



Semiannual Full Membership and Board Meeting
Thursday, April 14th, 2022 – 11:00am-12:30pm

MINUTES

Board Members Present: Chair Jeanné Freeman, Johnna Coleman, Holly Bernardo, Mandy Bianchi, Greg Downing, Horace Thompson, Commissioner Rick Minor, Shington Lamy, Chuck White, Gina Dozier, Frank Norris, Gwen Virostek, Taylor Biro, Commissioner Chuck Hess, Samantha Vance, Emily Mitchem, Melissa Radey

Meeting Attendees: Sarah Grindle-Rollins, Lona Ford, Eric Layton, Broderick Seabrooks, Jeff Kane, Adriana Silva, Abena Ojetayo, Julie Smith, Brad Clayton, Kim Ladner, Danni Hickey, Summer Boggs, Andrea Wiggins, Alma Venisee, Sylvia Smith, Justin Fitzpatrick, Marie Vandenberg, Courtney Atkins, Bret Oglesby, Brad Clayton, Jackie Fortmann, Mark Schlakman, Jodi Wilkof, Carol Weissert, Kevin Warren, Vicki Butler, Stephanie Beckingham, Justin Barfield, Abby Sanders, Mallory Adams, Alexander Rose, Willie Williams, Tracie Simmons, Elaine Webb, Rob Renzi

MEMBERSHIP MEETING

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

Jeanné called the Membership Meeting to order at 11:05am by welcoming everyone to the meeting. Jeanné informed everyone that Johnna Coleman had been appointed the new Executive Director of the BBCoC, and there would be a press release going out to inform everyone of Johnna’s permanent position. Johnna thanked everyone for their support, and she looks forward to working along with everyone.

2. Introduction of New CoC Staff

Johnna introduced new CoC staff to the Board:

- a. Lona Ford- Contract and Finance Director – joined the CoC in January 2022
- b. Jeff Kane- Landlord Liaison - Joined the CoC in February 2022
- c. Adriana Silva- Street Outreach Coordinator – Joined the CoC in November

3. Nominations and Elections- Jeanne’ Freeman, Board Chair

Jeanné informed everyone that there had been changes in representation within the following agencies:

- CCYS – Gwen Virostek
- BBHC – Holly Bernardo
- CESC – Samantha Vance
- Ability 1st – Mandy Bianchi
- CoC – Johnna Coleman

Johnna explained that members which were elected in 2020 would have to be re-elected in 2022.

Johnna reported that we have received one resignation from Tom Pierce, and she has not received any other resignations from Board Members. All new Board Members confirmed that they would remain in their positions and Jeanné will contact members that were not present to confirm their re-election to the Board.

Motion to approve Board Members re-election for a 2-year term was made by Chuck White and seconded by Greg Downing. None opposed. All members were in favor of the motion and motion carried and passed unanimously.

Jeanné informed the Board that a Chair was needed for Coordinated Entry Committee, Needs Assessment and Planning Committee, and Application and Project Performance Review Committee. Jeanne asked if anyone was interested in Chairing those committees to contact Johnna, otherwise, if someone would agree to be a co-chair to the committee, that would also be possible.

4. System Performance Measures 2021 Presentation – Eric Layton, HMIS and Data Director

Eric explained six of the seven System Performance Measures to the Board, which were:

- Length of Time Homeless
- Return to Homelessness
- Number of Homeless Persons
- Jobs and Income Growth
- Numbers of Persons Homeless for the First Time
- Successful Placement from Street Outreach and Successful Placement of Permanent Housing

The full presentation can be viewed on Big Bend CoC's website (www.bigbendcoc.org) under HMIS Section and Annual Reports.

Question/Answer Period:

Commissioner Rick Minor:

Interested in how data could be broken down to the public because what they are seeing in the homeless community has worsened in the last 18-24 months than the numbers that's presented by the CoC, and how the CoC's progress can be related to them, along with presenting an explanation of the data's accuracy compared to what they are seeing on the streets in the community.

Eric stated that the CoC is working with agencies to make sure data is correct and running reports monthly instead of semi-annually and quarterly to make sure the data is accurate and efficient.

Johnna reported that the data presented is derived from the year 2021 and COVID funding was just being dispensed at that time and we are looking at the effects prior to the COVID effects. Johnna explained as we look from 2021 to 2022 there is a decline in exits to permanent housing, and information that we present now is slightly outdated than at that time. Johnna also explained that it will be important to look at next year's data and get a more clearer picture of what we are seeing now in the community.

Greg Downing:

How do we market the data presented to the public because there is a misconception from what everyone is seeing compared to the presented data. Greg stated that Board Members can possibly sit down and form a new marketing committee that shows the actual work and accuracy of data the CoC is accomplishing towards ending homelessness.

Abena Ojetayo:

Recognizing the downward trend and adding recent resources which would make a dent. Abena stated that the tracking has improved and resolving the issues from tracking sources, although the trend is looking very good. Abena also stated that she thinks we are going in the right direction working on the present issues and getting the accurate information out to the public.

Johnna thanked everyone and stated that the strategy presented is very good and developing a committee that looks at means of getting information out to the public is something we can work towards.

Eric reported that the CoC is working on presenting a dashboard that the CoC will be able to present the current work that providers are doing on our website. That will be forthcoming.

5. General Membership Announcements

There were no General Membership Announcements

6. Adjournment of Membership Meeting

Membership Meeting was adjourned at 11:43am and Jeanné thanked everyone for remaining with us for the Board Meeting.

BOARD MEETING

1. **Call to Order** – Jeanne Freeman, Board Chair
Jeanné called the Board Meeting to order at 11:43am.

2. **Consent Agenda**
 - a. October 14th, 2021 Board and Membership Meeting Minutes
 - b. Committee Meeting Minutes
 - c. BBCoC Financials as of 3/30/22
 - d. DCF Spending Update as of 3/30/22
 - e. 2022 Updated Schedule of Meetings and Case Staffings
 - f. Written Standards and Addendum Revisions
 - g. CoC Staff Report

Motion to approve Consent Agenda, minus DCF Spending Update (changes are being made by Contract Manager), was made by Greg Downing, and seconded by Emily Mitchem. None opposed. All members were in favor of the motion and motion carried and passed unanimously.

3. Discussion Items

- a. Point In Time Count 2021 Draft and Vote Submit Report to HUD 4/30/22 - Johnna Coleman and Eric Layton
Johnna Reported (5-Year Overview)
 - This year we collected data from Leon, Gadsden, Franklin, Wakulla, Jefferson, and Taylor counties. Johnna explained that Madison and Liberty Counties are included in HMIS data, although, volunteers were not able to collect surveys in those counties due to not having knowledge where those who are experiencing homelessness were sleeping at that time.
 - There was a total of 659 individuals experiencing homelessness, which is a slight increase, and a total of 510 households, which is a decrease.
 - There was a decrease in the number of veterans this year, and an increase in unsheltered individuals and that was the focus with agencies looking at data from 2021-2022.
 - There was an increase in individuals with use of substance abuse and decreases in areas of chronically homeless individuals and veterans, and a slight increase in youth under the age of 18 experiencing homelessness.
 - The full PIT report is included in the Board Packet for review.

Question/Answer Period:

- Melissa Radey thought it might be more than a slight increase with children under the age of 18 experiencing homelessness and was not sure if it was due to methodological reasons.
 - Johnna stated that we have not seen a lot of small households. Johnna explained that households we are seeing have 7-8 individuals residing inside, which has been an increase with larger families.
- Sylvia Smith, Big Bend Cares, stated that the increase from 67 to 144 youth might be due to COVID and renovation and might have contributed to the 2021 number being low.
- Melissa also asked about the number victims of domestic violence being as low and the accuracy of our data.
 - Johnna explained that these numbers are self-reports, and individuals might not choose to disclose of their information. Johnna also explained that there was a wording change from 2020 to 2021 from “Have you ever been a victim of domestic violence” to “Are you experiencing homelessness due to a domestic violence issue” and that could have contributed to the dramatic change in numbers. Melissa agreed and thanked Johnna for clarification.
- Abena questioned if there was any nuance regarding individuals that were surveyed during PIT and their relationship to this community.
 - Johnna reported that Eric would be able to pull information on the last county of the individual’s permanent residence and submit that to her.

Johnna reported that Eric has been working with our HMIS provider, Wellsky on a glitch in the HIC Report and it is not included with this packet, although, the HIC will go out for a vote as well prior to submission, which is April 30th, and we don't know at this time if they will offer an extension. Johnna explained as soon as we have the HIC Report repaired it will go out for a vote. Johnna also explained that she would send the PIT and HIC Reports out together for the vote on both.

Eric reported that he received a message from Wellsky stating that they expect the glitch to be repaired within the next reporting refresh, which is today or tomorrow.

Taylor Biro asked for the two groups that had a high jump in number from 2020 to 2021 be moved to the Needs Assessment and Planning Committee to make sure moving forward they are highlighted in their conversations, and Johnna agreed.

b. ARPA Funding Updates- Johnna Coleman, Executive Director

Johnna Reported:

- The City, County, and the CoC have entered into a third-party funding for ARPA, in which the grant funds permanent supportive housing, street outreach, and capacity building.
- We have contracted with CCYS for street outreach and permanent supportive housing for youth, CESC for street outreach, and BBHC for additional permanent supportive housing.
- The CoC is working to develop a draft implementation for capacity building and working with city-county staff, and implementation will be presented to the public in June 2022.

Taylor Biro questioned three out of five Review Committee Members as being part of the city and county and she wondered if there were policies or best practices regarding who can be on a review team, also, Taylor stated that it looks like funding was decreased for services that provide direct care and then provided to alternate entities, and she would like to have information on those entities and also what the process will be for those entities to get the funding that they were supposed to have originally allocated for social services.

Johnna explained that there were questions from the Review Committee, and we don't have any policies and did not see a conflict with the actual funder being a part of that. Johnna also explained that as far as the committee reviewing the projects, specifically, there were questions that came back about the data that was used and whether it was sufficient to address issues. Johnna stated that half of the funding was allocated for youth, and the population of the youth did not equal half of the funding that was allocated, therefore, there were not any questions from the committee for the agencies.

Taylor asked what the remaining funding would be used for and what other entities would be eligible to receive it.

Johnna explained that CCYS has never had a youth permanent supportive housing program in the past, and the funds would remain in the bank, and if they get to a point where they have been successful in spending down their funding, additional funds would then go towards their agency, or to support additional permanent supportive housing programs, also, the funding would be able to support existing programs instead of developing new ones, whereas, the ARPA funding has to be spent by September 2023.

Taylor thanked Johnna for updating her on the process.

c. HUD Youth Demonstration Grant- Taylor Biro

Taylor Biro Reported:

- This will be the third time we have discussed applying for this opportunity and this year it is looking very good with the Life Center for CCYS and other programs that we are engaging with.
- The minimum amount that we can get if awarded is \$1 million and the maximum is \$15 million.

- We will reach out to the community to determine what they would like to see in Tallahassee towards ending youth homelessness and make sure that youth are in the forefront of the decision making and to assist with the initial strategic planning process.
- Have connections with youth groups and will reach out to agencies for assistance to make sure this is a success and welcome anyone that's interested in joining.

d. Committee Reports

i. HMIS Committee – Jim McShane, Committee Chair

a) Training Schedule Update

Eric Layton Reported:

- We are exiting the Annual HUD Report and will resume Training Tuesday's, which will be the last Tuesday of each month at 2pm.
- Trainings will be geared towards the HMIS users, although, we encourage anyone that's interested in data to join. Information for joining can be found on the CoC's website under HMIS Section – Learning Center.
- The first training session will be April 26, 2022, at 2pm, for agency administrators, and the topic will be Reports and Administrative Functions.

ii. Executive Committee-Jeanne' Freeman, Board Chair

Jeanné Reported:

- Johnna Coleman was officially appointed the Executive Director of the CoC.
- In the last meeting, there was a discussion on financials and updates for Point in Time and HUD updates, and minutes from those meetings are attached.

iii. Racial Equity Work Group – Taylor Biro, Committee Chair

Taylor Biro Reported:

- Creating a Mission Statement for the workgroup that has been developed and will have it approved at the next meeting.
- We are working on plans for a timeline of items we would like to see completed, and we are doing an assessment of qualitative and quantitative assessments, which Johnna and Eric assisted us through some of the demographics that's relevant to race equity during the last meeting.
- We are trying to outline the actual issues in our area to be able to strategically place some initiative towards change, and we discussed law enforcement in street outreach and showing best practices against using law enforcement in street outreach and using best practices, especially regarding race equity, also, had a discussion on demonstration grants.
- Looking for more individuals to join the group who has expertise in racial and economic justice.

Jeanné asked for a motion from the board to ratify the Executive Committee's decision of appointing Johnna Coleman as the official Executive Director of the CoC.

Motion for ratification of Johnna being appointed as the new Executive Director of the CoC was made by Greg Downing and seconded by Frank Norris. None opposed. All members were in favor of the motion and motion carried and passed unanimously.

Drawing for four Gift Cards to Current Members Whose Dues Were Paid Up-to-Date – Sarah Grindle-Rollins

- Mandy Bianchi – Longhorn Steak House \$25 Gift Card
- Jeanné Freeman – Sonny's Bar B Que \$25 Gift Card
- Gina Dozier – Whole Foods \$25 Gift Card
- Shington Lamy – 4 Rivers Smokehouse \$25 Gift Card

Sarah congratulated everyone and informed them that their gift cards will be mailed by tomorrow to each winner!

7. County Updates

a. Franklin

No updates

b. Gadsden

Alma Venisee Reported:

- We have placed 19 individuals into housing and we are trying to locate housing for 4 additional individuals.
- There is not enough housing for the individuals applying and that is a challenge.

Greg Downing Reported:

- Very proud of the work Alma Venisee is doing in Gadsden County and believe this will open ideas as to how the CoC serve rural communities.
- Alma has served far more people than the grant has allotted for.
- A “Thank You” to other agencies outside of Gadsden that were willing to provide some type of technical assistance to Alma as she began this grant to get the program implemented.
- There is a concern moving forward and would like to know if it’s possible to lose a local program provider because of grant writing or is it a possibility to reach out to other counties to be a part of that.
- Concerned that most individuals needing assistance goes to Leon County because of services rendered there, whereas, they would be able to stay within their county and receive services if we had the resources to serve them.
- Homelessness in the rural counties does not look the same as Leon/Tallahassee because you don’t see individuals standing on street corners in rural communities.
- As we look at serving rural communities, it should be possible to identify something that does not originate from Leon/Tallahassee but can be dedicated in trying to identify agencies in rural counties that are able to operate as Alma has done in Gadsden County.
- Greg suggested a meeting aside from the Board Meeting for a discussion of assisting other counties outside of Leon/Tallahassee, and thanked everyone for what they have already done in assisting Gadsden County.

c. Jefferson

No Updates

d. Leon

Abby Sanders Reported:

- We are in the CHSP Process and getting ready to accept applications.
- There have been five agencies to apply for funding in the Homeless Services category.
- There are about ten or more programs that are requesting funding.

Alexander Rose Reported:

- The Relocation Program has been open for about three weeks, and offers assistance to individuals seeking new rental units.
- This program assists individuals who are experiencing homelessness or someone who is moving or getting evicted.
- The funds assist with security deposits and three months of rental assistance, and utility connection fees.
- An individual will not be able to apply directly as a client but must be a client of one of our partner agencies in Tallahassee (Rise Center, Tallahassee Housing Authority, and Tallahassee Urban League).

e. Liberty

No Updates

f. Madison

No Updates

g. Taylor

No Updates

h. Wakulla

No Updates

8. Public Comment/Announcements

Chuck White asked about bus passes being available again that they were able to offer clients in the past, and they were discontinued upon COVID restrictions. Chuck stated that there were normally around 500 passes issued for distribution and wondered if the CoC would be able to form a group to approach the City of Tallahassee Star Metro for the program to be reinitiated again with COVID rates decreasing.

Marie Vandenberg commented that the HOPE Community is also struggling with residents that do not have transportation and don't have money to pay for transportation needed. Marie stated that their facility is running low on monies to get the transportation needed and they are running low on donations for the purchase of bus passes needed for their residents.

Johnna stated that there will be a provider call scheduled for those who would like to be a part of this conversation at a later date.

Jeanné thanked everyone for attending the Membership and Board Meeting and asked if anyone had anything else for discussion to please contact Johnna.

9. Adjournment of Meeting

Chuck White made a motion for adjournment and Melissa Radey seconded. Meeting adjourned at 12:26pm.