

**Lee County Continuum of Care (CoC)  
Governing Board Meeting  
June 12, 2019 10:30 A.M.  
Lee County Human and Veteran Services  
2440 Thompson St., Fort Myers, FL 33901**

**Members Present:** Janet Bartos, Lee County Homeless Coalition  
Adina Bridges, Centerstone of Florida  
Heidi Brown, JFCS of the Suncoast, Inc.  
Robin Jewett, Lee County Human and Veteran Services  
Danyale Kinney, United Way  
Christine Lincoln, Community Cooperative  
Sharon Rozier, City of Fort Myers Comm. Development  
Heidi Shoriak, Lee Health  
Matt Visaggio, Visaggio & Co.

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

**Others Present:** David Brown, Family Initiative  
Andrew Vereecke, Park Royal Hospital  
Coleby Wright, Park Royal Hospital

**I. Call to Order**

- a. Meeting was called to order at 10:37 a.m. Introductions were made. Quorum present.
- b. Members Absent with and without excuse:
  - i. Sherri Campanale, Rosemary Boisvert, Phillip Cirrone, Daleen O'Dell, Kim Hustad, Fred Richards and Charity Williams are excused.
  - ii. Joaquin Garcia, Daniel Kruse, and Charles Pereira are unexcused.

**II. Approval of April 10, 2019 and May 8, 2019 Meeting Minutes\***

Ms. Rozier requested a motion to approve the April 10, 2019 minutes.

**ACTION:**

Ms. Janet Bartos made a motion to approve the April 10, 2019 minutes and Mr. Matt Vissaggio seconded the motion, which passed unanimously.

Ms. Rozier requested a motion to approve the May 8, 2019 minutes.

**ACTION:**

Ms. Christine Lincoln made a motion to approve the May 8, 2019 minutes and Ms. Janet Bartos seconded the motion, which passed unanimously.

**III. Updates on Action Plan and Strategic Plan Accomplishments**

Ms. Janet Bartos stated she had updates to the action plan.

Action #2 Implement Committees with Standing Membership  
Okay to add committees under the Homeless Coalition

Action #2 Create Communications Committee  
This is to begin July 9, 2019, the second Tuesday of each month

Action #4 Review Shelter Data on Client Exits  
The data committee will begin on July 3, 2019

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Action #5 Develop a landlord List for Clients

This will be addressed at the Community Resource and Needs meeting on June 13, 2019

Action #12 Messaging Communication Committee

This will begin on July 9, 2019

Ms. Bartos will circulate sign up sheets at the general Coalition meeting for individuals to sign up for the committees. Heidi Shoriak already has members of her group signed up. Ms. Sutton mentioned these are standing committee members and need to be committed and attend meetings. Ms. Bartos discussed the different committees: Events, Data, Resource, and Communications committee, which are led by the Coalition. There are 2 committees under the CoC, the Performance and Ranking Committee and Coordinated Entry Committee. Discussion took place regarding how often the committees should meet. Ms. Bartos mentioned subcommittees would need to decide how they plan to meet/coordinate/disseminate information back to the CoC.

Ms. Sutton provided three (3) logo options for marketing strategies. Ms. Sutton said they are looking for something similar to have the image appear and fade to represent ending homelessness. She is open to suggestions. The Board would like the Communications Committee to work on developing the logo.

**IV. 2019 CoC NOFA Eligible Activities and Planning Grant\***

Ms. Jeannie Sutton mentioned Tim Gillmore will discuss his findings for those CoC's who applied for Supportive Services Only – Coordinated Entry Grants through the CoC funding competition. Mr. Gillmore spoke with Jeff White, Executive Director for Volusia Flagler Coalition for the Homeless. They received approximately \$58,000 for the coordinated entry grant. Approximately \$35,000 is for a housing coordinator position. The remaining funds went to flexible money, i.e. furnishing, electric, etc. They also have a similar position specifically for a domestic violence navigator. Ms. Sutton said this is an option for the Notice of Funding Availability (NOFA) from HUD. Ms. Sutton stated she needs a vote to take a portion of the funding reallocated from the Salvation Army for the coordinated entry position. The exact amount will be determined with the partnering agency.

**ACTION:**

Ms. Janet Bartos made a motion to take a portion of the funding from Salvation Army for coordinated entry position and Christine Lincoln seconded the motion. Mr. Matt Visaggio suggested the motion be amended to ensure that Coordinated Entry design is presented to the CoC Board prior to funding application being submitted. The motion passed unanimously.

The maximum amount for the planning grant is approximately \$80,000 to \$90,000. To date, it has been utilized to pay for Tim Gillmore's position. Ms. Sutton said the remaining funds could be applied for to create a homeless council. Funds could be used to incentivize a way for individuals with lived experience to come to the table to make decisions and share information. Ms. Sutton would like to add extra money to fund assistance with the administration of the CoC such as writing the application and conducting the meetings.

Ms. Brown mentioned the Sarasota and Manatee CoC, in addition to lived experience; they have a youth representative that captures unoccupied youth. Ms. Robin Jewett mentioned Matthew Wallace would be a good resource to engage youth.

Ms. Sutton said she requires a motion for a portion of funding from the planning grant for

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Tim Gillmore, a homeless council and a funds to assist with CoC administration.

**ACTION:**

Mr. Matt Vissaggio made a motion for funding of the planning grant to include Tim Gillmore, a homeless council and a position to assist with the administration of the CoC. Heidi Brown seconded the motion, which passed unanimously.

Ms. Sutton mentioned there is a grey area with the Emergency Shelter Grant for Triage Operation, since not everyone that goes to Triage is homeless. Instead of utilizing the funds for operations, dollars for ESG we would like to switch county dollars to all operations and ESG dollars for Rapid Rehousing. This helps to align Rapid Rehousing policies. The dollar amount is approximately \$144,000.

**ACTION:**

Ms. Janet Bartos made a motion to allow for ESG funding to be utilized for Rapid Rehousing instead of emergency shelter operations at Triage. Ms. Heidi Brown seconded the motion, which passed unanimously.

**V. 2019 Point In Time Count and 2018 System Performance Measures**

Ms. Sutton distributed the Point In Time Count, which shows the comparison from 2015 through 2019. Salvation Army had a data error in exits, which is being corrected. The system performance measures were submitted, a copy was provided to the Board. This is extremely important to review the performance of the CoC. HUD has created Stella, and data visualization tool, that uses Longitudinal System Analysis data.

**VI. DCF and HMIS Grant Funding Competition Update**

Ms. Sutton reported the DCF grant is moving along. The outreach worker and case manager for secure paths will be advertised after June 20<sup>th</sup>. The contract goes into effect on July 1, 2019. They are waiting on the amount awarded for the HMIS grant. There are other improvements coming to HMIS as Human and Veteran Services is working more closely with the vendor.

**VII. Annual Governance Charter Review and Coordinated Entry Updates**

Ms. Sutton mentioned the Governance Charter has to be reviewed and updated in August 2019. In August 2019, elections for Chair, Co-Chair and new memberships will take place. They are looking at United Way to do coordinated entry. They are still looking at design and hopefully have it up and running in August 2019. The next meeting will be before August 2019.

**VIII. Adjourn**

Sharon Rozier accepted a motion to adjourn the meeting from Janet Bartos. The motion was seconded by Matt Vissaggio. Meeting adjourned.

**Next Meeting: August 14, 2019 or sooner depending on CoC NOFA**  
**Meeting minutes and agenda are posted on our website: <https://www.leegov.com/dhs/funding/coc>**