



Homeless Services Consortium Board of Directors Meeting Minutes
February 24, 2017
11am-1pm
30 W Mifflin St, Floor 10

Call to Order and Welcome: Called to order at 11:06 am.

Members Present: Rob Dicke, Heidi Wegleitner, Jeanne Erickson, Shenise Morgan, David Dexheimer, Maggie Carden, Jani Koester, Matt Julian, Heather Dempsey

Others Present: Torrie Kopp Mueller, Linette Rhodes, Sarah Lim, Brenda Konkel, Mike Basford

1. Approval of Minutes from January 20, 2017 (Minutes from January 27, 2017 not received)

Motion for approval by Rob Dicke

Second by Heather Dempsey

Heidi Wegleitner abstained

Minutes approved

2. Update on HSC representative to attend POS agency group meetings

County indicated that CoC Coordinator should not be representative. E-mail was sent to county funded agencies for volunteers to attend meeting. Kristin Rucinski was the only volunteer. Board discussed thinking it important for the CoC Coordinator to attend these meetings as HSC representative in order to represent the entire HSC. Board would like regular report and the CoC Coordinator will be able to provide this monthly. Torrie could let funded agencies know when they should be at meetings. She can bring a broad voice to the meetings.

Heidi W. makes a motion that Board President sends communication to the County regarding discussion of having the CoC Coordinator represent the HSC. The Coordinator can regularly report to the board and will invite funded agencies to the POS meetings as appropriate.

Second by Heather D.

Motion Passes.

3. Approval of ETH Review Panel

Presented by Linette Rhodes.

ETH application will come out soon. Applications come to the Board for approval. In the past, there has been a review panel who reviews the applications and presents recommendations to the Board. Looking to be proactive about this panel. They will work on scoring of applications and the review process. The City has some recommendations for the

Review Panel: Martha, Casey, Torrie, Sarah Lim(shadow the process), Board Representation: Jani or Matt, One HSC Membership: Karen Andro or Tami Flemming

Who should Board rep be? Who will membership representative be?

Karen has been on the Board in the past and knows some of the processes around ETH.

Heather D. puts forth a motion to recommend Karen

Second by Heidi W.

City looking for people who can commit to 2 years of participating on the review panel and possibly help with CoC process.

Matt agreed to be Board rep on reviewpanel.

Jeanne has concern that there was never a follow up after the last time there was a review.

There were many questions that came up regarding the process. Linette says that this has been brought up many times in various CoC Committee meetings. There have been ongoing conversations around this issue. Hoping to have continuity of review panel to help alleviate future concerns. Scoring will be brought to Board by the review panel. City of Madison will take leadership on review panel.

Heather amended the motion to approve the following slate: Martha, Casey, Torrie, Sarah, Karen, Matt

Second by Jeanne E.

Motion passes.

4. CoC Coordinator Update

Board agreed to move agenda item 5 to number 4 because presenter for item 5 had not yet arrived. Torrie gave an update on what she is thinking about working on in her new role as CoC Coordinator. This includes establishing the Community Plan Oversight Committee and the Nomination and Governance Committee. She will look into best practices on evaluating program effectiveness and also go to HUD for guidance. Torrie is developing a work plan based on her job description that she will seek feedback on from her supervisor at the City and HSC Board.

The presenter for item 5 was not yet available so Board members gave some additional announcements/information.

Updates from Heather D.: Membership meetings have different committees present at meetings when changes occur or things are happening. In addition, there will be a Board update at each meeting. Coordinated Entry is currently doing a monthly update. Have Legislative Issues Committee do an update at each meeting.

Update from Matt: In December 2015, there was a day and a half of working to combine Housing and Healthcare. The initiative was reinvigorated in December 2016. There will be an oversight committee and then work groups to tackle the focus areas. HSC Committees may be able to provide some assistance with accomplishing the tasks in order to avoid duplication of tasks.

5. Point In Time Update

Presented by Sarah Lim, Chair of PIT Planning Committee

Across the nation, committees do a PIT Count on the last Wednesday in January. There is an unsheltered count to find how many people are sleeping outside. Then there is a sheltered count for people in shelter, transitional housing, and domestic violence shelter. Groups are

assembled to go out to areas of the community to find people sleeping outside. There is a survey that is administered if people are willing to participate. Twenty three of those found did not complete the entire survey. (See attached for numbers) Total number unsheltered decreased from 70 in 2016 to 61 in 2017. Four youth ages 18-24 were counted as unsheltered. Madison schools were closed that day due to weather. It was a very wet night.

Planning Committee met 4 times prior to the PIT Count. Some changes were implemented this year (see handout). Had a debriefing shortly after the count and developed some ideas for areas for improvement (see handout)

Motion to adjourn by Heidi W.
Second by Heather D.
Meeting adjourned at 12:45pm.

Minutes recorded by Torrie Kopp Mueller.

Handout from Sarah Lim.

2017 January Point In Time Unsheltered Count Summary

Households with at least one adult and one child	3 (1 family)	←3 (1 family)
Households without children (singles)	58	←67
Households with only children (unaccompanied youth)	0	←0
Total number of persons	61	←70
Chronically Homeless	13	←29
Veterans	2	←5
Chronic substance abuse	15	←14
Severe Mental Illness	15	←14
Victims of DV	8	←8
Total UNDER Age 18	1	←2
Total Age 18-24	4	←2
Total OVER Age 24	55	←61
Unknown Age	1	←5

The changes implemented this year:

1. Total eight teams on the night of PIT: Central 1, Central 2, Campus, East 1, East 2&3, West, North, South
2. Updated the survey form to simplify and to meet the HUD's new data standards
3. Guaranteed Admission at the local emergency shelters
4. PIT Poster in English and Spanish for outreach
5. Strengthening post-count: camping sites, Bethel, Library, a phone number to call and report
6. Donation from the businesses (\$1,000)—gas cards and bus tickets for PIT participants
7. Debriefing meeting (2/6) following the PIT to get feedback from the team leads and volunteers

Areas for improvement for next count (from debriefing):

1. Create separate summer and winter known location lists and maps, update the existing maps

2. Start tracking where people were found, note such info on the known location list, and make certain location inactive if no one has been found
3. Strengthen the volunteer training to incorporate more safety tips
4. Add to the PIT survey: "have you completed a VI-SPDAT and coordinated entry assessment?"
5. Distribute coordinate intake business cards and homeless resource guide
6. Minimize possible double count during post counts (Bethel, library) by specifically asking whether people already did the survey and where they slept the night before
7. If more donation acquired, purchase vests for volunteers
8. Central and Campus Teams should start at midnight
9. Provide more information to volunteers during registration process (i.e. "this shift involves significant amount of walking")