



**Homeless and Housing Alliance
Lighthouse for the Blind
1710 Tiffany Drive East
West Palm Beach, FL 33407
Phone: 561-586-5600
August 25, 2011, 2:00 p.m.
Minutes**

1. Call to order/roll call - Chris Harris, Chair, opened the meeting and welcomed everyone. Attendees introduced themselves. Agency attendance was taken. A quorum was established.
2. Approve Minutes for the July 25th meeting - A motion was made to approve the minutes from the July 25th meeting. It was seconded and unanimously approved by all in attendance.
3. Approve the modification of the May 26th meeting to include the following under Challenge Grant.
 - a. A motion was made and passed unanimously to amend the 2010 CoC plan to reflect increasing homeless prevention services in Palm Beach County by applying for the FY 2011-2012 DCF Homeless Challenge Grant with Adopt-A-Family of the Palm Beaches, The Coalition for Independent Living Options and Faith, Hope, Love, Charity named as sub-recipients.
4. Notice of pending HHA Executive Committee membership elections
 - a. A chart showing eligibility and categories for agencies wishing to be considered for election to the Exec Committee has been distributed. If there are any modifications, contact Chris Harris.
 - b. Nominations will take place at the September meeting. Nominations will be closed at the end of the September meeting. An agency must be present to be nominated.
5. HHA By-Laws are available online at:
<http://www.pbcgov.com/communityservices/programs/humanservices/hha.htm>
6. Sub Committee Reports: Michele Carter
 - a. CMIS – Chris Harris reported that training for all current users have been completed. The new version will be on-line on Sept. 19.
 - b. Discharge Planning – Kim Parnett reported that the memorandum of understanding with hospitals is almost complete.
 - c. Emergency Response System – Georgiana Devine reported that a coordinated single point of access is being evaluated.
 - d. Homeless Prevention System – Georgiana Devine
 - e. Performance Measures – Daniel Gibson reported that 12 performance measurements and definitions have been identified. Goals for each measurement are being established.
 - f. New Members – Rhonda Clinton reported that a manual to educate new HHA members is being written. She suggested a contest to create a logo and tag line for HHA. Contributor can be an agency or friend.
 - g. Unmet Needs – Michele Carter reported that the committee will select a specific unmet need to work on. It was suggested that this sub-committee meet with the executive committee.
7. Liaison Reports

- a. Affordable Housing – Emily Gorman reported that AAF’s NSP2 program has single family homes for sale and affordable housing rentals available for 2012.
 - b. Homeless Coalition - Marilyn Munoz
 - i. The next Project Homeless Connect will be held on Friday, September 23, 2011, from 9:00 a.m. to 1:00 p.m. at The Salvation Army, 4051 Kirk Road, West Palm Beach. Many bikes will be given out. Phone 561-355-4764 or email mmunoz@pbcgov.org for info.
 - ii. Yolanda Kennedy, 561-478-5351, Ykennedy@pbcgov.org is the AmeriCorps Vist person on staff managing the Faces of Homelessness Speaker’s Bureau. Speakers have been recruited and are available to present to schools or other audiences.
 - iii. National Hunger and Homeless Awareness Week is the third week of Nov. Marilyn wants to present a calendar of activities for that week. Submit event information to Marilyn.
 - c. HAB/Homeless Resource Center Update: Marilyn Munoz
 - i. The agreement between HAB and the Homeless Coalition has been signed by the Board of County Commissioners. The number of seats on HAB has been reduced. HHA membership application must be submitted by Sept. 4th.
 - ii. Both boards will have members on the Consumer Advisor Committee.
 - iii. The 10-year plan will be updated in 2012.
 - iv. The Homeless Resource Center will open in the fall. Local agencies will provide services.
8. Member Presentation – CMIS (County Client Management Information System). Chris Harris spoke about the history of CMIS and said that all members of the HHA who want to receive funding must use CMIS. <http://www.hmis.info/About.aspx>
9. New Business
10. Old Business
11. Announcements – send info to Carol Shaffer, Cshaffer@PBCGov.org for distribution.
- a. Analysis of impediments to fair housing – contact PMG Associates, Kathy Gonot, Kathy@PMGAECON.com, 954-427-5010 for more info.
 - b. CROS Ministries has benefit specialists who are available to help with applications - contact Gibby Nauman, gnauman@CROSministries.org, 561-233-9009x106
 - c. Trauma Training sponsored by Goodwill; Sept. 13, 8 – 12, 12:30 – 4:30; Sept. 20, 8 – 12, 12.30 – 4:30; **contact** Chandra Williams at clwillia@pbcgov.org

12. Adjourn

Next Meeting: Sept. 22, 2011