



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

Minutes Racine CoC Leadership Council (LC) Meeting

Location: Virtual Meeting via Zoom or in-person at HOPES Center of Racine

Date: June 10, 2024

Time: 10:14 am – 11:24 am

1. **Welcome** – meeting called to order at 10:14 am

Present

Staff: Teresa Reinders – CoC Director

LC Members:

Kimberly Leslie – Aurora Medical Center

Pam Handrow – Bethany Apartments

Justin Kasdorf – Center for Veterans Issues

Gai Lorenzen – Community Member

Holly Anderle – HALO (Lead Agency Rep.)

Scott Metzel – Hopes Center

Carl Fields – Hospitality Center

Iraida Vazquez – Institute for Community Alliances (LC Secretary)

Robert Held Vander Wyst – Legal Action of Wisconsin

Barb Farrar – LGBT Center of Southeastern WI LC (Vice President)

Liz Powell – Racine Community Foundation

Kathy Snyder – Racine Revitalization Partnership

Kaylee Cutler – Racine Unified School District, (LC President)

Laurie Bauer – Wisconsin Department of Corrections

Absent: Shebria Small – SAFE Haven of Racine and Carol Pagan – Lived Experience Member

2. **Approval of the Agenda**

Request made to add CoC Director Report to the agenda

Motion by Barb Farrar to approve June agenda with update to add CoC Director Report (2nd

Robert Held Vander Wyst) – MSP unanimous vote

3. **Approval of Meeting Minutes from November 21, 2023**

3.1 Motion by Liz Powell to approve November minutes (2nd Kathy Snyder) – MSP unanimous vote

4. **Director's report – (attached)**

4.1 Teresa Reinders provided a report of the summary of Director activities since last meeting in November 2023.

5. **Old Business – Lived Experience Participation**

5.1 Lived Experience Participation – DEI has taken on the responsibility of moving forward in establishing the Lived Experience Advisory Board (LEA). They are in the process of investigating how other CoCs have structured lived experience participation with regard to

structure and type of monetary contribution to individuals. One hurdle is how much money can be allocated toward gift cards or payment and what form it should take.

- 5.2 Scott Metzel suggests the CoC align the structure of the Lived Experience Advisory participation with other border CoC's - Milwaukee and WI Balance of State. DEI group proposes a budget to do this and review if it's possible. See if the planning dollars for the COC are sufficient, and if not the CoC can investigate what other funds can be used for this process.
- 5.3 Discussion about the Planning Grant Budget and if this can be a regular report with the update on status of spending the grant each meeting.

6. New Business

- 6.1. The CoC Director requests that the CoC change the name of Rating & Ranking to Rating, Ranking & Evaluation.

Rationale: Most of the work completed within the R&R relates to program evaluation for meeting thresholds. While the SPM committee works closely with data, they have a wider scope, and this would be a burden to add to their work. R&R's ability to meet in between rating and ranking applications would provide a greater opportunity to fully consider projects for renewal applications. R&R and SPM are able to work together occasionally for data requests and interpretation of findings. **Motion by Liz Powell (2nd Gai Lorenzen) - MSP unanimously.**

- 6.2. Rating & Ranking requests the LC adjust the yes/no diversity questionnaire for both renewal and new funding applications for CoC NOFO, and any other requests reviewed by R&R.

Rationale: Rating & Ranking believes the CoC needs to keep the questions manageable but move away from yes or no responses to questions and add a narrative question. The change provides a focus on the diversity of senior leadership and the Board of Directors. While staff are important, for this activity the group decided to focus on leadership. The original questions were reworked and placed into a chart with a matrix for scoring. See the attached minutes from the April 8, 2024, joint DEI and Rating & Ranking meeting. **Motion by Kathy Snyder (2nd Pam Handrow) – MSP unanimously**

- 6.3. Rating & Ranking requests the LC to approve adjustment of the CoC NOFO Scoring criteria for PSH as follows: the overall percentage of program enrollees with zero income at entry into the program should be changed from 80% to 30%.

Rationale: R&R examined the data output for populations served over the past two years and adjusted the targets to reflect data for the populations served. Data will continue to be reviewed on a two-year cycle. **Motion by Iraidia Vazquez (2nd Pam Handrow) - MSP unanimously**

- 6.4. Rating & Ranking requests LC to approve adjustment of the CoC NOFO Scoring criteria for RRH as follows: the overall percentage of program enrollees with zero income at entry into the program should be changed from 50% to 30%.

Rationale: R&R examined the data output for populations served over the past two years and adjusted the targets to reflect data for the populations served. Data will continue to be

reviewed on a two-year cycle. **Motion by Iraida Vazquez (2nd Liz Powell) - MSP unanimously**

6.5. PIT workgroup requests LC approve the Point In Time Unsheltered Count methodology as follows:

The Continuum of Care for the City and County of Racine uses and shall continue to use a point-in-time unsheltered count methodology that consists of complete coverage and a census count. Service based counts and follow-up by street outreach may take place during the seven days immediately following the night-of-count as appropriate and subject to supporting the most accurate, unduplicated unsheltered count possible

Background:

Point-in-Time (PIT) is an annual count that give the best estimate of the number of people experiencing homelessness s on a single night in Racine, Wisconsin, and across the United States. The count includes people who are living in shelters, in transitional housing that has homelessness as an eligibility criterion, and people who are unsheltered. There are several recognized methodologies:

- **Census Count:** Everyone who is determined to be unsheltered on the night-of-count is counted.
- **Random Sample and Extrapolation:** A random sample of people who are unsheltered is undertaken and extrapolated to estimate the total number of people who unsheltered in the community.
- **Non-Random Sample:** A non-random sample of people who are unsheltered is undertaken and extrapolated to estimate the total number of people who unsheltered in the community.

Racine’s unsheltered population is small enough that a Census Count is possible, it is the most accurate, and Racine has always used a Census Count.

In terms of areas covered during the count, the following methodologies are recognized by the Department of Housing and Urban Development:

- **Complete Coverage:** The entire geographic area of the COC is covered.
- **Know Locations:** Only areas where people are known to be or have been unsheltered are covered.
- **Random Sample Area Counts:** Areas are selected as samples and covered.

Racine has always used a complete coverage methodology, with teams going out all across Racine County. Some excluded areas were approved in 2016 (including Wind Point, part of Sturtevant, Lake Park, etc.), meaning that Racine had a complete coverage methodology with some excluded areas. However, in practice we have been covering those areas since at least 2018. A statement that we use a complete coverage methodology would be the simplest and most accurate representation of our coverage methodology. **Motioned by Pam Handrow (2nd Holly Anderle) – MSP unanimously**

6.6. Wisconsin and Northern Illinois HMIS Governance document was previously sent to LC members, including the summary of changes. Institute for Community Alliances requests the LC to approve the 2024 HMIS Governance Document. **Motion by Gai Lorenzen (2nd Holly Anderle) – MSP unanimously approved.**

- 6.7. HIC and PIT Data for the Racine CoC was submitted and marked as complete by HUD via HDX2.0 process on May 9, 2024, prior to deadline. **Teresa will send out the PIT data to the LC members after the meeting.**
- 6.8. System Performance Committee update presented by Scott Metzel. Scott reports the committee continues to work on the document titled Performance Analysis and Improvement Baseline Data, version. He highlighted the committee's focus on length of time homeless and returns to homelessness; and presented trends for both of those system performance measures dating back to 2015. Scott said that the document serves as a starting point for the Performance Analysis and Improvement process. It will be used to measure change after any interventions are implemented. The committee will start to plan its framework for gathering more evidence and information for the qualitative part of the process that will continue from June through December of this year.
- 6.9. Holly Anderle reports as Executive Director of HALO, Lead Agency, that HALO has decided it is in the best interest of the agency to step back from being the lead agency/collaborative applicant for the CoC for all funding applications moving forward. The LC will need to have a discussion of what this means and how we want to proceed.
- 6.9.1. Question from Kaylee Cutler: What does the timeline look like for this change? Holly reports HALO will continue to fulfill the role until contracts are complete and another collaborative applicant/lead agency is in the role.
 - 6.9.2. Gai reports that HALO is registered as the Collaborative Agency for the Fiscal Year 2024 cycle – NOFA not yet released but will be sometime this summer. At this point it is unlikely that we can substitute a new CA/LA for the NOFA. However, an amendment can be made thereafter to substitute the new CA/LA.
 - 6.9.3. Request by Leadership is to schedule a meeting to discuss this amongst current service providers and identify if any agency is willing to take on this role. A meeting is scheduled with currently funded agencies on Thursday, June 14th at 11am. Gai asks what action should occur after that meeting, and it was stated that LC should meet with the currently funded agencies.
 - 6.9.4. Scott request if there are terms of reference that exist for this role or job duties? Gai states she has a PowerPoint and additional materials from HUD that can be shared regarding the CoC Collaborative Applicants role, including Planning Grant funds.
 - 6.9.5. Discussed the idea for the CoC being their own agency and obtaining a 501c3 status.
 - 6.9.6. Gai states that Planning Grant contract amendments will be made once another agency is selected as the Lead Agency/Collaborative Applicant. These amendments go through HUD.

7.0 Motion to Adjourn 11:13am by Teresa Reinders (2nd Gai Lorenzen)