

**Lee County Continuum of Care (CoC) Governing Board**

Wednesday, September 12, 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  
Amy Davies, Advocate  
Phillip Cirrone, Elite DNA  
Joaquin Garcia, Advocate  
Jocey Henderson, JFCS of the Suncoast, Inc.  
Becky Madsen, Lee County and Fort Myers Housing Authority  
Connie Myers, Lee County Housing Development Corp.  
Carolyn Norris, Home Ownership Resource Center  
Charles Pereira, Advocate  
Fred Richards, Goodwill Industries of SWFL  
Sharon Rozier, City of Fort Myers  
Matt Visaggio, Visaggio & Co.  
Charity Williams, Beyond Barriers  
Karla Bath, Lee County Housing Development Corp.

**Others Present:** Barbara Wentworth, Home Ownership Resource Center

**Staff Present:** Julie Boudreaux, Human and Veteran Services  
Jeannie Sutton, Human and Veteran Services

**\*Quorum Present**

**I. Call to Order**

Phillip Cirrone, Co-Chair called meeting to order at 10:35 a.m.

**A. Welcome and Introductions**

Introductions were made.

**B. Members Absent With/Without Excuse**

Ms. Sutton stated Sherri Campanale, Christine Lincoln and Heidi Shoriak are absent with an excuse. Danyale Kinney, Kim Hustad, Sheena Nunez-Torres, Michael Reale are absent without an excuse. Phillip Cirrone asked if there were unexcused absences who missed the August meeting and September 2018 meetings. Ms. Sutton stated Sheena Nunez-Torres was absent both meetings without an excuse. The Chair or the Co-Chair can contact Ms. Nunez-Torres to inform her of her absences and status as a member.

**II. Public Comment**

No comment. Clarification was made regarding new and alternate members in attendance. Barbara Wentworth will be serving as an alternate for Carolyn Norris, and Joaquin Garcia and Charlie Pereira will be voted in as new members at the September Homeless Coalition Meeting.

**III. Approval of Minutes of August 8, 2018 Meeting**

Phillip Cirrone requested a motion to approve the August 8, 2018 minutes.

**ACTION:**

Mr. Fred Richards made a motion to approve the August 8, 2018 minutes. Ms. Carolyn Norris seconded the motion, which passed unanimously.

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**IV. Review and Approval of 2018 CoC Funding Application**

Ms. Sharon Rozier joined the meeting at this time and took the role of Chair. Ms. Sutton mentioned she e-mailed the final draft of the 2018 Continuum of Care funding application. Ms. Sutton asked for questions and comments regarding the application. Becky Madsen asked if the homeless preference verification was needed from the Public Housing Authority. Ms. Sutton said she has letters from Lee County Housing and the Housing Authority of the City of Fort Myers saying they have preference. Ms. Sutton said it is helpful to have their administrative plan. Ms. Janet Bartos noticed there was a lot of domestic violence addressed. Ms. Sutton said it had to do with the domestic violence bonus funding.

Ms. Sharon Rozier requested a brief overview of the CoC application be presented to the Board. Ms. Sutton gave an overview of the funding application. Section 1 of the application discusses Continuum of Care capacity. Sharon Rozier asked if there is a benefit to consulting with neighboring jurisdictions. Ms. Sutton clarified that the questions are specific to the Lee County jurisdiction, but regional collaboration is beneficial for planning. Sections 2 and 3 discuss the Homeless Management Information System. Ms. Sutton mentioned the disaster beds on the Housing Inventory Count, which is different from previous applications. Ms. Sutton emphasized the importance of system performance measures in the scoring of the application. Section 4 discusses mainstream benefits and connecting clients to health and other systems. Ms. Sutton discussed new questions regarding racial disparities in homelessness, and the new focus on equal access. Ms. Sutton completed a monitoring and report of racial disparities for Lee County, which will be attached to the final application. The final version will be posted on Human and Veteran Services website today.

Phillip Cirrone asked when the application is due. Ms. Sutton answered September 18, 2018, but that she plans to submit the application by Friday, September 14, 2018. Awards are typically posted in December at the earliest and February at the latest. As mentioned at the last meeting, applying for three new projects; two domestic violence and one new rapid rehousing project.

**ACTION:**

Ms. Janet Bartos made a motion to approve the 2018 CoC funding application. Mr. Phillip Cirrone seconded the motion, which passed unanimously.

**V. CoC Lead Agency Update**

Ms. Julie Boudreaux mentioned Lee County Human and Veteran Services is still assessing information regarding a new lead agency. Ms. Boudreaux advised that County Administration is busy working on the budget process, but the topic will be revisited after the budget is completed.

**VI. CoC Strategic Plan**

Ms. Sutton mentioned the U.S. Interagency Council on Homelessness (USICH) released a new strategic plan, replacing *Opening Doors* with *Home, Together*. The new plan, redefines ending homelessness as making homelessness rare, brief and non-reoccurring. The plan is simplified and outlines 8 objectives. Ms. Sutton proposed making the Lee County Strategic Plan more simplified and structured around the framework of the new *Home, Together* plan. Ms. Sutton provided a brief overview of the structure of the plan, and the newly formed objectives based on the new USICH plan. The Board and the community can change the objectives based on data from the gaps analysis. The gaps analysis is looking at community needs and analyzing what we have and what is needed. Ms. Sutton asked if the committee approved of switching the goals to the new plan. Everyone agreed. They stated it looks more simplified. Ms. Sharon Rozier mentioned the guide to best practices in the USICH plan, and would like to incorporate those into our plan. Ms. Sutton agreed and would like to include best practices as goals into the plan, such as the creation of a Homeless Outreach Team (HOT). Mr. Visaggio asked if the portions of the plan that had been worked on in previous meetings would be kept as part of the new document. Ms. Sutton confirmed that the portions of the plan, other than the goals, which do not match the new *Home, Together* plan, would be kept in the new Strategic Plan. If goals and strategies from the previous model overlap, Ms. Sutton will combine those into the new plan.

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Ms. Sutton emphasized the importance of making the goals in this plan Smart Goals; Specific, Measurable, Attainable, Time Limited and Realistic. The goal is to have a data point attached to each goal to make reporting easier. The current 10 year plan database on the Human and Veteran Services website requires narrative reporting, and makes it difficult to understand accomplishments. Reporting on the new plan should simplify this.

Jeannie will send this out to the committee once it is built out with the existing objectives and strategies. This will be discussed at the next meeting on October 10, 2018.

Ms. Rozier provided an update from the Homeless Caucus at the Florida Affordable Housing Conference, including discussion regarding difficulties working with landlords to provide housing and property owner issues. Mr. Charles Pereira discussed his difficulties searching for housing using a housing voucher, and suggested additional education regarding the benefits of working with assistance programs be provided to landlords. Ms. Bartos explained several strategies that the Coalition and Housing Authorities used to get additional landlords during the push to end veteran homelessness, including press releases. Ms. Rozier again mentioned the best practices being used by other communities, including education programs and risk mitigation funds. Jeannie mentioned Lee County Human and Veteran Services uses a housing resource coordinator to development relationships with property owners. Human and Veteran Services is also hosting a landlord appreciation event on September 20, 2018. A fair housing trainer will attend the event and explain to landlords the requirements on reasonable accommodations and other fair housing topics. Ms. Rozier suggested that new initiatives and best practices be added to the strategic plan. Ms. Sutton agreed and said she could add risk mitigation funding and landlord education and marketing to the plan. Ms. Bartos mentioned that discussion was held many years ago regarding implementing a risk mitigation fund, but there were many outstanding questions. Ms. Rozier stated she would research the topic further.

**VII. Adjourn**

Ms. Rozier requested a motion to adjourn the meeting.

**ACTION:**

Ms. Janet Bartos made a motion to adjourn the meeting, and Ms. Carolyn Norris seconded the motion. Meeting was adjourned at 11:30 a.m.