

Volusia-Flagler CoC Minutes of Board and Membership Quarterly Meeting

Date: May 29, 2015 1:00 – 3:00 PM

Location: Emergency Services Government Building, Bunnell

Members in Attendance: Anthony Woods Bill Turner Bonnie Metz Candice Wilkie Cheryl Fuller Dona DeMarsh- Butler Dru Driscoll Gary Meredith Jim Cameron Joni Casillas Kristellys Zolondek Michael C. Boyd Pastor Charles R. Silano Pastor Douglas C. Hautz Ray Salazar Robert A. Gary Robin King Saralee Morrissey Sgt. Michael Lutz Shannon McLeish Susan Clark (P)

Staff in Attendance: Jeff White, Executive Director Michelle Wilson Pam Andrews Victoria Brown-Searle

Public in Attendance: Alan Rettig Brittnay Scott Cheryl Atkins Donna Dooley Donna Wood Jay Bond Jerry Lapidus Ken Strickland Matt Vanaman Peter Coady Sara Michelle Howard

Presiding: Susan Clark, Chair

Agenda Item	Discussion	Action Needed	Follow-up (by whom & when)
1. Welcome and Introductions	<ul style="list-style-type: none"> Chairman Susan Clark called to the meeting to order at 1:10 PM. An introduction of Committee and guests took place. Shannon McLeish attended by phone. 	<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> None
2. Review Prior Minutes	<ul style="list-style-type: none"> Ms. Clark asked the members to review the minutes of the prior meeting of February 27, 2015. Jim Cameron made a motion to approve the prior meeting minutes. Joni Casillas seconded. Motion was approved. 	<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> None
3. Application Committee	<ul style="list-style-type: none"> Jeff White gave a report on the Application Committee's activities: The CoC registration is complete. The Application Committee met on April 30, 2015 and the current members are: Pam Woods, Diana Phillips, Kristellys Zolondek, Jay Bond, Nancy Epps, Dr. Pamela Jackson-Smith, Ray Salazar and Shannon McLeish. The Committee discussed the 	<ul style="list-style-type: none"> 	<ul style="list-style-type: none">

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	<p>conflict of interest that they experienced last year; the statement has been revised. The new conflict of interest statement asks that the committee member to list potential conflicts, for example previous Board activity. This statement is for disclosure purposes. The conflict of interest has been tabled at this time for further editing. Mr. White presented the CoC Application Appeal Policy and Process document for review. The Board suggested edits and changes to the document. Mr. White will make the recommended changes to the document; it will be posted on the VFCoC website and presented at the next Steering Committee meeting on June 26, 2015.</p>		
<p>4. Planning Committee Update and Review</p>	<ul style="list-style-type: none"> • Mr. White gave a report on the Planning Committee: The CoC has not had a process or Strategic Plan for about a year and a half. The CoC has established a charter, MOUs, Officers, and Committees. HUD requires that a CoC has a Planning Committee. The Strategic Plan is available on the website for review and edit. The next Planning meeting is Tuesday, June 16, 2015 from 5:30- 7:30 PM at Salvation Army. 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •
<p>5. Collaborative Applicant</p>	<ul style="list-style-type: none"> • Windward: Windward is filing for dissolution. Three agencies within the CoC will be taking over eight of their grants. Mr. White submitted the grant recommendations to HUD, it is processing. The Neighborhood Center will be taking over Our House West, Permanent Housing 08, and Permanent Housing 09. Salvation Army will be taking over Sun Apts, Permanent Housing 2010, and Permanent Housing 2013. SMA Behavioral will be taking over Our House East and My Place Apartments. The next step is to 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •

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	<p>transition these grants to the new agencies.</p> <ul style="list-style-type: none"> • Point- in- Time Count and Housing Inventory Chart: Mr. White completed both the Point- in- Time Count and Housing Inventory Chart early this year. This year's PIT total is 1,327. The unsheltered population has decreased from previous years. • NOFA: Went to CoC Program Skills. 		
6. Standing Committee Reports	<ul style="list-style-type: none"> • VFCoC Steering Committee: Susan Clark gave a Steering Committee Update: Kristellys Zolondek has expressed interest in taking the position as secretary. Ms. Clark asked the Board for approval. Shannon McLeish made a motion to approve Kristellys Zolondek as CoC Secretary. Ray Salazar seconded. Motion was approved. Ms. Zolondek addressed the Board. She is happy to take the role as Secretary; however on the days she cannot make it to the meeting, Victoria Brown-Searle will record the minutes. The Committee is still working on a timeline for elections. • HMIS Committee: Robin King gave a report about the HMIS Committee's activities: the committee continues to work on policies of confidentiality and a budget for the Board. They are having great conversations, but nothing to report yet. • Supportive Service for Veteran Families Report: Joni Casillas gave a report on the SSVF Community Partnership Committee. The Salvation Army reported that they are operating at functional zero in Flagler County. They reported this in front of the County Commissioner two weeks ago Monday. The Salvation Army sends out strike teams two times weekly to look for hidden veterans. 	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • None
7. Tentative Meeting	<ul style="list-style-type: none"> • The Board was provided with a tentative meeting schedule 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •

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Schedule for 2015-2016	for 2015-2016. Board approval was not needed.		
8. Website	<ul style="list-style-type: none"> • Mission Statement: Ms. Searle asked the Board for ideas for a mission statement so she can post the mission statement on the website. Robin King Suggested that the CoC bring in a third party to help guide the CoC in the right direction. She spoke with Michael Woods, a local attorney, who is willing to help the CoC pro bono. Ray Salazar made a motion to bring Michael Woods in to help the CoC. Kristellys Zolondek seconded. Motion approved. Bill Turner will create a mission statement and have Michael Woods edit it. Jeff White will Invite Michael Woods to next month's planning meeting. • Service Provider Forms: Ms. Searle created a serve providers form for agencies to fill out and she will update their information on the website. This lead to a discussion on the services page on the website. The Board decided that it would be beneficial to delete the services tab and post United Ways 211 live website. The Board would like to keep the Service Providers page on the website. • Logo Competition: Ms. Searle spoke to the Board about the logo competition amongst the Bonner students. Since the CoC doesn't have an official logo, Ms. Searle would like to ask the Bonner students to design logos for the Board to vote on. The student who designs the winning logo will receive a gift card. The logos will be presented at the next Board meeting. • Membership List and Upcoming Events: Ms. Searle informed the Board about the new page on the website where new members can request to be added to the 	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • None

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	<p>mailing list. Ms. Searle also asked the agencies at the meeting to send her event information for any upcoming events they may have.</p> <ul style="list-style-type: none"> • Board Elections Timeline: Call for Nominations has been extended until June 15th. The voting will start on June 16th and end on June 30th. Bill Turner made a motion to approve the prior meeting minutes. Ray Salazar seconded. Motion was approved. 		
6. New Business/Old Business	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • None
7. Public Comments	<ul style="list-style-type: none"> • Bill Turner is proud of Jeff White for stepping up with the Windward situation. • Jay Bond is proud of leadership in Windward situation. • A discussion about Safe Harbor took place. 	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • None
8. Adjourn	<ul style="list-style-type: none"> • There being no further business, the meeting was adjourned at 2:57 PM. 	<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • None

Respectfully Submitted by: Victoria Brown-Searle, AmeriCorps VISTA
Approved by vote of the VFCoCmeeting on _____
Susan Clark, Chair _____