

**Commission on Homelessness for Volusia & Flagler Counties
Application Committee Meeting Minutes**

July 27, 2016

3:00-4:00 p.m.

The Salvation Army, 1555 LPGA Blvd., Daytona Beach

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

I. Welcome and Introductions –Ray Salazar, Chair

The meeting was called to order at 3:01 p.m. A quorum was not met.

II. Review Prior Minutes – Ray Salazar, Chair

The Committee reviewed the minutes of July 12, 2016. The present Committee members provided their votes of approval, Victoria Brown-Searle will send the minutes to the remaining committee members for review and approval.

III. Review Scoring Criteria

Jeff White gave an overview of the Committee members (not present) suggestions and recommendations. The Committee agreed to review the scores to see what the outcomes are for discussion.

IV. Discussion

The following items were suggested during discussion:

- finding an application template for all applying agencies to use.
- The Committee provide notes/suggestions on the applications to the service providers.
- Notice of grant work to service providers.

V. Rank

The final scores using the formula provided by Committee Member Jay Bond are as follows:

1. Halifax Urban Ministries: 62.8; Allocation: \$106,765.00
2. Neighborhood Center of West Volusia: 56.4; Allocation: \$107,347.00
3. Salvation Army: 55.7; Allocation: \$67,087.00

The remaining funding left over to be added to the agencies is \$1,101.00

The final allocations using “equal ask” of \$92,000.00 each are as follows:

1. Halifax Urban Ministries: \$99,215.69
2. Neighborhood Center of West Volusia: \$ 89,068.63
3. Salvation Army: \$87,715.69

After much discussion the Committee agreed to recommend the option 2 “equal ask” allocation to the Committee members (not present) for review and approval. Jeff White will send the scoring sheet to the Committee via email for review and approval.

VI. Adjourn

There being no further business, the meeting was adjourned at 3:36 p.m.

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

Chair signature: _____

Next meeting NOFA Distribution: August 15, 2016