



**Homeless Services Consortium Board of Directors Meeting Minutes  
August 21, 2020 – 11:00AM - 1:00PM  
Meeting held Virtually with GoToMeeting**

**Call to Order and Welcome**

**Attendance:** Melissa Mennig, Brad Hinkfuss, Maggie Carden, Torrie Kopp Mueller, Jael Currie, Lane Hanson, Jonathon Grieser, Liz Duffie, Natalie Deibel, Dana Stokes, Wanda Smith, Arree Macon

**Guests:** Sarah Lim, Robin Sereno, Aurelius Leslie, Takisha Jordan, Allie Grant, Lorena Johnson, Sarah Anderson, Jalateefa Joe Meyers, Dominique Christian, Michael Basford

**1. Introductions – Called to order at 11:05**

**2. Approval of Minutes from July 17, 2020**

- a. Hanson moves to approve, Mennig seconds.
  - i. Reviewed minutes, no amendments noted.
  - ii. Vote called; approved unanimously.

**3. Treasurer's Report – Hanson**

- a. Updated balance \$1666.06

**4. Doubled-Up Work Group Update – Koester**

- a. Tabled until next month.

**5. Update on ESG-CV Request for Proposals (RFP)- Lim**

- a. Application will be due next Friday; Presentations and Review team should meet the week of 9/7
- b. 2 entities City of Madison and CoC – CoC funds recommendations go to the HSC Board, recommendation for city funds go to the CDBG common council.
  - i. Common Council may not approve, but it is anticipated they will accept recommendations.
  - ii. City of Madison and Dane CoC all have funds, and there may need to be some strategic routing of funds as some may operate out of city. If funded by both, separate projects would be needed in HMIS
  - iii. \$1,472,134 Dane CoC, City of Madison funds \$1,943,882

- c. Anticipated contracted start date is 10/12. Contract end date is 4/30/2022
- d. City of Madison received 2,890,929 of funds. They have allocated 732,720 to current programs – Reviewed funds provided and estimated cost. Currently monitoring how agencies are spending down funds prior to releasing the second allocation. A portion of admin fees will go to support the Lived Experience Committee (verify if this includes YAB and LE board members) – up until April 30, 2022.

#### **6. Approval of ESG-CV RFP Review Committee – Lim**

- a. Typical and recommended size/make-up of committee: 1 staff rep from DCDHS, 1 staff from United Way, 1 City staff (possibly other staff this time), several board members
- b. Interested – Hanson, Stokes, Smith, Julian, Hinkfus; Interested in having up to 2 additional folks with Lived Experience (cannot be using current services applying)
- c. Motion made to approve Review committee make up of 1 County staff, 1 staff from United way, 2-3 city of Madison staff, 3-4 several board members, and 2 lived experience positions. Mennig 2nds. Discussion
  - i. Volunteers are Hanson, Stokes, Smith, Julian, and Hinkfus from the board
  - ii. Up to 2 people Lived experience – not in an applying program/agency for 2 years prior to funding.
- d. Hanson brings up the opportunity to remove agencies. Duffie suggests a blind section if we cannot.
- e. Motion made to approve Review committee make up of 1 County staff, 1 staff from United way, 2-3 city of Madison staff, 3-4 several board members, and 2 lived experience positions. Mennig 2nds. Discussion. Vote called; approved unanimously
  - i. LE preference given that folks disclose conflicts, but no time limit is recommended.

#### **7. Presentation & Approval of HSC Lived Experience Committee – LE Work Group**

- a. Provide expertise to folks
- b. Made up of folks at-risk of homelessness and those with experience with homelessness.
- c. Decision capabilities in the funding process
- d. 1 person will hold a seat on the board, and 1 standing committee.
- e. Response reviewing new requests for policy and project requests
- f. Potentially provide site visits to provide insights to agencies.
- g. Group modeled from other communities, including the Baltimore CoC
- h. Committee members receive training as well as provide it
- i. Hanson motions to approve the LEC as a committee of the HSC; Julian seconds.
  - i. Hinkfus recommends a specific short charge/mission, but otherwise likes the proposal.
  - ii. Board has the power to authorize the committee, the details the of how the committee functions within the HSC will need to be approved by the HSC Membership.
  - iii. Vote Called, unanimously passed!
  - iv. Grieser moves we refer the lived experience committee document to Governance and Nominating committee for necessary changes to by-law. Hinkfus seconds; motion passed unanimously.

**8. Presentation & Approval of HSC Double-Up Committee - Hemauer & Koester**

- a. Tabled to next month.

**9. Approval of Written Standards: Introduction, Program Standards, List of Acronyms & Glossary, Websites and Additional Information – Kopp Mueller**

- a. Reviewed in the Core Committee, shared with the Membership.
- b. Discussion that Written Standards can be a barrier for new agencies.
- c. Edits shared with the board and noted on the sheet Kopp Mueller shared with the board.
- d. Hanson motions to approve the written standards as presented, Deibel seconds.
  - i. Discussion –
    - 1. Reviewed concerns brought to the CoC Coordinator, the development of an action plan, and Duffie recommends that it be brought to the board when a report has been made.
      - a. Hinkfus, Carden, and Julian offer to support Kopp Mueller in developing clear criteria for a formal complaint, grievance procedure
      - b. Tabled to next month.

**10. Built for Zero Presentation – Kopp Mueller**

- a. Tabled to next month.

**Motion to adjourn at 12:55**