

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

Wednesday, November 8, 2017, 10:30 A.M.

Meeting Held at:

Lee County Human and Veteran Services

2440 Thompson St.

Fort Myers, FL 33901

Members Present:

Janet Bartos, Lee County Homeless Coalition  
Rosemary Boisvert, SalusCare  
Sherri Campanale, Housing Authority of the City of Fort Myers  
Shannon Cherizier, The Salvation Army  
Arlene Goldberg, Visuality Inc.  
Allison Huly, Camelot Community Care  
Kim Hustad, Human and Veteran Services  
Joi Hall, Veterans Administration  
Geoffrey Magon, CASL  
Beck Madsen, Housing Authority of the City of Fort Myers  
Char Mercer, Habitat for Humanity  
Connie Myers, Lee County Housing Dev. Corp.  
Amy Yearsley, City of Cape Coral Dept. of Community Develop.

Staff Present:

Robin Jewett, Human and Veteran Services  
Jeannie Sutton, Human and Veteran Services

**I. Welcome and Introductions**

*Jeannie Sutton, Human and Veteran Services* called meeting to order at 10:36 am; introductions were made, and a quorum was verified.

**II. Approval of August 9, 2017 Minutes**

ACTION:

Motion to approve minutes as e-mailed: Janet Bartos

2<sup>nd</sup>: Rosemary Boisvert

Vote: Approved Unanimously

**III. Committee Meetings Update**

*Janet Bartos provided updates from the joint CoC/Coalition committee meetings.*

- a. The Research Education and Advocacy Committee has been combined with the Community Outreach and Awareness Committee to increase attendance and the planning ability of the committee.
- b. **The Point in Time Count and Homeless Service Day** will take place **January 20, 2018** at City of Palms Park. Final planning will take place at the **December 5, 2017** committee meeting at **noon at City Gate**.
- c. The **Candle Light Vigil** will take place **December 21, 2017 at 6:00 PM** on the Courthouse steps.

**IV. Written Standards & Coordinated Assessment Policies Update**

*Jeannie Sutton, Human and Veteran Services*

- a. Background was provided and discussion was held regarding the updated Coordinated Entry Policies and Procedures. The Board had questions and discussion regarding
  - i. Housing First,
  - ii. Coordinated Entry participation,
  - iii. Operational changes necessary for Coordinated Entry,

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- iv. The entry of DV victims in HMIS,
- v. Marketing of the coordinated entry system (CES),
- vi. Surveys of clients participating in the CES,
- vii. Recruiting other agencies to participate in CES and be part of the CoC,
- viii. How to serve walk-in clients, and
- ix. How to complete the Coordinated Assessment in conjunction with other provider specific intake requirements.

- b. Based on Board questions and changes that still need to be made, the Board agreed that a special meeting would be necessary to approve the Policies and Procedures prior to the January 23, 2018 deadline. **A meeting has been scheduled for January 10, 2018.**

**V. CoC and ESG Project Performance Review, and CoC Updates**

*Jeannie Sutton, Human and Veteran Services*

- a. Jeannie discussed project performance and system performance measures. CoC Awards are expected to be received in late December or early January.
- b. Jeannie requested the board review the System Performance measures in the Coordinated Entry Policies and Procedures. Jeannie will send current system performance measures to the Board for review and consideration.
- c. Denise, Contract Specialist, was not in attendance, but provided notes that stated most projects are spending on track and maintaining 100% occupancy. Some discrepancies were noted in the number of clients served in Salvation Army's Rapid Re-Housing Program. In addition, funded agencies should plan to attend all By-Name List meetings, as attendance is being monitored.

**VI. Other Topics**

*Jeannie Sutton, Human and Veteran Services*

- a. Discussion was held regarding the SOAR Technical Assistance (TA) competition. The board was undecided about applying for SOAR TA. Jeannie will send an e-mail survey asking if members are interested in collaborating on a community-wide SOAR system.
- b. Discussion was held regarding Susan Pourciau's visit on **February 16, 2018 from 9:00 am to 3:00 pm at the Fort Myers Downtown Library.**
- c. The Governing Board is seeking to fill member vacancies with individuals who are homeless or formerly homeless. Jeannie requested the Board reach out to anyone they may know.
- d. Discussion was held regarding the CoC's response to Irma and the long-term recovery efforts, which are continuing with individuals receiving Temporary Shelter Assistance from FEMA. The Board agrees that a CoC disaster plan should be coordinated with EOCs. Kim updated the Board on new resources being made available for long-term recovery. All hurricane related assistance requests should be routed to United Way for now.

**VII. Adjourn – Meeting Adjourned at 11:50**

*Jeannie Sutton, Human and Veteran Services*