



Chair: **HHA**  
Palm Beach County

Date: **HHA**

Present / Absent:

**Pam O'Brien, AVDA**

**January 31, 2013**

**See Attached Attendance Log**

**Homeless and Housing Alliance Meeting Minutes**

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

**Gulfstream Goodwill 1715 Tiffany Drive East West Palm Beach, FL 33407**

TOPIC / AGENDA ITEM	PRESENTER	DISCUSSION/RECOMMENDATION/ACTION	FOLLOW-UP /
Call to order	Pam O'Brien	Meeting began at 2:05 pm. Quorum established.	
Roll call	Pam		Attached Attendance Sheet
Minutes	Pam	Kathleen Herd motioned to approve HHA November meeting minutes; Seconded by Josh Maddock; Motion adopted unanimously	
Overview of 2012 NOFA & PIT	Georgiana Devine	Thanked all who participated in the NOFA process and PIT. The grant was submitted early on January 11, 2013. Thanked the review committee. Summarized PIT activities. Kathy Spencer commented that incentives should be included for the next PIT as many surveys could not be completed at her site during the PIT due to there being no incentives to offer.	PIT debriefing meeting to be held on Friday February 8 at 8:30 am at 810 Datura St. in the basement conference room.
ESG Funding Allocation Recommendations	Georgiana Devine	Executive Committee recommends the following allocation of funds for ESG FY 2013/2014 as the following- 60% to Emergency Shelter, 7.5% to administration, HMIS lead will receive up to 50% of its required match and the balance will be allocated for Rapid Re-Housing and/or Homeless Prevention. Discussion regarding recommendations. Kathy Spencer motioned to approve Executive Committee recommendations for ESG allocation. Seconded by Joan Keifer. Motion adopted unanimously.	
HMIS Oversight Committee Report	Georgiana Devine	Irvine Nugent absent, Georgiana reported that members of committee are reaching out to other CoC's across the country to gather information regarding their procedures for performance measures. The committee is working on a short term plan to implement for this year's grant review until a long term plan is put in place.	
Performance Measures Committee Report	Daniel Gibson	Set goals for the year in last meeting. Committee is working closely with the HMIS Oversight committee and planning on merging. Working on how performance standards should be used, Technical Assistance, working with 211 to have canned report for performance standards. Next month meeting will determine what data can be collected now. Planning a training for all providers regarding data collection. A discussion on diversion will be included in next meeting.	Meets 2 nd Tuesday of every month from 9-11 am at Adopt A Family. Next Meeting will be February 12 <sup>th</sup> 9-11 am.
New Membership	Rhonda Clinton	Conducted first new member orientation. Further discussion in committee needs to occur regarding how the CoC is connected to the HAB, defining purpose of each committee. Another orientation will occur next quarter.	
Housing Inventory Chart	Kathy Spencer	Kathy Spencer reported for Wendy: Have finished HIC and made corrections. Next task is unmet needs. Georgiana Devine has asked committee to review the HUD formula use to calculate family beds and make recommendation regarding whether the formula should be used again this year for the sheltered count.	
Policy and Procedures	Georgiana	Continue Drafting evaluation tool(s) for determining vulnerability for prioritizing client services.	Next meeting Thursday February 7 <sup>th</sup> at 3pm 810 Datura Street

Homeless Coalition/HAB	Marilyn Munoz	Thanked Salvation Army for their facility use and help from their residents. Thanked the Lord's Place for providing food. Reviewed the 3 Homeless Connect Projects that occurred during the Point in Time. Announced a Superbowl party on Sunday at Chapel by the Sea. A date for Homeless Advocacy will be announced. Announced the Walk the Walk to End Homelessness on February 23 <sup>rd</sup> . A strategic Planning Committee will be meeting with a consultant to determine how 10 year plan compares to national plan. A workshop in April or May for input on 10 year plan will be announced in future.	Next HAB meeting will be February 20 <sup>th</sup> .
Lewis Center (HRC)	Ezra Kreig	Summarized 6 month report that was submitted to the Mayor of West Palm Beach. Greg Rydman requested that report be sent to the HHA. Emphasized need for Respite Care in Palm Beach County. Daniel Gibson commented that it would be helpful to have a discussion or forum for community to offer feedback and discuss openly issues of homelessness. Pam O'Brien offered to discuss in the next executive meeting.	
Network Opportunity	Pam O'Brien	Opened floor for discussion of case situations	
Other Business Announcements	Kathy Spencer	Goodwill is a VITA site for taxes available for household income up to \$51,000.	
	Pam O'Brien	AVDA is having a 5K race on 1 <sup>st</sup> Saturday of March	
	Pam O'Brien	Catholic Charities has joined as a member of the HHA	
Next Meeting	Pam	February 28 <sup>th</sup> at the Lighthouse for the Blind	
Next Executive Meeting	Pam	Executive Meeting is Monday February 11	
Adjournment	3:15 pm		

Submitted by Meghan Parnell, February 5, 2013