Pinellas Continuum of Care

Pinellas CoC Board Meeting
Friday, January 10, 2020 | 10:00 AM
Empath Health, 5771 Roosevelt Blvd., Clearwater
Rooms A & B

AGENDA

1. Call to order and introductions

2. Consent Agenda  Action
   a. December 6, 2019 Board Meeting Minutes
   b. Board attendance through December 6, 2019
   c. December 2019 Committee Reports

3. Public Comment  Information


5. Status of the Pinellas County HLB Interlocal Agreement  Information

6. Revision – Pinellas CoC Governance Charter  Action

7. Designate a CoC Board Member to Approve CoC Membership Applications  Action

8. Signing of Conflict of Interest Statements  Action

9. Nominating Committee Recommendations  Action

10. Memorandum of Understanding Between FL-502 St. Petersburg, Clearwater, Largo/Pinellas County Continuum of Care and the Homeless Leadership Alliance of Pinellas, Inc.  Action

The Next Pinellas CoC Meeting is Scheduled for March 6, 2020 at Empath Health
Homeless Leadership Board  
**ANNUAL BOARD MEETING**  
December 6, 2019 | 10 AM – 12 PM  
ServiceSource, 2735 Whitney Road, Clearwater, FL

### Member Attendees
- Rick Butler
- Donna Holck
- Susan Finlaw-Dusseault
- Nicole Carr
- Michael Jalazo
- Regina Kardash, HLB Attorney
- Duggan Cooley
- Debbie Johnson
- Cindy Kazawitch
- Trenia Cox
- Charlie Justice
- Susan Myers
- Bob Cundiff
- Sean King
- Iris Price
- Sara Mollo for Bob Dillinger
- April Lott
- Margi Priddy
- Connor Donovan
- Samuel Picard
- Avery Slyker
- Keri Eisenbeis
- Keith Sabiel
- Lariana Forsythe
- Robbin Sotelo Redd
- Amy Foster

### Staff Attendees

#### 1. Welcome and Introductions

Quorum was achieved and the meeting was called to order at 10:04 AM with introductions around the room.

#### 2. Consent Agenda

- The consent agenda was comprised of the Corrected October 4, 2019 Board Meeting Minutes, the November 1, 2019 Board Meeting Minutes, the Fiscal 2018-2019 Year End Financials, HLB Board Attendance as of November 1, 2019; the Calendar of 2020 Continuum of Care Meetings, the November 2019 Committee Reports and the December 2019 CEO Update.

- The Chair removed the CEO Update in order to have additional information provided about the System Flor for the 211 Homeless Assistance Line. The County convened a meeting of Human Services, 211 and the HLB to discuss call flow in the system. At present, there is only one person answering 211 phones and they are in the process of hiring a supervisor. There have been difficulties in the recruitment process. Hopefully by January or February they will have a staff of three. When workflow and forms are finalized, they should be presented to the Strategic Planning Committee.
MOTION: Debbie Johnson motions to approve, April Lott seconds with a caveat on item 3 of the CEO Update to laud Councilmember Foster on the moving the Tenant Bill of Rights in the City of St. Petersburg. All in favor, none oppose. Motion passes unanimously.

3. Public Comment

- Councilmember Keith Sabiel passed along information about a local charitable event taking place in Pinellas Park in February 2020. (waiting to get details)
- The Trinity Lutheran Church, 401 Fifth Street North, St. Petersburg will be hosting the Annual Homeless Person Memorial Service on December 15 from 5:00-8:00 PM. The service is held to remember and honor those who died while experiencing homelessness.

Sean King arrived at 10:15 AM

4. Interlocal Agreement Update by HLB Attorney

- A meeting was held on December 3, 2019 and all municipalities and agencies that are signatories on the Interlocal Agreement, as well as the representative from each that sit on the HLB Board, were invited to attend. The HLB attorney spoke with non-attendees by phone.
- Participants in the meeting elected to let the Agreement expire naturally in 2020 since there is a 180 day requirement for any changes to the Agreement, including termination.
- Membership in the CoC is required by those who do participate in the Interlocal Agreement. These membership applications need to be submitted prior to the upcoming January 10, 2020 Pinellas CoC Board Meeting.
- The City Manager generally applies for membership on behalf of the organization/entity and identified the voting member and the designee. Agencies are required to do the same and someone in a high level administrative role would need to apply.
- Membership in the CoC is different than membership on the Board. In its Charter, the CoC Board can say that its representatives need to be policy decisionmakers

Mike Jalazo arrived at 10:22 AM

- Those delegated by a government body to be on the CoC Board are the designated decisionmakers on behalf of that government body. There is a voting member and a designee for all entities including government, organization, agency and entities. There can be as many members for these categories as they would like but only one member is designated as the primary voting member and one is designated as the designee.

Rick Butler left the room at 10:31 AM, returned at 11:10 AM

5. Westcare Issue
• In July, the HLB was approached by James Dates to release WestCare from the lien that was signed in 2009 by the previous version of the HLB. The issue was presented to Executive Committee and they wanted additional information.

• The HLB attorney met with the WestCare attorney. The lien was to ensure grant compliance by WestCare. To release the lien, the HLB required documentation that WestCare complied with the terms of the grant.

• Based on review of the documents, the HLB is satisfied WestCare has fulfilled the terms of the grant.

**MOTION:** Approve release of the lien by Connor Donovan. Seconded by Sean King. All in favor. None oppose. Motion to include Susan Myers, CEO of the HLB, signs the release document. Motion passes unanimously.

6. **Appoint a Board Secretary**

• The HLB Board needs to appoint a secretary the date of the meeting to approve and sign for contracts. There is an urgent need to have a grant agreement with the City of St. Petersburg signed immediately.

**MOTION:** April Lott motions to appoint Donna Holck as Secretary through December 31, 2019. Seconded by Duggan Cooley. All in favor. None oppose. Motion passes unanimously.

7. **Pinellas Continuum of Care Charter Revision**

• The HLB Board approved the Charter at the June 7, 2019 Board Meeting. Subsequent changes made to the Charter include:

  o Any agency or entity may identify two persons who may vote on behalf of that agency or entity but only one may vote at a meeting. This is for the CoC Membership, not the CoC Board.

  o CoC members must live or work in the CoC geographic region.

  o For decisionmaking, the Board had previously voted to not operate in the sunshine and later decided to retain conducting meetings in the sunshine. This requires that any decisionmaking must take place in a meeting and not via email or phone.

  o For CoC Board membership, all members must live or work in the CoC geographic area. A seat has been designated for the chair and in order to do this, the At Large seats were reduced from three to two. The Chair cannot hold two seats simultaneously.

  o Executive Committee members will chair each of the Board Committees. There is an expectation for all Board members to participate in Committees.
o Absences were problematic in past Board meetings. The number of Board meetings is being reduced by having bimonthly meetings and three or more absences in a 12 month period will call for removal.

o A secretary is being required for each of the CoC Committees and minutes are required in order to comply with Sunshine Law.

o In the June approved CoC Charter, the Providers Council was removed. Since it is important to have a service expert council, it has been added back in and the Providers Council Chair has a seat on the CoC Board.

o A Diversion, Equality and Inclusion Committee will be formed.
  
- The live or work requirement may be problematic for the homeless/formerly homeless seats. The Board can make an exception for this seat.

**MOTION:** Duggan Cooley motions to accept the CoC Charter changes. Seconded by Sam Picard. An exception is made for the live or work requirement for the homeless/formerly homeless seat. All in favor. None oppose. Motion passes unanimously.

- Subsequent to the motion, there was further discussion about individuals on the Board that may be from the same organization but have different seats. It was advised that members ensure they step away from their roles in their organization/agency/entity and understand they represent much more. Board members unanimously agreed that if this becomes an issue that the Charter can be changed. No motion was required.

8. Conflict of Interest

- The Charter, Bylaws and Nominating Committee approved the Conflict of Interest Policy at the November 18, 2019 Meeting.

- All changes were primarily to address changing the name.

- Last year all Board members signed the Conflict of Interest Statement in January but the new Charter specifies December.

**MOTION:** April motion to approve the Conflict of Interest Policy. Seconded by Michael Jalazo. All in favor. None oppose. Motion passes unanimously.

9. 2020 CoC Board Member and Officer Nominations

- The slate of nominees put forward by the Nominating Committee on November 18, 2019 are as follows:
  
  o Trenia Cox in the At Large seat
  
  o Samuel Picard in Faith-Based seat
• Robbin Sotelo Redd in the Housing Authority seat
• Stacy Galik in the Healthcare seat
• Shane Villalpanelo in the Youth Homeless/Formerly Homeless seat
• Nomination from the floor by Sam Picard for GW Rolle in Homeless/Formerly Homeless seat
• Nomination from the floor by Theresa Jones for Stephanie Owens from the St. Petersburg Housing Authority and Dolphin Strategies LLC for the Housing Authority seat

**MOTION:** Approve the recommendation of Nominating Committee, seconded by April but removing the Housing Authority seat and taking the rest of the slate as presented by the Nominating Committee.

- Discussion followed by North County Board member and the lack of representation for that part of the County. Members noted approval of current slate is not designed to lessen impact of North County representatives.

- Due to designation of a chair seat, the At Large seats were reduced by one.

**MOTION:** April Lott moved to approve the At Large, Health Care, Faith Based seats as presented by the Nominating Committee and removing Housing Authority seat for discussion. Seconded by Bob Cundiff. Opposed by Connor Davis and Rick Butler.

**MOTION:** Duggan Cooley moved to approve the nominations from the floor for GW Rolle in the Homeless/Formerly Homeless seat. Seconded by Sean King. All approve. None are opposed. Motion passes unanimously.

**MOTION:** Rick Butler moved to approve changing Stephanie Owens’ seat to Business. Seconded by Trenia Cox.

Members discussed approving Robin Sotelo Redd for the Housing Authority seat and changing the CoC Charter to add another Housing Authority seat in January.

**MOTION:** Sara Mollo motions to have Stephanie in the Business seat and Robbin Sotelo Redd in the Housing Authority seat. Seconded by Donna Holck. All in favor. None are opposed. Motion passes unanimously.

- CoC Board Chair seat is open as well as for Secretary. Sean King nominated Duggan Cooley. Duggan declined.

- Debbie Johnson nominated April Lott for Chair. Seconded by Bob Cundiff. April Lott recommended the Nominating Committee meet again to have a thorough discussion of the nominees and would consider the Chair position. Sean King will serve in Chair role until a vote on the seat is completed.

10. **Fiscal Year 2018-2019 CoC Annual Data Dashboard**

- The Chair of the Data and System Performance Committee was unable to attend and the results were presented by an HLB staff member.
• This was not an item for approval or motion and the results were presented to the Board.

• Some reports were confusing to members because of the differing timelines on one table. Board members suggested that Member Nicole Carr attend the Data and System Performance Committee meetings due to her background and ability to examine the data.

Meeting adjourned at 12:03 PM
### 2018-19 Homeless Leadership Board of Directors Attendance

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N = NOTICED ABSENCE

TOTAL MEMBERSHIP = 24  VOTING MEMBERS = 24  QUORUM = 13
December 2019 Committee Reports

**Rapid Re-Housing Housing Specialists Meeting:** The group met on December 17, 2019 at the Foundation for a Healthy St. Petersburg’s Center for Health Equity. Information on training opportunities and upcoming events was given, including information regarding Point In Time training and the upcoming FOCUS Event: Homelessness and the Faith Community. Contact information for all attendees is provided so that valuable information can be shared with the individuals in the group between meetings. The group will continue to meet on a monthly basis at JWB, and the next meeting of the Rapid Re-Housing Providers Housing Specialists Meeting is scheduled to be on January 21, 2020.

**Data and System Performance Committee (DSP)** – The committee formally adopted the new CoC and Project-level benchmarks. The committee also approved additions to the CoC’s Data Quality Plan. The new charter was reviewed with the committee and elections for a Vice Chair and Secretary will take place at the January 2020 meeting.

**Data and System Performance Racial Disparities Subcommittee** – The subcommittee did not meet during the month.

**Youth Action Board (YAB)** – The Board toured Family Resource’s new Safe Connections Resource Center and were treated to a 4-course dinner prepared by Chief Danny, from Leverock’s Seafood Restaurant.

**Point-in-Time Planning Committee** – The committee reviewed the 2020 Point-in-Time (PIT) Survey. Train-the-Trainer has been set for January 6, 2020, at JWB, Room 185, from 2:30 pm – 4 pm.

[Click Here to Return to Agenda]
### AGENDA ITEM DESCRIPTION FORM

<table>
<thead>
<tr>
<th>Meeting Name:</th>
<th>Homeless Leadership Board</th>
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<tr>
<td>Meeting Date:</td>
<td>January 10, 2020</td>
</tr>
<tr>
<td>Item Title:</td>
<td>November 2019 Data Dashboard and Veteran Trend Reports</td>
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<tr>
<td>Agenda Item Number:</td>
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<td>Name of Staff Member Submitting:</td>
<td>Avery Slyker</td>
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**Background:**

The data were extracted from PHMIS on December 9, 2019, and covers November 1 - 30, 2019.

Please Note: A change to how data is pulled from Pinellas HMIS. The data for entries, or the inflow, was pulled from Pinellas HMIS using the first date a client entered into the Homeless Crisis Response System during the month. The inflow reflects where individuals and families are first making entry into the system. The data for exits was pulled from Pinellas HMIS using the last day of the reporting month (November 30, 2019) to ensure outflow data reflects on the last exit of an individual, meaning the only exits within the report are the last project exits for clients. October 2019, data was rerun by Pinellas HMIS utilizing the upon steps.

The CoC’s Monthly Housing Placement Rate for November 2019 was at 18%.

*The Housing Placement Rate is equal to the number of unduplicated individuals that exited to permanent housing, including RRH and PSH, during the month (153) divided by the total number of unduplicated individuals that entered the Homeless Crisis Response System (849).*

**Homeless Crisis Response System Data**

**Individuals that entered into the Homeless Crisis Response System (Unduplicated Data):**

<table>
<thead>
<tr>
<th>November 2019</th>
<th>October 2019</th>
<th>November 2018</th>
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</thead>
<tbody>
<tr>
<td>849</td>
<td>913</td>
<td>959</td>
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Ver 8.2019
Individuals that entered into the Homeless Crisis Response System by Project Type (Unduplicated Data):

<table>
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<th>Project Type</th>
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<th>October 2019</th>
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</tr>
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<tr>
<td>RRH</td>
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<td>TH</td>
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First entries do not include individuals that carried over from October 2019. There were an additional 1,121 active, unduplicated clients that carried over from October 2019.

Monthly Exits from the Homeless Crisis Response System (Unduplicated Data):

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<th>November 2019</th>
<th>October 2019</th>
<th>November 2018</th>
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<tr>
<td>917</td>
<td>1,002</td>
<td>948</td>
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There were 153 positive exits during November 2019.

Veteran’s Dashboard

The Veteran Trend Data report is a monthly count of the data within a 90-day reporting period, as required by the Veterans’ Administration. Except for the number of Veterans added to Pinellas HMIS (first chart), the numbers within this report are cumulative.

Benchmarks A, B, and C were not met, but Benchmark D was met.

Budget Impact (if any): NA

Staff Recommendation: Approval of the November 2019 Data Dashboard and Veteran Trend Data.

COO Approval: Susan Finlaw-Dusseault 01/03/20
Veteran Trend Data
November 2019

Veteran Trend Report is based on information provided within the Pinellas Homeless Management Information System (Pinellas HMIS), as of December 9, 2019.

Not Met - Benchmark A - Chronic and long-term homelessness among Veterans has been ended. PHMIS Data only. The community has no Veterans experiencing chronic or long-term homelessness, with the rare exceptions of:

1. Any Veteran who has been identified and offered an available permanent housing intervention, but who has not yet accepted;
2. Any Veteran who has been offered an available permanent housing intervention but has declined and instead chosen to enter a transitional housing program in order to appropriately address a clinical need, such as by providing, for example, treatment and services for homeless Veterans with substance use disorders or other mental health disorders, Safe Haven-like services for chronically homeless Veterans, or recuperative care for homeless Veterans post hospitalization; and,
3. Any Veteran that has accepted a permanent housing intervention but is still actively in the process of identifying, securing, or moving into a unit. It is important to note that this exemption expires 90 days after acceptance of the permanent housing intervention. The community continues to outreach to any Veterans experiencing long-term homelessness that has not yet accepted an offer of a permanent housing intervention, and continues to offer an available permanent housing intervention to those Veterans at least once every two weeks.

Total Number of Chronic Veterans Not in PH
- September 2019: 31
- October 2019: 29
- November 2019: 25

Total Number of Long-Term Veterans Not in PH
- September 2019: 7
- October 2019: 7
- November 2019: 7

Exempt Group One

Exempt Group Two

Exempt Group Three

Total Chronic and Long-Term Homeless Veterans - Total Veterans in Exempt Groups 1, 2, and 3
- September 2019: 38
- October 2019: 35
- November 2019: 32

(All three months must meet the criteria in order for the benchmark to have been met.)

Note: Exempted groups one and two have not been applied to Benchmarks A or B:

Exempted Group 1: Those Veterans experiencing either chronic or long-term homelessness who have been identified and offered a permanent housing intervention within the last two weeks but who have not yet accepted. Communities are responsible for ensuring that these Veterans are continually engaged and receive a documented offer of permanent housing at least every 14 days.

Exempted Group 2: Those Veterans experiencing either chronic or long-term homelessness who have been offered an available permanent housing intervention but have declined and instead chosen to enter a transitional housing program in order to access generalized case management or job training are not included within this exempted group. (Note: Federal agencies will not be asking for detailed or personalized information regarding such exemptions, such as official confirmation of clinical needs.)
Not Met - Benchmark B - Veterans have quick access to permanent housing. PHMIS Data only. The community has a system in place to connect Veterans experiencing homelessness to permanent housing in an average of 90 days or less, measured from the day they are identified as experiencing homelessness to the day they enter permanent housing.

<table>
<thead>
<tr>
<th>Total Number of Veterans Moved into PH</th>
<th>53</th>
<th>57</th>
<th>44</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exempt Group Two</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

Total Number of Veterans Who Moved into Permanent Housing - Exempt Group Two: 0 0 0

Total Number of Days to Enter Permanent Housing (excluding Exempt Group One):

<table>
<thead>
<tr>
<th>September 2019</th>
<th>October 2019</th>
<th>November 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>4,800</td>
<td>4,574</td>
<td>6,528</td>
</tr>
</tbody>
</table>

Total Days for Exempt Group One: 0 0 0

Total Number of Days for ALL Homeless Veterans to Enter PH within the past 90-days:

<table>
<thead>
<tr>
<th>September 2019</th>
<th>October 2019</th>
<th>November 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>90.5660377</td>
<td>114.5263158</td>
<td>103.9545455</td>
</tr>
</tbody>
</table>

(All three months must meet the criteria in order for the benchmark to have been met.)

Not Met - Benchmark C - The community has sufficient permanent housing capacity. The number of Veterans exiting homelessness and moving into permanent housing is greater than or equal to the number of Veterans entering homelessness.

<table>
<thead>
<tr>
<th>Total Number of Veterans Exiting Homelessness to Permanent Housing</th>
<th>44</th>
<th>57</th>
<th>53</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Number of Newly Identified Homeless Veterans</td>
<td>41</td>
<td>65</td>
<td>64</td>
</tr>
</tbody>
</table>

(All three months must meet the criteria in order for the benchmark to have been met.)

<table>
<thead>
<tr>
<th>September 2019</th>
<th>October 2019</th>
<th>November 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>90.5660377</td>
<td>114.5263158</td>
<td>103.9545455</td>
</tr>
</tbody>
</table>

Met - Benchmark D - The community is committed to Housing First and provides service-intensive transitional housing to Veterans experiencing homelessness only in limited instances. PHMIS Data only. The number of Veterans experiencing homelessness who enter service-intensive transitional housing is significantly less (50% of lower) than the number of Veterans entering homelessness.

| Total Number of Veterans Entering Service-Intensive Transitional Housing | 17 | 18 |
| Total Number of Newly Identified Homeless Veterans                     | 41 | 65 |

(All three months must meet the criteria in order for the benchmark to have been met.)

<table>
<thead>
<tr>
<th>September 2019</th>
<th>October 2019</th>
<th>November 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>11</td>
<td>18</td>
<td>64</td>
</tr>
</tbody>
</table>

Data notes:
- The count for the Veterans that entered service-intensive Transitional Housing is continuous for the 90-day period of the report. This means, these individuals may have been housed at any time during the 3-month period.
- Newly Identified Homeless Veterans: These are individuals within the continuous 90-day period preceding the benchmark measurement.
Entries

Monthly Housing Placement Rate: 18% ↓

Housing Placement Rate = Total Unduplicated Positive Exits (153) / Total Unduplicated Number of Clients (849) ↓

Unduplicated Individuals that Entered the Homeless Crisis Response System

Number of Individuals (Unduplicated) by Project Type

- Single Adults
- Adults in Households with Minor Children
- Minor Children in Households
- Unaccompanied Youth in Youth Homeless Projects

Exits

153 individuals (unduplicated) had positive exits ↓
There were a total of 917 unduplicated exits ↓

Unduplicated Individuals that Exited the Homeless Crisis Response System

Exit Destinations

- Single Adults
- Adults in Households with Minor Children
- Minor Children in Households
- Unaccompanied Youth in Youth Homeless Projects

*Homeless Destinations is a new data element from HUD. These are literally homeless destinations as defined by HUD. Formally, these destinations were included in Temporary Exit Destinations.
### Individuals Who Returned to Homelessness

#### 35% November 2019 Total Returns to Homelessness in Two Years

<table>
<thead>
<tr>
<th>Project Type</th>
<th>Total # of Persons who Exited to Permanent Housing Destination (2 Years Prior)</th>
<th>Returns to Homelessness in less than 6 Months (0-180 days)</th>
<th>ONLY Returns to Homelessness from 6 to 12 Months (181-365 days)</th>
<th>Cumulative Returns to Homelessness from 0 to 12 Months (0-365 days)</th>
<th>ONLY Returns to Homelessness from 13 to 24 Months (366-730 days)</th>
<th>Cumulative Returns to Homelessness from 0 to 24 Months (366-730 days)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Exit was from SO</td>
<td>7</td>
<td>1</td>
<td>14.29%</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Exit was from ES</td>
<td>2261</td>
<td>555</td>
<td>24.55%</td>
<td>164</td>
<td>719</td>
</tr>
<tr>
<td></td>
<td>Exit was from TH</td>
<td>393</td>
<td>55</td>
<td>13.99%</td>
<td>33</td>
<td>88</td>
</tr>
<tr>
<td></td>
<td>Exit was from SH</td>
<td>58</td>
<td>9</td>
<td>15.52%</td>
<td>6</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td>Exit was from PSH</td>
<td>61</td>
<td>7</td>
<td>11.48%</td>
<td>3</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>Exit was from RRH</td>
<td>475</td>
<td>39</td>
<td>8.21%</td>
<td>33</td>
<td>72</td>
</tr>
<tr>
<td></td>
<td>Exit was from OPH</td>
<td>2</td>
<td>0</td>
<td>0.00%</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>TOTAL Returns to Homelessness</td>
<td>3257</td>
<td>666</td>
<td>20.45%</td>
<td>239</td>
<td>905</td>
</tr>
</tbody>
</table>

Data obtained for this section is from the HUD Required, System Performance Measure, HMIS Report 070. OPH is only Catholic Charities' TIP project. PH includes VASH, Shelter+Care and HOME Vouchers.

*Data is based on Pinellas HMIS FY 2018/2019 Annual Data not HUD System Performance Measure Data

#### November 2019 Race/Ethnicity

- 30.97% of entries were Black or African American.
- 0.98% of entries were American Indian or Alaska Native.
- 5.94% of entries were Hispanic/Latinx.

Pinellas County Census:
- 11% Black or African American
- .4% American Indian or Alaska Native
- 17.4% Hispanic/Latinx

---

**Click Here to Return to Agenda**
## Background:

On December 3, 2019, representatives of the signatories to the HLB Interlocal Agreement met to discuss the future status of the Interlocal as it relates to the CoC governance restructure. Following discussion (minutes attached), the local government representatives agreed to recommend to their respective governing bodies that the Interlocal should remain in effect until its stated expiration date of September 30, 2022. The primary reason to allow it to naturally expire is because the Interlocal includes a 180 day notice of termination requirement, which is now fairly close to the expiration date.

The revised CoC Governance Charter has retained the CoC Board seats for all of the signatories to the Interlocal Agreement; and it is anticipated that each will continue to appoint a representative on the CoC Board.

## Budget Impact (if any):

N/A

## Staff Recommendation

Information only. The HLB is not a party to the Interlocal Agreement and any decisions regarding the Interlocal Agreement are made by the current signatories.

## CEO Approval:

Susan Myers, CEO – Approved, 12/27/19
1. Call to Order

The meeting was chaired by both Susan Myers, CEO of the Pinellas County Homeless Leadership Board, and Regina Kardash, the HLB Attorney. The meeting was called to order at 2:31 PM and began with introductions of attendees.

2. Overview of Federal Regulations and Governing Documents

- The co-chairs reviewed the HEARTH Act (Homeless Emergency Assistance and Rapid Transition to Housing) and the changes to it over the years. The major points of the HEARTH Act include:
  - The HEARTH Act helped entrench federal support for Housing First and expand the availability of permanent housing beyond people experiencing chronic homelessness to families, youth, and nondisabled, single adults
  - HEARTH expanded the mission of the US Interagency Council on Homelessness (USICH) to “coordinate the federal response to homelessness,” creating partnerships across the government and with the private sector. It also directed the agency to develop a National Strategic Plan to End Homelessness.
  - HEARTH expanded the definition of who should be considered homeless to include people at imminent risk of homelessness, previously homeless people temporarily in
in institutional settings, unaccompanied youth and families with persistent housing instability, and people fleeing or attempting to flee domestic violence.

- The HEARTH Act established system-wide performance measures for homeless Continuums of Care (CoCs). The performance measures relate to the national goal that homelessness be rare, brief, and nonrecurring.

- HEARTH committed CoCs to establish coordinated entry systems, creating a standard process for assessing people’s housing and service needs and connecting them to available resources. Coordinated entry, which received little attention when HEARTH was passed, marks a major shift in how communities address homelessness.

- The CoC (Continuum of Care) is made up of representatives from local government agencies, service providers (social service, homeless assistance, victim, mental health), faith-based and/or community-based organizations, businesses, advocates, public housing agencies, school districts, hospitals, universities, affordable housing developers, law enforcement, organizations that serve veterans and homeless/formerly homeless individuals.

- The role of the CoC is a non-legal entity that sets policy and selects a lead agency to implement the policies.

3. **Changes in Governance Structure Effective January 1, 2020**

- Currently, the Homeless Leadership Board serves as the Board for the Continuum of Care, the Collaborative Applicant, the HMIS Lead Agency, the CoC Lead Agency and the non-profit agency. The collaborative applicant can be any entity that can apply for CoC funds, including the CoC itself.

- HUD requires CoC’s to have a CoC membership that has input on who represents them on the CoC Board. Currently, the HLB Board members serve as our CoC’s membership. The new CoC membership will elect who represents them on the CoC Board. CoC Board members who represent government entities are not elected by the membership, as they are appointed by the government entities the represent; however, they do need to become CoC members and are not required to pay the membership fee. Government representatives get an automatic seat on the board.

- The private nonprofit will have its own board.

- The current Interlocal Agreement cites the CoC as having an Elected Officials Council; though there currently is not one.

- Question was raised about what establishes the CoC if there is no interlocal agreement. The current CoC Board establishes the Charter and that document governs the CoC. The revised Charter was approved by the Board.

- The Charter requires the CoC Board to operate in the Sunshine and any work done by the non-profit on behalf of the CoC will be done in the Sunshine.

- The CoC Board will be re-evaluating the contract with the Lead Agency every three years.
4. Future Options for the Interlocal Agreement

- The HLB’s attorney stated that the Interlocal Agreement is not perceived as a binding piece and believes that whether it is there or not is of no difference.

- The revised CoC Charter does preserve the seats that are signatories to the Interlocal Agreement and other cities in Pinellas County are going to be asked to join as well to become members.

- HLB staff will distribute the CoC membership application so the governing bodies apply.

- The HLB is not a party to the Interlocal Agreement and as such, the signatories need to make a recommendation to their governing bodies as to how to proceed with the either renewing or terminating the Agreement, or allow it’s term to expire, which is September 30, 2020. The Interlocal Agreement is not a HUD requirement. There is a 180 day notice requirement built into the Interlocal Agreement for termination.


- Current members of the Board can serve out their terms and there will be a grace period for the government entities to submit their Board members appointments.

- Individuals who work for a government or an agency can become a non-voting member of the CoC, however, governments and agencies are the members and appoint a designated voting member.

- The final consensus among attendees is to allow the current Interlocal Agreement naturally expire on September 30, 2022.

- There needs to be discussion at the upcoming Board meeting on who completes the membership application and who signs it.

Meeting adjourned at 3:25 PM
**AGENDA ITEM DESCRIPTION FORM**

<table>
<thead>
<tr>
<th>Meeting Name:</th>
<th>Pinellas Continuum of Care Board</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting Date:</td>
<td>January 10, 2020</td>
</tr>
<tr>
<td>Item Title:</td>
<td>Revision – Pinellas CoC Governance Charter</td>
</tr>
<tr>
<td>Agenda Item Number:</td>
<td>6</td>
</tr>
<tr>
<td>Name of Staff Member Submitting:</td>
<td>Susan Myers</td>
</tr>
<tr>
<td><strong>Background:</strong></td>
<td>On December 19, 2019, the Nominating Committee voted to recommend adding two additional Housing Authority seats to the Pinellas Continuum of Care Board. This will increase CoC Board membership to 27 seats; 3 of which will be designated for a Housing Authority.</td>
</tr>
<tr>
<td></td>
<td>The CoC Charter, approved on 12/06/19; has been revised to include the proposed change.</td>
</tr>
<tr>
<td></td>
<td>CoC Charter edits are as follows:</td>
</tr>
<tr>
<td></td>
<td><strong>Section I. Establishing the Pinellas Continuum of Care</strong></td>
</tr>
<tr>
<td></td>
<td>Pg 5 – provides for any CoC Board member to be appointed to review and certify CoC membership applications.</td>
</tr>
<tr>
<td></td>
<td><strong>Section II. Board Membership:</strong></td>
</tr>
<tr>
<td></td>
<td>Pg 7 - changes maximum CoC board membership from 25 to 27.</td>
</tr>
<tr>
<td></td>
<td>Pg 8 – changes the number of Local Housing Authority seats from 1 to 3</td>
</tr>
<tr>
<td></td>
<td><strong>Section V. – Reviewing and Updating the Charter:</strong></td>
</tr>
<tr>
<td></td>
<td>Pg. 20 – documents the Charter revisions</td>
</tr>
<tr>
<td><strong>Budget Impact (if any):</strong></td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Staff Recommendation:</strong></td>
<td>Accept the Nominating Committee’s recommendation to increase CoC Board membership to a maximum of 27 seats, and add two Housing Authority seats.</td>
</tr>
<tr>
<td>---------------------------</td>
<td>----------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>CEO Approval:</strong></td>
<td>Susan Myers, CEO – Approved, 12/26/19</td>
</tr>
</tbody>
</table>
FL-502 – St. Petersburg, Clearwater, Largo/Pinellas County CoC Governance Charter
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FL-502 – St. Petersburg, Clearwater, Largo/Pinellas County Continuum of Care Governance Charter
Approved 42-6.1901.10.20
Continuum of Care Background

The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act) amended the McKinney-Vento Homeless Assistance Act. The HEARTH Act amendments to the McKinney-Vento Homeless Assistance Act codified in law the role and functions of the Continuum of Care (CoC); thus each community must establish a CoC in compliance with the new CoC Program interim rule. HUD published the Continuum of Care Program interim rule (24 CFR Part 578) in the Federal Register on July 31, 2012. The rule now governs the CoC Program.

Overview

The FL-502 – St. Petersburg, Clearwater, Largo/Pinellas County Continuum of Care (herein referred to as the Pinellas Continuum of Care) coordinates the implementation of a housing and service system that meets the needs of all persons experiencing homelessness throughout its geography. The Homeless Prevention and Response System includes:

- Outreach, engagement, and assessment;
- Homelessness prevention and diversion strategies; and
- Shelter, housing, and supportive services.

This Governance Charter outlines the roles and responsibilities of the Pinellas Continuum of Care, the Pinellas Continuum of Care Board, Continuum of Care Committees, the Continuum of Care Lead Agency, the Collaborative Applicant, and the Homeless Management Information System (HMIS) Lead Agency. Below is a brief description of each entity:

- The Pinellas Continuum of Care General Membership is a year-round planning body of representative stakeholders in the community’s work toward ending homelessness. Its work includes gathering and analyzing information in order to determine the local needs of people experiencing homelessness, implement strategic responses, and measure results.
- The Continuum of Care Board is a group of elected and appointed leaders of the Continuum of Care who have authority to make decisions on behalf of the Continuum of Care.
- The Continuum of Care Committees are the action planning components of the Continuum. In the Committees, strategies are developed, deepened and expanded into timed work plans.
- The Continuum of Care Lead Agency provides technical, administrative and meeting support to the Continuum of Care, Continuum of Care Board and the Committees.
- The Collaborative Applicant is designated by the Continuum of Care to prepare and submit the Continuum of Care funding application to HUD each year.
- The HMIS Lead Agency is designated to provide oversight and implementation support to the Pinellas Continuum of Care’s HMIS.
Additional roles and responsibilities for each of these entities can be found in Table 1.

This Governance Charter was developed by the members of the Pinellas Continuum of Care in consultation with the CoC Lead Agency, the Collaborative Applicant, and the HMIS Lead Agency. The Pinellas Continuum of Care’s primary responsibilities include the following:

- Establishing the Continuum of Care
- Operating the Continuum of Care
  - Continuum of Care Governance and Management
  - System and Project-Level Performance
  - Coordinated Assessment System
  - Written Standards
- Designating an HMIS for the Continuum of Care
- Planning for the Continuum’s Geographic Area
  - Coordinated System of Care

I. Establishing the Pinellas Continuum of Care

Representatives from relevant organizations within a geographic area shall establish a Continuum of Care for the geographic area to carry out the duties outlined in this Governance Charter. The Pinellas Continuum of Care is a community group of stakeholders with a shared vision.

Membership in the Pinellas Continuum of Care

Membership in the Continuum of Care should ensure community wide commitment to preventing and ending homelessness and must represent the entire geographic area covered by the Pinellas Continuum of Care. The Pinellas Continuum of Care’s mission 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.

The following parties are represented on the Pinellas Continuum of Care. An official membership list is documented and published by the CoC Lead Agency.

- Non-Profit Homeless Assistance Providers
- Victim Service Providers
- Faith-Based Organizations
- Governments
- Businesses
- Advocates
- Public Housing Agencies
- School Districts
- Workforce Agencies
- Social Service Providers
- Mental Health Agencies
- Hospitals
- Universities
- Affordable Housing Developers
- Law Enforcement
- Veteran Service Organizations
- Persons who are/have experienced Homelessness
- Healthcare Agencies

The Pinellas Continuum of Care invites new members to join at any time during the year. Annually, the
Pinellas Continuum of Care will issue a public invitation for any interested person within the geographic area to become a member of the CoC. The invitation is made public through the CoC Lead Agency’s website and an email message to all interested parties on the Pinellas Continuum of Care email listserv.

**Membership must be established two weeks prior to the voting. Agencies must designate their voting member two weeks in advance.**

**Government Entities:** By virtue of membership, government entities automatically have a seat on the Pinellas Continuum of Care Board. Each governmental entity shall appoint an elected or appointed official with policy making authority.

**Agency/Organization Members:** In order to become a member of the Pinellas Continuum of Care, a representative of an agency must be a member of the Pinellas Continuum of Care in good standing, be located or provide services in the CoC’s geographical area, and complete a Pinellas Continuum of Care Member Application Form. Each application will be reviewed and certified by the Continuum of Care Lead Agency and Secretary of the Continuum of Care Board, or other officers another Pinellas CoC Board Member as designated by the Chair or Executive Committee, following CoC-approved application standards. Once the application form has been certified and the attendance requirements met, the CoC Lead Agency will notify the person/agency of their acceptance or denial. There is no minimum or maximum number of members on the Pinellas Continuum of Care. Grievances regarding membership denials will be addressed by the Grievance Committee as defined under CoC Charter section “Executive Committee – Grievance Committee”.

An agency, organization or government entity may submit an application after attendance at one Continuum of Care meeting. An agency/organization may identify two (2) persons who may vote on behalf of the agency/organization, but only one shall cast a vote. Only one (1) representative of an agency/organization may cast a vote on each action. If a Continuum of Care member is unable to routinely conduct business, the agency/organization should seek to assign representation to another individual. Agencies must designate their voting members two weeks in advance.

After an agency/organization’s membership has been approved, the members will be encouraged to join at least one CoC Committee.

**Individual Members:** An individual who does not work for or represent an agency/organization may be nominated and elected as a member of the Pinellas Continuum of Care to represent themselves. An individual must live or work in the CoC’s geographical area, and may submit an application to become a member after their attendance at one Continuum of Care meeting (excepting the first year).

**Terms of Service**

Members of the Pinellas Continuum of Care will retain their membership and voting status as long as they are in good standing. To remain in good standing, members must attend 50% of the regularly scheduled meetings within a calendar year. Attendance at meetings is tracked by member sign-in. Therefore, in order to remain in good standing, all Voting Members must attend at least 50% of General Membership Meetings. A regularly scheduled meeting includes meetings that are on the annual meeting schedule and are publicly announced at the beginning of the calendar year. Members must also complete the annual written disclosure statement based on the Continuum of Care Conflict of Interest policy.
Meetings
The Pinellas Continuum of Care will hold four quarterly meetings of the full membership. At the beginning of each calendar year, the annual meeting schedule including dates, times and location of the meetings will be made publicly available. Meetings are open to the public and they are welcome to attend.

The agendas must be published at least two (2) weeks in advance of the meeting date through the CoC Lead Agency’s website and an email message to all interested parties on the Pinellas Continuum of Care email listserv. Meeting materials that require a vote must be shared at least one week in advance of the meeting date following the same process mentioned above (Exceptions to this may occur during HUD CoC Funding Competition and when special meetings are called). All other meeting materials are strongly encouraged to be shared a week in advance as well. Meeting minutes will be posted publicly within seven business days of the meeting on the CoC Lead Agency’s website by the CoC Lead Agency.

Quorum
A majority of 51% of the Pinellas Continuum of Care membership constitute a quorum at all meetings of the Pinellas Continuum of Care. No new business will be conducted unless a quorum is present.

Decision-Making
Robert’s Rules of Order will be followed to open and close each meeting and to bring a motion to the floor. Decisions shall be made by a vote of the majority of members present.

Code of Conduct / Conflict of Interest / Recusal Process for Continuum of Care Members
In accordance with HUD regulations (24 CFR 578.95), no member may participate in or influence decisions concerning the award of a grant or other financial benefits to the organization that the member represents or to themselves as individuals. Therefore, any individual participating in or influencing decision making must identify actual or perceived conflicts of interest as they arise and comply with the letter and spirit of this policy. Disclosure should occur at the earliest possible time and if possible, prior to the discussion of any such issue. Individuals with a conflict of interest should abstain from discussion and voting on any issue in which they may have a conflict. A Conflict of Interest Policy will be approved by the Continuum of Care annually.

Annual written disclosure statements will be provided to each voting member at the annual meeting. Voting Members will not be permitted to participate in a discussion or a vote until the statement is on file with the CoC Lead Agency. All voting members shall have the right to recuse themselves from voting on a matter without providing excuse.
Responsibilities
The Pinellas Continuum of Care has specific responsibilities as outlined in the Continuum of Care Interim Rule. The responsibilities required by the Continuum of Care Interim Rule are outlined in Table 1 of this Governance Charter. The Pinellas Continuum of Care retains all of the responsibilities listed, even if it designates eligible applicants other than itself to apply for funds. Responsibilities extend to approval of the Continuum of Care Program application for funding.

Additional responsibilities set forth by the Continuum of Care include:

- Receive community and public policy updates relevant to homelessness issues;
- Advocate on behalf of all persons experiencing homelessness, including the implementation of efficient and effective service provision regardless of funding sources;
- Receive updates on the Plan to Prevent and End Homelessness;
- Review and act on the annual CoC-funding allocations;
- Review and act on additional HUD required activities.

II. Establishing the Pinellas Continuum of Care Board

The Pinellas Continuum of Care is required to establish a Board that is made up of the Continuum of Care and it must act on behalf of the Pinellas Continuum of Care.

Board Membership

These written procedures for selecting Board Members will be reviewed, updated and approved at least once every 5 years by the Pinellas Continuum of Care.

The Pinellas Continuum of Care Board consists of no less than 19 or more than 27 members with at least 50% elected at any given time. The precise number for any given year will be announced with the annual call for nominees. No more than one staff person and/or Board Member of a single agency/organization may be an Elected Member of the Pinellas Continuum of Care Board, excluding persons who are elected under the “homeless or formerly homeless” Board seat. This seat will not be counted as a representative of a particular service provider. In all other cases, if during the term of an elected Board Member, the person leaves the agency/organization and moves to an agency already represented on the board, that person must resign their position. If an appointed Board Member leaves the agency/organization that appointed them they automatically resign their board position. The designee must then appoint a new Board Member. CoC Board members are required to either live or work in the CoC’s geographic area, with the exception of the homeless/formerly homeless seat.

With the exception of the founding election, Pinellas CoC Board Elected Members will serve three (3) year terms up to a maximum of six (6) consecutive years (including partial terms) before rotating off for at least one (1) year. Elected Member terms will be staggered such that approximately one-third (1/3) are up for election each year. There are no term limits for Appointed Members; however, each year the Appointed Member must receive a Vote of Confidence from the designated entity which appointed them, and from the Continuum of Care Board.

Members of the Pinellas Continuum of Care Board represent local funders, government, service
providers, consumers, and other community members whose interests relate to homeless services and housing systems. Specifically, the Pinellas Continuum of Care Board consists of the following:

No fewer than nineteen (19) and no more than twenty-five (25) persons and will be comprised of one (1) Board Chair, ten (10) Appointed Officials and the balance shall consist of fourteen (16) Community Leaders. It is recommended that CoC Board representatives include a Domestic Violence survivor or advocate; a veteran or veteran organization; and a workforce agency.

- **Community Leader** members include:
  - At-Large, two (2) positions;
  - Business, two (2) positions;
  - Faith-Based Organizations; one (1) position;
  - Funders Council Chair, one (1) position;
  - Health Care, one (1) position;
  - Homeless/Formerly Homeless, two (2) positions, one of which is a youth over 18 and under 25 years of age;
  - Local Housing Authority, one (1) position;
  - Providers Council Chair, one (1) position
  - Service Experts, three (3) positions appointed by the Providers Council.

- Named designees for Appointed **Government Entities** include:
  - City of Clearwater;
  - City of Largo;
  - City of St. Petersburg;
  - City of Pinellas Park;
  - City of Tarpon Springs;
  - Juvenile Welfare Board;
  - Pinellas County Board of County Commissioners;
  - Pinellas County School Board;
  - Pinellas County Sheriff;
  - Public Defender.

- **Non-Voting Appointed Seats**
  - The CEO of the CoC Lead Agency;
  - The CEO of the Collaborative Applicant;
  - The CEO of the HMIS Lead;
  - If the same agency is chosen that covers more than one of the above roles the seat is filled by the CEO.

In managing the number and composition of Pinellas CoC Board members, the following will be true:

- The CoC Board Chair is elected by the CoC Board; with the Chair having a dedicated seat. The Board Chair must relinquish their current seat to avoid being in two Board seats.
- Each seat has a vote as exercised by a named individual, and each individual may exercise only one vote.
- With the exception of short-termed vacancies, there will always be an odd number of Pinellas CoC Board members.
- The Pinellas CoC Board should represent a diverse set of service, population and program
interests.
- Direct service providers can include those who do and do not receive federal funding; those
  serving individuals, families, youth, veterans or any other targeted population; a wide range of
  services such as outreach, shelter, transitional housing, rapid re-housing, permanent supportive
  housing, victim services, service only, etc.
- At-Large seats provide flexibility in maintaining an odd number of Pinellas CoC Board members
  while responding to community and strategic needs at any given time.
- ‘Appointed Entities’ must appoint an individual designee to represent the ‘Appointed Entity’ on
  the CoC Board. The appointment is good for three years and may be renewed by the submission
  of a Vote of Confidence on behalf of the ‘Appointed Entity’ to the Pinellas CoC Board.

The election process will include at least the following:
- Calls for nominations, vetting of nominations received, and ballot announcement will happen
  between the last two meetings of the calendar year.
- Nominees must be members in good standing and eligible to vote by demonstrating
  participation in the CoC by attending meetings and committees.
- Votes may be cast for up to the maximum number of seats within a category. Ballots that vote
  for more than the number of seats in a particular category will not be counted for that category
  only.
- Individuals receiving the highest votes for a given seat will be declared the winner.
- In the event of a tie for a specific seat, the individuals involved will have their names put on a
  second ballot for that seat. The individual receiving the highest vote for that seat will be
  declared the winner.

Board Officers

The officers of the Pinellas Continuum of Care Board are a Chair, Vice Chair and Secretary. No Board member
may hold two positions simultaneously.

Election and Term
The Pinellas Continuum of Care Board will elect a chairperson, a vice chairperson and a secretary at
the first meeting of the calendar year. Preference that one position represents an agency who does
not receive CoC funding, including recipients or subrecipients. Officers elected in the first year will
serve staggered terms, with the chairperson serving three (3) years, the vice chairperson serving two
(2) years, and the secretary serving one (1) year. Thereafter, officers will serve three (3) year terms.
An officer cannot serve for more than two (2) consecutive terms in the same role.

Chair and Vice Chair
The Chair is responsible for scheduling meetings, ensuring that the CoC and CoC Board meets regularly
or as needed, sets the agenda for meetings of the CoC Board, chairs the CoC Board meetings,
designates a chair for the CoC membership meetings, and signs any required and/or necessary
documents on behalf of the Pinellas Continuum of Care. In the absence of the Chair, the Vice Chair
assumes the duties of the Chair. The Chair and Vice Chair shall perform other duties as the CoC may
designate.

Secretary
The Secretary keeps accurate records of the acts and proceedings of all meetings of the CoC and CoC
Board or designates another person to do so at each meeting, including all actions taken without a meeting. Such records will include the names of those in attendance. The Secretary submits all meeting minutes to the CoC Lead Agency for posting to the CoC Lead Agency website. The Secretary reviews and approves Continuum of Care applications for member status with the CoC Lead Agency. The Secretary shall perform other duties as the CoC may designate and shall chair CoC meetings in the case of the absence of the Chair and Vice Chair.

**Executive Committee**

Plan board meetings, act on behalf of the board when necessary. All decisions made by the Executive Committee are brought to the next board meeting. Members of the Executive Committee will include the Chair, Vice Chair, Immediate Past Chair, Secretary, Funders Council Chair, and Providers Council Chair.

The Executive Committee will provide leadership to the following committees; with a member of the Executive Committee serving as the Chair of each committee. Quorum for each committee is 51% with a minimum of three (3) members; each Chair shall appoint no more than three (3) members to their committee. Committee recommendations are submitted to the Executive Committee for consideration and approval.

**Accountability and Oversight of Collaborative Applicant, CoC Lead Agency and HMIS Lead Agency:**

- The Executive Committee will ensure that the activities outlined in the Memorandum of Understandings and the roles and responsibilities outlined in the Charter for the CoC Lead Agency, Collaborative Applicant, and HMIS Lead Agency, are being met by meeting quarterly (or as needed) to review workplan progress, priorities, coordination with Committees, and other activities as needed. Additionally, the committee will oversee the annual performance review of the CoC Lead Agency, Collaborative Applicant and HMIS Lead Agency.

**CoC Governance:**

- The Executive Committee will oversee CoC Governance and shall perform an annual review of the CoC Charter and make recommendations to the Board of Directors as is deemed necessary.

**HMIS Governance:**

- The Executive Committee will oversee HMIS Governance and reviews, revises and approves the HMIS Charter, HMIS policies and procedures, and assures user compliance per the HMIS Charter; makes recommendations to the Board of Directors as is deemed necessary.

**CoC Review and Ranking:**

- The Executive Committee will oversee the CoC Review and Ranking process for the purposes of determining the scoring and priority ranking of each proposal to be submitted with the annual HUD CoC Notice of Funding Application. CoC Review and Ranking recommendations are presented to the CoC Board of Directors for approval.

**Grievance Committee:**

- The CoC Grievance Committee acts on behalf of the Pinellas CoC Board to resolve grievances and determines the course of action to be taken. Membership consists of the Executive Committee Chair and Vice Chair, and three (3) additional members. The Grievance Committee creates a CoC-
funding appeal process; reviews and makes recommendations to Board on CoC-funding appeals. Reports to the Board quarterly. The Grievance Committee resolves issues with respect to funding, HMIS issues, and denial of membership. The Grievance Committee will establish its own rules and procedures.

**Vacancy, Removal and Resignation**

**Vacancy**

In the event of an Elected Seat vacancy, the members of the Pinellas CoC Board will elect a successor to hold the vacant seat for the remainder of the term of the person vacating the seat. At the end of the term, a regular election will be held as described in this charter. In the event of an Appointed Seat vacancy, the Appointed Entity must appoint an individual designee to fill the vacant seat.

**Removal**

Members of the Pinellas CoC Board may remove a Board member (elected or appointed) who is absent for three (3) Board regularly scheduled meetings in any twelve-month period. The entire Board would need to vote on removal.

Pinellas CoC Board members (elected or appointed) may also be removed by a ¾ vote of the Pinellas CoC Board for cause including but not limited to:

- Failure to perform Board duties;
- Failure to comply with this Charter and/or applicable policies;
- Engaging in conduct that is in violation of the CoC’s adopted conflict of interest policy;
- Engaging in behavior that causes harm to the reputation of the CoC.

Such seats will then be filled through the process described above under vacancies.

**Resignation**

Unless otherwise provided by written agreement, any member of the Pinellas CoC Board may resign at any time by giving written notice to the Chair. Any such resignations will take effect at the time specified within the written notice; or, if the time is not specified in the written notice, it will take effect upon its acceptance by the Pinellas CoC Board.

**Meetings**

The Pinellas Continuum of Care Board will hold meetings no less than six (6) times per year. Attendance at meetings of the Pinellas CoC Board will be open to any interested person to observe. Two (2) weeks’ notice will be given for regularly scheduled meetings of the Board with the agenda being published one week in advance. Board Minutes will be published on the CoC Lead Agency’s website. Special meetings may be called in emergency situations with three (3) days’ notice; an agenda is not required for emergency meetings.
Quorum
A majority or 51% of the Pinellas Continuum of Care Board filled seats constitute a quorum at all meetings of the Pinellas Continuum of Care Board, Councils, and Committees. No business will be conducted unless a quorum is present.

Decision-Making
Each CoC Board member is eligible to vote on decisions being made when present at the meetings.

Robert’s Rules of Order will be followed to open and close each meeting and to bring a motion to the floor. The Continuum of Care Board will strive to make decisions through modified consensus. When consensus is not possible, decisions shall be made by a vote of the majority of voting members present.

Responsibilities
The Pinellas Continuum of Care gives authority to the Pinellas Continuum of Care Board for specific responsibilities. The responsibilities required by the Continuum of Care Interim Rule are outlined in Table 1 of this Governance Charter. Additional responsibilities required by the Continuum of Care Board include:

- Elect a Chairperson, Vice Chairperson and Secretary;
- All Board members are required to serve on at least one committee of the CoC;
- Establish policies for funding and resource allocation;
- Set priorities for the CoC and establish an annual workplan;
- Take action against poor performers;
- Review and act on any programs that should be removed from HUD funding and any proposed funding reallocations;
- Review and make final determination on CoC-funding appeals;
- Each Board Member shall serve on a Pinellas Continuum of Care Committee;
- Assure that services provided by the HUD and DCF sub-grantees are meeting the needs of the local community and that critical issues are addressed.

III. Establishing the Pinellas Continuum of Care Committees
The Pinellas Continuum of Care may establish Committees, Subcommittees, or Work Groups that are made up of Continuum of Care members and/or employees of organizational members, to act on behalf of the Pinellas Continuum of Care. The Committees are the action planning components of the system. In these bodies, strategies are developed, deepened and expanded into timed work plans. These groups may also be directly responsible for specific strategies or exploring options to solve particular concerns. Unless authority is designated by the Continuum of Care, Committees make recommendations to the CoC Board for approval. Each committee has a chair and co-chair, a secretary, one board member appointed by the board, and one member of the CoC General Body elected by the committee. Committee chairs serve three (3) year terms, with the option of renewable terms. The secretary takes meeting minutes in accordance with Florida Sunshine law and submits to the committee for approval and once approved; submits to the Lead Agency as public record. Quorum for all committees is 51 percent. Committee agendas must be published one week in advance of the meeting.
Standing Committees are designated in this Charter. Ad hoc working groups or task forces may be formed and given specific responsibilities as needed by the Continuum of Care. All committee responsibilities apply to ad hoc groups as well.

**CoC Membership Committees:**

- **Funders Council:** Makes recommendations to the full CoC Board on funding of homeless/at-risk programs and services, either in response to CoC Board requests or on issues raised by Funders Council members.
  - Makes recommendations on strategically aligning funding resources available for homeless/at-risk programs and services based on CoC Board approved priorities, to make the most effective use of scarce resources.
  - Annually reviews and makes recommendations to the CoC Board on the best use of funds from specific resources, based on the CoC Board approved priorities and activities that enable the Pinellas CoC system of services to meet and exceed applicable performance standards as approved by the CoC Board. Such resources include the HUD Continuum of Care, State of Florida homeless funding, and/or local public or private sources.
  - Determine ways the local funders can coordinate funded services through common contract language, performance outcomes, and goals.
  - Coordinate funding planning and recommendations with other community-wide funding and planning groups.

- **Providers Council:** Makes recommendations to the full CoC Board on homeless/at-risk services system issues, concerns and needed actions, either in response to CoC Board requests or on issues raised by Providers Council members. The membership of the Providers Council shall include representatives from homeless/at-risk service providers and other organizations that are actively involved in services that affect homeless/at-risk target groups in Pinellas County. Providers Council members must be either an individual or organizational member of the Continuum of Care and act for the benefit of the homeless/at-risk services system as a whole, and not for individual organizations. The Providers Council members shall establish written policies and procedures for Council membership, size of the Council, operating rules, and the work of the Council not inconsistent with this Charter. These policies and procedures will be brought to the full CoC Board for ratification. The Providers Council shall have at least nine (9) members, and it shall set the maximum number of members itself. The Providers Council Chair has a dedicated seat on the CoC Board and three (3) additional Providers Council members in good standing are appointed by the Providers Council to sit on the CoC Board as Service Experts.

- **Data and System Performance Committee:** Coordinate HMIS data collection, review systems performance measures and review all PIT/HIC/AHAR data. Scan the environment for best practices and innovations and evaluate outcomes of the CoC overall and projects funded under HUD (CoC and ESG Programs). This committee has the authority to establish program subcommittees as appropriate. The committee recommends funding priorities to the CoC Board.
- **Strategic Planning Committee**: This committee shall make recommendations to the full CoC Board for the implementation of a Housing First approach for the homeless system of care in Pinellas County, with a goal of homelessness being rare, brief and non-recurring. This committee focuses on the development of strategic goals and planning for the CoC to provide a sense of direction and outlines measurable goals that will be the guide for driving day-to-day decisions of the CoC Board. Also responsible for developing a means for evaluating progress and changing approaches when moving forward.

- **Point in Time (PIT) Count and Survey Planning Committee**: This committee shall meet on a regular basis to be determined by the committee. It is responsible for the design of the PIT surveys and processes, recruiting/training/deploying of all PIT volunteers and agency surveyors, providing data quality control, evaluating PIT and making changes for the next annual survey.

- **Advocacy Committee**: This committee will develop an annual HLB advocacy agenda to be approved by the Board, advocate on behalf of the Pinellas CoC; and, address any advocacy issues that may arise throughout the year.

- **Diversity, Equity, and Inclusion Committee**: The Diversity, Equity, and Inclusion Committee (DEI) shall provide insight and advice into promoting diversity, equity and inclusion in the CoC. The committee will consider and develop strategies for board consideration that foster greater participation and make the CoC more accommodating and reflective of members from diverse backgrounds, perspectives and abilities. The committee will be aware of and ensure coordination and collaboration of diversity, equity and inclusion efforts throughout the CoC. The board is committed to incorporating the values of diversity, equity and inclusion in the governance and operations of the CoC. These values shall be codified in a DEI policy adopted by the board. The committee shall consist of not less than seven (7) and not more than eleven (11) members.

**Committee Membership**

Committee membership may include any Pinellas CoC member. However, at least one (1) committee member must come from the Pinellas CoC Board. Each committee will set its number and recruit members from the Continuum and larger community. Committee membership will be submitted and approved by the Board on an annual basis.

Each committee has a chair and co-chair, one board member appointed by the board, and one member of the CoC General Body elected by the committee.

**Meetings**

Each Committee will hold meetings at least two (2) times per year. All meetings are open to any interested party, unless noted.

**Quorum**

A majority or 51% of the Committee membership constitute a quorum at all Committee meetings. No business will be conducted unless a quorum is present.
**Decision-Making**

Unless authority is otherwise designated to a Committee, the Pinellas Continuum of Care Committees will make recommendations to the CoC Board for approval.

The Continuum of Care Committee(s) will strive to make decisions through consensus. When consensus is not possible, decisions shall be made by a vote of the majority of members present.

If a Committee recommendation requires a formal decision-making process, there is no proxy voting for Continuum of Care Committees except as noted for general board meetings. Decision-making requires live conversation and active participation from all parties.

**Responsibilities**

The Pinellas Continuum of Care tasks the Pinellas Continuum of Care Committees with specific responsibilities. The responsibilities required by the Pinellas Continuum of Care are outlined in Table 1 of this Governance Charter. Additional responsibilities required by the Continuum of Care are:

- Recruit its members
- Select a chair or co-chairs
- Select a secretary
- Establish its policies and procedures, and provide them to the Pinellas CoC Board
- Record its minutes and attendance, and provide them to the CoC Lead Agency
- Ensure transparency of its process and meetings

**IV. Roles of the Designated Entities**

**Continuum of Care Lead Agency**

The Pinellas Continuum of Care appoints the CoC Lead Agency that will complete designated work tasks assigned by the Pinellas Continuum of Care and will provide meeting support for the Pinellas Continuum of Care Board and committees. The CoC Lead Agency is responsible for working with the Chair to schedule meetings, develop agendas, issuing meeting materials and posting all relevant documents to the Pinellas Continuum of Care website. The CoC Lead Agency will provide recommendations to the Pinellas Continuum of Care Board for its final decisions. All responsibilities are documented in the Pinellas Continuum of Care Lead Agency Memorandum of Understanding.

Designated responsibilities include:

- Establishing performance targets in consultation with recipients/sub-recipients;
- Monitoring recipient/sub-recipient performance;
- Evaluating outcomes for ESG and CoC projects and reporting them to HUD; taking action against poor performers;
- Measuring system performance;
- Administering Coordinated Entry;
- Planning and conducting a Point-in-Time study;
- Conducting an annual gaps analysis of homeless needs and services;
- Participating in the Consolidated Plan;
- Consulting with ESG recipients;
- Keeping abreast of and informing the CoC membership and CoC Board on HEARTH Act Regulations and HUD CoC program requirements.

The designation of the CoC Lead Agency is valid for a maximum of 3 years before the designation must be reviewed and renewed by the Pinellas Continuum of Care. The Pinellas CoC Board will review the performance of the CoC Lead Agency every three years. The review will be based on the roles and responsibilities included in the MOU. The designation may be terminated upon mutual agreement or for cause with a vote of 75% of the CoC membership.

**Collaborative Applicant**

The Continuum of Care designates a legal entity to serve as the Collaborative Applicant. The Collaborative Applicant is responsible for collecting and combining the required application information from all Continuum of Care Program funded projects within the geographic area. The Collaborative Applicant is also responsible for submitting the annual application to HUD for Continuum of Care Program funding and to apply for Continuum of Care Planning dollars. These and any additional responsibilities are documented in the Pinellas Continuum of Care Collaborative Applicant Memorandum of Understanding.

The designation of the Collaborative Applicant is valid for a maximum of 3 years before the designation must be reviewed and renewed by the Pinellas CoC Board. The Collaborative Applicant will submit the HUD Annual Performance Report and HUD Application for CoC Planning dollars to the CoC Board annually. The CoC Board will review the Collaborative Applicant’s performance with the Continuum of Care at a meeting. The designation may be terminated earlier than the 3-year time period upon mutual agreement or for cause with a vote of 75% of the CoC membership.

Before the submission of the annual application to HUD for Continuum of Care Program funding, the Collaborative Applicant must submit a final draft of the application to the Pinellas Continuum of Care for approval. Depending on the timing of the submission to HUD, the Pinellas Continuum of Care Board and Collaborative Applicant will create a timeline for submission to the Pinellas Continuum of Care.

**HMIS Lead Agency**

The Continuum of Care designates a legal entity to serve as the Homeless Management Information System (HMIS) Lead Agency. The HMIS Lead Agency will maintain the community’s HMIS in compliance with HUD standards and coordinate all related activities including training, maintenance and the provision of technical assistance to contributing organizations. Responsibilities required by the Continuum of Care are outlined in Table 1 of this Governance Charter. These and any additional responsibilities are documented in the Pinellas Continuum of Care Homeless Management Information System Lead Agency Memorandum of Understanding. Designated responsibilities include developing an HMIS privacy plan, security plan, and data quality plan.

The designation of the HMIS Lead Agency is valid for a maximum of 3 years before the designation must be reviewed and renewed by the Pinellas Continuum of Care. Each year, the HMIS Lead Agency will submit the HUD Annual Performance Report and HUD Application for HMIS-dedicated grant to the CoC Board. The CoC Board will review the HMIS Lead Agency’s performance with the Continuum of Care.
Care at a meeting. The designation may be terminated earlier than the 3-year time period upon mutual agreement or for cause with a vote of 75% of the CoC membership.

Table 1. Responsibilities of Continuum of Care Entities

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<th>Responsible Party</th>
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<tr>
<td>Establishing CoC</td>
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<tr>
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<td>CoC Governance and Management</td>
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<tr>
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<td>Responsibility Category</td>
<td>Responsibility</td>
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<td>CoC Lead Agency and Point in Time Count and Survey Planning Committee</td>
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<td>Conduct an annual gaps analysis of homeless needs and services</td>
<td>CoC Lead Agency, HMIS Lead Agency and Data and System Performance Committee.</td>
</tr>
<tr>
<td>Plan for the CoC</td>
<td>Consult with ESG Recipients</td>
<td>CoC Lead Agency</td>
</tr>
<tr>
<td>Plan for the CoC</td>
<td>Submit annual application to HUD for Continuum of Care Program funding</td>
<td>Collaborative Applicant and CoC Board</td>
</tr>
<tr>
<td>Plan for the CoC</td>
<td>Approve annual application to HUD for Continuum of Care Program funding</td>
<td>Continuum of Care</td>
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<tr>
<td>Plan for the CoC</td>
<td>Participate in the Consolidated Plan</td>
<td>CoC Lead Agency</td>
</tr>
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</table>

FL-502 – St. Petersburg, Clearwater, Largo/Pinellas County Continuum of Care Governance Charter
Approved 12.6.1901.10.20
V. Reviewing and Updating the Charter

Process for Updating the Charter
At least once every year, the Pinellas Continuum of Care must review this Governance Charter in consultation with the CoC Lead Agency, Collaborative Applicant and HMIS Lead Agency. Members of the Pinellas Continuum of Care, Pinellas Continuum of Care Board, Collaborative Applicant, Lead Agency, or HMIS Lead Agency may make suggestions to the Executive Committee for updating. It is the Collaborative Applicant’s responsibility to review HUD rules, regulations, and guidance and to suggest updates to the Governance Charter. The updates must be presented on the agenda prior to the meeting. Updates to the Governance Charter require a 2/3’s vote of the members of the CoC Board. Housekeeping changes that do not change the content or intent of the charter can be made once a year by the CoC Board.

Review and Updating History - Sample

<table>
<thead>
<tr>
<th>Date Revision Approved</th>
<th>Summary</th>
<th>Summary of Vote</th>
</tr>
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<tbody>
<tr>
<td>January 10, 2020</td>
<td>Section II – Board Membership – added 2 CoC Board seats designated specifically for Housing Authorities. The CoC Board now totals 27 members, 3 of which are Housing Authorities.</td>
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<th>Date Revision Approved</th>
<th>Summary of Actions Taken</th>
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Click Here to Return to Agenda
**Meeting Name:** Pinellas Continuum of Care Board

**Date:** January 10, 2020

**Agenda Item Number:** 9

**Item Title:** CoC Nominating Committee Recommendations

**Name of Staff Member Submitting:** Susan Myers

**Background:**

The Nominating Committee met on 12/19/19 and are recommending the following nominees:

**Business seats:**
There were 3 nominations submitted for the 2 vacant CoC Board Business seats (attached). The Nominating Committee is recommending Chris Koback, Regional Manager for South Oxford Management; also a member of the Bay Area Apartment Association (BAAA), for one of the seats.

The Nominating committee then recommended leaving the second Business seat opened until after the governance transition, in order to seek a nominee who is an influential businessperson.

**Board Officer Nominations:**
Board Chair – Sean King
Vice-Chair – April Lott – pending her re-election as either Providers Council Chair or if not as PC Chair, pending her appointment as a Providers Council Service Expert.
Secretary – Robbin Sotelo-Redd

**Budget Impact (if any):** N/A

**Staff Recommendation**
Approve the Nominating Committee’s recommendations.

**CEO Approval:** Susan Myers, CEO – Approved, 12/27/19
HLB Continuum of Care BOARD MEMBERSHIP NOMINATION FORM

☐ Nominated by Self  Name of Nominating Organization/Individual William Atkinson
Nominee Name William Atkinson  Phone (727) 608-3823
Organization/Company* Associate Recovery Communities
Position/Title * CEO
Address 1270 Rogers St Clearwater Florida 33756
Email Tampabaysoberliving@gmail.com
* If Applicable

Please indicate Membership Category(ies) for Which Nominated:

☑ Business  ☑ Community Leader At Large
☐ Homeless/Formerly Homeless  ☐ Homeless/Formerly Homeless Aged 18-25
☐ Health Care  ☐ Faith-Based

Nominee’s experience related to the Membership Category
I have been working in the substance abuse field since 2008, and running sober living homes since 2011. My company became the first FARR accredited program on the West Coast of Florida in 2013, and since that time we have helped numerous ppl gain stability in their recovery who otherwise would have been homeless.

Nominee’s Expertise that will be beneficial to the Homeless Leadership Board
Substance Abuse Recovery. I have sat on numerous state boards including the Florida Associate of Recovery Residence (FARR) and I am the current vice chairman of the Floridians for Recovery board. I also sit on the St Petersburg College Health and Human Services Board of Advisors.

Nominee’s Interest in the issue of Homelessness in Pinellas County
I am already housing persons suffering from a substance use disorder with housing, and I would like to see how I can continue to help.

Serving on a committee is required. Are you willing to serve on a committee:  ☑ Yes  ☐ No

Is the nominee aware of the time requirements and available? (Monthly Board meetings are on the first Friday each month, 10:00 AM - 12:00 PM.)  ☑ Yes  ☐ No

Please submit to Margaret Priddy, Executive Assistant, 647 First Avenue N, St. Petersburg, FL 33701 or mpriddy@pinellaslab.org.

10/10/19 (Tilled at)
Date of Nomination

HLB Nomination Form

Updated 9/13/2019
HLB BOARD MEMBERSHIP NOMINATION FORM

☑ Nominated by Self  

Name of Nominating Organization/Individual

Nominee Name: Jennifer Henius LCSW
Phone: 727-631-4354

Organization/Company: Celtic Realty

Position/Title: Part Owner and Licensed Realtor

Full Address: 1130 Pinehurst Suite A Dunedin, Fl 34698

Email: SocialWorkYogis@gmail.com

* If Applicable

Please indicate Membership Category(ies) for Which Nominated:

☑ Business

☐ Health Care

☐ Housing Authority

☐ Homeless/formerly homeless

☐ Homeless/Formerly Homeless Aged 18-25

☐ Faith Based

☐ Community Leader At Large

Nominee's experience related to the Membership Category

Ms. Henius is a Pinellas County Business Owner and 2nd generation Realtor of family business Celtic Realty which provides full-service real estate services with a background in healthcare leadership with the Departments of Veteran Affairs where she served a leadership role at VA Central Office.

Nominee's Expertise that will be beneficial to the Homeless Leadership Board

Ms. Henius brings a unique blend of clinical knowledge, skills and experience as well as significant leadership experience in national program execution, coalition building and strategic communications. She is well educated on the psychosocial factors that impact homelessness as a major public health concern.

Nominee's Interest in the issue of Homelessness in Pinellas County

Ms. Henius has a genuine passion for serving her community and had a 15 year career as a dedicated public servant and is seeking new ways to serve her community. Ms. Henius has experience providing support and services the hom

Ms. Henius has recently separated from civil service, joined her family business in Pinellas County after living out

Serving on a committee is required. Are you willing to serve on a committee: ☑ Yes ☐ No

Is the nominee aware of the time requirements and available? (Monthly Board meetings are on the first Friday of each month, 10:00 AM – 12:00 PM) ☑ Yes ☐ No

Please submit to Margi Priddy, 647 First Avenue N, St. Petersburg, FL 33701 or mpriddy@pinellasHLB.org

December 14th 2019

Today's Date
Margaret Priddy

From: Kayleigh H. Sagonowsky <Kayleigh.Sagonowsky@stpete.org>
Sent: Monday, December 16, 2019 4:01 PM
To: 'Jennifer Henius'
Cc: Margaret Priddy
Subject: RE: HLB Nomination for Jennifer Henius

Hi Jennifer,

Thanks for sending this. The HLB has a meeting this Thursday to discuss the vacant seats on the board (business being one of them) where we can discuss your application. I’ll make sure the committee gets a copy of your attachments and you should hear back from the HLB after the meeting.

Thank You,

Kayleigh Sagonowsky
City Council Legislative Aide
Kayleigh.sagonowsky@stpete.org
727-893-7148

From: Jennifer Henius <socialworkyogis@gmail.com>
Sent: Saturday, December 14, 2019 8:12 PM
To: mpriddy@pinellashlb.org; Amy Foster <Amy.Foster@stpete.org>
Subject: HLB Nomination for Jennifer Henius

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Greetings Ms. Priddy and Ms. Foster,

My name is Jennifer Henius, LCSW and I am reaching out you as I understand that the Homeless Leadership Board is accepting Board nominations and I would like to be considered.

I recently separated from federal service in Washington, DC with the Department of Veteran Affairs at Central Office (national headquarters) and returned to my home in Pinellas County where I currently reside in Palm Harbor. I am a new partner in my family owned business Celtic Realty, a full-service real estate brokerage based in Dunedin.

I have a 15 years in progressive leadership roles in public service and a Masters Degree in Social Work with direct experience serving the homeless population here in Pinellas County. I am actively seeking out board opportunities of interest to continue serving may community in new ways. I have a unique background that blends clinical and administrative knowledge, skills and experience that I think will benefit the Board.

I have attached my resume for review along with the nomination form.

Thank you for your consideration.

In service,
Jennifer Henius, LCSW, RYT  
Email: socialworkyogis@gmail.com

Executive Profile:
- Sharp and experienced federal government leader and healthcare administrator in the Veteran and Caregiver milieu with clinical social work background, skilled in developing and implementing major public policy initiatives and creating critical alliances to further organizational goals.
- Over 15 years of medical, clinical and policy skills affecting visionary, strategic and operational execution.
- Experience in senior leadership positions with well-honed facilitation and collaboration skills working in the Department of Defense and Department of Veteran Affairs Interagency Health Portfolio.
- Results oriented, high performer with demonstrated mastery in communications, strategic analysis and project management in highly visible and often politically charged environments.
- Able to thrive in fast paced environments, with attention to details and rapidly adopt to new information, changing conditions and unexpected obstacles.
- Excellent written and verbal communication skills demonstrated by ability to engage all levels of personnel from the Secretary of Veteran Affairs to engaging US Representatives, Veteran Service Organizations and field level stakeholders.
- Recognized as passionate leader in building transformation through collaborative visioning and genuine engagement of others.

Education

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<tr>
<td>Master of Social Work</td>
<td>University of South Florida</td>
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<td>Bachelor of Arts</td>
<td>Human Development, Eckerd College</td>
<td>December 2000</td>
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<td>VA’s Graduate Healthcare Administration Training Program</td>
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<td>June 2008</td>
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<tr>
<td>200 Hour Hatha Yoga Teacher Training</td>
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Professional Experience

Department of Veteran Affairs Central Office
National Caregiver Support Program, Senior Health Systems Specialist  
August 2011-November 2019

- Provided high level executive support to Senior Executive Service (SES) Chief Consultant, Care Management and Social Work Services, and Director, National Caregiver Support Program in the implementation and oversight of Public Law 111-163, Caregivers and Veterans Omnibus Health Services Act of 2010.
- Regularly participated in briefings to Veterans Health Administration Senior Executives to articulate program policy, procedures and issues of concern.
- Routinely provided coverage in the absence of National Director, briefed Secretary of VA in absence of Director on challenges with Caregiver Support Program for decision making.
- Served as lead for national business operations to include budget formulation in excess of $600 million, Human Resources, Contract Acquisition and Oversight, and developed Business Requirements for Information Technology needs resulting in more than $10 million dollars in contract awards.
- Responsible for development of VA’s Annual Report to Congress on behalf of Secretary of VA.
- Lead for congressional correspondence, briefings materials, written hearing testimony and overall preparation for Director, Deputy Director and VA Senior Executives.
• Served as informal team lead and functional supervisor to junior Health System Specialist.
• Represented the Director’s position to internal and external stakeholders on special projects and workgroups including DoD Office of Warrior Care Policy in support of Special Compensation for Assistance with Activities of Daily Living (SCAADL-) DoD’s Military Caregiver Program.
• Formulation of annual budget in excess of $600M and input to operational spend planning and decision making to include analysis of centrally funded services, 500+ centrally funded field positions, and high-profile education/communication services contracts.
• Served as lead and/or participant in multiple interdisciplinary projects aimed at improving program policy, process improvement or resources to enhance and/or streamline operations and improve customer experience.
• Served as Contract Officer Representative for large Strategic Communications contract and provided input and edits to digital products and website content. Oversaw Caregiver Education contract and assisted with content development of VA’s National Caregiver Training Curriculum serving more than 35k Caregivers.
• Regularly conducted presentations to internal and external groups including participation in DoD Recovery Care Coordinator (RCC) Training, AARP Annual Caregiver Outreach Event and other similar outreach related activities.
• Provided guidance and subject matter expertise concerning Program policy and budgetary matters to VHA senior leaders, Veterans Integrated Service Network (VISN) staff and facility field staff.
• Developed the Annual Report to Congress on behalf of Secretary of VA, provides input to views and costing on proposed legislation and routinely participates in Congressional briefings.

Significant Achievements
• 2019 Appointed to serve on the VA/DoD Patronage Act Tiger Team to coordinate implementing DoD’s Morale, Welfare and Recreational benefits to authorized VA Caregiver beneficiaries as directed by congress.
• 2018-2019 Lead Caregiver efforts to improve care coordination for VA’s new Electronic Health Record (Cerner)
• 2017 Developed and coordinated VHA Caregiver Support Program Directive 1152
• 2017 Appointed to serve on interdisciplinary national committee to develop VHA health care services policy for Lesbian, Gay and Bisexual Veterans resulting in National VHA Directive 1340: Provision of Health Care for Veterans who Identify as Lesbian, Gay or Bisexual.
• 2016 Appointed to serve on the VA/DoD Joint Executive Council (JEC), Warrior Care and Coordination Task Force, Programming, Policy and Oversight Tiger Team. This team of joint executive senior leaders provided concrete recommendations to the Deputy Secretary of Veteran Affairs and Under Secretary of the Department of Defense for Personnel and Readiness to better coordinate care and services of transitioning soldiers to include the formulation of an Interagency Care Coordination Committee.
• 2015-2017 Led workgroup to standardize Caregiver Support Decision Service Support workload capture resulting in several published reports by VHA’s Managerial Cost Accounting Office for system wide use enabling the ability for analysis, monitoring and benchmarking.
• 2015-2019 Served as Business Owner Representative across numerous complex IT projects.
• 2015 -2019 Participated in evaluation and selection of Health Services Research & Development’s Quality Enhancement Research Initiative Evaluation Center Proposals. Served as an integral member of the Advisory Board and later Project Manager. Co-authored several peer-reviewed articles with Principal Investigator Courtney Van-Houven PhD Health Economist and team.
VHA, Office of Interagency Health Affairs Washington, DC
Management Analyst

- Provided high level support to Director, VA/DoD Coordination Office and Director, VA/DoD Medical Sharing.
- Served leadership role on Joint Facilities Utilization and Resource Sharing Workgroup (JFURS); a direct report to the VA/DoD Health Executive Council (HEC) co-chaired by the Under Secretary for Health (VA) and the Assistant Secretary of Defense for Health Affairs (DoD).
- Served on the Joint Executive Council (JEC) Construction Planning Committee; a direct report to the Deputy Secretary, (VA) and the Under Secretary of Defense for Personnel & Readiness (OUSD P&R).
- Routinely participated in VHA Senior Executive briefings (Under Secretary for Health, and Deputy under Secretary for Health and Operations Management, VHA Chief Financial Officer) to articulate program policy and procedures.
- Served as liaison to Health Affairs DoD VA Program Coordination Office and VA/DoD Surgeon General Representatives across the Military Services.
- Coordinated interagency meetings, conducted interagency data and policy analysis, facilitated interagency site visits with senior leaders and developed interagency recommendations and after action reports.
- Served as liaison to VISN and VA Medical Center VA/DoD Coordinators to provide policy guidance and assistance to ensure optimization of regional and state medical sharing opportunities.
- Conducted analysis of medical sharing agreements, CONOPs and feasibility studies. Provided internal recommendations for national legislative changes for consideration by VA Senior Executives.
- Supported progress to new and existing Joint Market Opportunity sites of interest as well as existing formalized Joint Ventures.
- Developed VHA Senior Executive briefings and managerial reports (i.e. Issue Briefs, Executive Decision Memos, White Papers).

Significant Achievements

- Improved interagency joint market site selection criteria, enhanced JFURS committee membership and developed value-added site visit procedures.
- Served as VA’s VA/DoD Subject Matter Expert for Joint Capital Planning for the VA’s Strategic Capital Investment Planning Board (SCIP).
- Developed goals and performance measures for inclusion in the VA/DoD Joint Strategic Plan.
- Assisted in facilitating the establishment of the Charleston-Beaufort, SC Joint Venture.
- Participated in Hawaii’s Federal Multi Service Market Requirements Analysis Study with an aim to reduce the federal government.

WJB Dorn VAMC Columbia, SC
Staffer to CEO/Facility Strategic Planner

- This position was a promotion to an advanced level Health Systems Specialist with the increased responsibilities facility strategic planning and coordination with Facilities Management Service.

Significant Achievements

- Worked closely with Facilities Management and Strategic Planning Committee-developed Health Care Center Proposal.
- Co-authored Grant proposal for Referral Management Center resulting in award over $1 Million.
- Served on the State of South Carolina’s OEF/OIF Veterans Policy Academy and Chaired the Data Committee.
- Assisted in preparation of Medical Center Director’s annual FCFI performance evaluation.
- Worked closely with Human Resources and Co-chaired the Workforce Development Committee.
- Served as Critical Evaluator for Root Cause Analysis Teams across the medical center.
Jennifer Henius, LCSW

- Supported high visibility programs on behalf of Medical Center Director: VIP Stakeholder visits, OEF/OIF outreach activities, Women’s Health, Patient Centered Care activities.
- Routinely conducted Environment of Care Rounds with Associate Director, participated in Joint Commission Readiness activities, mock surveys, and actual site visits.

Health Systems Specialist (Staffer to Hospital CEO)

- Prove executive administrative support to the Medical Center Chief Executive Officer and senior executive leadership team to improve effectiveness and efficiency of healthcare operations.
- Conducted special projects on behalf of the CEO utilizing qualitative and quantitative methods.
- Served as a liaison between the senior management team and CEO to assist in the evaluation and resolution of various complex problems and issues of concern. Regularly participated in process improvement projects throughout the hospital and represented the C-Suite on various internal and external committees. Routinely drafted and reviewed various types of controlled correspondence on behalf of the CEO including Congressional correspondence. Developed position papers, business proposals and other significant documents.
- Served as liaison to the Veterans Integrated Service Network, VA Central Office, and Non-Governmental Organizations representing the CEO.
- Served on the Medical Center Executive Leadership Committee chaired by the CEO.
- Coordinated monthly VISN Director site visits to review CEO’s performance score card and report out progress on performance measures.
- Developed CEOs monthly VISN Business meeting presentations.
- Served a leadership role in the implementation of Women’s Health Service, served on Medical center’s Women’s Health Advisory Board. Coauthored outreach grant which was competitively selected for a $35K award.
- Facilitated Fee Consult Management Process Improvement Team chaired by the Chief Operating Officer.

Graduate Healthcare Administration Health Systems Management Trainee

- Mentored by Medical Center CEO in management of healthcare delivery system through structured learning activities and progressively complex leadership assignments.
- Served as liaison to Service Line Directors and Medical Center CEO striving to resolve issues at the lowest level.
- Served as Acting Administrative Officer to the Medical Center Chief of Staff (6 mo)
- Participated on joint senior executive leadership VA/DoD Medical Sharing committee with Fort Jackson Medical Hospital Commander.
- Completed Health Systems Specialist detail at VA Central Office, in the Office of the Deputy Under Secretary for Health and for Operations Management (10N)
- Served on various hospital executive leadership committees (i.e. CEO Morning Report, Leadership Advisory Board, Performance Measure Sub-council, Health Systems Council, Joint Commission Readiness Council, Environment of Care Council).
- Regularly participated on Systems Redesign/process improvement teams throughout the hospital
- Completed GHATP project on strategic Community Based Outpatient Clinic Realignment
- Participated on SOARS Readiness Review Team with VISN Deputy Director
- Participated on a State Veteran’s Community Nursing Home Inspection team
- Served as Root Cause Analysis Critical Evaluator for Patient Safety Program
- Participated in the development of an Enhanced Use Lease project between Veterans Health Administration, Veterans Benefit Administration & private sector developers.
Jennifer Henius, LCSW

- Assisted Education Service leadership team develop local LEAD Program
- Served as Acting Social Work Supervisor in Mental Health and assisted Social Work Chief in assignments typical of an Assistant Chief (i.e. workload evaluation, policy review, position evaluation, strategic planning, and union negotiating)
- Assisted OEF/OIF team with outreach activities, Post Deployment Health Reassessments and provided VA benefit training to Fort Jackson’s Warrior Transition Unit
- Co-chaired SW Systems Redesign National Task Force on web-based discharge solutions to automate the social work discharge process, reduce length of stay, and decrease cost
- Served on VISN 7 Women’s Health Advisory Board
- Served several details to the VISN 7 in support of special projects

Bay Pines VA Healthcare System Bay Pines, FL

**Geriatric Primary Care/Community Hospice Contract Coordinator**

- Served on interdisciplinary team in specialized Geriatric Primary Care clinic
- Case managed high complexity caseload and coordinated VA and non-VA services for Veterans and Caregivers
- Served as Contract Officer Representative for VA Purchased Care Community Home Hospice Program
- Served on the Florida State Steering committee for the Florida Hospice Veteran Partnership (HVP) and co-chaired the Central Florida Region subcommittee
- Served on the board of the Pinellas Partnership for End of Life Care Coalition
- Served as medical center liaison for community hospice agencies and participated on the Hospice Veteran Partnership State Steering Committee as well as local committees and coordinated educational and outreach events
- Served on two National workgroups under VACO leadership related to coordinated community hospice care
- Participated on VISN 8 Hospice Strategic Planning Committee
- Completed Poster Session at Quality & Meaning at the End of Life: Practice, Research & Policy Conference March 4th 2004 and published abstract
- Presented at 2007 National Association of Social Workers (NASW) FL State Conference

Bay Pines VA Healthcare System Bay Pines, FL

**Paid Social Work Student Intern**

Completed rotations in the Substance Abuse Treatment Program, Domestic Violence Intervention Program, Primary Care, General Medicine, and Center for Sexual Trauma. Specific responsibilities included conducting biopsychosocial assessments, individual, family and group counseling, case management, crisis intervention, advance directive education and counseling, discharge planning, benefit assistance, coordination of community resources, and close coordination with primary care physicians, ER physicians and psychiatrists in coordinating care as part of valued interdisciplinary team member

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### Specialized Training/Licensure

- Licensed Clinical Social Worker in State of Florida # SW8531
- Booz Allen Hamilton Performance Metric Development Training
- Contract Officer Technical Representative Certificate
- Completed VHA Mentor Training and Certification
- Graduate Healthcare Administration Training Program Alumni

### Publications

1. Van Hournen CH, Smith V, Stechuchak K, Shepherd-Barrigan M, Hastings SN, Maciejewski M,


**HLB BOARD MEMBERSHIP NOMINATION FORM**

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<thead>
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<th>Name of Nominating Organization/Individual</th>
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<td>Christopher Koback</td>
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<thead>
<tr>
<th>Organization/Company</th>
<th>Position/Title</th>
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<tr>
<td>South Oxford Management</td>
<td>Regional Manager</td>
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<th>Email</th>
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<td><a href="mailto:ckoback@somliving.com">ckoback@somliving.com</a></td>
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*If Applicable*

Please indicate Membership Category(ies) for Which Nominated:

- [ ] Business
- [ ] Health Care
- [ ] Housing Authority
- [ ] Homeless/formerly homeless
- [ ] Homeless/Formerly Homeless Aged 18-25
- [ ] Faith Based
- [ ] Community Leader At Large

Nominee’s experience related to the Membership Category

I am the regional property manager for Sienna Bay, a 276 unit apartment community in St. Petersburg.

Nominee’s Expertise that will be beneficial to the Homeless Leadership Board

I am the current president of the Bay Area Apartment Association (BAAA). BAAA represents over 188,000 units or 880 apartment communities, 260 supplier/vendor members and 150 property management groups. I have served on the board of directors for 10+ years in different roles including as a director, secretary, treasurer and vice president and current president.

Nominee’s Interest in the issue of Homelessness in Pinellas County

I have been in the multi-family industry for over 30+ years and have a passion for providing a home for everyone regardless of their background, financial situation or other factors. Everyone deserves a roof over their head and a place to call home. I believe a representative with my background in the multi-family industry can play an important role on the Leadership Board.

Serving on a committee is required. Are you willing to serve on a committee: [ ] Yes [ ] No

Is the nominee aware of the time requirements and available? (Monthly Board meetings are on the first Friday of each month, 10:00 AM – 12:00 PM) [ ] Yes [ ] No

Please submit to Margi Priddy, 647 First Avenue N, St. Petersburg, Fl 33701 or mpriddy@pinellasHLB.org

12/18/19

Today’s Date
Christopher Koback · 3rd
Regional Manager at South Oxford Management LLC
Tampa/St. Petersburg, Florida Area · 500+ connections

Activity
2,227 followers

This is stunning: Weidner Apartment Homes suspends use of Facebook for marketing its properties. Here is what happened: https://lnkd.in/etXrBEb #multifamily #realestate...
Christopher shared this
6 Reactions · 2 Comments

Experience
Bay Area Apartment Association
9 yrs 6 mos

President
Jan 2018 – Present · 2 yrs
Tampa/St. Petersburg, Florida Area
Vice President
Jan 2016 – Dec 2017 · 2 yrs

Treasurer
Jan 2013 – Dec 2015 · 3 yrs

Secretary
Jan 2012 – Dec 2013 · 2 yrs

Regional Manager
South Oxford Management LLC
Jan 2017 – Present · 3 yrs
Tampa/St. Petersburg, Florida Area
Christopher Koback joined South Oxford Management, the new management division of Beachwold Residential. Current responsibilities include the oversight of six conventional communities located in the Tampa Bay market. Prior to joining South Oxford Management, Christopher was a regional manager with Weller Management where his responsibilities included the oversight of a ...see more

Regional Manager
Weller Residential
Feb 2014 – Oct 2016 · 2 yrs 9 mos
Tampa/St. Petersburg, Florida Area
Christopher Koback joined Weller Management, a new division of Weller Residential, to assist with third party operations. Current responsibilities include the oversight of a $6 million re-positioning of a troubled St. Petersburg asset in addition to helping attract new business/clients, financial reporting, market analysis and plans, operating budgets and development of new corpor ...see more

Regional Manager
Westwind Property Management
Mar 2013 – Dec 2013 · 10 mos

Regional Manager
Blackhawk Realty Management LLC
Feb 2009 – Mar 2013 · 4 yrs 2 mos
Pinellas Continuum of Care Membership Application  
Pinellas County, Florida

MISSION STATEMENT: The mission of the Pinellas Continuum of Care 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.

Organization/Agency (if applicable) City of St. Petersburg, Florida

<table>
<thead>
<tr>
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<th>First Name</th>
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Primary Member: City Council will appoint membership designated by the City Council Chair and affirmed by City Council in January

<table>
<thead>
<tr>
<th>Address</th>
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<th>State</th>
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</thead>
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<table>
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<tr>
<th>Email</th>
<th>Phone</th>
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Website (if applicable) www.stpete.org

Designee

<table>
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<th>Last Name</th>
<th>First Name</th>
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</table>

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</table>

Membership is January 1 – December 31

- [ ] Individual $30 Annual Fee (voting member)
- [ ] Organization/Agency $100 Annual Fee (voting member)
- [ ] Individual Non-Voting (no annual fee)
- [✓] Government (no annual fee)
- [ ] Homeless/Formerly Homeless (voting member, no annual fee)

Dues must be submitted with application

A voting membership allows you to vote on the Continuum of Care Board representatives. Multiple members from the same entity must designate one voting member and one designee. Membership will be updated on an annual basis. Members are expected to attend general meetings. Meeting attendance is documented for community and county collaborative grant efforts.

Are you willing to volunteer in our annual Point in Time (PIT) count?  
[✓] Yes  [ ] No

If you need to submit a hard copy application, please fill out and mail to:

Homeless Leadership Board  
647 First Avenue North  
St. Petersburg, FL 33701

Signature  
Robert Gerdes, Neighborhood Affairs Administrator

Printed Name  
PLEASE COMPLETE NEXT PAGE
Additional Categories Requested to meet HUD requirements:

☐ Homeless  ☐ Formerly Homeless  ☐ Other ________________

If Public Sector:

☐ Law Enforcement/Corrections  ☑ Local Government
☐ Local Workforce Investment Act Board  ☐ Public Housing Agency
☐ School System/University  ☐ State/Government Agency
☐ Other ________________

Subpopulations Served:

☐ Seriously Mentally Ill  ☐ Veterans
☐ Domestic Violence  ☐ Unaccompanied Youth (Ages 18-24)
☐ Substance Abuse  ☐ HIV/AIDS
☐ Children (Under Age 18)

Housing Bed Types Provided (if applicable):

☐ Emergency Shelter  ☐ Transitional Housing
☐ Rapid Rehousing  ☐ Permanent Supportive Housing

PLEASE SUBMIT PAYMENT BY CLICKING ON THE LINK BELOW

Click Here for Payment

Please email your completed form to Margi Priddy: mpriddy@pinellaslb.org
Response Detail
Person's Name - First Name: Jacqueline
Person's Name - Last Name: Azis
Address - Address Line 1: 206 29th Ave. N
Address - Address Line 2: Saint Petersburg
Address - City: FL
Address - State: 33704
Phone Number: (727) 310-8910
Email: jazis@adlff.org
Membership Amount - Individual Non-Voting: Checked - $0.00
Total Amount: 0
Created At: 12/26/2019 4:12 PM

American Civil Liberties Union of FL Employee

Non-voting Individual
MISSION STATEMENT: The mission of the Pinellas Continuum of Care 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.

Organization (if applicable)  INTERCULTURAL ADVOCACY INSTITUTE, INC.
Website (if applicable)  www.hispanicoutreachcenter.org

Last Name  Boland  First Name  Jaclyn
Address  612 Franklin St
City  Clearwater  State  FL  Zip  33756
Email  jboland@hispanicoutreachcenter.org  Phone (727) 445-9734

☑ Individual $30 Annual Fee (voting member) ☑ Agency $100 Annual Fee (voting member)
☐ Individual Non-Voting (no annual fee) ☐ Agency Non-voting (no annual fee)
☐ Homeless/Formerly Homeless (voting member, no annual fee)

Dues must be submitted with application

A voting membership allows you to vote on the Continuum of Care Board representatives. Multiple members from the same agency must designate one voting member and one designee. Membership will be updated on an annual basis. Members are expected to attend general meetings. Meeting attendance is documented for community and county collaborative grant efforts.

Are you willing to volunteer in our annual Point in Time (PIT) count?  ☑ Yes  ☐ No

If you need to submit a hard copy application, please fill out and mail to:

Homeless Leadership Board
647 First Avenue North
St. Petersburg, FL 33701

Signature
Jaclyn M. Boland.

Printed Name
Date

PLEASE COMPLETE NEXT PAGE
Additional Categories Requested to meet HUD requirements:

- [ ] Homeless
- [ ] Formerly Homeless
- [ ] Other ______________

If Public Sector:

- [ ] Law Enforcement/Corrections
- [ ] Local Government
- [ ] Local Workforce Investment Act Board
- [ ] Public Housing Agency
- [ ] School System/University
- [ ] State/Government Agency
- [ ] Other ______________

Subpopulations Served:

- [ ] Seriously Mentally Ill
- [ ] Veterans
- [x] Domestic Violence
- [ ] Unaccompanied Youth (Ages 18-24)
- [ ] Substance Abuse
- [ ] HIV/AIDS
- [x] Children (Under Age 18)

Housing Bed Types Provided (if applicable):

- [ ] Emergency Shelter
- [ ] Transitional Housing
- [ ] Rapid Rehousing
- [ ] Permanent Supportive Housing

PLEASE SUBMIT PAYMENT BY CLICKING ON THE LINK BELOW

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Please email your completed form to Margi Priddy: mpriddy@pinellaslh.org
Pinellas Continuum of Care Membership Application

Pinellas County, Florida

MISSION STATEMENT: The mission of the Pinellas Continuum of Care 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.

Organization (if applicable) PEMHS
Website (if applicable) PEMHS.org

Last Name Covington
First Name Courtney
Address 1614 Palm Way
City Largo
State FL
Zip 33771
Email ccovington@pemhs.org
Phone (727) 362-4289

☐ Individual $30 Annual Fee (voting member)
☐ Individual Non-Voting (no annual fee)
☐ Homeless/Formerly Homeless (voting member, no annual fee)

☑ Agency $100 Annual Fee (voting member)
☐ Agency Non-voting (no annual fee)

Dues must be submitted with application

A voting membership allows you to vote on the Continuum of Care Board representatives. Multiple members from the same agency must designate one voting member and one designee. Membership will be updated on an annual basis. Members are expected to attend general meetings. Meeting attendance is documented for community and county collaborative grant efforts.

Are you willing to volunteer in our annual Point in Time (PIT) count? ☑ Yes ☐ No

If you need to submit a hard copy application, please fill out and mail to:

Homeless Leadership Board
647 First Avenue North
St. Petersburg, Fl. 33701

Signature
Courtney Covington

Printed Name
Date 11/7/19

PLEASE COMPLETE NEXT PAGE
Additional Categories Requested to meet HUD requirements:

☐ Homeless  ☐ Formerly Homeless  ☐ Other _______________________

If Public Sector:

☐ Law Enforcement/Corrections
☐ Local Government
☐ Local Workforce Investment Act Board
☐ Public Housing Agency
☐ School System/University
☐ State/Government Agency
☐ Other _______________________

Subpopulations Served:

☑ Seriously Mentally ill
☑ Veterans
☑ Domestic Violence
☑ Unaccompanied Youth (Ages 18-24)
☑ Substance Abuse
☑ HIV/AIDS
☑ Children (Under Age 18)

Housing Bed Types Provided (if applicable):

☐ Emergency Shelter
☐ Transitional Housing
☐ Rapid Rehousing
☑ Permanent Supportive Housing

PLEASE SUBMIT PAYMENT BY CLICKING ON THE LINK BELOW

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Please email your completed form to Margi Priddy: mpriddy@pinellashlb.org
**Pinellas Continuum of Care Membership Application**

**Pinellas County, Florida**

**MISSION STATEMENT:** The mission of the Pinellas Continuum of Care 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

| Organization (if applicable) |
| Website (if applicable) |
| Last Name | Cuthbertson | First Name | Lottie |
| Address | 4534 21st Avenue South |
| City | St. Petersburg | State | Florida | Zip | 33711 |
| Email | Lottie.cuthbertson@gmail.com |
| Phone | (727) 804-3753 |

✓ Individual $30 Annual Fee (voting member) □ Agency $100 Annual Fee (voting member)

□ Individual Non-Voting (no annual fee) □ Agency Non-voting (no annual fee)

□ Homeless/Formerly Homeless (voting member, no annual fee)

*Dues must be submitted with application*

A voting membership allows you to vote on the Continuum of Care Board representatives. Multiple members from the same agency must designate one voting member and one designee. Membership will be updated on an annual basis. Members are expected to attend general meetings. Meeting attendance is documented for community and county collaborative grant efforts.

Are you willing to volunteer in our annual Point in Time (PIT) count?✓ Yes □ No

If you need to submit a hard copy application, please fill out and mail to:

Homeless Leadership Board
647 First Avenue North
St. Petersburg, FL 33701

Lottie Cuthbertson

Signature
Lottie Cuthbertson

Printed Name

Date 11/20/19

PLEASE COMPLETE NEXT PAGE
Additional Categories Requested to meet HUD requirements:

☐ Homeless       ☐ Formerly Homeless       ☐ Other ________________

If Public Sector:

☐ Law Enforcement/Corrections
☐ Local Government
☐ Local Workforce Investment Act Board
☐ Public Housing Agency
☐ School System/University
☐ State/Government Agency
☐ Other __________________

Subpopulations Served:

☐ Seriously Mentally Ill
☐ Veterans
☐ Domestic Violence
☐ Unaccompanied Youth (Ages 18-24)
☐ Substance Abuse
☐ HIV/AIDS
☐ Children (Under Age 18)

Housing Bed Types Provided (if applicable):

☐ Emergency Shelter
☐ Transitional Housing
☐ Rapid Rehousing
☐ Permanent Supportive Housing

If Private Sector:

☐ Business
☐ Faith-Based Organization
☐ Private Funder
☐ Hospital/Medical Representative
☐ Non-Profit Organization
☐ Other Pinecrest Park Church of Christ

PLEASE SUBMIT PAYMENT BY CLICKING ON THE LINK BELOW

Click Here For Payment

Please email your completed form to Marqi Priddy:
### Pinellas Continuum of Care Membership Application
### Pinellas County, Florida

**MISSION STATEMENT:** The mission of the Pinellas Continuum of Care 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.

<table>
<thead>
<tr>
<th>Organization/Agency (if applicable)</th>
<th>City of Clearwater</th>
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<tr>
<td><strong>Primary Member:</strong></td>
<td></td>
</tr>
<tr>
<td>Last Name</td>
<td>Cundiff</td>
</tr>
<tr>
<td>First Name</td>
<td>Robert</td>
</tr>
<tr>
<td>Address</td>
<td>600 Cleveland Street, Suite 600</td>
</tr>
<tr>
<td>City</td>
<td>Clearwater</td>
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<td>33755</td>
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<tr>
<td>Email</td>
<td><a href="mailto:bob.cundiff@myclearwater.com">bob.cundiff@myclearwater.com</a></td>
</tr>
<tr>
<td>Phone</td>
<td>727-562-4050</td>
</tr>
<tr>
<td><strong>Website (if applicable)</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Designee</strong></td>
<td></td>
</tr>
<tr>
<td>Last Name</td>
<td></td>
</tr>
<tr>
<td>First Name</td>
<td></td>
</tr>
<tr>
<td>Email</td>
<td></td>
</tr>
<tr>
<td>Phone</td>
<td></td>
</tr>
</tbody>
</table>

Membership is January 1 – December 31

- [ ] Individual $30 Annual Fee (voting member)
- [x] Organization/Agency $100 Annual Fee (voting member)
- [ ] Individual Non-Voting (no annual fee)
- [x] Government (no annual fee)
- [ ] Homeless/Formerly Homeless (voting member, no annual fee)

**Dues must be submitted with application**

A voting membership allows you to vote on the Continuum of Care Board representatives. **Multiple members from the same entity must designate one voting member and one designee.** Membership will be updated on an annual basis. Members are expected to attend general meetings. Meeting attendance is documented for community and county collaborative grant efforts.

- [x] Are you willing to volunteer in our annual Point in Time (PIT) count?
- [ ] Yes
- [ ] No

If you need to submit a hard copy application, please fill out and mail to:

Homeless Leadership Board  
647 First Avenue North  
St. Petersburg, FL 33701

Signature: [Signature]

Printed Name: [Robert Dr. Bob Cundiff]

Date: [Date]

PLEASE COMPLETE NEXT PAGE

CoC 1.20.20 Board Meeting Page 95
Additional Categories Requested to meet HUD requirements:

- [ ] Homeless
- [ ] Formerly Homeless
- [ ] Other ______________________

If Public Sector:

- [ ] Law Enforcement/Corrections
- [X] Local Government
- [ ] Local Workforce Investment Act Board
- [ ] Public Housing Agency
- [ ] School System/University
- [ ] State/Government Agency
- [ ] Other ______________________

Subpopulations Served:

- [ ] Seriously Mentally Ill
- [ ] Veterans
- [ ] Domestic Violence
- [ ] Unaccompanied Youth (Ages 18-24)
- [ ] Substance Abuse
- [ ] HIV/AIDS
- [ ] Children (Under Age 18)

Housing Bed Types Provided (if applicable):

- [ ] Emergency Shelter
- [ ] Transitional Housing
- [ ] Rapid Rehousing
- [ ] Permanent Supportive Housing

PLEASE SUBMIT PAYMENT BY CLICKING ON THE LINK BELOW

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Please email your completed form to Margi Priddy: mpriddy@pinellaslhb.org
Pinellas Continuum of Care Membership Application

Mission Statement: The mission of the Pinellas Continuum of Care 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.

Organization (if applicable)

Website (if applicable)

Last Name: Davis
First Name: Lauren

Address: 2336 2nd Ave South
City: St. Petersburg
State: FL
Zip: 33712
Email: ledavis0888@gmail.com
Phone: (941) 284-0417

- [ ] Individual $30 Annual Fee (voting member)
- [ ] Agency $100 Annual Fee (voting member)
- [ ] Individual Non-Voting (no annual fee)
- [ ] Agency Non-voting (no annual fee)
- [ ] Homeless/Formerly Homeless (voting member, no annual fee)

Dues must be submitted with application

A voting membership allows you to vote on the Continuum of Care Board representatives. Multiple members from the same agency must designate one voting member and one designee. Membership will be updated on an annual basis. Members are expected to attend general meetings. Meeting attendance is documented for community and county collaborative grant efforts.

Are you willing to volunteer in our annual Point in Time (PIT) count? [ ] Yes [ ] No

If you need to submit a hard copy application, please fill out and mail to:

Homeless Leadership Board
647 First Avenue North
St. Petersburg, FL 33701

Lauren Davis
Signature
Lauren Davis
Printed Name
Date: 11/7/19

PLEASE COMPLETE NEXT PAGE
Additional Categories Requested to meet HUD requirements:

☐ Homeless ☐ Formerly Homeless ☐ Other ______________________

If Public Sector:

☐ Law Enforcement/Corrections
☐ Local Government
☐ Local Workforce Investment Act Board
☐ Public Housing Agency
☐ School System/University
☐ State/Government Agency
☐ Other ______________________

Subpopulations Served:

☐ Seriously Mentally Ill
☐ Veterans
☐ Domestic Violence
☐ Unaccompanied Youth (Ages 18-24)
☐ Substance Abuse
☐ HIV/AIDS
☐ Children (Under Age 18)

Housing Bed Types Provided (if applicable):

☐ Emergency Shelter
☐ Transitional Housing
☐ Rapid Rehousing
☐ Permanent Supportive Housing

PLEASE SUBMIT PAYMENT BY CLICKING ON THE LINK BELOW

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Please email your completed form to Margi Priddy: mpriddy@pinellashlb.org
Pinellas Continuum of Care Membership Application

Pinellas County, Florida

MISSION STATEMENT: The mission of the Pinellas Continuum of Care 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

Organization (if applicable) WestCare Gulfcoast FL Inc
Website (if applicable) www.westcare.com

Last Name Dates First Name James
Address 8800 49th St N
City Pinellas Park State FL Zip 33782 Phone (727) 490-6768
Email james.dates@westcare.com

☐ Individual $30 Annual Fee (voting member) ☑ Agency $100 Annual Fee (voting member)
☐ Individual Non-Voting (no annual fee) ☐ Agency Non-voting (no annual fee)
☐ Homeless/Formerly Homeless (voting member, no annual fee)

Dues must be submitted with application

A voting membership allows you to vote on the Continuum of Care Board representatives. Multiple members from the same agency must designate one voting member and one designee. Membership will be updated on an annual basis. Members are expected to attend general meetings. Meeting attendance is documented for community and county collaborative grant efforts.

Are you willing to volunteer in our annual Point in Time (PIT) count? ☐ Yes ☑ No

If you need to submit a hard copy application, please fill out and mail to:

Homeless Leadership Board
647 First Avenue North
St. Petersburg, FL 33701

Signature
James A Dates

Printed Name

Date 10/25/19

PLEASE COMPLETE NEXT PAGE
Additional Categories Requested to meet HUD requirements:

☐ Homeless       ☐ Formerly Homeless       ☐ Other ______________________

If Public Sector:

☐ Law Enforcement/Corrections
☐ Local Government
☐ Local Workforce Investment Act Board
☐ Public Housing Agency
☐ School System/University
☐ State/Government Agency
☐ Other ______________________

Subpopulations Served:

☐ Seriously Mentally Ill
☑ Veterans
☐ Domestic Violence
☐ Unaccompanied Youth (Ages 18-24)
☑ Substance Abuse
☐ HIV/AIDS
☐ Children (Under Age 18)

Housing Bed Types Provided (if applicable):

☑ Emergency Shelter
☑ Transitional Housing
☑ Rapid Rehousing
☐ Permanent Supportive Housing

PLEASE SUBMIT PAYMENT BY CLICKING ON THE LINK BELOW

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Please email your completed form to Margi Priddy: mpriddy@pinellaslhb.org
Pinellas Continuum of Care Membership Application

Pinellas County, Florida

MISSION STATEMENT: The mission of the Pinellas Continuum of Care 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

Organization (if applicable) Family Resources, Inc
Website (if applicable) https://familyresourcesinc.org/
Last Name Davis
First Name Lisa
Address 5180 62nd Avenue North
City Pinellas Park
State FL
Zip 33781
Phone (727) 521-5202

☐ Individual $30 Annual Fee (voting member) ☑ Agency $100 Annual Fee (voting member)
☐ Individual Non-Voting (no annual fee) ☐ Agency Non-voting (no annual fee)
☐ Homeless/Formerly Homeless (voting member, no annual fee)

Dues must be submitted with application

A voting membership allows you to vote on the Continuum of Care Board representatives. Multiple members from the same agency must designate one voting member and one designee. Membership will be updated on an annual basis. Members are expected to attend general meetings. Meeting attendance is documented for community and county collaborative grant efforts.

Are you willing to volunteer in our annual Point in Time (PIT) count? ☑ Yes ☐ No

If you need to submit a hard copy application, please fill out and mail to:

Homeless Leadership Board
647 First Avenue North
St. Petersburg, FL 33701

Signature
Lisa M. Davis, Ph.D.

Printed Name

Date 11/15/19

PLEASE COMPLETE NEXT PAGE
Additional Categories Requested to meet HUD requirements:

☐ Homeless  ☐ Formerly Homeless  ☐ Other ________________________

If Public Sector:

☐ Law Enforcement/Corrections  ☐ Local Government
☐ Local Workforce Investment Act Board  ☐ Public Housing Agency
☐ School System/University  ☐ State/Government Agency
☐ Other ________________________

Subpopulations Served:

☐ Seriously Mentally Ill  ☐ Veterans
☐ Domestic Violence  ☐ Unaccompanied Youth (Ages 18-24)
☐ Substance Abuse  ☐ HIV/AIDS
☐ Children (Under Age 18)

Housing Bed Types Provided (if applicable):

☑ Emergency Shelter  ☐ Transitional Housing
☐ Rapid Rehousing  ☐ Permanent Supportive Housing

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Please email your completed form to Margi Priddy: mpriddy@pinellashlb.org
Pinellas Continuum of Care Membership Application

Pinellas County, Florida

MISSION STATEMENT: The mission of the Pinellas Continuum of Care 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.

Organization (if applicable)  RCS Pinellas
Website (if applicable)  www.rcspinellas.org

Last Name  Dufva  First Name  Mark
Address  1552 S. Myrtle Ave.
City  Clearwater  State  FL  Zip  33756
Email  mark.dufva@rcspinellas.org  Phone  727-542-5859

☐ Individual $30 Annual Fee (voting member)
☐ Individual Non-Voting (no annual fee)
☐ Homeless/Formerly Homeless (voting member, no annual fee)

☐ Agency $100 Annual Fee (voting member)
☐ Agency Non-voting (no annual fee)

Dues must be submitted with application

A voting membership allows you to vote on the Continuum of Care Board representatives. Multiple members from the same agency must designate one voting member and one designee. Membership will be updated on an annual basis. Members are expected to attend general meetings. Meeting attendance is documented for community and county collaborative grant efforts.

Are you willing to volunteer in our annual Point in Time (PIT) count?  Yes  ☑ No

If you need to submit a hard copy application, please fill out and mail to:

Homeless Leadership Board
647 First Avenue North
St. Petersburg, FL  33701

Signature
Mark Dufva
Printed Name

Date  10/31/19

PLEASE COMPLETE NEXT PAGE
Additional Categories Requested to meet HUD requirements:

☐ Homeless  ☐ Formerly Homeless  ☑ Other non-profit executive

If Public Sector:

☐ Law Enforcement/Corrections
☐ Local Government
☐ Local Workforce Investment Act Board
☐ Public Housing Agency
☐ School System/University
☐ State/Government Agency
☐ Other

If Private Sector:

☐ Business
☐ Faith-Based Organization
☐ Funder Advocacy Group
☐ Hospital/Medical Representative
☐ Non-Profit Organization
☐ Other

Subpopulations Served:

☑ Seriously Mentally Ill
☑ Veterans
☑ Domestic Violence
☐ Unaccompanied Youth (Ages 18-24)
☐ Substance Abuse
☐ HIV/AIDS
☑ Children (Under Age 18)

Housing Bed Types Provided (if applicable):

☑ Emergency Shelter
☐ Transitional Housing
☐ Rapid Rehousing
☑ Permanent Supportive Housing

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Please email your completed form to Margi Priddy: mpriddy@pinellaslb.org
Pinellas Continuum of Care Membership Application

Pinellas County, Florida

MISSION STATEMENT: The mission of the Pinellas Continuum of Care 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.

Organization (if applicable)  Community Action Stops Abuse, Inc. (CASA)
Website (if applicable)  https://www.casa-stpete.org/
Last Name  Forsythe  First Name  Lariana
Address  P.O. Box 414
City  St. Petersburg  State  FL  Zip  33731-0414
Email  lforsythe@casa-stpete.org  Phone  (727) 270-5841

☐ Individual $30 Annual Fee (voting member)  ☑ Agency $100 Annual Fee (voting member)
☐ Individual Non-Voting (no annual fee)  ☐ Agency Non-voting (no annual fee)
☐ Homeless/Formerly Homeless (voting member, no annual fee)

Dues must be submitted with application

A voting membership allows you to vote on the Continuum of Care Board representatives. Multiple members from the same agency must designate one voting member and one designee. Membership will be updated on an annual basis. Members are expected to attend general meetings. Meeting attendance is documented for community and county collaborative grant efforts.

Are you willing to volunteer in our annual Point in Time (PIT) count?  ☑ Yes  ☐ No

If you need to submit a hard copy application, please fill out and mail to:

Homeless Leadership Board
647 First Avenue North
St. Petersburg, FL 33701

Signature  
Lariana Forsythe, Chief Executive Officer

Printed Name
Date  10/18/19

PLEASE COMPLETE NEXT PAGE
Additional Categories Requested to meet HUD requirements:

☐ Homeless  ☐ Formerly Homeless  ☐ Other __________________________

If Public Sector:

☐ Law Enforcement/Corrections
☐ Local Government
☐ Local Workforce Investment Act Board
☐ Public Housing Agency
☐ School System/University
☐ State/Government Agency
☐ Other __________________________

If Private Sector:

☐ Business
☐ Faith-Based Organization
☐ Funder Advocacy Group
☐ Hospital/Medical Representative
☐ Non-Profit Organization
☐ Other __________________________

Subpopulations Served:

☐ Seriously Mentally Ill
☐ Veterans
☐ Domestic Violence
☐ Unaccompanied Youth (Ages 18-24)
☐ Substance Abuse
☐ HIV/AIDS
☐ Children (Under Age 18)

Housing Bed Types Provided (if applicable):

☑ Emergency Shelter
☐ Transitional Housing
☑ Rapid Rehousing
☐ Permanent Supportive Housing

PLEASE SUBMIT PAYMENT BY CLICKING ON THE LINK BELOW

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Please email your completed form to Margi Priddy: mpriddy@pinellashlb.org
Primary Member Name: Jill Hensley

Organization (if applicable):

Address: 11088 112th st n, Largo, FL 33778 United States

Email: Jbeanma@gmail.com

Phone: (727) 325-3955

Designee Name: Jill Hensley

Designee Email: Jbeanma@gmail.com

Designee Phone: (727) 325-3955

Please select: Homeless/Formerly Homeless (voting member, no annual fee)

Please select: No

Additional Categories Requested to Meet HUD Requirements: Doesn't Apply

If other, please specify:

If Public Sector:: Not Public Sector

If Other, Please Specify:

If Public Sector, Subpopulations Served:: Doesn't Apply

Housing Bed Types Provided (if applicable):: N/A

If Private Sector:: Doesn't Apply

If Other, Please Specify:

Please provide your name below as electronic signature:: Jill Hensley

Date: 12/23/2019

(Sent via Pinellas Homeless Leadership Board)
Pinellas Continuum of Care Membership Application

Pinellas County, Florida

MISSION STATEMENT: The mission of the Pinellas Continuum of Care 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.

Organization (if applicable)  Directions for Living

Website (if applicable)  www.directionsforliving.org

Last Name  Lott  First Name  April

Address  1437 S. Belcher Road

City  Clearwater  State FL  Zip  33764

Email  alott@directionsforliving.org  Phone  (727) 524-4464

☐ Individual $30 Annual Fee (voting member)  ☑ Agency $100 Annual Fee (voting member)
☐ Individual Non-Voting (no annual fee)  ☐ Agency Non-voting (no annual fee)
☐ Homeless/Formerly Homeless (voting member, no annual fee)

*Dues must be submitted with application*

A voting membership allows you to vote on the Continuum of Care Board representatives. Multiple members from the same agency must designate one voting member and one designee. Membership will be updated on an annual basis. Members are expected to attend general meetings. Meeting attendance is documented for community and county collaborative grant efforts.

Are you willing to volunteer in our annual Point in Time (PIT) count?  ☐ Yes  ☐ No

If you need to submit a hard copy application, please fill out and mail to:

Homeless Leadership Board
647 First Avenue North
St. Petersburg, FL  33701

April Lott

Signature  April Lott

Printed Name

Date  11/15/19

PLEASE COMPLETE NEXT PAGE
Additional Categories Requested to meet HUD requirements:

☐ Homeless       ☐ Formerly Homeless       ☐ Other ______________________

If Public Sector:

☐ Law Enforcement/Corrections
☐ Local Government
☐ Local Workforce Investment Act Board
☐ Public Housing Agency
☐ School System/University
☐ State/Government Agency
☐ Other ______________________

Subpopulations Served:

☐ Seriously Mentally Ill
☐ Veterans
☐ Domestic Violence
☐ Unaccompanied Youth (Ages 18-24)
☐ Substance Abuse
☐ HIV/AIDS
☐ Children (Under Age 18)

Housing Bed Types Provided (if applicable):

☐ Emergency Shelter
☐ Transitional Housing
☐ Rapid Rehousing
☐ Permanent Supportive Housing

PLEASE SUBMIT PAYMENT BY CLICKING ON THE LINK BELOW

Click Here For Payment

Please email your completed form to Margi Priddy: mpriddy@pinellashlb.org
<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
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</thead>
<tbody>
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<td>Person's Name - First Name</td>
<td>Caitlin</td>
</tr>
<tr>
<td>Person's Name - Last Name</td>
<td>Mongon</td>
</tr>
<tr>
<td>Address - Address Line 1</td>
<td>Box 1460</td>
</tr>
<tr>
<td>Address - Address Line 2</td>
<td>4200 54th Avenue South</td>
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<tr>
<td>Address - State</td>
<td>FL</td>
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<tr>
<td>Address - Zip</td>
<td>33711</td>
</tr>
<tr>
<td>Phone Number</td>
<td>(904) 806-4770</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:cemongon@eckerd.edu">cemongon@eckerd.edu</a></td>
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The document indicates that there is a non-voting individual named Caitlin Mongon. There is an handwritten note stating "no application yet."
Pinellas Continuum of Care Membership Application

Pinellas County, Florida

MISSION STATEMENT: The mission of the Pinellas Continuum of Care 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

Organization (if applicable)

Website (if applicable)

Last Name MONROE
First Name KORI

Address PO BOX 15421

City ST PETERSBURG
State FL
Zip 33733

Email KMONROE@IROKCS.COM

Phone (727) 434-1828

Individual $30 Annual Fee (voting member)
Individual Non-Voting (no annual fee)
Homeless/Formerly Homeless (voting member, no annual fee)

Agency $100 Annual Fee (voting member)

Agency Non-voting (no annual fee)

Dues must be submitted with application

A voting membership allows you to vote on the Continuum of Care Board representatives. Multiple members from the same agency must designate one voting member and one designee. Membership will be updated on an annual basis. Members are expected to attend general meetings. Meeting attendance is documented for community and county collaborative grant efforts.

Are you willing to volunteer in our annual Point in Time (PIT) count? Yes No

If you need to submit a hard copy application, please fill out and mail to:

Homeless Leadership Board
647 First Avenue North
St. Petersburg, FL 33701

Signature
KORI MONROE

Printed Name

Date 11/19/19

PLEASE COMPLETE NEXT PAGE
Additional Categories Requested to meet HUD requirements:

☐ Homeless  ☑ Formerly Homeless  ☐ Other ________________________

If Public Sector:

☐ Law Enforcement/Corrections
☐ Local Government
☐ Local Workforce Investment Act Board
☐ Public Housing Agency
☐ School System/University
☐ State/Government Agency
☐ Other ________________________

Subpopulations Served:

☐ Seriously Mentally Ill
□ Veterans
☑ Domestic Violence
☑ Unaccompanied Youth (Ages 18-24)
☐ Substance Abuse
☐ HIV/AIDS
☑ Children (Under Age 18)

Housing Bed Types Provided (if applicable):

☐ Emergency Shelter
☑ Transitional Housing
☑ Rapid Rehousing
☐ Permanent Supportive Housing

PLEASE SUBMIT PAYMENT BY CLICKING ON THE LINK BELOW

Click Here For Payment

Please email your completed form to Margi Priddy: mpriddy@pinellashlb.org
Kori L. Monroe LLC

Contact Information
Kori L. Monroe LLC
1221 22nd St S
Saint Petersburg, FL 33712

Contact: Kori Monroe
Title: Member
Phone: (727) 434-1828
Website:

Business Description
Kori L. Monroe is located in Saint Petersburg, Florida. This organization primarily operates in the Single-family Housing Construction business / industry within the Construction - General Contractors & Operative Builders sector. This organization has been operating for approximately 18 years. Kori L. Monroe is estimated to generate $219,448 in annual revenues, and employs approximately 2 people at this single location. This is a minority owned and operated business. The owner of this business is African American.

Sector: Construction - General Contractors & Operative Builders
Category: Single-family Housing Construction
Industry: Single-family Housing Construction
SIC Code: 1521

Name: Kori L. Monroe LLC
Year Founded: 2001

Location Type: Single
Revenue: $219,448
Employees Here: 2
Facility Size: N/A

* Revenue & Employees are estimates

Demographics for Zipcode 33712

Population
25,066

Median Age
37.3
Kori Monroe Overview

Kori Monroe has been associated with two companies, according to public records. The companies were formed over a three year period with the most recent being incorporated one year ago in April of 2018. One of the companies is still active while the remaining one is now listed as inactive.

Background Report for Kori L. Monroe

- Includes Age, Location, Address History for Kori L. Monroe
- Arrest, Criminal, & Driving Records
- Social Media Profiles
- Possible relatives
- Full Background Report

Network Visualizer

- Good Neighbor Homes, LLC
- Kori L. Monroe
- Pauline Robinson
<table>
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<td></td>
</tr>
<tr>
<td>ST. PETERSBURG, FL 33705</td>
<td>255 38TH AVE SOUTH</td>
</tr>
<tr>
<td>PINETAS</td>
<td></td>
</tr>
<tr>
<td>SAINT PETERSBURG, FL 33733</td>
<td>PO BOX 15421</td>
</tr>
<tr>
<td>JROK CONTRACTUAL SERVICES (DBA Name)</td>
<td>MONROE, KORL LEGATION (Primary Name)</td>
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**License Information**

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**Certificate Information**

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**Special Qualifications**

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**Construction Business**

- Company: PINETAS
- Address: 255 38TH AVE SOUTH, ST. PETERSBURG, FL 33705
- Phone: N/A
- Email: N/A

**Additional Information**

- Address: 1800 WILLOUGHBY AVENUE, ST. PETERSBURG, FL 33706
- Phone: N/A
- Email: N/A
Margaret Priddy

From: kmonroe@irokcs.com
Sent: Wednesday, November 20, 2019 2:07 PM
To: Margaret Priddy
Subject: RE: Pinellas County Continuum of Care Membership

Margi,
I'm with CPR kids, were just getting our feet wet and we want to move into Veteran Housing. I know your thinking to yourself why would a kid based organization get involved in veteran Housing and it's personal. I have an estranged father, whom I physically saw 3 times before I had children of my own. My father is now on his death bed, and a lot of things have been revealed. He is a Army Vet who enlisted while my mother was pregnant with me. He saw me for the first time a year after he graduated from bootcamp and I didn't see him until I was in the fourth grade. The last time I saw him as a youth, I was in the tenth grade. I spent a lot of years wondering where he was, why didn't he send for me, why can't I have a father like everyone else or even worse, what's wrong with me. I'm now finally getting answers. He got out of the military with a high alcohol dependency problem, no employable skills, very little education and no real place to call home. He stayed away from St Pete out of pure shame. The majority of his adult life was spent working meaningless jobs and feeling like a burden to the many people who allowed him to live with them (he never got help). I don't want another child to carry that burden around all of their lives, most will never get the opportunity to have an honest conversation with their parents. If we can assist Vet's with housing first and Family (Rapid Recuperation), a lot of our juvenile and adult issues can be resolved. I'm not a disabled Vet, but I'm mentally scarred by the actions of a Army Vet. I want to do everything within my power to fight this issue.

Kori L. Monroe
VP-Operations
(F) 727- 499-7943
(P) 727- 434-1828
IROK Constructional Services
WWW.irokConstruction.com

-------- Original Message --------
Subject: RE: Pinellas County Continuum of Care Membership
From: Margaret Priddy <mpfriddy@PinellasHLB.org>
Date: Wed, November 20, 2019 8:51 am
To: "kmonroe@irokcs.com" <kmonroe@irokcs.com>

Good morning Kori!

Thank you for sending this along and I will update my file with the relevant details. You indicate you are with a non-profit but did not put it on the application. If you are going to vote as an agency, the Board is going to want to know which one you are representing. If you wouldn’t mind passing along the name of the non-profit, I would appreciate it.

Thank you very much and have a great Wednesday!

Best always,
**Pinellas Continuum of Care Membership Application**

**Pinellas County, Florida**

**MISSION STATEMENT:** The mission of the Pinellas Continuum of Care 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.

<table>
<thead>
<tr>
<th>Organization (if applicable)</th>
<th>Society of St. Vincent de Paul South Pinellas, Inc. DBA St. Vincent de Paul CARES</th>
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<tbody>
<tr>
<td>Website (if applicable)</td>
<td><a href="http://www.svdpsp.org">www.svdpsp.org</a></td>
</tr>
<tr>
<td>Last Name</td>
<td>Raposa</td>
</tr>
<tr>
<td>First Name</td>
<td>Michael J.</td>
</tr>
<tr>
<td>Address</td>
<td>384 15th Street North</td>
</tr>
<tr>
<td>City</td>
<td>St. Petersburg</td>
</tr>
<tr>
<td>State</td>
<td>FL</td>
</tr>
<tr>
<td>Zip</td>
<td>33705-2016</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:michael@svdpsp.org">michael@svdpsp.org</a></td>
</tr>
<tr>
<td>Phone</td>
<td>(727) 954-7990</td>
</tr>
</tbody>
</table>

- ☑ Individual $30 Annual Fee (voting member)
- ☑ Agency $100 Annual Fee (voting member)
- ☑ Individual Non-Voting (no annual fee)
- ☐ Agency Non-voting (no annual fee)
- ☑ Homeless/Formerly Homeless (voting member, no annual fee)

*Dues must be submitted with application*

A voting membership allows you to vote on the Continuum of Care Board representatives. Multiple members from the same agency must designate one voting member and one designee. Membership will be updated on an annual basis. Members are expected to attend general meetings. Meeting attendance is documented for community and county collaborative grant efforts.

Are you willing to volunteer in our annual Point in Time (PIT) count? ☑ Yes ☐ No

If you need to submit a hard copy application, please fill out and mail to:

**Homeless Leadership Board**
647 First Avenue North
St. Petersburg, FL 33701

Signature
Michael J. Raposa

Printed Name

Date

PLEASE COMPLETE NEXT PAGE
Additional Categories Requested to meet HUD requirements:

☐ Homeless  ☐ Formerly Homeless  ☐ Other ________________

If Public Sector:

☐ Law Enforcement/Corrections
☐ Local Government
☐ Local Workforce Investment Act Board
☐ Public Housing Agency
☐ School System/University
☐ State/Government Agency
☐ Other ________________

If Private Sector:

☐ Business
☐ Faith-Based Organization
☐ Private Funder
☐ Hospital/Medical Representative
☐ Non-Profit Organization
☐ Other ________________

Subpopulations Served:

☑ Seriously Mentally Ill
☑ Veterans
☑ Domestic Violence
☐ Unaccompanied Youth (Ages 18-24)
☑ Substance Abuse
☐ HIV/AIDS
☑ Children (Under Age 18)

Housing Bed Types Provided (if applicable):

☑ Emergency Shelter
☑ Transitional Housing
☑ Rapid Rehousing
☑ Permanent Supportive Housing

PLEASE SUBMIT PAYMENT BY CLICKING ON THE LINK BELOW

Click Here For Payment

Please email your completed form to Margi Priddy: mpriddy@pinellashlb.org
Pinellas Continuum of Care Membership Application

Pinellas County, Florida

MISSION STATEMENT: The mission of the Pinellas Continuum of Care 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.

Organization (if applicable) Magellan Health
Website (if applicable) www.magellanhealth.com

Last Name Rivera
First Name Xiomara
Address 9102 Southpark Center Loop
City Orlando
State Florida
Zip 32819
Email riverax@magellanhealth.com
Phone (727) 310-7164

☐ Individual $30 Annual Fee (voting member) ☐ Agency $100 Annual Fee (voting member)
☐ Individual Non-Voting (no annual fee) ☐ Agency Non-voting (no annual fee)
☐ Homeless/Formerly Homeless (voting member, no annual fee)

Dues must be submitted with application

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Are you willing to volunteer in our annual Point in Time (PIT) count? ☑ Yes ☐ No

If you need to submit a hard copy application, please fill out and mail to:

Homeless Leadership Board
647 First Avenue North
St. Petersburg, FL 33701

Xiomara Rivera
Signature
Xiomara Rivera
Printed Name
Date 12/19/19

PLEASE COMPLETE NEXT PAGE
Additional Categories Requested to meet HUD requirements:

☐ Homeless  ☐ Formerly Homeless  ☐ Other ________________

If Public Sector:

☐ Law Enforcement/Corrections
☐ Local Government
☐ Local Workforce Investment Act Board
☐ Public Housing Agency
☐ School System/University
☐ State/Government Agency
☐ Other ________________

Subpopulations Served:

☑ Seriously Mentally Ill
☑ Veterans
☑ Domestic Violence
☑ Unaccompanied Youth (Ages 18-24)
☑ Substance Abuse
☑ HIV/AIDS
☑ Children (Under Age 18)

Housing Bed Types Provided (if applicable):

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☐ Transitional Housing
☐ Rapid Rehousing
☐ Permanent Supportive Housing

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Pinellas Continuum of Care Membership Application

Pinellas County, Florida

MISSION STATEMENT: The mission of the Pinellas Continuum of Care 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.

Organization (if applicable)

Website (if applicable)

<table>
<thead>
<tr>
<th>Last Name</th>
<th>Sagonowsky</th>
<th>First Name</th>
<th>Kayleigh</th>
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<tbody>
<tr>
<td>Address</td>
<td>175 5th St. N.</td>
<td></td>
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</tr>
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<td>City</td>
<td>St. Petersburg</td>
<td>State</td>
<td>FL</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:kayleigh.sagonowsky@stpete.org">kayleigh.sagonowsky@stpete.org</a></td>
<td></td>
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<td>Phone</td>
<td>(727) 893-7148</td>
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☑ Individual $30 Annual Fee (voting member)  ☐ Agency $100 Annual Fee (voting member)
☐ Individual Non-Voting (no annual fee)  ☐ Agency Non-voting (no annual fee)
☐ Homeless/Formerly Homeless (voting member, no annual fee)

Dues must be submitted with application

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Are you willing to volunteer in our annual Point in Time (PIT) count? ☑ Yes  ☐ No

If you need to submit a hard copy application, please fill out and mail to:

Homeless Leadership Board
647 First Avenue North
St. Petersburg, FL 33701

Kayleigh Sagonowsky

Signature
Kayleigh Sagonowsky

Printed Name

Date 11/5/19

PLEASE COMPLETE NEXT PAGE
Additional Categories Requested to meet HUD requirements:

☐ Homeless       ☐ Formerly Homeless       ☑ Other __________________________

If Public Sector:

☐ Law Enforcement/Corrections
☑ Local Government
☐ Local Workforce Investment Act Board
☐ Public Housing Agency
☐ School System/University
☐ State/Government Agency
☐ Other __________________________

Subpopulations Served:

☐ Seriously Mentally Ill
☐ Veterans
☐ Domestic Violence
☐ Unaccompanied Youth (Ages 18-24)
☐ Substance Abuse
☐ HIV/AIDS
☐ Children (Under Age 18)

Housing Bed Types Provided (if applicable):

☐ Emergency Shelter
☐ Transitional Housing
☐ Rapid Rehousing
☐ Permanent Supportive Housing

PLEASE SUBMIT PAYMENT BY CLICKING ON THE LINK BELOW

Click Here For Payment

Please email your completed form to Margi Priddy: mpriddy@pinellashlb.org
# Pinellas Continuum of Care Membership Application

## Pinellas County, Florida

**MISSION STATEMENT:** The mission of the Pinellas Continuum of Care 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

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<tr>
<td>Last Name</td>
<td>Stracick</td>
</tr>
<tr>
<td>First Name</td>
<td>Jennifer</td>
</tr>
<tr>
<td>Address</td>
<td>701 5th Avenue North</td>
</tr>
<tr>
<td>City</td>
<td>Saint Petersburg</td>
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<td>State</td>
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<td>Zip</td>
<td>33701</td>
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<tr>
<td>Email</td>
<td><a href="mailto:jstracick@alphahousepinellas.org">jstracick@alphahousepinellas.org</a></td>
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<tr>
<td>Phone</td>
<td>7276870168</td>
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- [ ] Individual $30 Annual Fee (voting member)
- [x] Agency $100 Annual Fee (voting member)
- [ ] Individual Non-Voting (no annual fee)
- [ ] Agency Non-voting (no annual fee)
- [ ] Homeless/Formerly Homeless (voting member, no annual fee)

**Dues must be submitted with application**

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Are you willing to volunteer in our annual Point in Time (PIT) count? [x] Yes  [ ] No

If you need to submit a hard copy application, please fill out and mail to:

**Homeless Leadership Board**
647 First Avenue North
St. Petersburg, FL 33701

**Signature**

Jennifer Stracick

**Printed Name**

Date 10/25/2019

**PLEASE COMPLETE NEXT PAGE**
Additional Categories Requested to meet HUD requirements:

☐ Homeless       ☑ Formerly Homeless       ☐ Other _______________________

If Public Sector:

☐ Law Enforcement/Corrections
☐ Local Government
☐ Local Workforce Investment Act Board
☐ Public Housing Agency
☐ School System/University
☐ State/Government Agency
☐ Other _______________________

Subpopulations Served:

☐ Seriously Mentally Ill
☐ Veterans
☐ Domestic Violence
☐ Unaccompanied Youth (Ages 18-24)
☐ Substance Abuse
☐ HIV/AIDS
☐ Children (Under Age 18)

Housing Bed Types Provided (if applicable):

☐ Emergency Shelter
☐ Transitional Housing
☐ Rapid Rehousing
☐ Permanent Supportive Housing

PLEASE SUBMIT PAYMENT BY CLICKING ON THE LINK BELOW

Click Here For Payment

Please email your completed form to Margi Priddy: mpriddy@pinellaslb.org
Pinellas Continuum of Care Membership Application

Pinellas County, Florida

MISSION STATEMENT: The mission of the Pinellas Continuum of Care 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.

Organization (if applicable) 211 Tampa Bay Cares, Inc.
Website (if applicable) www.211tampabay.org

Last Name Thompson  First Name Micki
Address 5500 Rio Vista Dr., Suite 5500
City Cleanwater  State Florida  Zip 33760
Email micki@211tampabay.org  Phone (727) 403-4062

☐ Individual $30 Annual Fee (voting member)  ✓ Agency $100 Annual Fee (voting member)
☐ Individual Non-Voting (no annual fee)  ☐ Agency Non-voting (no annual fee)
☐ Homeless/Formerly Homeless (voting member, no annual fee)

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Are you willing to volunteer in our annual Point in Time (PIT) count? ✓ Yes ☐ No

If you need to submit a hard copy application, please fill out and mail to:

Homeless Leadership Board
647 First Avenue North
St. Petersburg, FL 33701

Signature
Micki Thompson
Printed Name

Date 10/10/2019

PLEASE COMPLETE NEXT PAGE
Additional Categories Requested to meet HUD requirements:

☐ Homeless  ☐ Formerly Homeless  ☐ Other __________________________

If Public Sector:

☐ Law Enforcement/ Corrections  ☐ Local Government  ☐ Local Workforce Investment Act Board  ☐ Public Housing Agency  ☐ School System/ University  ☐ State/ Government Agency  ☐ Other __________________________

Subpopulations Served:

☐ Seriously Mentally Ill  ☐ Veterans  ☐ Domestic Violence  ☐ Unaccompanied Youth (Ages 18-24)  ☐ Substance Abuse  ☐ HIV/AIDS  ☐ Children (Under Age 18)

Housing Bed Types Provided (if applicable):

☐ Emergency Shelter  ☐ Transitional Housing  ☐ Rapid Rehousing  ☐ Permanent Supportive Housing

PLEASE SUBMIT PAYMENT BY CLICKING ON THE LINK BELOW

Click Here For Payment

Please email your completed form to Margi Priddy: mpriddy@pinellashlb.org

Click Here to Return to Agenda
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<th>Zip</th>
<th>Email</th>
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<td>John</td>
<td>WestCare Gulfcoast FL</td>
<td>4400 49th Street N</td>
<td>Davis</td>
<td>FL</td>
<td>33782</td>
<td><a href="mailto:john.cundiff@westcare.com">john.cundiff@westcare.com</a></td>
<td><a href="http://www.westcare.com">www.westcare.com</a></td>
<td>(727) 434-1828</td>
<td>Visiting Agency</td>
<td>Yes</td>
<td>N/A</td>
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<td>$100</td>
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<td>Hensley</td>
<td>Linda</td>
<td>Family Resource Center</td>
<td>3080 42nd Avenue North</td>
<td>St. Petersburg</td>
<td>FL</td>
<td>33711</td>
<td><a href="mailto:lhensley@familyresourceinc.org">lhensley@familyresourceinc.org</a></td>
<td><a href="http://www.familyresourceinc.org">www.familyresourceinc.org</a></td>
<td>(727) 325-3955</td>
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<td>Domestic Violence, Children Under Age 18, Substance Abuse</td>
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<td>$100</td>
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<td>Lillian</td>
<td>Family Resource Center</td>
<td>9102 Southpark Center Loop</td>
<td>Clearwater</td>
<td>FL</td>
<td>33712</td>
<td><a href="mailto:lrivera@familyresourceinc.org">lrivera@familyresourceinc.org</a></td>
<td><a href="http://www.familyresourceinc.org">www.familyresourceinc.org</a></td>
<td>(727) 310-7164</td>
<td>Emergency Shelter, Rapid Rehousing, Permanent Supportive Housing</td>
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<td>N/A</td>
<td>N/A</td>
<td>Domestic Violence, Children Under Age 18, Domestic Violence, Domestic Violence</td>
<td>N/A</td>
<td>$100</td>
</tr>
<tr>
<td>TBA</td>
<td>Mark</td>
<td>RCS Pinellas</td>
<td>1005 S. Myrtle Avenue</td>
<td>Clearwater</td>
<td>FL</td>
<td>33755</td>
<td><a href="mailto:mark.tba@rcspinellas.org">mark.tba@rcspinellas.org</a></td>
<td><a href="http://www.rcspinellas.org">www.rcspinellas.org</a></td>
<td>(727) 445-9734</td>
<td>Visiting Agency</td>
<td>Yes</td>
<td>N/A</td>
<td>N/A</td>
<td>Domestic Violence, Children Under Age 18, Substance Abuse, Children Under Age 18</td>
<td>N/A</td>
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<tr>
<td>Cundiff</td>
<td>Jennifer</td>
<td>RCS Pinellas</td>
<td>1005 S. Myrtle Avenue</td>
<td>Clearwater</td>
<td>FL</td>
<td>33755</td>
<td><a href="mailto:jen.cundiff@rcspinellas.org">jen.cundiff@rcspinellas.org</a></td>
<td><a href="http://www.rcspinellas.org">www.rcspinellas.org</a></td>
<td>(727) 445-9734</td>
<td>Visiting Agency</td>
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<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Forsythe</td>
<td>Tanya</td>
<td>RCS Pinellas</td>
<td>1005 S. Myrtle Avenue</td>
<td>Clearwater</td>
<td>FL</td>
<td>33755</td>
<td><a href="mailto:tforsythe@casa-stpete.org">tforsythe@casa-stpete.org</a></td>
<td><a href="http://www.casa-stpete.org">www.casa-stpete.org</a></td>
<td>(727) 403-4062</td>
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<td>N/A</td>
<td>Domestic Violence, Children Under Age 18</td>
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<tr>
<td>TBA</td>
<td>Mark</td>
<td>RCS Pinellas</td>
<td>1005 S. Myrtle Avenue</td>
<td>Clearwater</td>
<td>FL</td>
<td>33755</td>
<td><a href="mailto:m.hensley@rcspinellas.org">m.hensley@rcspinellas.org</a></td>
<td><a href="http://www.rcspinellas.org">www.rcspinellas.org</a></td>
<td>(727) 445-9734</td>
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<td>Yes</td>
<td>N/A</td>
<td>N/A</td>
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<td>N/A</td>
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<tr>
<td>TBA</td>
<td>Lillian</td>
<td>Family Resource Center</td>
<td>3080 42nd Avenue North</td>
<td>St. Petersburg</td>
<td>FL</td>
<td>33711</td>
<td><a href="mailto:lrivera@familyresourceinc.org">lrivera@familyresourceinc.org</a></td>
<td><a href="http://www.familyresourceinc.org">www.familyresourceinc.org</a></td>
<td>(727) 310-7164</td>
<td>Emergency Shelter, Rapid Rehousing, Permanent Supportive Housing</td>
<td>Yes</td>
<td>N/A</td>
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<td>N/A</td>
<td>$100</td>
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Note: The table contains information about the CoC 2020 membership, including organization names, addresses, phone numbers, and types of services provided.
AGENDA ITEM DESCRIPTION FORM

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<thead>
<tr>
<th>Meeting Name:</th>
<th>Pinellas Continuum of Care Board</th>
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<tr>
<td>Date:</td>
<td>January 10, 2020</td>
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<tr>
<td>Agenda Item Number:</td>
<td>10</td>
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<tr>
<td>Item Title:</td>
<td>Memorandum of Understanding Between FL-502 St. Petersburg, Clearwater, Largo/Pinellas County Continuum of Care and the Homeless Leadership Alliance of Pinellas, Inc.</td>
</tr>
<tr>
<td>Name of Staff Member Submitting:</td>
<td>Susan Myers</td>
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**Background:**
At the October 4, 2019 HLB Board meeting, a proposed Memorandum of Understanding (MOU) between the FL-502 Continuum of Care Board and the CoC Lead Agency Board was presented and discussed. The HLB voted to add language to the MOU that the nonprofit agency provide legal counsel to the CoC Board if needed; language has been added on page 4 of the agreement. Additionally, the duration and renewal dates of the agreement have been updated.

Please note there is an annual review of the nonprofit by the CoC Board; along with a termination clause with a 120 days written notice.

<table>
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<th>Budget Impact (if any):</th>
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<tbody>
<tr>
<td>Staff Recommendation</td>
<td>Approve the MOU; which will then be provided to the Homeless Leadership Alliance Board for their approval.</td>
</tr>
<tr>
<td>CEO Approval:</td>
<td><em>Susan Myers, CEO</em> – Approved, 12/26/19</td>
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</table>
MEMORANDUM OF UNDERSTANDING

BETWEEN

FL-502-ST. PETERSBURG, CLEARWATER, LARGO/PINELLAS COUNTY CONTINUUM OF CARE

AND

HOMELESS LEADERSHIP ALLIANCE OF PINELLAS, INC.

WHEREAS the FL-502-St. Petersburg, Clearwater, Largo/Pinellas County Continuum of Care (Pinellas CoC) adopted a revised Governance Charter on January XX, 2020; and

WHEREAS the Pinellas CoC serves the geographic area of the FL-502 Continuum of Care (CoC), which encompasses all of Pinellas County, to:

- Promote a community-wide commitment to the goal of ending homelessness;
- Provide funding for efforts by nonprofit providers, states and local governments to rehouse homeless individuals and families rapidly while minimizing the trauma and dislocation caused to homeless individuals, families, and communities as a consequence of homelessness;
- Promote access to and effective use of mainstream programs by homeless individuals and families;
- Optimize self-sufficiency among individuals and families experiencing homelessness; and

WHEREAS the Pinellas CoC shall develop policies and procedures conforming to the U.S. Department of Housing and Urban Development requirements detailed in 24 CFR part 578 to designate an eligible organization to serve as the Collaborative Applicant to provide services outlined in this Memorandum of Understanding; and

WHEREAS the Pinellas CoC shall develop policies and procedures conforming to the U.S. Department of Housing and Urban Development (HUD) requirements detailed in 24 CFR part 578 to designate an eligible organization to serve as the Homeless Management Information System (HMIS) Lead Agency to provide services outlined in this Memorandum of Understanding; and

WHEREAS the Pinellas CoC shall develop policies and procedures conforming to the State of Florida Statute 420.623 and 420.624 to designate an eligible organization to serve as the CoC Lead Agency to provide services outlined in this Memorandum of Understanding; and

WHEREAS the Pinellas CoC has designated its Leadership Board to sign this Memorandum of Understanding on its behalf; and

WHEREAS the Homeless Leadership Alliance of Pinellas, a 501(c)(3) nonprofit organization, has been designated as the "Collaborative Applicant" by the Pinellas CoC, and as such is the sole eligible applicant for HUD CoC Planning Grant funds, and shall manage the required HUD process on behalf of the CoC to ensure the maximum amount of funds are received by the CoC jurisdiction and that the CoC is in compliance with all applicable HUD rules and regulations; and

WHEREAS the Homeless Leadership Alliance of Pinellas, a 501(c)(3) nonprofit organization, has
been designated as the "HMIS Lead Agency" by the Pinellas CoC, and as such is the sole eligible applicant for HUD CoC HMIS project grant funds, and shall manage the HMIS as required by HUD and that the CoC is in compliance with all applicable HUD rules and regulations; and

WHEREAS the Homeless Leadership Alliance of Pinellas, a 501(c)(3) nonprofit organization, has been designated as the "CoC Lead Agency" by the Pinellas CoC, and as such is responsible for the annual Challenge funds application on behalf of agencies within the CoC catchment area, apply for the CoC Lead Agency staffing dollars through the State of Florida, and other state homeless funding, shall manage the CoC and ensure the CoC is in compliance with all applicable Florida Statute 420.623, 420.624 and related rules and regulations;

NOW THEREFORE, in consideration for the mutual exchange of promises to perform as herein stated, the receipt and sufficiency of which is hereby acknowledged, the parties agree to the following:

ROLES AND RESPONSIBILITIES OF THE HOMELESS LEADERSHIP ALLIANCE OF PINELLAS, IN ITS ROLE AS COLLABORATIVE APPLICANT:

1. Conduct the HUD CoC Program grant process, which will include but is not limited to:
   a. Plan and coordinate a collaborative grant process within the CoC catchment area.
   b. Staff a performance, scoring, and ranking committee that:
      i. Establishes CoC priorities that align with HUD’s priorities, as stated in the Notice of Funds Availability (NOFA) or related materials;
      ii. Scores projects using an objective set of criteria based on CoC priorities, performance, and such other objective criteria deemed appropriate; and
      iii. Ranks projects according to the NOFA’s instructions.
   c. Develop an application timeline and project proposal process consistent with the requirements of the HUD CoC NOFA.
   d. Prepare the application for CoC Leadership Board approval.
   e. Submit the consolidated application to HUD.
2. Apply for HUD planning dollars and provide the match required for the planning grant.
3. Develop in cooperation with CoC committees, CoC performance targets appropriate for each population and program type based on HUD performance standards identified in HUD guidance, NOFAs and notices.
4. Conduct performance monitoring, evaluation and reporting of all CoC program and ESG program recipients and sub-recipients.
5. Develop a quality improvement plan (QIP) and provide technical assistance for underperforming projects.
6. Provide required reports to HUD.
7. In collaboration with CoC committees and the CoC Leadership Board, establish written standards for HUD-funded and state-funded recipients and sub-recipients.
8. Serve as liaison between CoC-funded projects and the local HUD Field Office located in Jacksonville, FL.

ROLES AND RESPONSIBILITIES OF THE PINELLAS COC LEADERSHIP BOARD:
1. Approve policies and procedures for performance monitoring, evaluation, corrective plans and reporting for all CoC Program and ESG recipients and sub-recipients.
2. Ensure that any potential or perceived conflicts of interest are addressed in an effective, open, and timely manner.
3. Collaborate to secure and align local public and private funds, state funds, and federal funds to prevent and end homelessness.
4. Review and approve the funding application and response to HUD's annual CoC Program NOFA for homelessness assistance resources.
5. Approve CoC performance targets appropriate for each population and program type.
6. Approve written standards for HUD-funded and state-funded homeless projects.
7. Conduct an annual performance review of the Collaborative Applicant.

ROLES AND RESPONSIBILITIES OF THE HOMELESS LEADERSHIP ALLIANCE OF PINELLAS, IN ITS ROLE AS HMIS LEAD AGENCY:

1. Oversee day-to-day administration and operation of HMIS.
2. Maintain relationship and active contract in good standing with the selected HMIS software vendor.
3. Maintain current all licenses and user agreements.
4. Maintain a working relationship with all covered homeless provider organizations.
5. Develop and implement HMIS-related trainings for end users.
6. Develop and follow a data quality plan.
7. Develop and follow a data security and privacy plan.
8. Produce standard reports and customized reports, as applicable and requested by member agencies.
10. Staff HMIS and data committees.
11. Provide mandatory reporting to HUD- AHAR and other reports, as required.
12. Develop HMIS project application and provide required match for annual consolidated application.
13. Submit annual Point in Time Count results to HUD.
14. Submit annual Housing Inventory Count results to HUD.
15. Generate an annual gaps analysis based on HMIS data and additional data available.

ROLES AND RESPONSIBILITIES OF THE PINELLAS COC LEADERSHIP BOARD WITH REGARD TO HMIS:

1. Approve policies and procedures for performance monitoring, evaluation, corrective plans and reporting for all CoC Program and ESG recipients and subrecipients.
2. Ensure that any potential or perceived conflicts of interest are addressed in an effective, open, and timely manner.
3. Review and approve the HMIS project application as a response to HUD's annual CoC Program NOFA for homelessness assistance resources.
4. Approve CoC performance targets appropriate for each population and program type.
5. Conduct an annual performance review of the HMIS Lead Agency.

ROLES AND RESPONSIBILITIES OF THE HOMELESS LEADERSHIP ALLIANCE OF PINELLAS, IN ITS ROLE AS COC LEAD AGENCY:

1. Staffing of CoC activities in accordance with Florida Sunshine Law, which includes but is not limited to:
   a. Membership meetings -logistics, agendas, minutes;
   b. CoC Leadership Board meetings -logistics, agendas, minutes;
   c. Committee meetings -logistics, agendas, minutes;
   d. Board and member support;
   e. Board and member development and recruitment.
2. Record keeping of all CoC-related documents in accordance with Florida Sunshine Law.
3. Advocacy and outreach within and to the community.
4. CoC Planning, to include but is not limited to:
   a. Ranking committee for state funded projects;
   b. Development of a homeless continuum of care plan.
5. Collaborate to secure and align local public and private funds, state funds, and federal funds to prevent and end homelessness.
6. Apply for state funds on behalf of the CoC.
7. Apply for local funds on behalf of the CoC.
8. Manage state funded projects.
9. Monitor of state funded projects.
10. Update and maintain CoC-related social media.
11. Update and maintain CoC website.
13. Development of quality improvement plan (QIP) and possible TA for state and locally funded underperforming projects

ROLES AND RESPONSIBILITIES OF THE PINELLAS COC LEADERSHIP BOARD WITH REGARD TO COC LEAD AGENCY:

1. Approve policies and procedures for performance monitoring, evaluation, corrective plans and reporting for all CoC Program, state funded recipients and subrecipients.
2. Ensure that any potential or perceived conflicts of interest are addressed in an effective, open, and timely manner.
3. Collaborate to secure and align local public and private funds, state funds, and federal funds to prevent and end homelessness.
4. Review and approve the project applications for State funding.
5. Approve CoC performance targets appropriate for each population and program type.

DURATION AND RENEWAL
Except as provided in the TERMINATION section, the duration of this MOU shall be from January 1, 2020 through December 21, 2023. This agreement shall renew automatically unless either party gives notification pursuant to the TERMINATION section.

AMENDMENTS/NOTICES
The MOU may be amended in writing by either party and is in effect upon signature of both parties. Notices shall be mailed, emailed or delivered to:
1. Chair of the CoC Leadership Board
2. Chief Executive Officer of the Homeless Leadership Alliance of Pinellas

TERMINATION
Either party may terminate this MOU at a date prior to the renewal date specified in the MOU by giving 120 days written notice to the other party. The termination shall be effective on the date specified in the notice of termination.