



**Homeless and Housing Alliance**

[www.HHAPBC.org](http://www.HHAPBC.org)

**Lighthouse for the Blind**

**1710 Tiffany Drive East**

**West Palm Beach, FL 33407**

**Phone: 561-586-5600**

**May 24, 2012, 2:00 p.m.**

**CoC Minutes**

Attendees:

Adopt-A-Family	Gorman, Emily	<a href="mailto:EGorman@AdoptAFamilyPBC.org">EGorman@AdoptAFamilyPBC.org</a>	561-253-1361 x125
Adopt-A-Family	Perot,Sharol	<a href="mailto:Sperez-Navaro@AdoptAFamilyPBC.org">Sperez-Navaro@AdoptAFamilyPBC.org</a>	561-253-1361 x110
AVDA	Zettle, Cheri	<a href="mailto:czettle@AVDA-FL.com">czettle@AVDA-FL.com</a>	561-265-3797x114
AVDA	Lockett, Angela	<a href="mailto:ALockett@avda-fl.com">ALockett@avda-fl.com</a>	561-278-7922
Center for Family Services	Stephens, Chris		
Children's Home Society	Sullivan-Lovell, Alma	<a href="mailto:Alma.SullivanLovell@CHSFL.org">Alma.SullivanLovell@CHSFL.org</a>	561-598-4150
Coalition for Independent Living Options	Reyes-Coles, Maite	<a href="mailto:Maiter@Cilo.org">Maiter@Cilo.org</a>	561-966-4288 x103
CROS Ministries	Jones, Yolanda	<a href="mailto:Yjones@CROSministries.org">Yjones@CROSministries.org</a>	561-233-9009 x111
Families First of PBC	McNair, Sonya	<a href="mailto:SmcNair@FamiliesFirstPBC.org">SmcNair@FamiliesFirstPBC.org</a>	561-518-0071
Family Promise of North Palm Beach County	Clinton, Rhonda	<a href="mailto:RBClinton@comcast.net">RBClinton@comcast.net</a>	561-310-3750
Family Promise of North Palm Beach County	Reece, Charla	<a href="mailto:RBClinton@comcast.net">RBClinton@comcast.net</a>	561-310-3750
Family Promise of South Palm Beach County	Stevens, Alex	<a href="mailto:Astevens@FamilyPromiseSPBC.org">Astevens@FamilyPromiseSPBC.org</a>	561-265-3370x100
Family Promise of South Palm Beach County	Bernard, Maitey		561-265-3370
Family Promise South Palm Beach County	Prior, Linda	<a href="mailto:Linda_Prior@hotmail.com">Linda_Prior@hotmail.com</a>	561-330-0245
Gulfstream Goodwill	Giordano, Paula	<a href="mailto:Giordano@Gulfstreamgoodwill.com">Giordano@Gulfstreamgoodwill.com</a>	561-848-7200 x286
Gulfstream Goodwill	Spencer, Kathy	<a href="mailto:Spencer@Gulfstreamgoodwill.com">Spencer@Gulfstreamgoodwill.com</a>	561-848-7200
Housing Partnership	DiBartolo, Amy	<a href="mailto:Adibartolo@GoCpG.org">Adibartolo@GoCpG.org</a>	561-841-3500 x1011
J.A.Y Outreach Ministries	Herd, Kathleen	<a href="mailto:Kherd@jayministry.org">Kherd@jayministry.org</a>	561-842-4276
Jerome Golden Center for Behavioral Health	O'Reggio, Heather	<a href="mailto:HOReggio@JeromeGoldenCenter.org">HOReggio@JeromeGoldenCenter.org</a>	561-881-9559
PBC Dept of Human & Vet Services	Devine, Georgiana	<a href="mailto:Gdevine@PBCGov.org">Gdevine@PBCGov.org</a>	561-355-4778
PBC Dept of Human & Vet Services	Shaffer, Carol	<a href="mailto:Cshaffer@PBCGov.org">Cshaffer@PBCGov.org</a>	
PBC Dept of Human & Vet Services	Parnett, Kim	<a href="mailto:Kparnett@PBCgov.org">Kparnett@PBCgov.org</a>	
PBC Dept. of Health	Boulon, Sandra	<a href="mailto:Sandra_Boulon@DOH.State.FL.US">Sandra_Boulon@DOH.State.FL.US</a>	561-514-5431
PBC Homeless Coalition Homeless Advisory Board	Munoz, Marilyn	<a href="mailto:Mmunoz@PBCGov.org">Mmunoz@PBCGov.org</a>	561-355-4764
PBC Housing & Community Development	Miller, Jo	<a href="mailto:EJMiller@PBCGov.com">EJMiller@PBCGov.com</a>	561-233-3620
Salvation Army	Scott, Cassandra	<a href="mailto:CassandraScott@USS.Salvationarmy.org">CassandraScott@USS.Salvationarmy.org</a>	561-682-1118 x103
Salvation Army	Sypro,Ashaki	<a href="mailto:AshakiSypro@USS.Salvationarmy.org">AshakiSypro@USS.Salvationarmy.org</a>	561-682-1118 x110

St. George's Center. Inc.	Becton, Cinthia	<a href="mailto:stgchrch@att.net">stgchrch@att.net</a>	561-844-7713
St. James Recovery & Master Families Transitional Housing	Barber-James, Sera		561-584-2504
St. James Recovery & Master Families Transitional Housing	Herman, Jame		
Stand Down House, Faith, Hope, Love, Charity	Rainford, Marcia	<a href="mailto:FHLC@Fdn.com">FHLC@Fdn.com</a>	561-967-1612
The Everglades Inn	Stechnij, Susan	<a href="mailto:SusanWPB@hotmail.com">SusanWPB@hotmail.com</a>	
The Lord's Place	Stanley, Diana	<a href="mailto:Dstanley@TheLordsPlace.org">Dstanley@TheLordsPlace.org</a>	
The Lords Place	Escobar, Monicz	<a href="mailto:MEscobar@TheLordsPlace.org">MEscobar@TheLordsPlace.org</a>	561-714-0750
The Lords Place	Gibson, Daniel	<a href="mailto:Dgibson@TheLordsPlace.org">Dgibson@TheLordsPlace.org</a>	561-494-0125 x113
Veterans Administration	Abbott, Karen	<a href="mailto:Karen.Abbott2@va.gov">Karen.Abbott2@va.gov</a>	561-248-7148
Veterans Administration	Cabrera, Maria	<a href="mailto:Maria.Cabrera@va.gov">Maria.Cabrera@va.gov</a>	561-422-6870
Vita Nova	Smiley, Liz	<a href="mailto:Esmiliev@VitaNovaInc.org">Esmiliev@VitaNovaInc.org</a>	
Vita Nova	Sullivan, Terry	<a href="mailto:Tsullivan@vitanovainc.org">Tsullivan@vitanovainc.org</a>	561-689-0035
*Area Agency on Aging	Shaw, Marva	<a href="mailto:Mshaw@YourAgingResourceCenter.org">Mshaw@YourAgingResourceCenter.org</a>	561-684-5885
*Citizens for Improved Transit	Boiton, Tomas	<a href="mailto:Tboiton@citizens4Transit.org">Tboiton@citizens4Transit.org</a>	561-818-0524
*Holy Ground Shelter for Homeless, Inc.	Jepson, Phyllis	<a href="mailto:Phyllisjepson@earthlink.net">Phyllisjepson@earthlink.net</a>	561-596-2807
*Life Find Ministries	Alexandre, Françoise	<a href="mailto:Falexandre2003@yahoo.com">Falexandre2003@yahoo.com</a>	561-254-1876
*Urban League of PBC	Anderson, Tammy	<a href="mailto:Tanderson@ulpbc.org">Tanderson@ulpbc.org</a>	561-833-1461 x3004
*Westgate Tabernacle New	Holmes, Tora	<a href="mailto:WGTNEW@aol.com">WGTNEW@aol.com</a>	561-471-9309

\*non member agency



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**May 24, 2012, 2:00 p.m.**

**CoC Minutes**

1. Call to order/roll call – Daniel Gibson opened the meeting. Attendees introduced themselves. Agency roll call was taken to establish a quorum.
2. Approve minutes from previous meeting – Minutes from the April 26 meeting were unanimously received.
3. Universal Application and Universal Assessment – Georgiana Devine reported that HUD requires that the data from the Universal Application to be entered in CMIS. Some edits were suggested and will be analyzed. Georgiana will e-mail the protocol for the Self Sufficiency Matrix. Call Georgiana if you want training or if you want descriptions for the data fields.
4. Amendment to By-Laws – Georgiana Devine reported that the Executive Committee approved adding the Chair of the HMIS Oversight Committee to the Executive Committee. A motion was made to amend article 5, section 1, of the by-laws, to increase the maximum number of Executive Committee Members to ten so that the HMIS Oversight Committee Chair can be included as a member of the Executive Committee. The motion was seconded and unanimously approved.
5. Palm Beach County Counts – Greta Van Unruh – postponed until July.
6. Citizens for Improved Transit– Tomas Boiton reported that Citizens For Improved Transit is a community of citizens in south Florida united by the common goal of achieving more accessible, affordable public transportation. See website: <http://citizens4transit.org/index.html> He talked about the increased fares. The Bus Pass By Mail Program is available. To discuss the needs of your organization and how Citizens for Improved Transit can help, please contact Tomas Boiton at (561) 818-0524, or at [Tboiton@Citizens4Transit.org](mailto:Tboiton@Citizens4Transit.org).
7. Sub Committee Reports –
  - a. HMIS Oversight – Georgiana Devine reported on behalf of Irvine Nugent that the documents will be presented to the Executive Committee in June.
    - i. Policies & Procedures Manual
    - ii. CMIS User Agreement, CMIS Agency Agreement, CMIS Administrator Agreement, CMIS Release of Information

- b. Discharge Planning –Kim Parnett reported on behalf of Michele Carter that a Memorandum of Agreement (MOA) for jails is in progress. A MOA for Prisons will be next.
  - c. Performance Measures – Daniel Gibson reported that the committee is working with 211 to establish a collection and reporting procedure for Performance Measures. A discussion will be held in the future about how performance measures will be used. There was a question on the definition of program completion. There will be an overview at a CoC meeting.
  - d. New Members – Rhonda Clinton reported that the New Member Packet has been presented at the Exec Committee Meeting. The Packet will be e-mailed to the Exec Committee and then presented to the CoC.
  - e. Unmet Needs – Kathleen Herd reported that the survey was presented to the Executive Committee Meeting in April. The revised survey will be distributed at the July meeting.
  - f. Housing Inventory Chart – Wendy Tippett – no report. The committee needs members.
8. Liaison Reports - Homeless Coalition/HAB and Housing Resource Center - Marilyn Munoz gave the following report:
- a. The Homeless Advisory Board met on May 16<sup>th</sup>. Discussion centered on the types of reports they will be receiving regarding the operation of the Lewis Center. The next meeting will be August 15<sup>th</sup> from 2:00 p.m. to 4:00 p.m.
  - b. The Senator Philip D. Lewis Center will be opening on July 2, 2012. A director has been hired, Ezra Krieg. Ezra brings experience in operating a homeless center, working with a food bank and is one of the original Homeless Advisory Board members. The clinical director hired is Carol Schaffer who also brings a world of experience having worked both in Human Services and the Jerome Golden Center. The County will be holding a ribbon cutting on Monday, June 25<sup>th</sup>. The Homeless Coalition will be hosting an open house and light refreshments from 8:30 a.m. to 10:00 a.m. at the Center on the same day.
  - c. Everyone is invited to participate on the committees of both the HAB and the Homeless Coalition. The Housing Committee meets the 2<sup>nd</sup> Thursday of each month from 3:30 p.m. to 5:00 p.m. The next meeting is June 14<sup>th</sup>. The committee is concentrating on back end housing needs. The Policy and Legislative Committee will be concentrating on establishing a dedicated funding stream. If you are interested in working on that committee please contact Marilyn Munoz.
  - d. If HHA members are planning activities for the Hunger and Homeless Awareness Week please let the Coalition know so they can start a calendar of events for that month. The calendar will be distributed so partners can supports each other's events.
9. Member Presentation – There was no member presentation.
10. New Business
- a. A 50 bed dorm will be available to prepare vets to integrate into the community.
  - b. Life Find Ministries has openings for pregnant women 18-25 years old.

11. Old Business:

12. Announcements – Send announcements to Georgiana Devine, [gdevine@pbcgov.org](mailto:gdevine@pbcgov.org) for distribution.

13. Adjourn

**Next Meeting:**

**Exec Meeting : June 18**

**CoC Meeting: June 28 POINT IN TIME (PIT)**

Directions:

From I-95, Exit at 45th Street and go east.

Cross Congress Ave, ¼ mile to Tiffany Drive and make a right.

Make a right at the stop sign, Tiffany Drive East.

The Lighthouse for the Blind is the 1st building on the left.