

## **Semiannual Membership and Board Meeting**

**October 10<sup>th</sup>, 2024 - 11:00am-12:30pm**

### **MINUTES**

**Board Members:** Jeanné Freeman (Board Chair), Johnna Coleman (BBCoC), Mandy Bianchi (Ability 1<sup>st</sup>), Gwynn Virostek (CCYS), Sonya Wilson (CESC), Commissioner Rick Minor (Leon County), Abby Thomas (Leon County), Fred Horace Thompson, Barbara Wills (TSC), Taylor Biro, Jim McShane (Career Source), Vicki Butler (CESC), Frank Norris (VA), Dr. Kimball Thomas (City of Tallahassee), Emily Mitchem (Refuge House).

**Meeting Attendees:** Dr. Lona Ford (BBCoC), Sarah Grindle-Rollins (BBCoC), Ciara Tucker (BBCoC), Lovena Basquin (BBCoC), Tori Stephenson (BBCoC), Janelle Cotton (BBCoC), Micha Allen (BBCoC), Jeff Kane (BBCoC), Eric Layton (BBCoC), Broderick Seabrooks (BBCoC), Lisa Bretz (AAANF), Alma Venisee (Investing in our Youth), Rob Renzi (Big Bend Cares), Cindy Kimbrell (LSNF), Justin Barfield (CCYS), Kim Lyles (International Rescue), Anita Morrell (City of Tallahassee), Amber Tynan (UPHS), Jill Hodges (Apalachee Center), Graciela Marcina (STAC), Red Caloca (Family Promise), Michelle Moultrie-Grant (Brehon Services), Derek Hubble (Family Promise), Heather Skitt (Catholic Charities), Alex Richmond (LSNF).

#### Membership Meeting

1. Call to Order- Jeanne' Freeman, BBCoC Board Chair

**Jeanné** called the Membership Meeting to order at 11:01am by welcoming everyone to the meeting.

2. Board Nominations and Elections

**Jeanné** stated that the CoC has not received all Board Member's replies as to remaining in positions on the Board, therefore, Johnna has requested that we table nominations until the January meeting.

***Jim McShane made a motion to table this item until the January meeting and Barbara Wils seconded. All were in favor and motion carried unanimously.***

3. Quarterly Board Meeting Schedule for 24/25 - **Johnna**

➤ Meeting months are January, April, July, and October for each fiscal year. The schedule was inadvertently omitted from Board Packet and will get the schedule out to everyone along with other scheduled meetings.

4. General Membership Announcements - **Johnna**

➤ BBCoC Networking Meetings have taken the place of partner calls and will be held at NWF Human Resources Building, 1000 W. Tharpe Street at 1pm the first Thursday in each month. Please encourage staff to attend as well. Discussions surround homelessness and other areas in open forum.

5. Adjournment of Membership Meeting

Membership Meeting was adjourned at 11:06am.

## Board Meeting

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

**Jeanné** called the Board Meeting to order at 11:06am immediately following the Membership Meeting.

### 2. Consent Agenda

- a. July 11, 2024, Board Meeting Minutes
- b. Executive Committee Meeting Minutes
- c. Finance
  - i. 24/25 BBCoC Budget
  - ii. Financial Report
- d. July to September 2023 BBCoC Staff Report

**Jim McShane made a motion to approve Consent Agenda and Vicki Butler seconded. All were in favor of the approval and motion carried unanimously.**

### 3. Discussion Items

- a. 2024 HUD NOFO Update – **Johnna**
  - NOFO Projects were due the night before Hurricane Helene hit FL. Due to complications from the storm and reviewers having difficulty getting here to review, we submitted a Request for Extension. Request was approved yesterday, and we are pushed back approximately one week. Information will be forthcoming via email.
  - HUD approved December 11<sup>th</sup> as the submittal date, although we hope to get it submitted by November 13<sup>th</sup>.
- b. BBCoC Agency transition from ARPC – **Johnna**
  - The CoC is 100% stand-alone from Apalachee Regional Planning Council (ARPC).
  - We have begun processing our payroll and all Human Resources (HR) functions.
  - Many thanks to Lona Ford (Finance and Contract Director) and the CoC staff for all the work put into making this successful. Also, thanks to the Executive Committee for input and suggestions during this process.
- c. PIT 2025 Timeline - **Johnna**
  - PIT is due the last ten days in January, and we will have our PIT Count the week of January 27, 2025.
  - PIT will survey Leon County Tuesday–Thursday and outlying counties Wednesday–Thursday. We will conduct our follow-up in all counties, if necessary, Friday, January 31<sup>st</sup>.
  - We really need and would love to have participation from the outlying counties next year with PIT.

**Mandy Bianchi made a motion to approve January 27<sup>th</sup> as the PIT date for 2025 and Barbara Wills seconded. All were in favor of the approval and motion carried unanimously.**

- With a motion to approve, we will continue with the methodology to utilize volunteers for survey and HMIS to gather data from partner agencies, emergency shelters, and those with rapid rehousing and transitional housing programs. We will also use our electronic Point in Time Survey tool.

**Commissioner Rick Minor made a motion to approve the use of Methodology and Taylor Biro seconded. All were in favor of the approval and motion carried unanimously.**

Commissioner Minor also asked Johnna to please forward him and other elected officials' information regarding PIT and they would send out to everyone for solicitation of volunteers to sign up for the event.

Jeanné asked for everyone's support in donating sponsorships, gift cards, etc. to the CoC for PIT 2025.

### **HB 1365 Discussion – Johnna**

- On October 1<sup>st</sup> this Bill was passed for people sleeping on public property. January 1<sup>st</sup> will be the date for anyone that would like to see this change happen and enforce action with the county to file complaints. The county has a timeline for their response, which they would contact the CoC or other agencies regarding the person(s) in question and we would go out to see if we could relocate them to a shelter or a different location. We have looked at responses from other communities – Jacksonville CoC developed a task force with people from the city and county to develop a solution for homelessness in the community. We would like to develop something as well, with approval, to start work on our issues with homelessness. We would like to start a workgroup by November 1<sup>st</sup> and begin working towards solutions to end homelessness.

#### **Those who would like to work with the group:**

- **Jeanné Freeman**
- **Sonya Wilson**
- **Taylor Biro**

**Taylor** suggested using a tracking system showing how people are moving through this structure and have it placed on the Agenda for January's Board Meeting listing data points to how it's working and have a discussion.

#### **Abby Thomas:**

- Have not seen an uptick in people reaching out with concerns and complaints regarding those sleeping on public property. Will continue working with Outreach and will contact Lovena if there is a complaint issued to remove someone from public property.
- The County Attorney is working on a section in the Bill which states, "During a State of Emergency (Hurricanes, etc.), the Law may not apply to this House Bill".

**Commissioner Rick Minor** stated that he met with the County Attorney, Cassie O'Steen, regarding the Bill to see if there were any complaints, and so far, there is no imminent threat.

#### **d. Cold Night Shelter Preparation- Meeting TBA – Johnna**

- Meeting is on the horizon for cold night shelter planning with the city, county, emergency shelters, service providers, etc. In the past we have utilized Jacob Chapel and First Baptist Church for assistance with overflow.
- Will get information out soon and if you know of anyone who would be able to assist, let us know.

#### **e. Committee Updates**

##### **i. Appointment of Committee Chairs – Johnna**

- This Update will be tabled until the January Board Meeting.

##### **ii. Committee and Networking Meeting Schedule for 24/25 – Johnna**

- Will get the list out to everyone after the Board Meeting.
- Please encourage case managers to attend, and we will get a time slot if anyone would like to present.

- iii. Executive Committee – **Jeanné**
  - Committee is finishing Johnna’s evaluation. There is nothing more to bring to the Board at this time.
- iv. Application and Project Performance Review Committee - **Johnna**
  - Five people signed up to review and we ended up with three:
    - Jane Johnson
    - Serena Strong
    - Rev. Brad Clayton
  - Committee reviewed applications and we will meet in a few days and get ranking and tiering completed. We will get project information out by October 18<sup>th</sup>.
- v. Coordinated Entry Committee – **Johnna**
  - Will meet the 3<sup>rd</sup> Wednesday next month via TEAMS.
  - An invite will be sent out by Sarah on how to join the meeting and get involved.
- vi. HMIS Committee – **Johnna/Jim McShane**
  - Sent out RFP’s for a new HMIS vendor. Currently using Wellsky but will reach out to other vendors who sent in proposals. Received five responses, although, Wellsky seems to be the most affordable.
- vii. Needs Assessment and Planning Committee - **Johnna**
  - Will meet next month. Still looking for a chair for this committee.
- viii. Ad-Hoc Racial Equity Workgroup – **Johnna**
  - Need chair for this committee. Anyone interested, please reach out.

#### 4. Partner Updates

a. City of Tallahassee - **No Updates per Dr. Kimball Thomas**

b. Leon County – **Abby Thomas**

- Working on contracts and shelter funding. Will be in contact with agencies next week.

**Johnna:**

- We are working on corridor plans – N. Monroe St., Pensacola St., and Downtown.
- Tori is focused on working with businesses. If anyone knows of a business or someone that’s coming into the community that she needs to meet with, please contact Johnna or Tori.

c. Gadsden County – **Alma Venisee**

- The Gadsden County Manager reached out for a meeting, although not sure what he would like to discuss. He is supposed to reach back out today with a time for the meeting. Alma stated that she would like to discuss the homeless program and how Gadsden County can become a part of it.

**Jeanné** stated that she and/or Johnna would like to be a part of the meeting when it is scheduled. She and Commissioner Dianne Williams-Cox have been trying to get the officials in Gadsden County involved with the CoC Board Meetings.

d. Wakulla County - **No Updates or Rep.**

e. Franklin County - **No Updates or Rep.**

f. Taylor County - **No Updates or Rep.**

**Johnna** stated that she has only had contact with the Red Cross Reps from Taylor and Madison counties and officials from the county have not reached out in any way.

g. Jefferson County - **No Updates or Rep.**

h. Liberty County - **No Updates or Rep.**

i. Madison County - **No Updates or Rep.**

j. Partner Agencies

**Cindy Kimbrell – Legal Services of North Florida**

- Our office has received an increasing number of cases in Jefferson County:
  - Mobile homes with severe damage and/or condemned,
  - Clients with vouchers and unable to locate housing.
- DCF and Career Source are in Jefferson County every Wednesday at the library and need Outreach there. Legal Services would like to partner with the Outreach Teams.

**Johnna** stated that the CoC would be able to have the Outreach Teams in Jefferson County on Wednesday's if we could get a contact person.

**Johnna reported** that today is Road Homeless Day, and the Kearney Center is acknowledging by having a clean-up this morning and will be serving lunch and service providers will be there later today, offering haircuts, etc.

**5. Public Comment/Announcements**

**No Public Comments**

**6. Adjournment of Meeting**

**Jeanné** thanked everyone for their attendance and adjourned the meeting at 11:41am.