

**Volusia- Flagler Continuum of Care  
Quarterly Board Meeting Minutes**

*February 26, 2016*

*1:00 – 3:00 PM*

*Flagler County Government Building, 1769 E. Moody Blvd., Bunnell  
First Floor Conference Room*

**Board Attendees:** Susan Clark, Dr. Barbosa, Victoria Brown-Searle, Sgt. Lutz, Joni Casllias, Cheryl Fuller, Anthony Woods, Candice Wilkie, Mark Geallis, Edward Davis Jr., Carl Falconer, Shannon McLeish, Ray Salazar, Pastor Hautz, Jim Cameron

**Absent:** Amanda Nixon, Dona-DeMarsh-Butler, Chief Driscoll, Sgt. Schlieper, Michael Boyd, Juliet Bullen-Dunbar, Bonnie Metz, Robin king, Pastor Silano, Saralee Morrissey

**Collaborative Applicant:** Jeff White

**Public:** Nancy Epps, DM Hallisky, Mike Cornell, Sam Willet, Chet Bell, Pam Woods, Carla Traister, Teresa Pope, Jay Bond, Ethel Turner, Ron Smith, Bob Williams

**I. Welcome and Introductions – Susan Clark, VFCoC Chair**

Susan Clark called the meeting to order at 1:10 p.m. Introductions were made and a quorum was established.

**II. Prior Minutes – Susan Clark, VFCoC Chair**

Ms. Clark called for a review of the meeting minutes for November 20, 2015. Joni Casillas asked for the following to be added to the minutes: “The Salvation Army has achieved functional zero for the veteran population in Volusia County. Senator Castro will be making a congratulatory call to them and she has invited everyone to attend the call.” Motion was passed to accept minutes with Ms. Casillas corrections. The motion was approved unanimously.

**III. Nominations of New Board Member**

Ray Salazar gave a recap of the strategy and Commission view for the CoC. Mr. Salazar Sam Willett introduced to the Board as a potential Board member. A motion was made to accept Mr. Willett on to the CoC Board by Joni Casillas and seconded by Ray Salazar. The Board reviewed recommendation for Board fill-in. The new Board members are: Bob Williams for Halifax replacing Gary Meredith and Camren Hall for Volusia County replacing Donna DeMarsh-Butler. A motion was made to accept the change of Board members by Carl Falconer and seconded by Sam Willett. The motion was approved unanimously.

**IV. Board Participation**

A discussion took place about the lack of Board participation. It was decided that the Steering Committee will review these Board members and take the opportunity to re-engage them in the CoC meetings. Victoria Brown-Searle will provide the list of absent Board members at the next Steering Committee meeting.

**ACTION ITEM:** Ms. Brown-Searle will provide a list of absent Board members for the Steering Committee to review at the next meeting on March 25, 2016.

**V. Homeless Strategy Committee – Pam Woods**

Pam Woods provided an update on the Committees progress. The Committee is going to start working on strategies and solutions for the clients who are transitioning out of the shelters after 90 days. The Homeless Strategy Committee will become a standing item on the agenda.

**VI. Rebranding**

A discussion took place about changing the CoC to a Commission. The goal is to expand the duties of the Commission and bring in individuals from different sectors of the community to participate. The Commission would utilize other/ new resources, do more than what is required by HUD, and identify with the community's needs. A motion was made to rename the coc as the VF Commission on Homelessness and begin the process of expanding the organization's impact in ending homelessness in the two county area by Anthony Woods and seconded by Joni Casillas. The motion was approved unanimously.

**a. Incorporation**

This item will be shifted the Steering Committee.

**VII. CoC Membership Fees**

The Committee reviewed the membership fee schedule. The fees will go to HMIS. The following revision will be made to the document:

- Combine faith-based and non-profit organizations and make the fee \$150 per year.
- Add hardship information.

A motion made to strike the first bullet on document, combine fees, accept and move forward with membership fees by Sam Willett, seconded by Carl Falconer. The motion was approved unanimously.

**VIII. Collaborative Applicant Report – Jeff White, Executive Director**

**A. PIT Update**

The Coalition is not presenting preliminary numbers for the PIT Count. The goal is to have all the data analysis by the end of April.

**IX. Standing Committee Reports**

**A. Steering Committee**

Items were already discussed.

**B. HMIS Committee**

Cheryl Fuller gave an overview of the HMIS funding and sponsorship form. After much discussion, the sponsorship levels have been tabled to find an alternative solution to aid in the HMIS budget deficit.

**1. Monitoring Update**

The next monitoring update is scheduled for the week of March 20<sup>th</sup> at the Salvation Army.

**C. Application Committee**

The Application Committee will be meeting earlier this year to work through scoring issues.

**D. Planning Committee**

Mr. Willet has contacted all volunteers for the Planning Committee. He will be scheduling a meeting soon.

**1. Order of Priority**

A motion was made to adopt the notice CDP 14-012 by Sam Willet and seconded by Carl Falconer. The motion was approved unanimously.

**E. SSVF Partnership**

**1. Letter of Support**

Joni Casillas addressed the Board about the letter of support from the CoC. A motion was made to approve the letter of support to the Salvation Army by Carl Falconer and seconded by Ray Salazar. The motion was approved unanimously.

**X. New Business**

Susan Clark informed the Board of her resignation on the Commission effective immediately. She has recommended Mr. Willet to step in as Chair. A motion was made to accept Sam Willet as the new Commission chair by Shannon McLeish and seconded by Ray Salazar. The motion was approved unanimously.

Additional nominees were presented to serve on the Commission Board. The nominees are Jim Rose, Judge Beck, and Janet Hamer. A motion was made to approve the new Board members by Dr. Barbosa and seconded by Sam Willet. The motion was approved unanimously.

A motion was made to change the Board meeting schedule from quarterly to bimonthly by Ray Salazar and seconded by Shannon McLeish. The motion was approved unanimously. Ms. Searle will send out the new meeting schedule.

**XI. Action Items:**

1. Ms. Brown-Searle will provide a list of absent Board members for the Steering
2. Ms. Searle will send out the new meeting schedule.

**XII. Public Comments**

Comment: I encourage the Commission to release a press release about the changes.

**XIII. Adjourn**

There being no further business, the meeting was adjourned at 3:21p.m.

*Minutes prepared by: Victoria Brown-Searle, CoC Secretary*

*CoC Chair: \_\_\_\_\_*

*Next meeting: April 29, 2016*