

VFCoC Board Meeting Minutes
August 8, 2014
Salvation Army, 1555 LPGA Boulevard

Present: Dru Driscoll, Barry Davis, Milissa Extrom, Bill Turner, Doug Hautz, Jeff White, Robin King, Kristellys Zolondek, Susan Clark, Shannon McLeish

Absent: See Board Roster

I. Welcome and Introductions

II. Susan Clark, Chair, announced that the Board did not have a quorum present. Shelly Campbell and Liam Sweeny are working on the board roster and attendance record. There was a brief discussion of implementing the 3-meeting absence rule beginning August 22, 2014, because there have been many board meetings during the last few months.

III. Without a quorum, the board could not approve July 25, 2014 meeting minutes. The minutes will be presented at the next meeting.

IV. Conflict of interest: Susan Clark asked the members present to complete Conflict of Interest forms. The signed conflict of interest policies will be kept on file. Board members not present will receive forms via email. Committee members will be required to sign the conflict of interest forms pursuant to the Governance Charter.

V. Bill Turner asked Susan Clark to pursue director's and officer's and liability insurance for the VFCoC Board. Lisa Hamilton will request guidance and a quote from Brown & Brown.

VI. Steering Committee- since the last meeting there were additional volunteers for the steering committee. They are: Joni Casillas, Janet Nickels, Carla Traister and Candice Willkie. The board discussed the options:

- Susan Clark recommended that the committee be diverse

- Michael Barr recommended to have representation from the entire geographic area
- Susan Clark asked if the board would like to expand the steering committee. Shannon McLeish suggested the committee consist of 9-12 people
- Bill Turner asked to define the basis of selecting Steering Committee members
- Michael Barr suggested 3 people from Flagler County, 3 from West Volusia and 3 from East Volusia
- Dru Driscoll suggested that the selection of the Steering Committee become a board policy
- Shannon McLeish suggested that the selection of the Steering Committee be done at the Annual Meeting and that the committee represent all sub-populations
- Shannon McLeish will put together a policy proposal at the request of the Board Chair to be voted on at the 8/22/14 meeting

VI.2 HMIS Committee – Lisa Hamilton suggested individuals from partner organizations and the community: Loretta Willary of United Way; Pat Jones of Volusia County, and IT professionals with project management experience. Robin King asked if we could use people from the community, ex. People from Career Source.

An email will be sent to all CoC members and CoC Board members with a link to the website posting of all the committee descriptions. Members and the Board will be invited to sign up for a committee. Committee meetings will be held at the 8/22/14 meeting and monthly or as needed thereafter.

VII. VFCoC Memorandum(s) of Understanding with Collaborative Applicant and HMIS Lead Agency- Susan Clark stated that we need to decide on a new

MOU for the Collaborative Applicant soon due to the expiration of the current MOU on 8/30/14. The board discussed the MOUs:

- Susan asked Lisa Hamilton to submit a draft MOU to the board
- Shannon McLeish asked if the Challenge Grant had been released yet. Lisa Hamilton said that the grant still had not been released
- Robyn King asked if we could extend the current MOU for a month and if we could have a workshop on Steering Committee policy
- It was decided that the Chair will amend the current MOU at the 8/22/14 Board meeting
- A draft for a new MOU will be sent out by August 18, 2014. Bill Turner volunteered to look for examples of MOU's and submit them to the Chair.

VIII. VFCoC workshop on Homeless housing/services- Lisa Hamilton reviewed the 2013 HUD Funding Priorities, HUD Allocations, and the 2011 Challenge Grant scoring criteria. Ms. Hamilton explained that the CoC has appealed the 2013 awards due to a math error on HUD's part. HUD awarded 3-years funding for a new Haven Recovery Center permanent housing grant rather than one-year. Consequently, CoC funds were not available to fund 4 grants approved by the CoC for funding.

Ms. Hamilton explained that performance measures will no longer be done by programs, but based on the overall CoC performance towards HUD's goals. Youth and prevention are becoming HUD's priorities.

The Board asked questions and discussed the need to ensure that data collection and data quality are high to ensure that VFCoC is competitive for funding.

- Robyn King asked if the Transitional Housing money is going away and Lisa said no, it will be reallocated but some can remain. Domestic Violence transitional housing is a HUD priority.

- Bill Turner discussed the changes in the definition of homelessness and said it is important to be compliant with the different definitions.
- Jeff White explained that poor performing agencies reflects poorly on the entire CoC
- Robyn King asked how we can ensure that agencies have good quality data. Lisa said that the HMIS administrator notifies agencies of poor data quality and gives them 2 weeks to clean it up. Training is ongoing and clean-up training is available. Robyn then stated that Career Source can contribute to training funds.
- Lisa asked the board if there was any other information they would like to see. Shannon McLeish suggested information on other sources of funding
- Shannon asked about Lisa and Susan`s meeting with Mr. Marbut. Lisa said that the meeting discussion was general.
- Discussion then ensued about feeding stations and how they serve people experiencing poverty as well as the homeless
- Shannon suggested putting public information on the website and email links to committees for sign up at the next meeting.

Public Comments:

1. How is the number of grants reflected by County? Lisa answered that the number of grants is reflected by State and the population that will be served, it is not reflected by County but can be done by zip code
2. Can there be one MOU for both the Collaborative Applicant and the HMIS lead agency. There will be a separate MOU for each.

Meeting Adjourned at 3:00 p.m.

Submitted by Milissa Extrom- Vice-Chair.

Reviewed, revised and approved on August 8, 2014.

Shelly Campbell, Secretary

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