1. Welcome, Introductions, Establish Quorum: A quorum was established. Chair Foster opened the meeting at 1:30PM and introductions were made.

2a. Items Removed from Consent Agenda (if applicable): Agenda items included HLB Board Meeting Minutes December 2017, Executive Committee Minutes November 2017, Providers Council Minutes October 2017, CEO Update, November 2017 CoC Data Summary Report, Committee Reports December 2017, Board Attendance through 12.01.17

Sean King asked that the HLB Data Summary report for November 2017 be removed from the consent agenda.

**MOTION:** Beth Houghton moved to approve the amended consent agenda; Michael Raposa seconded the motion.

**VOTE:** The motion passed unanimously.

Sean King had a question regarding the Data Summary report and exit destinations. Is there a way to track year-over-year November 2016 to November 2017 to see where we are at and where we came from when rapid rehousing dollars were added in? Avery Slyker said it is very simple to add this data back in.

HLB CEO Susan Myers said that the report is a work in progress and staff welcomes any feedback to make it easier to read and understand.

Michael Raposa was concerned about the validity of the system inflow and outflow data which showed a very large number of new homeless individuals entered the system of care in November. Discussion continued to increase understanding of what these numbers represent and why the numbers are so high.

HLB Staff member Avery Slyker responded that inflow numbers represent first time admissions into emergency shelters. If they come back in, they are not counted again unless their permanent shelter failed. The entry dates are used to create a new record in HMIS. These are unduplicated. They are tracked by entry date. HMIS filters out duplication (not inflowed twice) Services were pulled completely out, which was causing a lot of duplication.

Chair Foster concluded that resolution could not be reached on all questions at this time, and that they would have to be considered at a future time.

**MOTION:** Michael Raposa moved to approve the HLB Data Summary Report; Pamela Qualls seconded the motion.

**VOTE:** The motion passed Unanimously.
3. Public Comment/Good News:

Beth Houghton reported the Free Clinic sold the building in which Beacon House resides. They purchased a new building, which they expect will take six months to reopen as Beacon house at the new location. There will be no disruption of services during this transition. Beth also shared that the women’s residence has been designated as a recovery residence by the Florida Association of Recovery Residence.

GW Rolle shared significate concerns regarding 211 TBC. GW further stated he contacted JWB CEO Marcie Biddleman directly and she quickly got the issue resolved. Chair Foster said that there are several funders of 211 TBC on the HLB and that two of the funders (the City of St. Petersburg and the County) are present today. Discussion followed for the need to reeducate the person answering the phone to solve inconsistencies.

April Lott described a foot tour of Lealman in which she participated through Adopt-a-Block. She said there was clear evidence of children living there. She urged board members to see these conditions for themselves. It will be motivation to have conversations with the right people about what to do. Nothing has changed in Lealman in 20 years. It was suggested to reach out to Susan Myers to arrange these tours.

Karen Seel reported that county rents an old fire house to the Dream Center, for their “Adopt a Block” program which has enabled them to widen their presence in the Lealman community. The program works with the Juvenile Welfare Board to distribute meals during the summer. Karen Seel said the County is in final stages of buying the Windsor school.

Melissa Baird said that in Pasco county there were sweaters and coats left on trees during the cold weather for those who needed them.

Chair Foster changed the agenda to move the continuation of the discussion started in November about the organization’s mission and vision to the top of the agenda. No other additions or changes were made.

9. (Order of this item changed by Chair) Continuation of Discussion on the HLB’s Mission and Vision from December meeting. Chair Foster stated that the Governance and Bylaws mission and visions do not match. Susan Myers stated that in the Governance Charter, the CoC mission is “to ensure rare brief and nonrecurring”, and there is no vision statement in the Bylaws. The vision has been “to be THE leadership organization in ending homelessness in Pinellas County”. Susan Myers distributed a list of samples other CoC’s mission and vision statements. Amy Foster stated that the HLB’s vision statement should be “to ensure that homelessness is rare, brief and nonrecurring”. The Board reviewed the other CoC missions.

**MOTION:** April Lott moved that the new mission statement of the HLB CoC be “The mission of the Homeless Leadership Board is to coordinate all stakeholders, systems and resources available with the goal of preventing and ending homelessness in Pinellas County”. The motion was seconded by Michael Raposa.

Discussion followed on removing the word ‘stakeholders’ and including the homeless in the mission statement. Various modifications were discussed.

**AMENDED MOTION:** April Lott amended the motion that the mission statement be “The mission of the Homeless Leadership Board is to coordinate all community partners, systems and resources available with the goal of helping individuals and families to prevent, divert, and end homelessness in Pinellas County”. Michael Raposa agreed to the amendment to the motion.

**VOTE:** The motion for the new HLB mission passed unanimously.

Amy Foster repeated that the HLB vison is “to ensure that homelessness is rare, brief and nonrecurring”, and asked that staff email the new mission out to the Board, so that they can begin using it immediately.
The Bylaws and Charter with the new mission will be brought back to the Board in February with the new language to be voted on.

4. Add a Runaway and Homeless Youth (RHY) Seat to the HLB Data and System Performance Committee: Susan Myers stated that Data and System Performance Committee recommended that a Runaway and Homeless Youth (RHY) seat be added to their committee. In our County that entity is Family Resources, who already enter their data into HMIS. The DSP Committee feels they would be an asset. Lisa Davis, the CEO of Family Resources is in agreement and if the Board so votes, she would appoint a staff member to the committee.

**MOTION:** April Lott moved to accept the DSP Committee’s recommendation to add a Runaway and Homeless Youth (RHY) Seat. Motion seconded by Sean King.

**VOTE:** The motion passed unanimously.

5. Designate the HLB as the Lead Agency for the Youth Homelessness Demonstration Program (YHDP) Notice of Funding Availability (NOFA): Susan Myers stated that the HLB competed for this grant last year, but did not meet the threshold and was not selected. Susan Starrett of CSH has said that the lead CoC agency is typically awarded the YHDP grant. Susan has discussed with Directions for Living and Family Resources. HLB staff recommends that the HLB be the lead agency for this NOFA. There is a 6-month planning process.

**MOTION:** Michael Raposa moved to accept staff recommendation. Seconded by April Lott.

**VOTE:** The motion passed unanimously.

6. Ratify Executive Committee Decision on CEO Check Signing Authority: Chair Foster stated that this item is coming from Executive Committee and read the motion, which only needs ratification.

**MOTION:** April Lott moved that the Board ratify the Executive Committee’s recommendation to authorize the CEO to singularly sign organizational checks for any amount which falls within the approved annual budget. Motion seconded by Karen Seel.

**VOTE:** The motion passed unanimously.

8. Revised Coordinated Entry System (CES) Policies & Procedures: Susan Myers state that due to HUD requirements, the CES Policies and Procedures needed to be updated accordingly. The Data and System Performance and Executive Committees have reviewed and approved this revision.

**MOTION:** April Lott April made moved to approve the revised Policies and Procedures as presented. The motion was seconded by Michael Raposa.

Discussion followed. April Lott asked that all members thoroughly read these documents to understand what CES is and isn’t. Discussion continued onto the lack of family shelter and that all Board members are mandatory reporters if they see a child in danger. April said that the HLB Staff is working on an emergency call system in conjunction with volunteering providers to problem solve cases of families with children. Susan Myers stated that one call has already taken place. Outreach Teams and Police were discussed, as well as costs to place families into shelter. Rick Butler stated that are funds available, but an ask is needed. Michael Raposa said 40% of SVDP shelter residents score as a 1, 2 or 3 in SPDAT and can self-resolve. The Board needs be looking at data and SPDAT scores and low scorers should be moved out to create more room for families. Need clear policies. Mark Dufva agreed. Amy Foster asked if the Individual Shelter Provider Committee can look at data and if this is true, draft a system-wide policy, including diversion and diversion funding. Michael Raposa stated that Florida is not a ‘right to shelter’ state – and HUD does not fund shelter.

9. Continuation of Discussion Regarding HLB Supportive Housing Needs Projection from the December Meeting: Susan Myers asked how the Board wants to proceed, given the information that
was presented at the last meeting. Regina Cannon has not yet submitted her final report. Amy stated that this is part of the HLB advocacy agenda

**MOTION:** Michael Raposa made a motion to receive and file the final CSH report and then have staff come back to the Board with direction and recommendation within 90 days. Seconded by Beth Houghton. Discussion followed whether the Board feels confident in the data that was collected. Not all providers submitted the requested data. Commissioner Seel and other Board members want to know which organizations did not respond.

**VOTE:** Motion passed unanimously.

**Other Items:**

Attorney Regina Kardash stated that per the HLB Bylaws Article VIII, Paragraph F, an ad-hoc Bylaws and Governance Committee shall be appointed by the Chair in January of each year. The Committee should consist of not less than three (3), nor more than five (5) members. Ms. Kardash asked if there were volunteers for the Committee. Amy Foster appointed herself, Bob Cundiff, Karen Seel, Michael Raposa, and Trenae Gayle.

The Chair reminded members to be sure to sign the attendance sheet and that the next and rest of the meetings for the year will begin at 10:00AM at this location.

Adjourned at 3:30PM.