



Special LC and Providers meeting
July 9, 2024
Minutes

1. Welcome/Sign-in Name and Agency 2:09pm

Attendance: Kathy Snyder, Racine Revitalization Partnership(RRP); Iraida Vazquez, Institute for Community Alliances(ICA); Justin Kasdorf, Center for Veteran Issues(CVI); Carl Fields, Hospitality Center(HC); Gai Lorenzen, HALO (volunteer); Jeanette Brown, Safe Haven of Racine(SHOR); Barb Farrar, LGBT Center of Southeastern WI; Liz Powell, Racine Community Foundation; Adam Browstowitz, Bethany Apartments; Robert Held, Legal Action of WI(LAW); Jori Chambers, Women's Resource Center(WRC); Holly Anderle, HALO; Pam Handrow, Bethany Apartments; James Schatzman; Racine Vocational Ministries(RVM); Kaylee Cutler; Racine Unified School District(RUSD); Teresa Reinders, Racine Continuum of Care(CoC); Scott Metzel, HOPES Center of Racine; Cristen Chaffee, Burlington Transitional Living Center(TLC); Melissa Taggart, HALO

2. Notice that this meeting will be recorded.

3. Review of current grant status

- a. EHH and pending grants requiring a Lead Agency for submittal- Gai, no contenders put possible a couple agencies might consider. Need another agency to amend over after 10/01/2024. Any agency have questions about being the LA.
- b. Kathy ask what happens if no LA available?
- c. Holly is resigning 8/1/24 due to medical reasons. Not an issue about being willing but more about being able to is the issue. Not enough staff at HALO to do it.
- d. Cristen Chaffee is curious how much time she would be committing to do this. Can be a smaller organization but look at workloads and finance dept able to handle.
- e. Gai will get answers from Sara Isaac about what happens if can't.
- f. Melissa confirms Gai's comment about Monitoring is the most time-consuming part but only happens one time a year
- g. Jeanette adds that Safe Haven is interested in this but needs to confirm with the finance dept. first.
- h. Planning grant status current one runs through 1/31/2025 renewal 2/01/2025; Planning grant covers payroll and operating costs such as website – Gai reports that two times that are optimal for when to change CA for CoC. Time from Feb to March or after the submission of the Grant

4. Discussion of formats for CoC and Lead Agency

- a. Technical Assistance available from HUD require motion for Director to file form requesting TA - could take 3-5 weeks for approval
- b. CoC 501(c)(3) status - what does this require?
- c. Nonprofit agency - United Way, City of Racine, County of Racine, other options
- d. Teresa presents the history of the CoC/Alliance.
 1. Governance Models – Legal entity requirements. First step in getting 501c3 is to apply for status with the state. CoC has had 501c3 and had LA as a nonprofit in the past as well.

2. HUD recommends we file the form for TA. TA can help us develop RFP and Work on Governance Docs. Also training on the system and checklist
- e. Jim ask if we are talking about both a LA and the CoC being a legal entity of 501c3. Kaylee states we are trying to discuss both.
- f. Who's going to be lead for ESG and EHH as well as CA for the COC for COC funding.
- g. **Jim motioned that the CoC file for a request for TA with HUD regarding the transfer of the CA for CoC funding and establishing a 501c3 and Governance Documents., Kathy Seconded,** Discussion: Iraida if there are cost and experience of TA in doing this kind of work in the past and how long it took to go through this process. **Motion passed unanimously.**
- h. Jeanette is open to the discussion with her Executives about if Safe Haven of Racine will be EHH, ESG or also LA for CoC? Jeanette wants to know if it will be supported in this process.
- i. Jeanette is interested in YHDP NOFO again this year.
- j. CA Lead Agency is responsible for submitting grant and any other task needs to be articulated in Governance Docs as far as what other duties are needed like committee work, goals, objectives. Scott helps with PIT and Iraida helps with HMIS PIT/HIC and SPM as well as CE work.
- k. Teresa works out of her home and HOPES center office space when need to meet.
- l. What are the next steps:
 1. Gai will talk to Jeanette about EHH LA and task for review
 2. Teresa will submit form for TA
- m. Can we open up the conversation about United Way, County and City about their position in this and being a part of the CoC Leadership Council. Not to take away from Safe Haven of Racine if they decide to.
- n. This meeting was scheduled to include funded providers, council meeting. Next CoC meeting is 7/19 and send an invitation to United Way, City and County
 1. How would the conversation go to a larger membership?
 1. Informational meeting because anyone in the community can be included.
 2. Teresa is concerned about short notice and such large group for good discussion about this topic.
 3. Jeanette, how long for you to get response from SHOR board on this topic. Tomorrow evening is a meeting and should have follow up information by the end of the week on path forward.
 2. The problem is with the grants that are already approved and need to amend to get them to a new agency.
 3. Kathy suggests Teresa send invite out and send notification that packet to follow prior to meeting.
 4. October amendment deadline for EHH
 5. EHH grant is due 7/22
 6. Teresa is asking if we want to file in 501c3 or not?
 1. What does it allow that we can't do now?
 2. What are additional responsibilities with it?
 3. Competition between the CoC and each agency in applications

Next action is for Leadership Council committee to establish next steps forward.

5. Jim motions to adjourn the meeting 3:23pm.