

**Commission on Homelessness for Volusia and Flagler Counties
Steering Committee Meeting Minutes**

Friday, September 29, 2017

1:00 – 3:00 PM

Public Health Dept., 1845 Holsonback Dr., Daytona Beach; Room: 516B

Attendees: Sam Willett, Ray Salazar, Jeff White, Nicole Jobson, Susan Clark, Edward Davis Jr., Chet Bell; Absent: Carl Falconer, Dr. Maria Barbosa, James Rose; Staff: Carolyn Dodge, Victoria Brown-Searle; Others in attendance: Tony Deobil, Karin Flositz

I. Call to Order – Sam Willett, Chair

The meeting was called to order at 1:04 p.m.

II. Prior Minutes – Sam Willett, Chair

Sam Willett presented the minutes of July 28, 2017 for approval. A motion was made to approve the minutes as presented by Edward Davis Jr. and seconded by Susan Clark. Motion approved unanimously.

III. Current Committee Members

The current Steering Committee members are as follows Sam Willett, Carl Falconer, Ray Salazar, Jim Rose, Dr. Barbosa, Nicole Jobson, Edward Davis Jr., Chet Bell, and Susan Clark. A motion was made to recruit and approve Tony Deobil to participate on the Steering Committee by Ray Salazar and seconded by Edward Davis Jr. Motion approved unanimously.

IV. Marketing Committee & CoH Website- Sam Willett, Chair

Katy Steinburg will be the chair of the Marketing Committee. The Committee will be working on the CoH website, what is the CoH message, and developing an online presence.

V. Collaborative Applicant Report- Jeff White, Executive Director

a. Approval of Outreach Written Standards

Jeff White presented the Outreach Written Standards for approval to present to the Board. A discussion ensued. The Coordinated Entry Committee recommended approval and was seconded by Ray Salazar with additional content to be added. Motion was approved unanimously.

b. 2017 NOFA

Jeff White presented the 2017 NOFA Ranking to the Committee. A discussion ensued.

c. Point –in-Time Count

Carolyn Dodge & Victoria Brown-Searle will be reaching out the past PIT Committee members to setup a meeting to start planning this year's PIT.

VI. Strategic Plan Objectives- Victoria Brown-Searle, CoC & Administrative Coordinator

The Coordinated Entry Committee is working on discharge planning. Victoria Brown-Searle had a conference call with Flagler County Jail their focus will be on persons who are coming through the jail system multiple times.

VII. Community Partnership for Children Presentation- Karin Flostiz, COO

Karin Flostiz did a presentation on services offered by Community Partnership for Children, a Q & A session took place.

VIII. Old Business

Jeff White gave a brief report of the 1st Step Shelter Board meetings.

A discussion about West side leadership requesting CoH support to increase RRH funding with the development of the emergency shelter took place.

The Commission discussed establishing priorities in the 2 county area.

IX. New Business

Due to the Thanksgiving holiday, the Steering Committee will meet on November 17th. Victoria Brown-Searle will send out a calendar invite reflecting the date change.

X. Member & Public Comments

Tony Deobil provided a brief update to the changes taking place at FRC.

XI. Adjourn

The meeting was adjourned at 2:29 p.m.

Minutes prepared by: Victoria Brown-Searle, Staff

Chair: _____

Next meeting: November 17, 2017

