

Coalition for the Homeless of Pasco County, Inc.

Continuum of Care (COC) Leadership Council Meeting Minutes

DATE OF THE MEETING: August 28, 2025

LOCATION: Harvester Community Church

TIME STARTED: 10:09 AM **TIME ENDED:** 11:55 AM

Attendance:	Patricia Stone	Rosanne Smithwick	Lynda Martin
Jennifer Watts	Melissa Giles	Christine Long	Thomas O'Connor Bruno
Erin O'Connor Bruno	Dinah Tandih	David Miller	
Sam Picard	Hilary Bruno	Liz Rhodes	
Laura Knight	Erica Smith	JohnPaul Comas	
Jason Saffels	Bentley Bradford	Jena Blair	
Marcy Esbjerg	Eric Munroe	Danielle Husband	

AGENDA	ACTIONS
Call to Order	The meeting was called to order at 10:09 AM by Rosanne Smithwick.
Minutes	Approval of July 2025 Continuum of Care (CoC) General Membership Meeting Minutes: - Motion to approve by: David Miller - Motion seconded by: Jason Saffels - No Opposition
CoC Committee Reports	Outreach: David Miller - Outreach Committee met and there were discussions about the most vulnerable citizens and where they can go. - Need to clarify expectations of "low-barrier shelter." - Discussion shifted to emergency sheltering, specifically Pasco Hope (see OLD BUSINESS). Strategic Planning: Marcy Esbjerg - Reviewed and continue to update Strategic Plan. - Successes from the plan include Press Release ideas and trainings. - Recommendation: extend plan through 2026. - Ask Florida Housing Coalition (FHC) for assistance with the plan for 2026-2029. Homeless Management Information System (HMIS)/Data: Thomas O'Connor Bruno - HUD reporting completed; data cleaning process creation is underway. - Outdated agency contacts are being updated. - Statewide discussions on HMIS access/security. - Plan to re-establish HMIS Committee. Application, Project Performance, Review, and Ranking (APPR): Thomas O'Connor Bruno - The Department of Housing and Urban Development (HUD) Notice of Funding Opportunity (NOFO) for the CoC Competition has not been released yet. - Focus: monitoring HUD-funded projects with a report due in November. - Membership request for Committee will go out to the Leadership Council.

	Coordinated Entry: JohnPaul Comas - Policies/procedures updated (client engagement, referrals). - Brochures/marketing to be updated with multilingual resources. - The Committee meets on the second Wednesday of each month. Executive Committee: Rosanne Smithwick - Met in early August. - Meets every other month, first Wednesday of that month at the BayCare building. - Open to public attendance.
By Name List (BNL) Report	Melissa Giles: - Explanation of BNL report. Added percentage of households that are on the BNL to the report, that have been referred to agencies. - Report provided to all council members. Review of data on the report. Data from August 1st through August 15th: - August 1–15, 2025: 378 households. - 26–30% actively referred to agencies. - Families: Sixteen (16) families with minors are on the waitlist (twelve are currently in the shelter). - No veterans currently on the BNL.
Old Business	Pasco Hope: Danielle Husband (information provided in response to Outreach Committee Report) - Shelter referrals continue through Pasco Sheriff's Office (PSO), Metropolitan Ministries BrigAIDE, and the By Name List (BNL). - Current operational model favors individualized intakes over large one-day intakes. - Shelter capacity: Approximately seventy-five (75) (due to medical/accessibility needs). - Prioritization: seniors and medically fragile individuals. - Fifty-three (53) households have exited to permanent housing (as of July). - Thirty-nine (39) individuals are currently in shelter via PSO/CoC referrals. - Discussion about Grand Boulevard shelter use and referral equity. Follow-up Discussion: - Bentley Bradford: Asked how Pasco Fire Rescue can help refer clients. - Jennifer Watts: Responded that the Coordinated Entry System (CES) and BNL are referring clients. - Erin Munroe: Suggested a need for Coordinated Entry System and By-Name-List education. - Jennifer Watts: Responded that the Coalition will work with the Florida Housing Coalition (FHC) to do a brief overview of the Housing Response System and who those partners are in each component, so agencies are better educated on the system. - Hilary Bruno: Suggested that the training be recorded and posted on the website for ease of access. Side Discussion Prompted by Jason Saffels: Suggestion about adding a Public Relations Committee to the CoC Leadership Council. Community Development Block Grant - Disaster Recovery (CDBG-DR) Update: Marcy Esbjerg - Approximately \$500 million awarded for hurricane recovery. - Agreement signed Aug 26, 2025. Six (6) year project (through) 2031. - There is hope that the programs will open up in November 2025. - Leadership changes: Chuck Lane (Director of Office of Disaster Recovery currently as Interim), Mari Thieryung (Interim Director of Community Development), and Marcy Esbjerg is leaving the County.

	Hot Weather Sheltering: Jennifer Watts - The Coalition partnered with Pasco County Human Services and Pasco Emergency Management to provide cooling kits which were distributed via Meals on Wheels in East Pasco and through Outreach and the Coalition offices. - Not too many clients in offices but the cooling kits have been utilized. - Kits include cooling cloths, water bottles, electrolyte packets, sunglasses, sunscreen, and bug spray. - Cooling kits and site activations are expected to last through September. 2025 HUD NOFO: Thomas O'Connor Bruno - Reported during APPRR Committee Report than the 2025 HUD CoC Program Competition NOFO has not been released yet. Poverty Simulation: Jennifer Watts - 80 participants attended. - Simulation takes approximately three (3) hours. - Seven (7) local facilitators trained that can conduct future Poverty Simulations. - Plans to incorporate into leadership training. - Rosanne Smithwick: Very inspirational and enlightening. - Hilary Bruno: Poverty Simulation was deep and insightful. Very impactful. - Future Poverty Simulations will be scheduled. Success Stories & Press Release: Jennifer Watts - Sample story presented by Pat Morris. - The idea is to get our system's story into the community especially success stories. - Will be done through print and digital forms and would be sent to specific individuals as well as widespread. - Hilary Bruno: Add byline giving information about which agencies assisted and where to get assistance. - JohnPaul Comas: Highlight stories to show collaboration amongst CoC agencies. - Danielle Husband: Catholic Charities can help/share these stories so that the CoC can present them, especially the ones where several CoC agencies were involved. - Christine Long: Stories should be shorter and look at it from a trauma-informed lens. - Marcy Esbjerg: Each story should have a funding component. Possibly add it to the end of the story to show other agencies and the public how the collaboration worked out. - Jennifer Watts: Asked how frequent this should be. - Jason Saffels: Responded with once a quarter but additional stories wouldn't hurt.
New business	Homeless Funding Campaign: James Walters - This information will be presented at next month's meeting (September). Upcoming Annual CoC General Membership (GM) Meeting: Jennifer Watts & Rosanne Smithwick - The Proposed CoC Meeting Calendar was discussed. - o Only October's is outside the regular schedule (fourth Thursday) due to the Florida Coalition to End Homelessness (FCEH) Conference. - o The CoC Meeting Calendar will be presented at the Annual CoC GM Meeting in September for adoption. - Leadership Council roster document was provided to the Council. - o The Council will be voted on at the Annual CoC GM Meeting in September. - o The CoC has not had a representative from PSO; moving to eliminate that seat and make the Disaster Funder seat a permanent seat. In addition, it was proposed to add an at-large seat.

	○ Thomas O'Connor Bruno: A slate of Council Members should be created to present to the General Membership for voting. ○ There are seats up for re-election. Those highlighted to let Jennifer Watts know if they would like to continue. ○ Two seats need more discussion: Veterans Provider and Local Law Enforcement. ▪ The Veterans Provider individual has left the area. ▪ The Local Law Enforcement seat has been vacant for a while. ○ Let Jennifer Watts know if anyone has a recommendation for either of those seats. - Request that each CoC Committee/Working Group do a 3-minute PowerPoint presentation to explain to the general membership the role of those committees in the CoC. - Marcy Esbjerg: Thomas O'Connor Bruno to build outline to be distributed to each Committee Chair.
Business from the Floor	Pasco County Fire Rescue: Bentley Bradford, Social Worker - Discussed his department's role and eagerness to help in the CoC.
Announcements	The Coalition for the Homeless of Pasco County (CHPC): Jennifer Watts - CoC Case Management Supervision Training has been scheduled for Monday, September 29th at 10am in the Pasco Utilities Building. - The training is for specific agencies only, especially those in supervisory roles. Pasco County Health Department: Dinah Tandih - Health Fair at Moon Lake Park Event. - Mini health fair with vaccinations for adults. - Mosquito borne illness is still prevalent, and we are taking measures to prevent cases in the community. Bay Area Legal Services: Jena Blair - Legal clinic on Mondays in West Pasco Courthouse (8:30 am - 12:30 pm), and then on the same day every Monday, in the East Pasco County Courthouse (12:30 pm – 4:30 pm). - Family law and small claims. - By appointment only. Seven (7) slots for each location, each Monday, so a total of fourteen (14) slots. Metropolitan Ministries: Christine Long - Early Learning Childhood Center is opening to the public on September 2nd. - Currently half full. Maximum license is for 200 children. - No cost to those households that qualify with prioritization of homeless families. - Households to go through Early Learning Center (ELC) for vouchers. - For infants through the age of five (5). Career Source: Erica Smith - Career Fair on September 9 at Pasco Hernando State College (PHSC), from 9:30 am to 1 pm with several employers coming out. - Working with Pasco County Libraries. Going to be at certain libraries every Tuesday of the month, starting next Tuesday, September 2.
Public Comments	None.
Adjourned	Motion to adjourn by: Jason Saffels Motion seconded by: Marcy Esbjerg

The meeting was adjourned at 11:55 am.

Next meeting, September 25th, General Membership Meeting, Harvester Community Church