

**Lee County Continuum of Care (CoC) Governing Board**  
**Strategic Plan Workshop Minutes**  
January 8, 2019, 1:00 P.M.  
Lee County Human and Veteran Services  
2440 Thompson St.  
Fort Myers, FL 33901

**Members Present:** Janet Bartos, Lee County Homeless Coalition  
Daleen O'Dell, Advocate  
Rosemary Boisvert SalusCare – via Telephone  
Sherri Campanale, Housing Authority of the City of Fort Myers  
Kim Hustad, Lee County Human & Veteran Services  
Diana Jones, Lee County Housing Authority  
Fred Richards, Goodwill Industries of SWFL  
Sharon Rozier, City of Fort Myers  
Heidi Shoriak, Lee Health  
Charity Williams, Beyond Barriers  
Carolyn Norris, Home Ownership Resource Center

**Others Present:** Dottie Pacharis, Hope Clubhouse

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

**I. Call to Order**

*Sharon Rozier, Board Chair*

- a. Ms. Rozier called the meeting to order at 1:02 pm, introductions were made.
- b. Ms. Rozier advised the group that the meeting would be in an informal workshop format, and that Board member attendance would not be recorded.

**II. DCF and HMIS Funding Applications and Performance and Ranking Committee**

*Jeannie Sutton, Human and Veteran Services*

- a. Ms. Sutton provided information regarding the upcoming Department of Children and Families (DCF) funding application cycle. She advised the Board of proposed projects that will be included in the application to DCF, and the priorities that will be focused on in the local application process. The local application process will be a unified funding application; similar to the one DCF is using, but will also include CoC funding. Ms. Sutton anticipates that the Request for Applications will be sent out in late January or early February.
- b. Ms. Sutton advised the group that she will be completing the application for the 2017 HMIS Capacity Building Project. The application is due January 31, 2019 and if funded will allow for improvements to HMIS.

**III. Discussion of Updates and Recommendations**

*Jeannie Sutton, Human and Veteran Services*

- a. Ms. Sutton asked the group to provide input regarding the new strategic plan.
  - i. Ms. Daleen O'Dell provided an overview of Assisted Outpatient Treatment/Involuntary Outpatient Treatment. She provided handouts and information regarding program success in other parts of the U.S.. The group decided to make a goal of researching the existing needs, potential funding opportunities, potential cost savings, and resources available to implement AOT/IOT in Lee County.
  - ii. Discussion was held regarding Diversion practices, and three goals were established.

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- iii. Discussion was held regarding the need for additional emergency shelter and permanent housing resources for specific populations, especially those who are medically fragile or elderly. The group set a goal to add 150 beds in the next 5 years.
- iv. A brief discussion was held regarding the SHIFTS program in Sarasota. Ms. Sutton added a goal to research and implement a similar program in Lee County.
- b. Ms. Sutton discussed making the plan available to the General Coalition membership, providing a public comment period, and presenting the plan to the BoCC and City Councils. The Board agreed all should be done. Ms. Sutton will work with Ms. Bartos to determine the logistics for these items.

**IV. Meeting was adjourned at 3:00 pm**

**Next Meeting: February 13, 2019**

**Meeting minutes and agenda are posted on our website: <https://www.leegov.com/dhs/funding/coc>**

**Lee County Continuum of Care (CoC) Governing Board**  
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January 25, 2019, 2:00 P.M.

Lee County Human and Veteran Services  
2440 Thompson St.  
Fort Myers, FL 33901

**Members Present:** Kim Anderson, Lee Health  
Janet Bartos, Lee County Homeless Coalition  
Rosemary Boisvert, SalusCare  
Sherri Campanale, Housing Authority of the City of Fort Myers  
Jocey Henderson, JFCS  
Kim Hustad, Lee County Human & Veteran Services  
Christine Lincoln, Community Cooperative  
Fred Richards, Goodwill Industries of SWFL  
Sharon Rozier, City of Fort Myers

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

**I. Call to Order**

- a. Meeting was called to order at 2:10 pm, and introductions were made.

**II. Discussion of Strategic Plan Goals and Action Steps**

*Jeannie Sutton, Human and Veteran Services*

- a. Ms. Sutton asked the group to provide input regarding the new strategic plan goals.

i. All goals and action steps are based on USICH's *Home, Together* plan.

- b. The following action steps were discussed:

- i. Build whole-community momentum behind the common vision that Homelessness in Lee County can and should be rare, brief and one-time through increased community outreach and awareness campaigns.
- ii. Increase coordination between Lee County departments, local service providers, mainstream assistance agencies, and state and federal offices to eliminate service silos.
- iii. Understand and enumerate the size and scope of homelessness in Lee County by streamlining the Coordinated Entry System to ensure all access points are using the standard assessment to add all individuals and families who are homeless to the by-name list.
- iv. Understand and enumerate the size and scope of the problem by improving the unsheltered point in time count, and including youth, families, LGBTQI+ individuals, and other subpopulations in the planning process.
- v. Maintain the strength of the homeless service system by encouraging open sharing of information and uniform guidelines for assistance programs.
- vi. Use data, evaluation, performance measurement and research to guide system design, planning, and project funding.
- vii. Develop and, update annually, a comprehensive gaps analysis, which identifies gaps in specific housing types, services for each subpopulation, and funding.

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- viii. Advocate for community-wide policies and practices that support the development of safe and affordable housing.
  - ix. Create and support initiatives to increase the availability of, and successful linkages to, necessary health, behavioral health, education, employment, childcare and legal assistance programs.
  - x. Implement a collaborative to compare data from across systems and identify solutions for persons who have high service needs and frequently access multiple service systems.
  - xi. Use data to identify risk factors for homelessness and educate the design of homelessness prevention programs that target resources to the most vulnerable, and include supportive services to avoid housing crisis.
- c. Ms. Sutton discussed making the plan available to the General Coalition membership, City Councils and Boards. Ms. Bartos will be presenting the draft plan to the public and elected officials for support.

**III. Meeting was adjourned at 3:45 pm**

**Next Meeting: February 8, 2019**

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**Lee County Continuum of Care (CoC) Governing Board**  
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February 8, 2019, 9:00 A.M.  
Lee County Human and Veteran Services  
2440 Thompson St.  
Fort Myers, FL 33901

**Members Present:** Jocey Henderson, JFCS  
Kim Hustad, Lee County Human & Veteran Services  
Christine Lincoln, Community Cooperative  
Daleen O'Dell, Advocate  
Heidi Shoriak, Lee Health

**Staff Present:** Robin Jewett, Human and Veteran Services  
Jeannie Sutton, Human and Veteran Services

**I. Call to Order**

- a. Meeting was called to order at 9:05 am.

**II. Discussion of Strategic Plan Goals and Action Steps**

*Jeannie Sutton, Human and Veteran Services*

- a. The following action steps were discussed:

- i. Build a dynamic street outreach team focused on quickly engaging, assessing, and referring persons experiencing homelessness to permanent housing solutions.
- ii. Collaborate with the Lee County Sherriff's Office and other local Law Enforcement to establish outreach teams in accordance with the HOT Model
- iii. Research and implement a Sheriff's Housing Facilitating Initiative Transient Services (SHIFTS) program.
- iv. Provide immediate access to low-barrier emergency shelter or other temporary accommodations to all who need it.
- v. Increase the availability of emergency shelters by implementing low-barrier, housing focused practices to move people from homelessness, through emergency shelter, to permanent housing within 30 days.
- vi. Encourage all programs through training and technical assistance to adhere to Equal Access rules by providing low barrier, housing focused shelter to all individuals who are members of families, single, LGBTQI+, minorities and youth.
- vii. Advocate for the development of low-barrier temporary and permanent housing facilities, with co-located services, for sub-populations with high service needs such as, youth and survivors of domestic violence, dating violence, sexual assault, and human trafficking.
- viii. Establish low-barrier emergency shelter and permanent housing resources dedicated for individuals experiencing homelessness who are medically needy or elderly.
- ix. Implement coordinated entry to standardize assessment and prioritization processes and streamline connections to housing and services.

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- x. Increase quality participation in the Coordinated Entry System to streamline referrals, coordinate service delivery and shorten the length of time persons remain homeless.
- xi. Understand the characteristics of and conduct targeted outreach to those who are least likely to access the Coordinated Entry System.

**III. Meeting was adjourned at 10:55 pm**

**Next Meeting: February 13, 2019**

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**Lee County Continuum of Care (CoC) Governing Board**  
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February 19, 2019, 1:00 P.M.  
Lee County Human and Veteran Services  
2440 Thompson St.  
Fort Myers, FL 33901

**Members Present:** Jocey Henderson, JFCS  
Kim Hustad, Lee County Human & Veteran Services  
Christine Lincoln, Community Cooperative  
Daleen O'Dell, Advocate  
Heidi Shoriak, Lee Health

**Staff Present:** Robin Jewett, Human and Veteran Services  
Jeannie Sutton, Human and Veteran Services

**I. Call to Order**

- a. Meeting was called to order at 9:05 am.

**II. Discussion of Strategic Plan Goals and Action Steps**

*Jeannie Sutton, Human and Veteran Services*

- a. The following action steps were discussed:

- i. Advocate for and support the development of permanent housing facilities and assistance programs.
- ii. Use data to inform planning and funding decisions that create new housing programs, to ensure an adequate stock of various types of housing suitable for the needs of individuals and families who are homeless.
- iii. Encourage housing providers to openly share program information and adopt uniform guidelines that ensure individuals and families are provided appropriate and person-centered services as quickly as possible.
- iv. Implement a Risk Mitigation Fund and identify ongoing funding sources to ensure long-term sustainability
- v. Prevent returns to homelessness through connections to adequate services and opportunities.
- vi. Develop service solutions that are focused on building community based support networks and increasing economic mobility.
- vii. Implement and monitor a move-on strategy with affordable housing providers, including the Public Housing Authority, Low Income Tax Credit development, multifamily assisted housing owners, and other local low-income housing programs.
- viii. Implement shared housing programs/resources for individuals who are living in places not meant for human habitation with companions, to encourage social networks in housing.
- ix. Ensure homeless assistance providers make appropriate connections and soft-hand offs to supportive services and mainstream benefits to promote housing stability.

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- x. Identify and promote best practices and innovative approaches to make homelessness rare, brief and one-time.
- xi. Review and regularly communicate system performance metrics to stakeholders.

**III. Meeting was adjourned at 3:02 pm**

**Next Meeting: April 10, 2019**

**Meeting minutes and agenda are posted on our website: <https://www.leegov.com/dhs/funding/coc>**