

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

Friday, May 27, 2016

1:00 – 3:00 PM

Public Health Department, 1845 Holosonback Dr., Daytona Beach

*Attendees: Sam Willett, Dr. Barbosa, Victoria Brown-Searle, Amanda Nixon, Candice Wilkie, Susan Clark, Mark Geallis, Edward Davis Jr., Ray Salazar, Tony Deobil, James Rose* **Absent:** Anthony Woods (Excused), Carl Falconer (Excused), Dave Beck (Excused) **Others in attendance:** D.M Hallisky, Alan Rettig, Carol Podschelne, Pam Woods, Jim Cameron, Ken Strickland, Dot Bradley, William Bradley Jr., Pastor Mike Pastore, Brad Carter, Amanda Rosado

**I. Call to Order – Sam Willett, VFCoC Chair**

The meeting was called to order at 1:00 p.m. Sam Willett addressed the meeting attendees about the changes to the format of the Commission meetings. During the meetings, only the Steering Committee will be recognized by the Chair. Public comments will take place after all discussions are finished and each person will be given the opportunity to speak for two (2) minutes. Once all public comments are made, it will be the Board's decision to continue the conversation.

**II. Prior Minutes – Sam Willett, VFCoC Chair**

Sam Willett presented the minutes of March 25, 2016 for the Committee to review and approve. A motion was made to approve the minutes as presented by James Rose and seconded by Susan Clark. The motion was approved unanimously. It was stated that the minutes will be available on the CoC website within five (5) days after being approved by the Steering Committee.

**III. Review Governance Charter for Amendments**

Jeff White addresses the Committee about the revision that need to be made to the governance charter. HUD requires a review of the CoC governance charter every five (5) years; the Volusia-Flagler CoC charter, it is to be reviewed annually. Since the Commission is transitioning, the following areas need to be considered for revising: fee language, board composition, and board attendance. A motion was made to authorize Jeff White to review section 5 and 6 of the governance charter with respect to the general membership, full membership and the Board by Susan Clark and seconded by Ray Salazar. The motion was approved unanimously.

A discussion took place about Board attendance. The Committee agreed that the Board attendance would be reviewed and dealt with by the Steering Committee. A motion was made to revise the language in section 6.2.4 of the governance charter to state the Steering Committee will be the governing body to review the Board attendance and make recommendations to the Board by James Rose and seconded by Tony Deobil. The motion was approved unanimously.

**IV. Board Structure**

The Committee reviewed the current Board structure, discussed and agreed upon that the Board structure would need to be simplified to allow different and more diverse individuals can have the opportunity to serve on the Board.

## **V. CoH Membership Fees effective July 1, 2016**

The final membership applications were distributed for the Committee to review. The application will be sent out June 1, 2016. The membership checks will need to be made out to VFCCH. It was suggested that the check information should be added to the application, the Committee agreed on this. The membership Application will be advertised on the front page of the website. Victoria Brown-Searle will email the application to the general membership.

## **VI. Area Planning Body- Pam Woods**

Pam Woods reported on the progress of the Homeless Strategy Group. The group is working on identifying barriers. The medical committee met and is working on a certification process and medical cards as well as working with SMA's PATH Program to link individuals to services before being discharged. Ms. Woods expressed the importance of everyone working with HMIS. The City staff can input the data from smaller agencies/churches that are providing services. The housing committee met they discussed the MOU they want from the agencies. They want case management provided to individuals who are placed into housing. There will be 50 slots available to the homeless population. The housing authority is working on lowering their standards for placement and the agencies will do the prescreening and referring for placement.

To date, 42 individuals were placed into Transitional Housing, 112 individuals have been housed by either SSVF or Challenge Grant, 128 have received traveler's aid through HUM and have returned to their families, 16 individuals remain in emergency shelter from January due to their cases, and 23 currently live in the shelter, but have jobs. Michael Cornell and Tony Deobil are working on finding out with individuals are originally from.

The PR Committee has met. The Speedway and DME have agreed to help with the PR awareness.

## **VII. Strategic Plan Subcommittee Update**

The Strategic Planning Committee met and are currently working on the mission statement. Sam Willett has received some suggestions from the Speedway and DME. The next meeting is June 1, 2016 at 3:00 p.m. at the United Way office.

## **VIII. Stakeholders Meeting**

The Stakeholder's meeting is scheduled for June 23, 2016 from 4:00-7:00 p.m. at the Hosseini Center, there will be about forty-five (45) community leaders will be participating in this meeting. Mr. Willett encouraged everyone to attend this meeting. The purpose of this meeting is to build a consensus on the emergency shelter for Volusia County.

## **IX. Collaborative Applicant Update – Jeff White, VFCCH Executive Director**

### **a. ESG Grant Update**

The ESG is due on June 8, 2016. It is almost completed. There are six (6) components to this grant, and they are prevention, street outreach, rapid re-housing and prevention, and emergency shelter. This grant will funnel through the lead agency and \$250,000.00 is available to applicants. HUD is asking for data on all projects even if they are not HUD funded.

**b. FY 2015 CoC Score Sheet**

Jeff White informed the Steering Committee about the CoC scoring during FY 2015. The CoC scored above the average.

**X. Old Business**

None at this time.

**XI. New Business**

None at this time.

**XII. Public Comments**

**XIII. Adjourn**

There being no further business, the meeting was adjourned at 2:31 p.m.

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

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

*Next Meeting: July 29, 2016*

