

The Continuum of Care for the City and County of Racine, U.A.
General Membership Meeting Minutes
United Way of Racine County, 2000 Domanik Drive, Racine, WI
September 19, 2014

Present: Jennifer Allen (ICA), Ilana Avital (LAW), Bev Baker (UW Extension), Mark Boatwright (RVM), Cristen Chaffee (TLC), Kevin Cookman (HALO), Jehan Ghuari (Bethany), Pam Handrow (SAFE Haven), Sherry Hartog (WRC), AJ Jelks (HALO), Erin Langler (SAFE Haven), Zeke Leo (RKCAA), Gai Lorenzen (LAW), Frannie Murillo (LAW), Alissa Nicolaison (RUSD), Cheryl O'Brien (HOPES), Sharen Pease (CVI), Debbie Peterson (HOPES), Kris Redmer (HOPES), Martice Scales (HOPES), Adam Smith (ICA), Erica Svojse (CoC VISTA), Ron Thomas (UWRC), Jennifer Toth (WRC), Barbara Tylenda (Health Care Network), Iraida Vazquez (LAW), Jeff Vitton (City of Racine), Carol Wester (HOPES)

1. **Call to Order:** Gai called the meeting to order at 9:30 am.
2. **Agenda:** Gai went over the agenda and asked if there were any additions. There were none. Pam made a motion to approve the agenda. AJ seconded and the motion carried.
3. **Minutes:** Minutes were distributed to those present. Carol noted that in future the draft minutes will be posted on the website. A correction to the spelling of Erica's name was noted. Pam made a motion to approve the minutes of the August meeting as corrected. Ron offered a 2nd to the motion. A vote was taken and the motion carried.
4. **Introductions:** Introductions were made by all.
5. **Officer and Committee Reports:**

Executive Committee Report: Gai made several announcements:

- CoC NOFA (Notice of Funding Availability) has been released. Applications are due October 30.
- SOAR applications are due September 26. \$50,000 has been allocated for Racine County.
- The State SSSG has been announced and is due in mid-October
- HUD start-up training for CoC projects will be held October 28 and 29
- VI -SPDAT training will be held on December 8.
- Dee has resigned from the City of Racine. Jeff will be attending CoC meetings in her place.
- Demetri has been hired by ICA.

Treasurer's Report: Ron reported that the balance in the checking account is \$3,081.32. He also confirmed the member agencies that had paid this year's dues. Sherry made a motion to approve the Treasurer's report. Carol offered a 2nd to the motion. A vote was taken and the motion carried. It was noted that the Membership Agreement serves as an invoice for documenting expenses.

Resource Development Committee: The September meeting was cancelled. Meetings are scheduled for October 1, November 5 and December 3.

HMIS Committee: Adam noted that a webinar will be held on Thursday, September 25. All agencies that use WISP (Wisconsin Service Point) should attend to learn about changes to the system. Some changes are very frustrating and inefficient, especially when entering new clients. Please send Adam an email letting him know when you find something that is counterproductive. The changes will be discussed in detail at the webinar. The relevance to different agencies will also be discussed. It is important to think about the questions being asked as well as how those questions will be asked of clients.

Sherry reported that the current database domestic violence database, ALICE, will not be supported and agencies using it will have to move to a new database that hasn't yet been determined. She has asked WCADV whether the new database must be up and running by October 1 and has not received any answer. Gai stated and Adam confirmed that October 1 is the HUD deadline. Adam also noted that whichever system the DV providers select will be used to collect data for DV grants in addition to HUD grants. It is a DV, not HUD system.

PIT: Gai announced that she has received all the data and it will be finalized and submitted. Erin Langler will be the new PIT representative from Safe Haven.

Evaluation: No report

6. Special Committee and Work Group Reports:

Housing: No report. Ron reported that the RHC (Racine Housing Coalition) is being disbanded and had its last meeting on September 15, 2014. The committee was very active developing policies and expectations in the early years and building an awareness of housing needs. Now much of its work has been taken on by the CoC. Gai emphasized that the current focus needs to be on getting people into decent, affordable housing and that safe housing is needed throughout the county. Kevin agreed to chair the committee and said he will have Sara spearhead the effort.

Kevin noted that HALO is working with the Wisconsin Division of Housing and rehabbing several properties on Durand Avenue. The contract was signed this morning.

Income: Have not met yet. Jehan, Mark, Erica and Gai will meet this morning at 11:30.

Case Managers' Workgroup: Sharen said that the workgroup is still in the planning stages and is anticipated to begin in November. The hope is to provide a place where case managers can meet and discuss concerns so no directors or supervisors will attend. After some discussion it was decided that the group will meet at Bethany on Monday mornings.

Website: Since Demetri left the website hasn't been updated. Martice volunteered to take on that responsibility.

Other: Sherry proposed launching a "women in hardhats" initiative to help the need to provide women coming out of human trafficking with well-paying jobs. RVM, the HOPES Center and Bethany will work with WRC on this effort.

7. Other Business: Dee from the City of Racine Housing Department has taken a position with the HUD Field Office.

8. New Business:

VISTA A payment of \$6,000 is due to VISTA to support Erica. A payment of \$3,000 is due now and a second payment is due in December. Gai noted that a grant from the Racine Community Fund could provide the needed money. After some discussion of other possible funding sources Cherie moved that we authorize the \$3,000 payment from our current account to be reimbursed through grant funding or, if that is not available, through a special assessment on member agencies. The motion passed unanimously.

VI SPDAT In response to several questions, Jennifer and Adam provided further information regarding the VI SPDAT (Vulnerability Index / Service Provider Decision Assistance Tool). The SPDAT has two versions, one for singles and one for families. The VI is used to measure the likelihood that a client will die within a given time frame. It consists of 50 questions and can be administered in about 10 minutes. The VI assigns a score which leads to a specific SPDAT, which can then be used to help determine what resources are needed by that client. The SPDAT for singles is currently available in Service Point and the family SPDAT is coming soon.

The state-wide training will be funded by a \$1,000 contribution from each CoC. As we do not currently have sufficient funds to make this contribution, several possible sources of funds were discussed. Pam moved that we apply to the United Way for training funds. Zeke seconded the motion which carried unanimously. Carol will assist with the application. Please send Gai an email with a head count by Monday.

CITY OF RACINE Jeff thanked the CoC for providing needed information for the Consolidated Plan. In the past the focus was on building infrastructure, but it is now moving to an emphasis on economic development and support of local businesses. He noted that applications for the HOME Ownership and HOME Rental programs are due October 13. The City is very interested in encouraging partnerships between agencies or an agency and the City.

RUSD LIAISON Alissa is the new liaison with the school district on homeless issues. She is looking forward to being actively engaged with CoC.

ANNOUNCEMENTS

- The networking conference will be held on November 22. For further information see Bev.
- The AHAR (Annual Homeless Assistance Report) is due on October 30. This is the report that goes to Congress and accurate data is essential. Adam will complete the report.
- The Rapid Rehousing Program will be administered by the HOPES Center. New applicants have not yet been added as forms for operating the program are still being developed.
- October is Domestic Violence Awareness Month. On October 2 the Off the Beaten Path March will start at 16th and Lake in the eastern part of the county and at John the Baptist Church in the western part of the county. There will also be an art exhibit from October 17 to 25.
- HOPES has a new executive director, Scott Metzel, who is officially on board October 1, but is in town and has already visited some CoC agencies.
- Stand Down for Veterans will be held October 11 from 9 AM to 2 PM at Gateway.

Next Meeting: October 17, 2014

Adjournment: The meeting was adjourned at 10:55 am.

Minutes prepared by Cheryl O'Brien and Reviewed by Carol Wester, Secretary