

**Lee County Continuum of Care (CoC)**  
**Governing Board Meeting Minutes**  
Lee County Human and Veteran Services  
July 9<sup>th</sup>, 1pm-4:00pm  
HYBRID – In Person Option Hosted by Collaboratory

**Members Present:** Michael Overway – Lee County Homeless Coalition  
Carolyn Johnson – Goodwill Industries SWFL  
Joseph Rea – Centerstone  
Jessica Turner – The Collaboratory  
Therese Everly – CASL  
Daniel Kruse – Providence Family Life Center  
Blossom Kapper- Veterans Affairs  
Caitlyn Roberts – Human and Veteran Services  
Barbara Short – Career Source  
Erin Dallacosta – Lee County School District

**Human and Veterans Services Staff Present:**

Kayla Towle  
Christopher Molloy  
Juan Albino  
Michelle Smith  
Joan Hoxter  
Matthew Puleo

**Others Present:** None

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**I. Call to Order**

*Jessica Turner, Chair and Kayla Towle, HVS*

*a. Welcome and Board Roll Call*

- Kayla Towle reviewed the list of attendees and confirmed that a quorum was present.

*b. Members Absent with/without Excuse.*

- Alex Olivares (Catholic Charities) - absent with excuse
- Arlene Goldberg (Visuality Florida) - absent without excuse
- Carl Baxter (BCW Enterprises and Consulting) - absent without excuse
- Terryn Baah-Acheamfour (Salvation Army) – absent with excuse
- Mary Grubbs (JFCS) – absent without excuse
- Keila Santiago (United Way) – absent with excuse
- Marcia Davis (Housing Authority of Fort Myers) – absent without excuse
- Erin DallaCosta (Lee County School District) – absent without excuse

**II. Action Required**

*Jessica Turner, Chair*

*a. Approval of Meeting Minutes (May)*

**ACTION:** Therese Everly motioned to approve meeting minutes from May. Michael Overway seconded the motion. Motion approved.

*b. Temporary Transition to Monthly CoC Governing Board Meeting*

**ACTION:** Therese Everly motioned to approve monthly meetings temporarily. Daniel Kruse seconded the motion. Motion approved.

*c. Vote to Approve Nominating Committee Members*

**ACTION:** Therese Everly motioned to approve Maricela Morado (President and CEO of Area Agency on Aging of SWFL) Jessica Smith (Homeless Prevention Supervisor for HVS) T. Gillen Ford (Director, The Other Door Recovery Residences, Inc.) and Heidi Brescher as members of the nominating committee. Daniel Kruse seconded the motion. Motion approved.

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*d. Vote to Approve CoC Governing Board Members*

- Jessica Turner discussed adding John Tanner, Charlotte Nicely and Heather Cross to the Governing Board.

**ACTION:** Michael Overway motioned to approve new CoC Governing Board members. Carolyn Johnson seconded the motion. Motion approved.

**III. New Business**

*a. Point in Time Count Data*

- Juan Albino discussed Data collected at the Point in Time Count. A comprehensive report will be sent out via press release at a later date.

*b. Governing Board Training*

- Joan Hoxter is going to schedule a Governing Board Training. Once scheduled she will provide a date.

*c. Expectations – General Membership Meeting, Sub- Committees*

- Kayla Towle encouraged Board members to engage with Sub- Committees and attend the CoC General Membership Meeting, thereby eliminating the need to provide the same data and information at both meetings.

*d. Conflict of Interest Forms*

- Joan Hoxter handed out forms and will send them via email.

*e. Committees vs. Task Force (NOFA, PERC, CE, Nominating, etc.)*

- Kayla Towle stated a Task Force only meets when a task is to be completed. A Committee meets on a regular basis. We need to get the listed committees operational and also determine the appropriate timing to initiate task forces for accomplishing time-sensitive tasks.

*f. Shared Language and Goals Workshop – 2pm*

- The remainder of the agenda will be discussed at the next meeting. The Shared language and goals workshop began at 2pm.

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**Public Comment:**

No public comment

**Adjourn - Next CoC Governing Board Meeting is September 10<sup>th</sup>, 2025, at 1PM (Tentative)**

*Jessica Turner, Chair*

Jessica Turner adjourned the meeting.

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