

Commission on Homelessness for Volusia & Flagler Counties
Application Subcommittee Meeting Minutes

Friday, July 8, 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. Welcome and Introductions – Ray Salazar, Chair

The meeting was called to order at 4:07 p.m. and introductions were made. A quorum was established.

II. Review Prior Minutes – Ray Salazar, Chair

None at this time.

III. Review Local Application Format

The Committee reviewed the HUD NOFA local application and made some revision. The Committee discussed the data points and the APRs that will need to be pulled for review. A motion was made to have a Application Committee member pull the APRS and system performance measures from the HNIS database by Carl Falconer and seconded by Ray Salazar. The motion was approved unanimously. Carl Falconer volunteered to pull and review the APRs and system performance measures.

IV. Review Scoring Format

The Committee reviewed the scoring sheet for the HUD NOFA local applications. A discussion took place about the flow of the local application and the scoring sheet. It was suggested that both documents should flow together for the ease of scoring; Jeff White will make changes to both documents.

A discussion took place in regards to the ranking process. The Committee agreed to rank projects at 100% until the funds are gone. The application Committee has the ability to shift funding if needed. The Committee discussed prioritizing the Coordinated Entry and HMIS projects without scoring them. A motion was made to prioritize both the Coordinated Entry and HMIS projects without scoring them by Carl Falconer and seconded by Jay Bond. The motion was approved unanimously.

V. Policy and Procedures

Jeff White is reviewing the policy and procedures for revisions.

VI. Next Meeting

The next meeting is scheduled for July 12, 2016 at 3:00 p.m. at the Salvation Army located on 1555 LPGA Blvd. in Daytona Beach.

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VII. Old Business

None at this time.

VIII. New Business

None at this time.

IX. Adjourn

There being no further business, the meeting was adjourned at 5:10 p.m.

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

Chair Signature: _____

Next Meeting: July 12, 2016