



Racine City & County Continuum of Care (WI-502)
c/o HALO
2000 DeKoven Avenue, Unit #1
Racine, WI 53403

Racine CoC Leadership Council (LC)
December 19, 2022
Minutes

Location: Zoom

Meeting ID: 847 4948 7675 Passcode: 486911

Date: Monday, December 19, 2022

Time: 10 am – 11 am

Facilitator: Gai Lorenzen – Interim Chair

Staff: Teresa Reinders – Racine CoC Director

1. Call to Order: 10:06 am

Attendance:

Holly Anderle - HALO

Gina Bartoszewicz - Zablocki VA Medical Center

Laurie L Bauer - Wisconsin Department of Community Corrections

Pam Handrow - Bethany Apartments

Justin Kasdorf - Center for Veteran Issues

Kimberly Leslie - Ascension Hospital

Gai Lorenzen - HALO

Scott Metzel - HOPES Center of Racine

Molly Pappenheim - Legal Action of Wisconsin, Inc.

Teresa Reinders - Racine CoC Director

Shebria Small - SAFE Haven of Racine

Brittany Tobias - Three Harbors Council, Boy Scouts of America

Iraida Vazquez - Institute for Community Alliances

Absent: Carl Fields, Carol Pagan, Kaylee Cutler, Liz Powell, Barb Farrar

Guest: Trent Claybaugh, Darlene Langdon

2. Presentation by Trent Claybaugh, Gorman & Company:

Trent presented the attached proposal to obtain additional funding through Wisconsin Housing and Economic Development Authority (WHEDA) renovation and rehabilitation funding with a 15-year compliance period for low-income housing tax credits. The need in Racine is for housing to be available to people experiencing homelessness in Racine along with supportive services. Gorman & Company requests a letter of support from the CoC for this project. The project will require pulling vacancies from the Coordinated Entry prioritization report to fill the units for 21 Project Based Vouchers provided through the Housing Authority of Racine County. The prioritized population to serve will be 55+ and 1.) persons experiencing chronic homelessness and 2.) persons prone to homelessness.

Questions:

Holly: Is there a PSH requirement for this project?

Trent: Yes, participants will need to be connected to supportive services and required to pull from the coordinated entry list. Space will be available onsite for supportive services.

Iraida: Can the prioritization be modified so that if no chronically homeless households are on the coordinated entry list, individuals who meet the length of stay as long stayers can be served? For example, if a household doesn't have 4 episodes of homelessness in the last three years and instead has 3 or 2, which equals a total of 12 months, can they be served if they have a disabling condition, or does it require HUD's definition of Chronic?

Trent: He has a question pending with WHEDA about adjusting the criteria and does not believe it requires the strict definition of CH. This is happening in Madison with LSS in a project, and they are attempting to get clarification.

Teresa: Are there eligibility barriers by HARC that would conflict with the WHEDA requirements/funding?

Trent: Unsure, but it should only be the HUD-required restrictions. Will get clarification about this and supply it to the leadership council.

Gai: Maybe only the mandatory prohibitions, such as household is subject to a lifetime registration requirement under a state sex offender registration program and convicted of drug-related criminal activity for manufacturing or producing methamphetamine on the premises of federally assisted housing.

Gai asked to have the business agenda amended to add the Gorman project proposal to the Leadership Council Agenda

3. Business Meeting

a. Approve Business Agenda

- i. Kaylee intended to attend the meeting but, at the last minute, had to be excused due to a calendar conflict, and Gai will chair today's meeting.
- ii. Congratulations to the officer positions: Kaylee Cutler (Chair), Barb Farrar (Vice Chair), and Iraida Vazquez (Secretary)
- iii. Gai requested that we amend the agenda to add consideration of the Gorman Project proposal presented.
- iv. Pam Handrow Motioned approving the amended agenda to include under other business the Gorman Project proposal with WHEDA
- v. Justin Kasdorf seconded the motion.
- vi. Motion passes unanimously.

b. Review and Approval Minutes from August 2022

- i. Pam Handrow Motioned to defer to the next Leadership Council meeting as the only minutes attached are August 2021 minutes.
- ii. Holly Anderle Seconded the motion to defer.

- c. Approval of suggested method of determining 1, 2, and 3-year terms for LC members due to virtual meeting and selection. *
 - i. Terms are addressed in 6.2.2 of the Governance Charter.
 - ii. Terms are to be staggered, and in the first year, newly elected Directors will draw lots to determine the length of their terms – one, two, or three-year terms.
 - iii. Teresa will draw position names, and Darlene will draw lengths of terms.
 - iv. Pam Handrow motioned to accept the suggested method for determining members' terms.
 - v. Holly Anderle seconded the motion.
 - vi. Drawing of members and terms are as follows:

Leadership Council Elected Members by Term

Three-Year Term 01/01/2023-12/31/2025

Gina Bartoszewicz
 Pam Handrow
 Scott Metzel
 Molly Pappenheim
 Liz Powell
 Shebria Small

Two-Year Term 01/01/2023-12/31/2024

Holly Anderle
 Kaylee Cutler
 Barb Farrar
 Carl Fields
 Gai Lorenzen
 Iraida Vazquez

One-Year Term 01/01/2023-12/31/2023

Laurie Bauer	1 year
Justin Kasdorf	1 year
Kimberly Leslie	1 year
Carol Pagan	1 year
Brittany Tobias	1 year

- vii. Next member position would be a one-year term.
- d. Determine Meeting Dates for 2023
 - i. HUD Requires a minimum of two meetings annually, and the CoC Governance requires quarterly meetings; therefore, Teresa will set up a Doodle Poll survey and identify the availability of Leadership Council Officers and the expert lived experienced members to select 2023 quarterly meeting dates/times.
- e. Housing Supportive Services grant – Approval of HALO as CoC applicant and letter of support
 - i. Held a meeting earlier in the month with the community providers, and the community agreed for HALO to apply for funding for the Housing Navigator and Supportive Services grant with DHS.
 - ii. Term of the grant is 3 years.

- iii. Pam Handrow motioned to approve.
- iv. Justin Kasdorf seconded motion.
- v. Motion passed.

f. Notifications –

- i. LC member slate – Omission of the nominated person on slate considered at Annual Meeting.
 - 1. Kathy Snyder from Racine Revitalization Partnership was previously on the Leadership Council and was nominated and agreed to continue to be a continued member as she would not be in attendance of the November Alliance meeting. She was omitted by error/accident from the November meeting slate.
 - 2. Teresa will bring this to the January Alliance meeting for a recommendation to add Kathy Snyder as a member of the Leadership Council.
- ii. Governance document review – The entire document needs to be reviewed. However, several sections should be revised as clarification is needed. **
 - 1. An ad hoc LC workgroup will be formed to address LC and action by CoC in early 2023.
 - a. Gai, Molly, Pam, Iraida, and Teresa agreed to be a part of the workgroup to review and propose changes to the Governance Document
 - b. The meeting will be scheduled for January 2023 – Gai will send out an email to schedule the meeting.
 - 2. A workgroup will be formed from LC/CoC for the ongoing review for action later in 2023.

g. Gorman Project Proposal

- i. Holly motioned to provide the proposed letter of support and discuss how the CoC can investigate the project further for the community's needs.
- ii. Pam Handrow seconded the motion.
- iii. Motion passed unanimously.

4. Adjourn at 11:17 am

****Background Comment:** A Governance Document was approved in 2017 as required by HUD. A Leadership Council (governance committee) was formed as required by HUD but not per the Governance Document. In August 2022, a meeting of the CoC was held to affirm the current LC members until the CoC's annual meeting. At the annual meeting, LC members and officers were elected. As the CoC elected no members to serve as members until August and November 2022, and no terms had been determined, this would be the first year of an official LC, according to the Governance Document.

***Proposal:** If we were meeting in person, we would likely pass around a box with an equal number of papers with a 1, 2, or 3 written on them. Each person would draw a number for their term. Because we are meeting virtually, the following is suggested for selecting terms.

- 1. There is a container with pieces of paper containing the name of each LC member. CoC staff (Teresa or Darlene) will draw a name.

2. A container contains pieces of paper with an equal number of 1, 2, or 3 written on them. The CoC staff person who did not select the name will select a piece of paper. The number on the paper will be the term for the person's name that was drawn.
3. There will be several pieces of paper left as there are fewer LC members than an equal number of 1, 2, and 3-year terms. The left-over numbers will determine terms as additional LC members are added.
4. Subsequent draws – After all initial terms have been drawn from the original group of numbers, the same process would be utilized until all the seats authorized by the Governance Document have been filled. This is for new seats only and would not apply to a person filling the unexpired term of a person who resigns or otherwise leaves the LC.