Homeless Leadership Board of Directors Meeting | MINUTES

February 1, 2019 – 10:00 AM – ServiceSource, Clearwater, FL

Attendees
Melissa Baird
Rick Butler
Nicole Carr
Duggan Cooley
Trenia Cox
Bob Cundiff
Darren Waters (Bob Dillinger)
Amy Foster
Sean McGillen (for Gualtieri)
Paul Hendriks
Donna Holck
Beth Houghton
Michael Jalazo
Debbie Johnson
Sean King Pam Qualls
Shadai Simmons
Keith Sabel
Robbin Sotelo Redd
Staff
Susan Myers
Susan Finlaw-Dusseault
Ginny Keeter-Bodkin
Cindy Kazawitch
Jack Garrett
Avery Garrett
Atty. Regina Kardash

1. Welcome, Introductions, Establish Quorum: A quorum was established. Chair Amy Foster called the meeting to order at 10:10 AM.

2a. Items Removed from Consent Agenda (if applicable):

Agenda items included Board Meeting Minutes January, Executive/HMIS Minutes October, Providers Council Minutes November, System Redesign Minutes September, Financials December, Committee Reports January, Board Attendance through 1.11.19

The Chair shared recent successes for the HLB – the Annual Point in Time Count and Survey was completed in January and the HLB has received all the Tier I and Tier II funding that was applied for from HUD.

ACTION: April Lott moved approval of consent agenda as presented; seconded by Bob Cundiff. All in favor; motion carried.

3. Public Comment/Good News: Theresa Jones from the City of St. Petersburg: The City Council recently approved an additional $150,000 to WestCare primarily for additional beds for people primarily addicted to opioids. Kevin Marrone of Boley Centers: They have received their long-awaited CO for Clam Preserves—serving 16 individuals; 8 homeless veterans will be moving in on Monday. There will be a grand opening after the residents are settled. Amy Foster: Following the extended government shutdown, she raised concerns in the City’s Budget, Taxation and Finance Committee – yesterday LAIR Committee decided to moving a resolution to full Council that in the event of another shutdown, loans could be made available from the General Fund to those affected agencies, such as Boley, to help with cash flow until shutdown ends and can repay after that time. Will be going before the full Council on February 7th.

4. December Data Dashboard: There was a brief discussion; HLB Performance Improvement Manager Avery Slyker facilitated a Q&A for Board members. It was requested that Race data element be added back to the monthly reports; it is included in the quarterly. Discussion included youth homelessness.

ACTION: April Lott moved approval of December Data as presented; seconded by Duggan Cooley. All in favor; motion carried.

5. Appointment of 2019 HLB Bylaws/Governance/Nominating Committee: Chair Foster thanked Duggan Cooley, Bob Cundiff, April Lott and Sean King, who volunteered to join her on this committee.

ACTION: Michael Jalazo moved approval of the 2019 HLB Bylaws/Governance/Nominating Committee; seconded by Debbie Johnson. All in favor; motion carried.
6. **Presentation: ‘Advocacy for Regulation of Late Fees and Additional Rents’:** Pam Qualls, CEO of UMCM shared a summary sheet on this issue, which had been discussed at the last Providers Council meeting.

- There is no regulation in Florida on late fees and rents; the Providers Council identified that many people, especially families, are becoming homeless for this reason.
- Landlords do not have to notify tenants of late fees. Late fees can be considered ‘additional rent’ in some leases; tenants can fall behind on rents, risking eviction although they have been paying their rent each month.
- The Providers Council wondered if this can be regulated at a local level - or Tallahassee to advocate for changes to the Statute 84, which is currently silent on this.
- Amy Foster will bring to the City of St. Pete for any legal advice as well as a Housing Committee and Bob Cundiff will do the same in Clearwater.
- Discussion followed.
- Paul Hendriks, immediate past Chair of the Pinellas Realtor Association, will bring it up to his Board, which meets Tuesday; they will be in Tallahassee soon and should be made aware. He will also reach out to Attorney Harry Heist of Orlando, a landlord-tenant specialist for an insight.
- Consider adding appropriate language prohibiting these practices to all HLB provider agreements with landlords.
- Bay Area Legal Services may be a good resource to collaborate with on this.

**ACTION:** A workgroup led by Pam Qualls will be formed to examine suggested changes locally and to advocate for legislation. The Chair asked members to contact Susan Myers if interested in joining the work group. The workgroup will report back to the Board.

7. **New Language for HLB RFP/RFI Applications:** Susan Myers stated that earlier this year a HUD fund recipient changed one of their HUD-funded programs without notifying with the HLB. Although the HLB oversees the NOFA process and makes decisions on funding allocations, HUD contracts directly with the providers. The HLB has, with the Board attorney and Executive Committee, drafted language for RFP and RFIs that applicants agree to inform the HLB CEO in advance of HUD communications including contractual obligations. Kevin Marrone of Boley Centers asked for clarification on budget modifications and suggested adding words that stipulate that this language refers to changing the scope of a project.

**ACTION:** April Lott moved to approve the amended new RFP/RFI language to add “directly changes the scope of the project or service delivery” to the last sentence of the second paragraph. Beth Houghton seconded. Motion carried unanimously.

**New sentence to read** “I also understand that I am required to inform the CEO of the Pinellas County Homeless Leadership Board, in advance, regarding any communication with the Department of Housing and Urban Development, including the field office headquartered in Jacksonville, Florida, regarding any changes being requested to the contract, any contractual obligations, or the program design, that directly changes the scope of the project or service delivery”.

8. **Providers Council Funding Recommendations:** Susan Myers reviewed the list of the Providers Council recommendations for funding priorities and populations that was included in the Board packet. Discussion followed on the addition of transitional housing to the list and the prioritization of populations. The need for a ‘front door’ or Call Center and lack of diversion services were discussed; the System Redesign Committee had discussed this on Friday; funding will be needed for solutions. Susan Myers spoke about ‘Homeless Hotlines” in other cities; 211 is not currently funded for this function.
This may need to be a top priority for this year’s funding. A Needs Assessment using multiple data points (including funding stream) was suggested to define the prioritization process. The Funders Council meets in February; these Provider recommendations can be considered then.

There was public comment by a formerly homeless attendee who stated that it is urgent that homeless people have a way to find out where they can go.

**ACTION:** April Lott moved that the Providers Council recommendations move to the Funders Council for discussion and consideration and that a recommendation then comes back to the Board. Seconded Michael Jalazo. All in favor; motion carried.

9. **System Redesign Funding Recommendations for the DCF Office on Homelessness 2019-2021**  
**Unified Homelessness Grant:** Susan Myers reviewed the recommendations from the System Redesign Committee for the DCF Challenge, ESG and TANF funding for 2019-2021 (included in Board packet). Subsequent to System Redesign meeting, staff determined that ESG funding cannot be used for Diversion but can be used for Prevention and Rapid Rehousing and is usable countywide. Staff included that change in their final recommendation. Susan asked for Board approval to staff recommendations. A hard copy is due to DCF in Tallahassee by March 29th. Subcontractors must be identified in application.

**ACTION:** Sean King moved approval of the staff recommendations 1 through 4 as presented for the DCF 2019-2021 Unified Homeless Grant. Seconded by Michael Jalazo. All in favor; motion carried.

10. **Cold Night Shelter Threshold:** Sam Picard of Missio Dei shared recent experiences with severely rainy and cold weather nights in which the Cold Night Shelters were not open. Susan Myers shared some historical information on the CNS program. Cliff Smith currently handles the CNS program in conjunction with UMCM Suncoast. Discussion:
   - Current parameters for opening shelters do not include precipitation
   - Trigger temperature is set at 40 degrees, originally set by medical experts 35 years ago
   - Cold Night Shelter staff in Pinellas are 100% volunteer based and the current funding is $5,000
   - Although the HLB sits on the Cold Night Shelter Committee, it is not a Committee of the HLB and is not included in any of the organization’s documents
   - Cliff Smith originally ran the program when he worked for the County and moved the program to the City of St. Pete when he moved
   - There is a Cold Night Shelter Committee; the HLB is on that committee

Pam Qualls of UMCM has one staff member (funded by UMCM) assigned to this program, working in partnership with Cliff Smith; they work with a local meteorologist based on feels like temperatures in Clearwater. Shelters are all staffed by volunteers. UMCM uses the $5,000 to them as a supplement for mats, blankets and meals, based on numbers served.

The Committee agreed to refer this to UMCM, who is running the program, for consideration.

**ACTION:** Sam Picard moved to refer the CNS trigger point matter to Cold Night Shelter Committee for consideration. Seconded by Melissa Baird. All in favor; motion carried.

The meeting adjourned at 11:10AM.

Submitted by G. Bodkin