this vision. Expand the list of who should be members. Add language that members are responsible as an organization for the items outlined in the Purpose and Responsibilities

Section 2 Meetings. add that the chair and vice-chair will set the agenda. Vice-chair will do meetings. meetings agendas should be posted on website

Move all of the Board stuff move to Governance section

Add language that annual meeting means the current calendar year

Section 3 Member Due

Add language that if dues are needed a request would be made to the Board 90 days prior to the annual meeting

Article IV Governance

Add language about Board meetings

Section 2- Board Structure

Should be 2 from non-profits and 6 representatives at-large and 2 formerly homeless

Committees

Make sure include language such as:

CoC Coordinator supporting each of the committees that are required via HUD.

Committee Chair responsible for emailing HSC Vice Chair Membership meeting updates and send meeting announcements to update the calendar to

help@danecountyhomeless.org

Community Plan- strategic plan of getting others around the table (Nominating Committee)

To Do: Make sure add to CoC Coordinator job duties include updating website on how programs are funded.

Question- Will City of Madison Attorney provide legal advice to the group? (Heidi will look into inquiring if there are any firms willing to do the work pro-bono)

Answer- No, the City of Madison Attorney's office will not provide legal support to the group.

Question- Can City of Madison organize a Conflict of Interest Training?

Answer- There is no current curriculum for Conflict of Interest but a training is being developed on "Power, Influence, & Ethics." That may fit your needs. Custom training for the CoC Board will have a fee associated with it. If you would like to move forward with developing a training specific for CoC Board contact Linette Rhodes.

Proposal for Housing Placement via the PSH List

The goal: To house and support our most vulnerable neighbor's.

Current PSH prioritization:

1. Chronically homeless (per HUD definition)
2. Months homeless
3. VI-SPDAT score

Concerns with current prioritization:

1. Are we really serving the most vulnerable and those with the greatest barriers?
 - Ex. Currently "John" is #1 on the list and has been homeless for 297 months but only scored 4 on the VI-SPDAT (the highest VI-SPDAT score currently is 17)
2. What about individuals who have failed recently in housing programs or repeatedly cycle in and out of homelessness?
 - Ex. "Robert" was in the top 10 on the list. "Robert" received PSH, spent 4 months in housing, and then was evicted from the program. Now "Robert" is at the bottom of the list because "Robert" now has only been homeless 1 week even though his vulnerability and needs have not changed.
3. How do we deal with exceptional circumstances?
 - Ex. "Bill" was chronically homeless before moving into transitional housing over the winter. It is clear that "Bill" is a textbook example of someone who would benefit from on-site supportive services, however, "Bill" is no longer on the PSH list because by HUD-definition "Bill" is no longer considered homeless.

Suggestions for Remediation:

1. Re-prioritize:
 - i. Chronically homeless (HUD definition)
 - ii. VI-SPDAT score
 - iii. Months homeless
2. For every 12 months an individual has been homeless, add 1 point to the VI-SPDAT score. This therefore gives equal priority to both vulnerability and chronicity.
3. Create standards and protocol for approving exceptional cases. It is recommended that the Housing Placement Group hear cases and make decisions regarding exceptions. As a collaboration between outreach workers, grassroots organizations, and housing providers, these are the individuals most familiar with clients and where they will be successful. In addition, this ensures an impartial review of circumstances and avoids consistent cherry-picking. A consensus would be necessary to approve any exceptions.
4. Greater collaboration between housing providers. Every provider/program offers its own degree of supervision and supportive services. Place individuals where it makes sense rather than just placing them because they are at the top of the list and there is an opening. For example, an individual with a high number of months homeless but a low VI-SPDAT score may not want robust supportive services and may be better served by another provider.
5. Allow clients to choose if there is an option.

To Executive Committee of HSC Board:

Re: Rapid Re-housing prioritization

Our CoC is using the common assessment tool (VI-SPDAT) to place households in housing that best fits their needs. Suggested use of the VI-SPDAT states individuals/households with high barriers (9+ score) should be placed in Permanent Supportive Housing. Individuals/households with a VI-SPDAT score between 4- 8 should be referred to Rapid Re-housing (RRH) services. As written the Standards state, *“Participants will be prioritized based on VI-SPDAT or VI-F-SPDAT score and length of time homeless. Youth ages 18-21 will be prioritized.”*

This language would suggest that RRH must prioritize those with the highest VI-SPDAT score first, which means those with a score of 9+. I do not believe our CoC’s goal is to place people into housing that they were they may not be successful. Clarification is needed if the intent is to follow best practices which would be to serve individuals/households with a VI-SPDAT score of 4 though 8 with RRH services.

I would also like to suggest when discussing priority needs for PSH (length vs VI-SPDAT score) you consider RRH in the discussion so there is a clear understanding of prioritization for both housing options.

Thanks-

A handwritten signature in black ink, appearing to read 'Linette Rhodes', with a stylized flourish at the end.

Linette Rhodes
City of Madison
Grants Administrator

Torrie Kopp Mueller

From: Libby Tucci
Sent: Wednesday, June 08, 2016 12:26 PM
To: Torrie Kopp Mueller; jkoester@madison.k12.wi.us; 'jeanne.erickson@projectbabies.org'
Subject: Agenda Item for Board of HSC

Follow Up Flag: Follow Up
Due By: Wednesday, June 08, 2016 1:29 PM
Flag Status: Flagged

To the Executive Committee of the Board of Directors of the HSC:

I am writing on behalf of the Legislative Issues Subcommittee to ask if it is possible to add an agenda item to your next meeting. Per the discussion regarding Written Standards at the membership meeting yesterday, the committee discussed that we feel that it may behoove the Consortium to set an official timeline by which member organizations are officially expected to have made the changes necessary to comply with the newly established Written Standards. This is especially important for the purposes of clearly notifying those potentially affected, that compliance with the written standards will be taken into consideration when making funding decisions.

Could you add this to item to your agenda for discussion and potential action at the next Board of Directors meeting?

Thank you,

Libby Tucci | Bilingual Housing First Case Manager

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Microsoft Word 2010 document



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Application Review Committee

Duties: Will receive guidance from Peer Review and Application Committee on annual application requirement for FY2016 CoC funding process. Application Review Committee will determine appropriate ranking criteria and review all proposals. Application Review Committee will make recommendation to the Board of Directors of the proposed ranking for all submitted projects to include in the federal application for funds.

The following names will be going to the board for consideration on the Application Review Panel:

- Brenda Konkel , Tenant Resource Center
- Carl Gloede, Madison Police Dept
- Monique Minkens, DAIS
- Jeanne Erickson, Project Babies
- Kristina Dux, Apartment Association
- Earl Bailey or Joan Sullivan, Grans Helping Hands Inc
- Martha Cranley, United Way