

**Commission on Homelessness for Volusia & Flagler Counties**  
**Application Subcommittee Agenda**

Tuesday, July 12, 2016

Salvation Army, 1555 LPGA Blvd., Daytona Beach

***Attendees:** Jay Bond, Jim Cameron, Ray Salazar, Jim Morelewicz, Jeff White (Collaborative Applicant), Victoria Brown-Searle (Collaborative Applicant); **Absent:** Pam Woods, Dr. Maria Barbosa, Carl Falconer, Diana Phillips, Angelia Briggs, Michelle Wilson (HMIS Administrator)*

**I. Introductions- Ray Salazar**

The meeting was called to order at 3:03 p.m., introductions were made and a quorum was not met.

**II. Prior Minutes- Ray Salazar**

The Committee reviewed the prior minutes of June 22, 2016 and July 8, 2016. Due to a lack of quorum, the Committee members in attendance submitted their votes of approval and Victoria Brown-Searle will send the meeting minutes to the remaining Committee members for their review and approval.

**III. Review Local Application, Scoring and Discussion**

The Committee reviewed the local application, scoring sheets, and discussed systems performance measures. Jeff White will make the discussed revisions to the local application and scoring sheet. The Committee decided to review the applications by hard copy. Mr. White will notify the Committee if each agency follows the housing first approach with the exception of SMA Behavioral.

**IV. Challenge Grant**

The Committee will review the Local Application for the Challenge Grant electronically. This will be sent out once DCF releases the grant.

**V. Next Meeting for NOFA Grant**

The Committee will meet again for the NOFA Grant distribution on August 15, 2016 at 1:00 p.m. at the Salvation Army located on 1555 LPGA Blvd. in Daytona Beach.

**VI. Old Business**

None at this time.

**VII. New Business**

Jeff White presented revisions to the Applications policy and procedures manual. The Committee members present voted to approve the revisions to the policy and procedures as presented. Victoria Brown-Searle will send this document to the remaining Committee members for final approval via email with the highlighted revisions for review.

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**VIII. Public Comment**

No members of the public attended this meeting.

**IX. Adjourn**

There being no further business, a motion was made to adjourn the meeting by Jim Morelewicz and seconded by Jay Bond.

*Minutes prepared by: Victoria Brown-Searle, Collaborative Applicant Representative*

*Chair signature:* \_\_\_\_\_

*Next Meeting July 27, 2016*