

Coalition for the Homeless of Pasco County, Inc.

Continuum of Care (COC) Leadership Council Meeting Minutes

DATE OF MEETING: JULY 27, 2023

LOCATION: STARKEY PARK THEATRE LIBRARY CULTURAL CENTER

TIME STARTED: 10:01A.M. **TIME ENDED:** 11:33AM.

ATTENDANCE			
GREG ARMSTRONG	CLAUDETTE BORK	DAVID MILLER	PASTOR TROY PEDERSON
LINDA GRAHAM	ELIZABETH RHODES	MELISSA GILES	MARY TRIECHEL
JEFF SKLET	CHRISTINE SANTANA	JASON THOMAS	JESSICA BERTHEAT
RUTH REILLY	ALICE DELGARDO	MARCY ESBJERG	MICHAELENE ROBERTSON
JOHNPOL COMAS	JULIA PAULS	LUIS RIVAS	YOLANDA HOWELL
ROGER SMITH	GIA PARKER	CATHY PEARSON	WILL NEWGARD
DARLENE JENSEN	DAVID CONLEY	CHUCK ANDERSON	ANTONIO VARELA
CHASE GOODYKOONTZ	TRANG CHITAKONE	JENNIFER WATTS	RAMON ARROYO
SARA MADDEN	PATRICIA STONE	ROXANNA TORRE	DANI DAWSON
KENDRA BROWN	CHRISTA LONGO	JEN KEROUAC	JESSICA SITES
ROSANNE SMITHWICK	LISA ARROYO	KASSIDY KAPETANIS	ETHAN WEILANT
ANGEL AVILA	JEANNE COULTER	LEESA FRYER	JENA BLAIR
AGENDA	ACTIONS		
CALL TO ORDER	The meeting was called to order at 10:01 AM by Greg Armstrong		
MINUTES	Approval of May 2023 (LC) Leadership Council Meeting Minutes Motion to approve by: Jeff Sklet Motion seconded by: Trang Chitakone No Opposition Approval of June 2023 Executive Committee Meeting Minutes Motion to approve by: Jeff Sklet Motion seconded by: Alice Delgado No Opposition		
CODE OF CONDUCT REVIEW AND APPROVAL	Greg Armstrong: Code of Conduct sent out by email for review. Marcy Esbjerg: Change wording within code of conduct from governing board/Pasco COC to the Leadership Council/Pasco COC Leadership Council. Motion for approval based on amendment of noted edit: Motion to approve by: Chuck Anderson Motion seconded by: Pastor Troy Pederson No Opposition		
NOTIFICATION OF UPCOMING VOTING IN SEPTEMBER (2023)	Marcy Esbjerg: Prior to September 2023 COC general membership meeting, CHPC to inform who is a member so it is known who can vote.		

	<p>Jennifer Watts: To provide this information and post public notice in newspaper early to mid-August 2023.</p> <p>Rosanne Smithwick: Suggested providing minutes prior to meetings.</p> <p>Jennifer Watts: Explanation of items to be voted on at September 21, 2023, meeting. COC Charter, Leadership Council and Executive Committee, Lead Agency/Collaborative Applicant, HMIS/Data Entry Lead, Coordinated Entry lead and Calendar for 2023-2024.</p>
<p>PRIORITIES FOR 2023-2024 CALENDAR</p>	<p>Jennifer Watts: Asking for feedback from Leadership Council on following priorities: Frequency of Leadership Council meetings, frequency of General Membership meetings, committee meetings and virtual or in-person meetings. Open for discussion.</p> <p>Pastor Troy Pederson: Would like to see both in person and virtually, for some it is easier.</p> <p>Alice Delgado: Would like to see both in person and virtually, makes it easier for some that cannot be in attendance.</p> <p>Trank Chitakone: Would like the hybrid idea and that in person meetings be identified ahead of time for scheduling purposes and be sent via calendar invites vs. email invites.</p> <p>Christa Longo: Suggested that Leadership Council meetings be hybrid and general membership meetings be in person.</p> <p>Rosanne Smithwick: If we keep the same as old calendar can emergency meetings be had if needed?</p> <p>Greg Armstrong: Yes, emergency meetings can be added.</p> <p>Jennifer Watts: Do we want to keep the 6 Leadership Council meetings and the two general membership meetings as required by HUD or do we want changes in frequency?</p> <p>Marcy Esbjerg: Agree with Rosanne’s point as we have been trying to drive the work of the COC to the committees. Let us consider the lesser number of meetings so that people can join committees and do the work and then recommendations, issues, new policies etc. can be presented to the Leadership Council or Leadership Council can present same items to committees to work on.</p> <p>Chuck Anderson: Keep to the status quo and have emergency meetings when needed.</p> <p>Marcy Esbjerg: We could add the zoom. Depending on where we are meeting, there seems like there is a lot of interest in hybrid.</p> <p>Greg Armstrong: The September meeting is being moved from the 28th to the 21st. due to NOFO approval. It will be at the Spring Hill Suites expressway and SR54, in person only.</p> <p>Jennifer Watts: Will take all feedback given and produce a calendar that will coincide with important dates for NOFO drop and PIT to be ready for September 21st meeting.</p>
<p>APPROVAL OF ADDITIONAL LEADERSHIP CATEGORIES AND SEATS</p>	<p>Jennifer Watts: After looking at the Charter and appointed seats would like to make sure that they are representative of the county and the fields we all work in. Liz Rhodes brought to attention today that she would need to be changed to the State Attorney’s Office, no longer the Public Defender’s office. Discussion of adding categories and seats to the leadership council. We have identified work force members and hospitals. Pending approval, we would like to look at adding these categories.</p> <p>Marcy Esbjerg: We may need a generic term for the judicial system. If someone can provide us with some generic terms to use that would be appreciated.</p> <p>Greg Armstrong: Please email generic terms to assist with this.</p> <p>David Miller: Would like to see a Fire Rescue category and member added.</p> <p>Cathy Pearson: Consider Code Enforcement.</p> <p>Marcy Esbjerg: Currently we have ten appointed members and twelve elected in specific categories. 22 Leadership Council members. Sometimes a bigger board is hard to work with.</p>

	<p>What we might want to do is similar to a steppingstone, for example, we have an outreach committee and maybe we can get Code Enforcement into the outreach committee and have them serve in that way and see if it is adding value and there is a good synergy.</p> <p>Rosanne Smithwick: It is important to have the right people at the table.</p> <p>Greg Armstrong: We need many different voices that are out there working, and the fire department touches this population.</p> <p>Pastor Troy Pederson: Likes the idea of adding Code Enforcement as works with them often.</p> <p>Marcy Esbjerg: Would we have these new members appointed vs. elections? Responses in agreement of having Fire Rescue appointed. Hospitals and workforce would be under elected seats for September voting.</p> <p>David Conley: Presented idea of taking some of these specialty agencies and adding them to committees, floating in this direction as opposed to a larger council.</p> <p>By a show of hands this idea was agreed on except for Fire Rescue. All to be presented at the September 21st meeting for votes.</p>
<p>COMMITTEE UPDATES</p>	<p>Coordinated Entry</p> <p>JohnPaul Comas: The CE Committee has spent the last few months working on marketing material. The brochure identifying the CE system and the process was presented. With the help of the committee, we have completed edits to the Policy and Procedure manual which has been sent out for review to the Leadership Council to be voted on at September 21, 2023 meeting. Push out for new members to join the committee as there is a need for participation, voices and those connected to the CE process. Meetings are on the third Wednesday of the month at 1pm, virtually. If interested, please inform JohnPaul Comas or Melissa Giles.</p> <p>Jennifer Watts: The Executive committee felt the need for a smaller business card size to be created with access point information. Card has been developed in both English and Spanish and is out for print.</p> <p>Outreach-Cooling Stations</p> <p>Jennifer Watts: This has been brought about through HUD due to extremely hot weather across the country. The Coalition has created a backpack that includes items to assist those in need for cooling purposes. Backpack and items presented. The Coalition has started handing them out at the Coalition office. Would like to get them to outreach and Healing Hearts Café on the east side. If any agencies would like to participate or donate, please send an email. The total cost of the bag and items is \$15.25. There is also a meeting on August 10, 2023 with Brian Hoben to look at getting partners to the table to see what physical locations and staffing that may be available to get supplies out and connecting those for services.</p> <p>BNL Numbers</p> <p>Melissa Giles: Report on current By Name List (BNL).</p> <p>Currently there are: Total 360. 185 individuals, twenty adult families, thirty-eight families with minors. Twenty-three on the family shelter waitlist. Total number of households 243.</p>
<p>REVIEW OF COMMITTEE</p>	<p>Jennifer Watts: A description of each committee (Coordinated Entry Committee, Executive Committee, HMIS/Data Management Committee, Strategic Planning Committee and Outreach) and sign-up sheets are available at the front table. APPRR committee is currently working</p>

<p>WORKGROUPS AND SIGN-UPS</p>	<p>through Thomas O'Connor Bruno it exclusively works with NOFO application. Presented a flow chart to visually see how committees work within the COC. The COC general membership to vote on the Leadership Council and the Lead entities. The Leadership Council votes on Committees.</p> <p>The Executive Committee is empowered to act on behalf of the full COC Leadership Council between meetings and in cases of emergencies or as directed by the full council of the Leadership Council.</p>
<p>NOFO</p>	<p>Jennifer Watts: Presented information sheet that has gone out to constant contact and on CoC website. Funding amounts are on the site. Any questions please contact Thomas O'Connor Bruno.</p> <p>Marcy Esbjerg: There are two parts to the application process. The first is all about the CoC and how the CoC does business and works with Coordinated Entry. The second is the applications. These are all done through SNAPS, are reviewed by the APPRR committee, and voted on by the Leadership Council. Important to note that applications are for both renewals and brand-new projects. Please apply as this is the open season for funding. The estimated annual renewal demand is \$2,125,750.00.</p>
<p>TIMES BUILDING UPDATE</p>	<p>Greg Armstrong: Currently there are some internal issues happening with the Times building and we are not sure what that is. There are three people working in a 40,000 square foot building. It is believed that the issue has to do with a new roof and a lien. The building is in great shape and already has a lot of what could have been costly in it. i.e., bathrooms and showers. The building is on US 19, three quarters of a mile south of SR 52 on the West side. It is in a no flood zone and in the county not the city. The county has been working diligently with me to make this happen.</p> <p>Email to be sent out as soon as more information is available.</p> <p>JohnPaul Comas: How many beds would the building be able to provide?</p> <p>Cathy Pearson: Currently that is not known. The BOCC is working closely with Greg Armstrong to make this happen. The county is looking to partner with an agency to run the building as they will buy it but not run it. The building sits on 8.5 acres, and this is being looked at for a pallet home village or apartments. In the past we have always relied on community development for funding but for the first time in 9 years the BOCC has agreed to one million dollars for homeless initiative and will be voting on the final budget at hearing scheduled in September and Ms. Pearson does not believe that will be taken out of the budget.</p> <p>Christa Longo: Will agencies have space to use to assist clients?</p> <p>Cathy Pearson: That has still not been determined, this project will be going out for bid, and it will be up to whoever runs the shelter to determine how much space and need there will be for agencies to come in. However, currently Youth Lane is open and there is space for agencies to come in.</p> <p>Lisa Arroyo: For the Times building it sounds like you already have in your plan who is going to run the shelter. Is there an opportunity for other organizations that are not as big to have that opportunity? It sounds like a decision has already been made.</p> <p>Cathy Pearson: Catholic Charities is very interested, and have experience and we are hoping they apply, but the county should be putting this out for bid.</p> <p>Ms. Pearson also discussed the Housing Navigator position that has been posted by the county to assist in housing and landlord retention for the County. This is another project the county will be funding in an effort to assist with the housing crisis and will likely be under the Human Services umbrella.</p>

OLD BUSSINES/NEW BUSINESS	<p>Cathy Pearson: After reading last month’s minutes and concerns about the county, if there are any questions, I am here today to answer them and put this all to bed.</p> <p>Cathy Pearson: The County has received nine million dollars to be used over the next 18 years for opioid programs. A task force has been appointed by the BOCC and twenty-four applications have come in. BOCC will select who receives the monies out of those applications.</p>
ADJOURNED	The meeting was adjourned at 10:33am.....Next meeting, Executive Committee Meeting August 24, 2023