1. Welcome, Introductions, Establish Quorum:

A quorum was established. Chair Foster opened the meeting at 10:05AM and introductions were made.

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

Agenda items included Board Meeting Minutes August, System Redesign Minutes June, Financials July, Committee Reports August, CEO Update, Board Attendance through 8.03.18.

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

3. Public Comment/Good News: Gayle Guidash of the Pinellas County Health Department distributed information regarding Kits for Drug Disposal and shred information about the growth of Hepatitis-A cases in the community. Jane Walker of Daystar shared a success story and said that groundbreaking for the new Daystar facility will be next Saturday and they are looking for assistance with the relocation of mail services. Theresa Jones, City of St. Petersburg reported that the City’s Social Action Funding Committee met last Friday and will be recommending a total of $578,800 for Social Action Funding - $455,800 is through competitive applications and $123,000 for non-competitive bids.

4. July Data Summary Report:

The Chair stated that this is an Informational item, unless there are questions. There were none. HLB Staff Avery Slyker gave brief overview of the data.

ACTION: Chris Steinocher moved approval of Data Summary as presented; seconded by Bob Cundiff. All in favor; motion carried.

5. Nominations Formerly Homeless Vacancy: The Chair distributed copies of an application for the Formerly Homeless position that was left vacant when Trenae Gayle stepped down; Shadai Simmons is employed by Ready for Life as a Youth Development Coordinator and served on the panel for the HLB’s North County Annual Community meeting; her employer has approved time for her to attend Board meetings during work hours.

ACTION: The Nominating Committee recommended Shadai Simmons be appointed to fill the current Formerly Homeless vacancy; GW Rolle seconded the motion. All in favor; motion carried.
The Chair stated that there are other vacancies for next year and that securing nominations is not just the responsibility of the Nominating Committee. There are openings for Faith Based, Medical, two Business seats (have received a self-nomination from Melissa Baird to continue), two At Large seats (have received a self-nomination from Robbin Sotelo Redd to continue). A few applications have expressed interest; we are hoping to get someone on board from St. Anthony’s to fill the Medical seat. We are looking for additional focus in Faith Based and Business; we need to seek diverse applicants. Officer seats: Secretary will term out in December. The Chair and Elected Vice-Chair’s first terms are up. Unfortunately, Commissioner Seel cannot continue in the Elected Vice-Chair that role. The Past Chair likely to be vacant unless current Chair steps down. Nominations are due by September 15th.

GW Rolle stated that he would like to nominate himself for the Faith Based seat. Attorney Kardash later read the portion of the HLB Bylaws which state ‘Upon completion of three consecutive terms, an individual shall be eligible for membership on the BOD one (1) year after his/her termination date’, so he would need to wait a year.

6. 2018-19 Budget Presentation: Susan Myers reviewed the budget, which had been presented to the Finance Committee on August 13th. Susan reviewed any significant changes including and increase of funding in the budget. The Chair asked about office space issues, as it was becoming tight a year ago; Susan said that dividers are being placed in the large conference room and that one of the new staff members will be working out of at Safe Harbor. The County graciously continues to give the HLB free space.

**ACTION:** Approval of the Proposed Budget was recommended by the Finance Committee; Bob Cundiff moved to accept the Committee’s recommendation; Beth Houghton seconded. All in favor; motion carried.

Discussion followed; Chris Steinocher asked about strategic budgeting for the future; the budget should show how we will reach our goals. Beth Houghton stated that Housing First focuses on Prevention, Diversion, and Coordinated Entry; perhaps present it that way. GW Rolle said it may be too late this year, but the HLB needs a spokesperson/advocate that is out in the community branding our identity.

7. Fiscal Year 17/18 401K Employer Match: Susan Myers stated this would be for this year’s budget; last year the Executive Committee approved 401K Plan as an employee benefit but decided that a match would be discretionary to be determined at the end of the fiscal year. We do have the funding to cover up to a 3% match for 2018. The Finance Committee has recommended approval.

**ACTION:** Bob Cundiff moved approval of the Finance Committee recommendation to match up to 3% of the employee 401K contributions; seconded by Melissa Baird. All in favor; motion carried.

Chris Steinocher stated that this is a sign of recognition and support of staff and other tools should be used invest in retaining our staff. Duggan Cooley suggested that a 401K is not a benefit if it depends on left over money and is not dependable for employees; the match needs to be in the budget going forward. It may be billable against some grants as a fringe benefit.

8. HLB Bylaws and Charter Recommendations: The Chair stated that the proposed Charter and Bylaws amendments from Committee were distributed in the meeting packet for review. There were no questions or comments.

**ACTION:** Bob Cundiff moved approval to accept the Bylaws and Charter Committee recommended amendments to the HLB Bylaws; seconded by Duggan Cooley. All in favor; motion carried.
**ACTION:** Bob Cundiff moved approval to accept the Bylaws and Charter Committee recommended amendments to the HLB Governance Charter; seconded by Duggan Cooley. All in favor; motion carried.

9. **2018 HUD NOFA Review and Rank Recommendations:** The Chair reminded the audience that they can put in a public comment card at any time during the meeting. Susan Myers stated that HUD is using this NOFA to implement a preference for performance and best practices. She reviewed the ARD, Tiers, Bonuses and Reallocation as well as the RFP and Review and Rank process. The recommendations of the Review and Rank Committee were reviewed. Committee member Duggan Cooley suggested looking at national performance benchmarks to see what is happening in other programs. The next Executive Committee meeting will be a debrief process for future years and Providers are encouraged to attend.

The Chair stated that the R & R Committee recommended that $7,425 (20%) be reallocated, per HUD yearly requirements, from the HMIS project to the Shelter Plus Care project but have found, per HUD, that cannot be done. If the Board does want to reallocate, we need to find another place. Staff recommended reallocation to either one of the highest ranked RRH programs or to Coordinated Entry. Not reallocating is an option as well.

**ACTION:** Debbie Johnson moved that there should be a reallocation to ensure a scoring advantage and to reallocate to Catholic Charities, Pinellas Pathway to Housing, the highest-ranking Rapid Rehousing Program, as that is one of HUD’s main focuses. Motion seconded by Duggan Cooley. All in favor; motion carried. Michael Raposa and Mark Dufva abstained.

Bonus projects were discussed. This year Board decided to leave as open as possible. There were several RFPs. The Committee was able to recommend two bonus projects – a $94,000 match for Boley’s Ranch at Pinellas Park (Permanent Supportive Housing) and a partial award to Catholic Charities for Rapid Rehousing. Additionally, a special bonus was announced by HUD this year for a DV Transitional Housing and Rapid Rehousing Project; CASA was the only applicant. They will be submitting for the full amount.

Asked for any other questions on the amended spreadsheet or bonus projects; there were none. Beth Houghton expressed gratitude for those who served on the Review and Rank Committee.

**ACTION:** Beth Houghton moved to approve the amended recommendations of the Review and Rank Committee for the 2018 NOFA; seconded by Melissa Baird. All in favor; motion carried. Mark Dufva and Michael abstained.

**Other Items:** GW Rolle shared that the Miseo Dei Church’s Laundry for Love program has lost their lease and are seeking ideas and assistance of any kind for a new location.

The meeting adjourned at 11:25AM.