

Lee County Continuum of Care (CoC) Governing Board

Wednesday, October 10, 2018
Lee County Human and Veteran Services
2440 Thompson Street
Fort Myers, FL 33901

Members Present: Janet Bartos, Lee County Homeless Coalition
Rosemary Boisvert, SalusCare
Sherri Campanale, Lee County Housing Authority/Housing Authority City of Ft. Myers
Phillip Cirrone, EliteDNA
Christine Lincoln, Community Cooperative
Becky Madsen, Housing Authority City of Fort Myers
Carolyn Norris, Home Ownership Resource Center
Daleen O'Dell, Alternate Member
Sharon Rozier, City of Fort Myers Community Development
Matt Vissaggio, Visaggio & Company
Charity Williams, Beyond Barriers

Others Present: Karla Bath, Lee County Housing Development Corp.

Staff Present: Tim Gillmore, Human and Veteran Services
Jeannie Sutton, Human and Veteran Services

***Quorum Present**

I. Call to Order

Ms. Sharon Rozier called meeting to order at 10:36 a.m.

A. Welcome and Introductions

Introductions were made.

B. Members Absent With/Without Excuse

Ms. Sutton stated Jocey Henderson with JFCS and Fred Richards with Goodwill Industries are absent with an excuse. Ms. Daleen O'Dell is attending as an alternate member for Amy Davies. Ms. Sheena Nunez-Torres, Lee County Schools is no longer a member of the board due to absence. Ms. Bartos stated Ms. Nunez-Torres attends the Homeless Coalition meetings and information is shared at that meeting. Michael Reale did not attend the September 12, 2018 meeting and is absent today, October 10, 2018. Ms. Sutton stated Ms. Hustad is excused as she is attending another meeting. Ms. Danyale Kinney is absent without an excuse. Janet Bartos stated she no longer works at United Way. Mr. Joaquin Garcia and Mr. Charles Pereira are absent without an excuse. Ms. Bartos stated Ms. Heidi Shoriak is out of town.

Discussion took place regarding membership and attendance policies. Ms. Rozier stated a reminder of the attendance policy, and the forms necessary for board members to designate an alternate should be sent with the minutes from this meeting.

II. Public Comment

No public present.

III. Approval of Minutes of September 12, 2018 Meeting

Ms. Rozier requested a motion to approve the September 12, 2018 minutes.

ACTION:

Ms. Christine Lincoln made a motion to approve the September 12, 2018 minutes. Ms. Carolyn Norris seconded the motion, which passed unanimously.

IV. Assign Project Performance, Evaluation and Ranking Committee

Ms. Sharon Rozier said five (5) to six (6) volunteers are needed for the evaluation and ranking committee. Ms. Sutton mentioned this committee is responsible for reviewing and ranking the project applications for next year's funding cycle. The members are also responsible to monitor project and system performance throughout the year. She said the first committee meeting would entail determining objectives, mission and data elements and format necessary to evaluate performance.

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Committee members will also need to decide how frequently they will meet, but meetings should be no less than quarterly. Closer to the funding completion, which will start in March 2019, the committee will need to meet more often to review the project applications and ranking forms. Mr. Tim Gillmore, Human and Veteran Services is the coordinated entry staff member. He will also work with project performance and monitoring. He will pull data from the HMIS system and provide the data to the committee.

Discussion took place regarding visiting project sites. Ms. Sutton will coordinate site visits for the committee to funded projects.

Ms. Sutton also mentioned that members of the committee cannot represent a funded agency. If members work for an agency that applies for funding, they will need to recuse themselves from the committee.

Discussion took place regarding members and dates. Sharon Rozier, Christine Lincoln, Rosemary Boisert, Janet Bartos, Phillip Cirrone, Carolyn Norris and Karla Bath volunteered to serve on the committee. Jeannie Sutton will schedule a meeting in January 2019.

V. CoC Strategic Plan

Ms. Sharon Rozier suggested holding a workshop to review everything. Jeannie Sutton agreed. She said the draft she sent out, was to familiarize everyone with the document. Jeannie asked if they had any ideas about best practices. Ms. Bartos said after the smaller group looks at it, then the plan should be discussed by a larger group of stakeholders. Jeannie suggested scheduling the workshop in January 2019. Discussion took place regarding action steps in the performance plan and the board elected to remove strategies and focus on only objectives and action steps. The Board reviewed the draft strategic plan, and discussed the system performance measures section, which has several blanks. Jeannie will have updated system performance numbers to look at before the workshop is scheduled so the Board can determine if the existing goals need to be changed.

If you have comments/changes, please e-mail them to Jeannie to be discussed at the workshop.

VI. Other Items/Announcements

Jeannie mentioned that Diversion Training will be on November 13, 2018 at the downtown library from 1:00 p.m. to 4:00 p.m.

Jeannie also mentioned that all CoC sub-recipients (CASL and Salvation Army) will be added onto ESNAPS before the next funding competition. ESNAPS is the portal that HUD uses to apply for CoC funds. This will allow sub-recipients to submit their application electronically.

Mr. Tim Gillmore introduced himself as the Coordinated Entry Specialist. Coordinated entry is the process that service providers use to enter client seeking homeless services into a uniform system. The system prioritizes them based on vulnerability and need. He is looking to improve the system and train agencies who will be utilizing the system. He will coordinate focus groups in the near future. Ms. Bartos suggested creating a survey to be presented at the Homeless Coalition meeting. Tim said he would create the survey and would like the focus groups to be developed.

ACTION:

The committee held a vote to cancel the December 12, 2018 meeting due to the Holidays, which passed unanimously.

Ms. Bartos stated the Board of County Commissioners will declare November as Hunger and Homeless Awareness Month by resolution on November 6, 2018 at 9:30 am, and the City of Fort Myers will do the same on November 5, 2018 at 4:30 pm. In addition, the Homeless Challenge will take place on November 17, 2018. You must reserve a space on the bus, as there are only 14 seats available. Please e-mail Janet Bartos if you would like to attend. Dr. Michael Martin, Ph.D., Florida Gulf Coast University will be the

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keynote speaker, and Roger Mercado will be the emcee at the 14th Annual Homeless Coalition Dinner and Auction held on December 1, 2018.

VII. Adjourn

Ms. Rozier requested a motion to adjourn the meeting.

ACTION:

Mr. Phillip Cirrone made a motion to adjourn the meeting, and Ms. Sherri Campanale seconded the motion. Meeting was adjourned at 11:22 a.m.