



Homeless Services Consortium Board of Directors Meeting

April 3, 2024
1:00-3:00 PM

Zoom.us – Meeting ID: 880 1162 8775
Passcode: 818996
1-877-853-5257

The HSC Board strives to prevent and end homelessness, by advancing Housing as a Human Right. We provide leadership, advocacy, planning, and management of program funding in order to promote accessible and equitable housing and homeless services.

AGENDA

- Call to Order and Welcome
- Introductions

Board members in attendance: Shanita Lawrence, Michelle Hemp, Patti La Cross, Darcie Bradley, Kayla Counard, TaMaya Travis, Patrick Duffie, Erin Kautz, Claire Bergmann, Chara Taylor, Kayla Every, Deja Mays, Taylor Rozman

Board members not in attendance: Aree Macon, Sara Alee Jatta, Dana Stokes, Rachel Kaiser, Andrea White, Rachel Litchman, Andrea Gaines

Staff: Torrie Kopp Mueller

Guests: Melissa Mennig, Kristina Dux, Johneisha Prescott, Alicia Spry, Sarah Lim, Takisha Jordan, Angela Jones, Deanna Kloster

- Updates City, County, United Way, Lived Experience Council, Youth Action Board

City:

County: Doubled up 6 families housed 35 getting prioritized, portal opening, H2H statistics getting added not many changes but continue to house, ARP 10/24 H2H ends then there are other specific dates that will be ending, list of county workers attached for additional questions or contacts

[HSC Board Apr 2024 HAA updates.pdf](#)

United Way: application opened on April 1st but application process has changed

Welcome!

Transformational Grantmaking: Impact Grant RFP

March 26, 2024



Plan for Community Well-Being

HEALTHY COMMUNITY: Improving health and well-being for all.

YOUTH OPPORTUNITY: Helping young people realize their full potential.

FINANCIAL SECURITY: Building financial stability and strength.

COMMUNITY RESILIENCY: Addressing urgent needs today and advancing a better tomorrow.



Youth Opportunity: helping young people realize their full potential

Childcare And Early Childhood Development

- Increase access to high quality culturally relevant early care and education experiences particularly for BIPOC families experiencing poverty.**
 - Childcare – group centers, in-home family and family/friend/neighbor care
 - Support high quality home visiting models and programs
 - Family Resource Centers
 - Parent-Child Community Groups
- Build caregivers (parents and early care and education teachers) understanding of healthy child development through family and community outreach (outside of childcare, i.e. home visiting).**
 - Developmental screenings inclusive of social emotional screenings and increasing access to services
 - Increase awareness of supportive services and service providers in the community
 - Best practice childcare teacher/professional training
 - Educate and provide resources about child development, what they can do as caregivers and how they can improve children's outcomes
- Connect to community resources and programs; remove barriers to accessing family support services that allow families to access the resources and services they need to overcome the experience of poverty (collective impact)**
 - Financial security support and programs that support housing stability, career pathway development, education and upskilling
 - Mental health resources for parents and children
 - Systemic changes in how programs are delivered in a team approach to meet family's needs, versus families needing to access all resources individually and independently
- Support/influence policy changes that will deepen early learning and development outcomes for children.**

Educate the community and advocate for structural changes to financial investments in childcare: locally, county and state-wide.

Work with UWDC Public Policy Committee to develop a specific set of outcomes and goals related to supporting families experiencing poverty with children under the age of 5 in Dane County.

Support publicly for statewide collaboratives that support increasing access and public funding for solutions to the childcare systemic changes needed.



Youth Opportunity: helping young people realize their full potential

In school, after school,
literacy development,
family engagement and
college and career
readiness (K-12)

1. **Facilitate access to additional learning opportunities to enhance students' mastery of academic content.** Focus on 3rd grade reading, eliminating summer reading loss and completing Algebra by 10th grade.
2. **Build students' social/emotional and non-cognitive skills.** Focus on building non-cognitive and behavioral competencies in self-awareness, self-management, social awareness, relationship skills and responsible decision-making.
3. **Ensure students' behavioral health and wellness.** Many students and families experience trauma and stress, making mental health and social-emotional learning more important.
4. **Foster connection, belonging, leadership and academic success with youth at risk of disconnecting.** Engagement and academic achievement go together. A student's school experience, including relationships with adults, feelings of safe, supportive environments and connections to peers, coupled with high expectations for learning, all contribute to a sense of belonging at school and in the community.
5. **Recognize family engagement as a key component to improve student success.** Recognize parent and family engagement as a key component to improving student outcomes.



Scan QR Code or Visit

unitedwaydanecounty.org/how-we-invest/



Closes on May 17th at midnight for the 2025 and 2026 years, grants start at \$15,000.00 and the women and wealth so LLCs

[HSC Needs Assessment -Feb 2023 FINAL.pdf](#)

[HSC Survey Results 2020 through 2022.pdf](#)

Lived Experience: working on HUD NOFO

YAB: waiting for Briarpatch approval hopefully by next week, work on hiring staff at all 3 funded agencies,

- **Vote to approve Minutes from March 6, 2024** - Chara Taylor
 - Minutes approved
- Treasurer's Report – Shanita Lawrence
 - No new statements, last February
- **Action Item:** Elect board member to fill mid-term vacancy – Chara Taylor
 - Nominees: Carell Cassey and Alicia Spry (At-Large seat through December 2025)
 - Per Poll: Alicia Spry is elected, Welcome Alicia!
- **Action Item:** Presentation on purchase of HSC Zoom Account – Chara Taylor

- **Proposal:** Approve purchase of HSC Zoom Account
 - \$159.96 for one year to all of HSC committees/work groups
 - AI is part of this but cannot be used until a policy is in place
 - Will need to be reviewed prior to the end of the year and renewal
 - Everyone likes the proposal, passes
- **Action Item:** Presentation of Fiscal Sponsor Search Process & Contract from C4CS – Kayla Every from HSC Executive Committee
 - **Proposal:** Sign contract with C4CS to continue as Fiscal Sponsor for HSC



2023 Recap of Fiscal Sponsor

 **Challenges with Current Fiscal Sponsor**
(Began search for alternative options and held off on signing new contract)

 **Search for Alternative Organizations**
(Many unable to take on commitment / meet all needs of sponsor at that time)

 **Request New Contract Considerations**
(Current contract language draft is only option available.)

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Road Blocks in Funding



Without reaching contract agreement, **HSC, LEC & YAB** have been restricted in funding for **HSC & CoC Required Activities.**



WHAT IS THE SPONSOR'S RESPONSIBILITY



FUNDRAISING

TIMELY NOTICE
OF DONATIONS
(THANK YOU'S)

AVAILABILITY TO ACCEPT
DONATIONS / MANAGE

FUNDRAISING
KNOWLEDGE / SUPPORT



FUNDS MANAGEMENT

ACCOUNTING

FUNDS MANAGEMENT

EXPENSE REPORTS
FEDERAL FUNDING
AWARENESS

SPENDING ACCESS
FOR PROJECTS



GRANT APPS

GRANT APPLICATIONS
(COORDINATED & SOMETIMES SUBMITTED)

GRANT WRITING
KNOWLEDGE / SUPPORT

COMFORT WITH
DIFFERENT FUNDING

CURRENT RATE 9% -12% BASE ADMIN FEE



New Sponsor

- Continue search for new leads
- Check with past leads about current capacity
- Adjust our needs to meet capacity of potential sponsors
- Nominating and Governance - Determine process for switching Sponsor (Competitive, review team, etc.)

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Next Steps:

A. Sign New Contract-

Sign new contract to address sponsorship support and policy needs.

B. Continue Search-

Submitting applications with current contract or negotiating contract.

C. OTHER SUGGESTIONS-

Any immediate suggestions?

Co-Applicant for Grants

Orgs who may be interested

Other insight to be considered

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- 501c3 – some grants is needed
- 9 likes and 1 live – proposal passes
- **Action Item:** Presentation of updates to CoC Application Review, Rating and Ranking Policy & Procedure – Torrie Kopp Mueller
 - Most changes are to clarify language, renewals have to go through the whole application process so for renewal projects if they score a 60% or higher then they don't have to do the whole application they will be renewed anyways, eliminates the burden on the agency and the review committee, how do we take in participant input into the application process...we want programs to do the mission they are saying they are doing
 - **Proposal:** Approve the CoC Application Review, Rating and Ranking Policy & Procedure as presented.
 - 8 likes, 1 live – proposal passes
- **Action Item:** Presentation of updates to Written Standards regarding education and Coordinated Entry Release of Information – Torrie Kopp Mueller

WHAT ARE THE WRITTEN STANDARDS?

- Required by department of housing and urban development (HUD)
- Programs receiving Continuum of Care (CoC), Emergency Solutions Grant (ESG), or State EHH funds must follow the written standards
- Other funders may require adherence too
- Purpose is to:
 - Establish community-wide expectations on the operations of projects within the community
 - Ensure the system is transparent to users and operators
 - Establish a minimum set of standards and expectations in terms of the quality expected of projects

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ADDITION TO COORDINATED ENTRY SECTION

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- When participants access Coordinated Entry, they sign a release of information.
- The CoC did not have any direction on when/how/why agencies are added to the ROI.
- Core Committee recently updated the ROI and created the missing policy.
- Policy to be part of the Written Standards.
- HSC Membership did not have comments.

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- Agencies participating in Coordinated Entry (i.e., accepting referrals from Coordinated Entry to fill housing vacancies and making referrals to the Coordinated Entry housing priority list) are listed on the Release of Information. Additional agencies may be added to the list if they assist in providing documentation of chronic homeless status or they can determine eligibility for mainstream housing benefits such as HUD-VASH or Section 8. If an agency would like to be added to the Release of Information, they should contact the Coordinated Entry Manager. The Coordinated Entry Manager will determine if it is appropriate to add the agency to the ROI based on their participation in Coordinated Entry and/or their involvement in providing chronic documentation on an ongoing basis. Agencies should **not** be added to the Coordinated Entry Release of Information for one-time needs. In these instances, a separate release of information form should be used.
- Agencies may be removed if they no longer participate in Coordinated Entry, have not provided chronic documentation in the past 12 months, or violate the Homeless Services Consortium of Dane County Case Conferencing Agreement. The release is reviewed biannually by the HSC Core Committee (recommended in June and December).

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POLICY TO INFORM HOUSEHOLDS ABOUT EDUCATIONAL RIGHTS

- Report on this each year in the CoC Consolidated Application
- Past application, folks mentioned that the language should be clarified
- Homeless Education Network (HEN) reviewed proposed language
- HSC Membership did not have comments

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Each shelter and housing case management program serving households with children must be aware of and inform households of the educational rights of children and unaccompanied youth in their programs, under the McKinney Vento Act. Program staff will facilitate the connection of households with their school's homeless liaisons, such as the MMSD Transition Education Program, to ensure seamless school enrollment and transportation arrangements. Program staff will highly encourage school attendance and will work with households and school staff to address any barriers to achieving academic success.

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- **Proposal:** Approve updates to Written Standards as presented.

- 9 likes, proposal passes
- **Action Item:** Presentation of Memorandum of Understanding (MOU) with Homeless Education Network (HEN) and Early Childhood Homeless Workgroup (ECHW) – Torrie Kopp Mueller

MEMORANDUM OF UNDERSTANDING (MOU)

- **CoC Consolidated Application**
 - **Formal Partnerships with Youth Education Providers, SEAs, LEAs, School Districts.**
 - We are looking for a systemwide process, not one project or shelter.
 - Formal means the partnership is in writing—examples include:
 - policy and procedures;
 - MOU;
 - governance charter that specifies a reserved seat for one of the organizations selected in question 1C-4 on the CoC’s board, committee, or working group;
 - and other written documents.
 - Had an MOU with HEN – updated it
 - New MOU with ECHW

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- **Proposal:** Approval for the HSC to sign MOUs with HEN and ECHW
 - 8 likes, Claire Bergman abstains from voting, proposal passes

Adjourn

Future Board Meetings, All meetings are 1-3PM

May 1 st	September 4 th
June 5 th	October
July 3 rd	November 6 th
August 7 th	December 4 th

If you have topics you think the HSC Board should discuss, please email them to hsc@cityofmadison.com.