



Semiannual Full Membership and Board Meeting

Thursday, April 11th, 2024 – 11:00am-12:30pm

MINUTES

Board Members: Jeanné Freeman (Neighborhood Medical), Johnna Coleman (BBCoC), Jim McShane (Career Source), Commissioner Rick Minor (Leon County), Emily Mitchem (Refuge House), Vicki Butler (CESC), Mandy Bianchi (Ability 1st), Taylor Biro, Gwynn Virostek (CCYS), Barbara Wills (TCC), Liz Murphy (Early Learning Coalition), Chuck White, Commissioner Nick Maddox (Leon County/Family Promise), Melissa Radey (FSU), Jessica Lowe (Leon County Schools), Sonya Wilson (CESC), Shington Lamy (Leon County), Commissioner Dianne Williams-Cox (City of Tallahassee)

Meeting Attendees: Dr. Lona Ford (BBCoC), Sarah Grindle-Rollins (BBCoC), Eric Layton (BBCoC), Broderick Seabrooks (BBCoC), Jeff Kane (BBCoC), Micha Allen (BBCoC), Lovena Basquin (BBCoC), Ciara Tucker (BBCoC), Tori Stephenson (BBCoC), Anita Morrell (City of Tallahassee), Abby Sanders (Leon County), Shirley O'rear (Brehon), Sylvia Smith (Big Bend Cares), Rob Renzi (Big Bend Cares), Ashlee Barbel (Apalachee Center), Robyn Wainner (City of Tallahassee), Carol Weissert (First Presbyterian Church), Tracie Simmons (Catholic Charities), Kimberly Lyles (International Rescue), Justin Barfield (CCYS), Kacey Brown (Aetna), Alma Venisee (Investing in our Youth), Brandie McCabe (Ability 1st), Tamika Fields (Family Promise), Christopher Moran, Cathy Campbell (Safe Families for Children), Paul Pacchioli (LCSO), Derek Hubble (Family Promise), Ellen Rogers (FL Senate), Halle Bush (Brehon), Jackie Fortmann (Leon County), Cheval Breggins (Good News Outreach), Diovionne Clifton (Catholic Charities), Edie McKay (City of Tallahassee), Emma Jones (CESC), Ally Revel (Moran and Smith), Chris Moran (Moran and Smith), Taketha Branton (Catholic Charities), Sherena Strong (SS Foundation)

MEMBERSHIP MEETING

1. Call to Order – Jeanne' Freeman, Board Chair

Jeanné called the Membership Meeting to order at 11:05am by thanking everyone for their attendance.

2. Audit Presentation- Chris Moran and Ally Revell, Moran and Smith

Chris – Chris explained that there were no negative findings with the first audit performed with the CoC separation from ARPC. **(Full Audit Presentation Posted on Website)**

3. System Performance Measures 2023 Presentation – Eric Layton, HMIS Training and Data Director

(Complete System Performance Measures 2023 Presentation will be posted on our website-

(www.bigbendcoc.org)

Eric Reported:

- We are doing very well with the Returns to Homelessness clients.
- We did not see an increase with Jobs and Income Growth. The only increase is a change in SSI benefits within the system.
- The success placement is only a snapshot and not actual number of homeless individuals from Street Outreach.

- We didn't get information on all clients surveyed, only observations, and could not count some of the individuals as homeless.

Johnna stated that numbers matter when applying for funding and getting additional dollars into the community.

Jessica Lowe with Leon County Schools reported that they have Covid dollars left over and would like to have a discussion on how to utilize the dollars. **Johnna** stated that CCYS, Brehon and Family Promise could definitely utilize the monies.

Jeanné thanked Eric for the presentation of data and Eric thanked everyone for entering data into the system.

4. Membership Roster and Big Bend CoC Code of Ethical Conduct – Jeanne' Freeman, Board Chair

Johnna Reported:

- Sarah would be sending out Code of Conduct forms to everyone due to the meeting being virtual and not in-person, as scheduled.
- Several board member terms will be ending this year and need replacements. Anyone interested in serving, please contact Johnna.

5. General Membership Announcements

Sylvia Smith Reported:

- Rapid Rehousing is underway at Big Bend Cares, which will serve clients with HIV, unstable without lease of their own, and with felony convictions. There are 27 slots available to enroll before the calendar year ends. Please call 850-656-2437 X233 for Melissa.

6. Adjournment of Membership Meeting

The Membership Meeting was adjourned at 11:53am

BOARD MEETING

1. Call to Order – Jeanne Freeman, Board Chair

Jeanné called the Board Meeting to order at 11:53am

2. Consent Agenda

- BBCoC Financials
- All BBCoC Funding Contracts Spending Update
- CoC Staff Report

Motion was made to approve Consent Agenda by Jim McShane and seconded by Melissa Radey. Motion carried and passed unanimously.

3. Discussion Items

- PIT and HIC 2024 Draft and Vote Submit Report to HUD 4/30/24 – Johnna Coleman, Executive Director and Eric Layton, HMIS Training and Data Director

Johnna reported that HUD has moved platforms and made it very difficult to get data uploaded as well as make sure there were no glitches in the system. **Johnna** also thanked everyone for their participation in PIT and we had a great turnout, similar to pre-Covid numbers for those who volunteered their time.

Eric Reported:

- There was an uptick in numbers from 2023 to 2024. The number of Veterans served in 2022 was 86 and increased in 2024 to 112, both sheltered and unsheltered.
- There was a decrease in chronically homeless individuals and clients with serious mental illnesses from 129 to 116.
- We saw an increase in clients with substance abuse disorders, and a decrease in clients with HIV/AIDS.
- Victims of domestic violence decreased from 142 in 2020 to 122 in 2024, according to numbers shown in HMIS.

Emily Mitchem (Refuge House) reported to everyone that numbers are not accurate for Refuge House due to confidentiality and Florida Statutes, clients are not entered into the HMIS System. Emily also stated that Refuge House has over 100 clients each month and to-date, they are filled to capacity and the agency has seen an influx of out of state dv clients coming to the shelter. Emily stated that the agency is out of hotel money and there is no place to house clients that's coming in.

Jessica Lowe (Leon County School Board) stated that there is a large number of out of state domestic violence victims in the school system and they are out of hotel money to accommodate them. She also stated that the Department of Education (DOE) offers unaccompanied youth a statement letter that can be accessed to obtain benefits from experiencing homelessness.

Gwynn Virostek (CCYS) stated that a large number of children experiencing homelessness are coming to the shelter and they are mostly from homes that are experiencing domestic violence among the parents.

- There was an increase of six in Unaccompanied Youth this year in HMIS.

HIC – Utilization Rate and Number of Beds Identified on Monday, January 22nd (PIT Night)

- **Refuge House** – There are not any numbers reported to-date
- **Someplace Else** – 12
- **CCYS** – 15

Johnna reported that we will be working with HUD to get final numbers and the final version will be sent out prior to submission.

Jim McShane made motion to approve PIT and HIC data and Vicki Butler seconded. Motion carried and passed unanimously.

b. BBCoC HUD CoC Competition Award- NOFA 2023

i. Call for Establishment of Adhoc Committee BBCoC HUD NOFO Workgroup

Johnna Reported:

- We have received the Competition Award and there are not any new projects, although we applied for them.
- The NOFO was handled differently by HUD this year and there were questions as well as confusion to how it was handled (i.e. scoring, new programs)
- Agencies who were funded saw an increase.
- Will discuss with Executive Committee regarding an Adhoc Committee to assist with NOFO, due to being a very large project. Anyone interested, contact Johnna, although the persons should be within agencies who will not apply for funding through the CoC.
- Received score back and there was a drop from 150 to 119. A large amount of points were lost on System Performance Measures and there were not answers from HUD as to why scores were graded low.

- All bonus dollars were received and spread across current programs because we did not receive any new programs.

c. Committee Reports

- i. Coordinated Entry Committee – Mandy Bianchi, Committee Chair
Johnna reported since Micha Allen was recently hired as Coordinated Entry Director and we will schedule a meeting very soon.
- ii. HMIS Committee – Jim McShane, Committee Chair
No Report due to System Performance Measures workload
- iii. Needs Assessment and Planning Committee, Chair Needed
Johnna reported that this meeting has been placed on the calendar later this month to discuss Needs Assessment along with methodology.
- iv. Project Review and Performance Committee, Chair Needed
 - a) Call for the Establishment of NOFO Workgroup
- v. Executive Committee-Jeanne’ Freeman, Board Chair
 - a) Call for Establishment of Finance Committee

Jim McShane Reported:

 - The Executive Committee needs a Finance Committee, as well as an Audit Committee due to non-profit status.
 - Those who would like to serve on the Audit Committee will not be able to serve on the Finance Committee also.
 - Asking for those with finance experience.
- vi. Racial Equity Work Group –Chair Needed

Barbara Wills volunteered to serve on the Finance or Audit Committee, or wherever she’s needed.

7. County Updates

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|--------------|------------|------------|
| a. Franklin | d. Leon | g. Taylor |
| b. Gadsden | e. Liberty | h. Wakulla |
| c. Jefferson | f. Madison | |

8. Public Comment/Announcements

No Public Comments

9. Adjournment of Meeting

Jeanné thanked everyone for their time and called for motion to adjourn.

Jim McShane motioned to adjourn the Board Meeting at 12:18pm.