

Minutes

Recorded at the joint meeting of the Boards of Directors for Central Florida Continuum of Care (CoC) and Homeless Services Network of Central Florida (HSN) held on Friday, May 31, 2019.

The CoC Board of Directors meeting was called to order by CoC Chair Bob Brown at 8.30 a.m.

The following persons were in attendance:

Bob Brown, *CoC Chair & HSN*

Mike Griffin, *HSN Chair & CoC Secretary*

Thomas Chatmon, *HSN Vice Chair*

Matthew Kennedy, *HSN Secretary*

David Barnett, *HSN*

John Goodrich, *HSN*

Olivette Carter, *CoC & HSN*

Amy Donley, *HSN*

Celestia McCloud, *CoC*

Lisa Portelli, *CoC*

Lonnie Bell, *CoC*

PHONE

Timothy McKinney, *CoC Vice Chair & HSN Treasurer*

Asoyé Uhuhubey, *CoC*

Dr. Swannie Jett, *CoC*

Amy Elwood, *CoC*

Desiree Matthews, *CoC & HSN*

STAFF

Martha Are

Brian Postlewait

Paula Atkinson

Greg Mellowe

CoC Board

APPROVAL OF CoC BOARD MINUTES

Director Lisa Portelli moved to approve the Minutes of the CoC Board Meeting held on April 26, 2019. Director Lonnie Bell seconded the motion and it passed unanimously.

CoC NOMINATING COMMITTEE

Chair Brown moved to approve the nomination of Jina Thalmann to the CoC Board replacing Kenneth Mueller as the representative for the Veteran Administration (VA). The motion was seconded by Director Amy Elwood and passed with unanimous consent.

NEW BUSINESS

Recommendations for Upcoming NOFA Application

Executive Director Martha Are reported that the CoC Planning Committee met to discuss gaps that exist within our system as well as recommended changes to the priorities and policies guiding the 2018 NOFA Application Strategy.

Are shared the gaps identified by the Committee. There is a need for site based permanent supportive housing, more funding for permanent supportive housing, more long term support for families that are not chronic, rapid rehousing for singles (this group represents the largest subset of our homeless population), more options for youth and rapid rehousing for domestic violence/human trafficking clients. Though HUD does not fund all of these interventions, the committee needs to have them identified.

Are continued that the Planning Committee is recommending approval of policies and priorities that guide how we navigate the application process to include the following changes or additions to last year's policies and priorities:

- If an organization intends to submit an application for housing assistance, it needs to demonstrate that where services are coming will need to be identified, already.
- Allow for project-based rental assistance. This was avoided in the past because it would mean assistance to one county and we did not want to appear to be giving preference in resourcing one county more than another. However, there has been an increasing need for additional housing and this is one way to help support additional housing by applying to fund rental assistance for a site-based project or bonus project. Are noted that the committee was explicit about submitting for a project that is already under construction/had its financing secured to reduce the risk that a project would not be complete during a grant term. It was also determined that if the application were successful we would prioritize a similar application for another county the following year, in effort to even out the availability of resources. Are relayed that the committee is still in the process of determining all the caveats for this priority with a view to mitigate the risks to the CoC.
- In an effort to be more transparent, we will be posting all the scores online this year. In the past just the winners were posted. However, it was felt that that the community, as well as HUD, hold a greater preference for transparency. We will have to inform all applicants of this.
- Projects that were funded in 2018, did not get started until 2016 and did not have good track record with performance measures. This grace period has expired and all 2015 awarded projects will be required to compete fully.
- We have begun an analysis of performance measures through HMIS and CES participation which will be used heavily in the scoring process. This part will not require data from applicant organizations. HSN has that data in house.
- Historically, we had run the competition for the major projects at the same time as we ran the competition for the sub-recipients to those projects. It was felt that this has impacted our scoring as it falls outside of the norm for HUD's expectation of how the application is presented. Other CoCs run the sub-recipient competition separately. We will be doing that this round, in an effort to maximize our scoring ability.

Are highlighted that HUD is not explicit about why we lose points, so the committee had to figure out where we are losing points by comparing to other CoC's. In respect of our approach to the NOFA

application, we indicate eligible project types from the HUD level that we intend to apply for. Then there would be a call for organizations to apply for inclusion in those projects. Based on their ability to meet threshold we would consider adding them as a sub recipient. Examples of organizations not meeting threshold are poor performance measures, not adopting "Housing First" or not participating in CES or HMIS. Jurisdictions will continue to be given the opportunity to weigh in on projects that are restricted to theirs in the event that there are claims by an organization that needs to be substantiated and ensuring that the applications aligns with the jurisdiction's priorities. We will continue to bundle multiple funding sources to bolster other agencies' ability to compete.

Are indicated that the Planning Committee recommended that the scoring/ranking and selections part of the process will remain the same. There exists a committee comprised of individuals that are not affected by the application process but familiar with the work of the CoC and its projects. This committee will review and submit a recommendation to the CoC Board on the final slate of projects to be included in the CoC's application to HUD.

CoC Director Lisa Portelli moved to accept the recommendations of the Planning Committee regarding the Priorities and Policies guiding the strategy to be used for the upcoming NOFA Application through HUD. The motion was seconded by Director Celestia McCloud and passed with unanimous consent.

Recommendation for HMIS Dues Schedule

Following Portelli's inquiry, Are shared with the Board a proposal from the HMIS Advisory Committee to introduce a tiered system for HMIS dues. It was found that many agencies would purchase one HMIS License and have multiple persons use it. This violates HMIS participation policy and acknowledged that many may find it hard to afford the cost of purchasing an individual license for all staff. Are shared that it currently costs HSN more than \$1,200 per subscription when incorporating in license and staff costs. While the cost per subscription increases every year, HUD funding does not give provision for covering the increase. As such, the collection of dues is very important.

The HMIS Advisory Committee has approved a new dues structure. It is being recommended that an agency will pay \$375 for the first license, then the second and third license would be free. The next 5 licenses would be charged at the 375 rate. If there are more than 8 subscriptions, each additional subscription would be charged half price. (see ppt)

Secretary Mike Griffin asked if these dues or fees are prescribed by HUD to charge. Are answered that they are rules created by the CoC to supplement the amount of money available to maintain and implement HMIS. Griffin continued by inquiring whether the agencies not in HMIS do not participate because of the money? Deputy Director Brian Postlewait noted that his experience has shown that most who are not participating in HMIS have decided to do so because of philosophical differences. Griffin commented that this may be an opportunity for a private entity to assist (like a small Tech company).

Are cautioned that this is an annual cost. So we would need funding that is secure. Chair Brown asked if we were in contact with the non-participating agencies. Are responded that Postlewait has been in conversation with a couple of the agencies. Postlewait added that HMIS participation for our shelters is pretty good, currently accounting for 85% of beds. Are noted that the VA is not on but that stems from a more complex issue and we continue to work to find a solution. We are losing points in our annual application because of this. Portelli suggested that the jurisdictions include in their contracts some

language requiring quarterly reports pulled from HMIS. Postlewait commented that we have tools within HMIS that are excellent for providing reports. Griffin questioned whether CRN is on HMIS? Are stated that they are mainly using their system but have one HMIS license.

*CoC Secretary Mike Griffin moved to to accept the HMIS License Fee structure as recommended by the HMIS Advisory Committee. The motion was seconded by Portelli. **All in favor.***

Chair Brown suspended the CoC Board meeting at 8:45 am to resolve itself for a quick HSN Board meeting followed by a joint sitting of the Board of Directors for the Central Florida Continuum of Care and Homeless Services Network of Central Florida.

HSN Board

HSN Chair Mike Griffin called the meeting of the HSN Board to order at 8:45 am.

APPROVAL OF HSN BOARD MINUTES

Chair Griffin requested the HSN Board to approve minutes recorded for the previous sitting before proceeding.

*Director Amy Donley moved to approve the Minutes of the HSN Board Meeting held on April 26, 2019 which was seconded by Director David Barnett. **All were in favor.***

The meeting was adjourned.

JOINT SESSION

HSN Chair Mike Griffin called the joint meeting of the HSN and CoC Boards to order at 8:50 am.

NEW BUSINESS

Petition on HUD's Equal Access Rule

Postlewait reported that there have been several efforts to improve the CoC's ability to be inclusive across the board. He noted the collaboration with Southern Legal and Equality Florida to host a LGBTQ+ Cultural Competency & Inclusive Housing training recently.

It has come to our attention through one of our collaborators that there is intention by the Federal Government to repeal some of the protections put in place to promote inclusivity on a national scale. We are seeking approval to officially add the CoC and HSN to the petition started by Equality Florida to reconsider repealing these protections.

*CoC Director Lisa Portelli moved to approve the CoC being added to the petition which was seconded by Director Lonnie Bell. **The motion passed unanimously.***

Organizational Structure

Griffin informed the Board that the proposal for re-aligning the CoC with the Commission was presented to the Commission's Board of Directors and the reception was generally good. Recalling the Alignment process amongst the CoC, CFF, CFCH, CRN and HSN last year, it was important to note that nothing within the MOU has changed. One of the entities was not properly informed of this re-alignment. The opportunity was presented to clarify some areas of confusion, in respect of the outcomes of this process, which seemed to allay any concerns.

The Executive Committees for the CoC, CFCH and HSN Boards met discuss the current structure & roles and how they will be redistributed at the end of this process. Meetings were held with jurisdictions, stakeholders and representatives of the business community to ensure that there was a general understanding and open the opportunity to share any concerns. Out of the meeting with Mark Brewer and Drew Jeter, there was no commitment but a good understanding. Are met with Ron Piccolo to put together a proposal that would meet HUD requirements. This was presented to the CFCH Board.

Griffin continued that it is being proposed that the CoC Board expand to include CFCH members. The CoC will then be rebranded CFCH to maintain continuity in the business community. The Board will not be able to meet every month. However, CFCH Operating Committees will be convened. For example, a Managing Committee will be appointed which is expected to look similar to this Board. Are noted that to comply with HUD requirements, we will need to ensure that our composition, for example, is racially diverse and mindful of including individuals with lived experience. Griffin continued that HSN will continue its current role as the contracted lead agency for the new CFCH and assume the operational roles and responsibilities previously held by CFCH (i.e. communication, advocacy and development).

The Operating Committees will advise HSN on system operations. HSN will continue as the contracted lead agency for the CFCH, but with its expanded roles would need to look to expanding staff or contracting out services.

The CFCH Board's composition will include State agency representatives, CoC members and issues advocates. The CFCH Sub-committees will comprise of elected representatives or appointed staff, other CFCH representatives, any CoC members. (see ppt)

Griffin noted that there still remain a number of decisions to be made in respect of this transition and invites persons to indicate their interest in participating in the Transition Committee. He stated that it is desirable to have representation from all the jurisdictions on this committee. The jurisdictional representative does not have to be a government employee. It can be a provider operating within a particular jurisdiction. It is preferable to have a representative that is familiar with the work within and needs of the jurisdiction.

The committee will be required to keep the Boards informed.

Director Celestia McCleod asked when we are expecting this transition to be finalized. Griffin responded that the closing of the CFCH and transition of its Board can be done fairly quickly, but we will be relying on the Transition Committee to establish a timeline for this transition to be completed. Brown commented that we should be viewing this process as an expansion of the CoC, then shared the

concern that the Transition is sounding too large. Griffin stated that we are requesting representation from the various geographic areas to ensure decisions are equitably considered.

Director Lisa Portelli thanked the Executive Committees for their extensive work with developing this proposal. Griffin commented that he believes this opportunity will provide a better platform for us to accomplish our work. He then opened the floor for questions and welcomed persons to share any and all concerns that may arise with either himself, David Swanson or Martha Are.

Chatmon recommended a motion to accept the proposal for transition as presented. McKinney asked that the responsibility to nominate persons to the Transition Committee be delegated to the Board Chairs.

CoC Vice Chair Tim McKinney moved to empower the Chair of the CoC Board to appoint members to the Transition Committee. Director Desiree Matthews seconded the motion which passed with unanimous consent.

HSN Treasurer Tim McKinney moved to empower the Chair of the HSN Board to appoint members to the Transition Committee. Director Amy Donley seconded the motion which passed with unanimous consent.

CoC Director Lisa Portelli moved to accept the proposal for strategic alignment and transition as presented with the expectation that the appointed Transition Committee will keep the Board informed. The motion was seconded by Director Lonnie Bell. All in favor.

HSN Vice Chair Thomas Chatmon moved to accept the proposal for strategic alignment and transition as presented with the expectation that the appointed Transition Committee will keep the Board informed. The motion was seconded by Director Amy Donley. All in favor.

Director Swannie Jett shared the concern that the proposal brought forward was a lot and is still unsure of how this hybrid mechanism will operate, how the budget will look, operations etc. He asked if it was possible for the Board to get time to process.

Chair Brown clarified that these motions were simply to move the process forward with convening the Transition Committee, and that this appointed committee will need to report to the Board for requisite approval as move forward.

ANNOUNCEMENTS

The CoC & HSN Board of Directors will meet jointly on June 28, 2019.

Meeting adjourned at 9:58 am.