



Homeless and Housing Alliance

www.HHAPBC.org

Lighthouse for the Blind

1710 East Tiffany Drive

West Palm Beach, FL 33407

March 28, 2013 at 2:00 pm

1. **Call to order at 2:07pm /roll call** – E. Jo Miller (Vice Chair) opened the meeting. Agency roll call was taken to establish a quorum.
2. **Approve minutes** – E. Jo Miller (Vice Chair). A motion to approve the minutes for the February 2013 meeting minutes was **made** by Josh Maddocks and **seconded** by Maite Reyes. Motion carried unanimously.
3. **Guest Presenter** – Anne Gannon, Palm Beach County Tax Collector. Ms. Gannon Presentation topic: The Real I.D Program. She provided prepared packets of material pertaining to the Real I.D program for providers to pass on to their clients. Per Ms. Gannon, the U.S Congress passed the Real I.D into law and everyone in the U.S must become Real I.D compliant by 2017. Ms. Gannon advised that DMV has issued the PBC Tax Collectors Office the authority to give I.D Cards to the Homeless population that CoC providers serve. There is a **homeless certificate letter** if client is in shelter that must be completed and the fee will be waived. If the client is not in shelter they will need to report to a local Tax Collector branch with the certified documents listed in the packet with an additional letter to be processed. The Military Trail branch in Lake Worth does not issue I.D or Drivers License. E. Jo Miller, Vice Chair thanked Ms. Gannon for her presentation to the HHA CoC today.
4. **Sub Committee Reports** - E. Jo Miller (Vice Chair) reminded the CoC per last month's HHA-CoC meeting of the new process to certify attendance each month by submitting sub- committee reports specifically for attendance and minutes to be distributed monthly with the meeting announcements. She further encouraged the CoC members to keep check of their attendance to assure their attendance is accounted and to be in good standing with the HHA.

(Sub-Committee Reports cont.)

HMIS Oversight- No additional comments

Performance Measures- Daniel Gibson, presented the definition of ***Diversions*** and requested a vote be taken by the CoC to adopt. A *Motion to adopt the term and definition of Diversions as language in the PBC HHA-CoC* was ***moved*** by Matt Constantine and ***second*** by Carol Schafer. *Motion carried unanimously.*

New Members- Rhonda Clinton, advised the CoC of a New Members Orientation to be held on April 17, 2013 @9:00 am at the Holy Spirit Episcopal located at 1003 Allendale Rd. WPB, FL. The orientation is open to new and old members.

Standards Policy and Procedures- Georgiana provided an update on the ***Universal Self - Sufficiency Matrix*** form. The committee revised the matrix to be more efficient and move toward deletion of paper forms in favor of online completion. The revisions have been sent to 211 to see if they can be changed in the system.

Housing Inventory Chart- Emily reported the committee sought HUD guidance on units -v- bed inventory as per the Housing Inventory Chart per previous formula used for families housed in the system. HUD advised not to use the formula when the beds are in facilities.

E. Jo Miller, Vice Chair thanked those who served on sub-committees and encouraged more CoC members to join as this is one of the HHA's policies.

5. Liaison Reports

- a. Homeless Coalition/HAB – ***Odeline***, representative for ***Marilyn Munoz*** reported updates regarding the Homeless Coalition/HAB upcoming workshop that will be held in May 2013, actual meeting date TBA. Further, she discussed the NAH Strategic Plan and requested all CoC service providers to complete the forthcoming 26 question survey on-line through "Monkey". **Save the date: May 9, 2013** for the ***Lewis Center Luncheon*** to be held at the ***City Place Marriott*** 11:30am
- b. Homeless Resource Center (HRC) – Carol Schaeffer:

Lewis Center February 2013 Stats

136-Telephone Calls for services (increased from last month)
192- Were received for assessment
4 - Placed on long-Term housing (Individuals)
15- Declined services
35- Ineligible
33- Diverted
0- Placed in permanent - supportive housing
109- Hot TEAM Program
13- Placed at HRC
45- Stayed In Lewis Center Transition
21- Walk-ups
9- Law Enforcement referrals

6. Network Opportunity/Sharing of Case Scenarios

Discussion was held regarding the process of referrals being made to and from the Lewis Center. Georgiana agreed to plan a forum to conduct an overview of the first year's operation of the Homeless Resource Center as a concept.

7. New Business- No new business was reported

8. Old Business

- P.I.T Count- Georgiana reported the numbers for the final P.I.T count as follows:

2,509	Total
1,543	Unsheltered
283	Volunteers
32	Agencies
46	Advocates (Citizens)
11	Outreach Teams
14	PBCSO Districts

The HHA-CoC Executive Committee met and discussed some reasons for the decrease in the number of homeless counted in this year's count. The Executive Committee suggested the following for purposes of media and press release:

- successful programming implemented in the County during the past two years;
- enforcement of trespassing which reduced visibility of the homeless;

- new property development reducing vegetation for homeless to utilize as camps; and
- change in methodology (three "Project Connects" events rather than incentives).

9. Announcements

- Georgiana informed the CoC Irvine Nugent is relocating to Maryland for educational opportunities and has resigned as the HMIS Oversight Sub-Committee Chair. Josh Maddock of Faith, Hope, Love, Charities has agreed to Chair HMIS Oversight Committee.

10. Meeting Adjourned @ 3:28 pm.