

**Tampa/Hillsborough County Continuum of Care Meeting Minutes – February 4, 2016**

**Meeting Location: ACTS – 4612 N. 56<sup>th</sup> Street, Tampa, FL 33610 @ 9:10 A.M.**

**Presiding: Antonio Byrd – COO**

<b>CALL TO ORDER</b>	Meeting was called to order at 9:10 a.m.
<b>Welcome</b>	Antonio Byrd, THHI
<b>APPROVAL OF MINUTES</b>	January minutes were approved.
<b>Details of CoC Governance and Structure</b>	<p><b><u>Antonio Byrd (THHI)</u></b>            Restructuring of the CoC according to HUD guidelines brought about the formation of committees. Antonio announced the committees and recognized the committees’ Chair and if applicable, Co-Chair and Secretary. He explained the flow of the committees to one another and why the Community Advisory Committee, based on its makeup of homeless and formerly homeless, is the last to come together. The Outreach Committee plays a key role in recruiting members for the Advisory Committee who because of the lengthy process of their tasks will only meet quarterly.</p> <p>Antonio reiterated that the committee Chairs will also sit on the Executive Planning Committee. The Executive Planning Committee decides the direction of the CoC bringing their ideas to the THHI Board who will serve as the final decision making body.</p> <p>It is required that every agency of the CoC and the community be a member of a committee. CoC meetings are now informational – giving committee updates – and the real work will be done thru the committees. The public can attend committee meetings but not participate – meetings are open to the public but are not public meetings. It was suggested that once a month recurring meetings be set to assure member attendance. In order to provide document to HUD for active members (those attending 85% of both CoC and committee meetings), attendance sign-in sheets and notes/minutes of the committee meetings should be forwarded to: <a href="mailto:PritchettB@THHI.org">PritchettB@THHI.org</a>. In the very near future, committee meeting information will be found at THHI’s website. The Executive Planning Committee will decide how committee meeting notes/minutes will be disseminated.</p> <p>Those interested in joining a committee were invited to see Antonio after the meeting, email him at: <a href="mailto:ByrdA@THHI.org">ByrdA@THHI.org</a> or visit THHI’s website: <a href="http://www.THHI.org">www.THHI.org</a>.</p>
<b>Available Health Services to Homeless Population</b>	<p><b><u>D. Shenell Reed, Angel Trinidad (Tampa Family Health Centers)</u></b>            Tampa Family Health Centers began 32 years ago and has grown to 17 centers in Hillsborough County</p> <p>sharing their connection to the homeless population</p>

<p><b>Consolidated Plan – Needs Assessment</b></p>	<p><b>Connie Boone (Hillsborough County – AHS)</b>  Hillsborough County has begun the process of drafting the 2016 -2020 Consolidated Plan. To assist in establishing the Community Development and Housing needs for our County the Affordable Housing Services Department has created a Needs Assessment Survey to record the valuable opinion of Hillsborough County residents. The answers to these questions will be carefully evaluated and reflected in the 2016-2020 Consolidated Plan and 2016 Annual Action Plan. Access the survey and give us your opinions: <a href="http://www.hillsboroughcounty.org/affordablehousing/">http://www.hillsboroughcounty.org/affordablehousing/</a></p>
<p><b>Homeless Point-In-Time Count – February 25, 2016</b></p>	<p><b>Lesla Weikel (THHI)</b> – Lesla provided information regarding the upcoming 2016 Homeless PIT Count happening in Tampa/Hillsborough County on Thursday, February 25, 2016. The presentation included information about the purpose of the count, how the data is used, basic structure of the count, and how to sign up to volunteer for the count. She emphasized that volunteers were most needed for the 5:30 a.m. and 4 p.m. shifts, noting the 9:30 a.m. shift was full at all 8 deployment locations.</p>
<p><b>CoC TA Spotlight – Residence Prior to Entry/Exit Destinations</b></p>	<p><b>Lesla Weikel (THHI)</b> – Lesla presented information about the importance of the need for the data being entered into the UNITY Information Network to be both complete and accurate. She reviewed the data elements related to residence prior to project entry and exit destinations to clarify the meaning of each selection, the need to ensure information is collected based on the program a person may be residing vs. just the organization name where they are residing.</p> <p>Examples:</p> <ol style="list-style-type: none"> <li>1) Someone entering your program states they are residing at Salvation Army could be residing in any of the following: <ul style="list-style-type: none"> <li>Red Shield Lodge – Emergency Shelter</li> <li>Homeless Transition Program – Emergency Shelter</li> <li>Hope House – Transitional Housing</li> <li>VA Contract Bed – Emergency Shelter</li> </ul> </li> <li>2) If someone exits a program to the HOME3 program, they are exiting to ‘permement supportive housing for formerly homeless persons’ and not to ‘rental with other ongoing subsidy.’</li> </ol> <p>A reference chart was handed out.</p> <p>The importance of the correct information is necessary related to reporting, system performance measurements and other program eliglibty criteria.</p>
<p><b>Announcements</b></p>	<p><b>Kevin Baker (Florida Dept. of Health)</b> – Kevin who also serves as the Chair of the Community Health and Homeless Shelters Support Group announced that they are now meeting on a quarterly basis. The CHHS Support Group will have their first meeting January 21, 2016 – 10:00 a.m.-11:30 a.m. – Metropolitan Ministries’ Miracle Place. Kevin also distributed literature and invited attendees with questions about the Support Group to see him at the end of the meeting.</p>

**Tampa Family Health Centers** – A mobile medical bus will offer free doctors’ exams for the homeless and those with no insurance. Hillsborough County Health Applications will also be taken. Each week the medical bus will be at the following locations:

Mondays – Trinity Café – 2801 N. Nebraska Ave., Tampa 33602

Tuesdays – Metropolitan Ministries – 2002 N. Florida Ave., Tampa 33602

Wednesdays – Faith Café – 1340 N. Clearview Ave., Tampa 33607

Thursdays – Salvation Army – 1514 N. Florida Ave., Tampa 33602

Friday – First Baptist Church – 302 W. Kennedy Blvd., Tampa 33606

**Angela Thomas (Hillsborough County Public Schools)** – The HELP Students in Transition Program is receiving a lot of referrals for housing; the focus of the program is to eliminate barriers to student’s academic success. The point of contact for a student who is homeless is the school social worker. If you are working with a family with a student who is not connected to a school, the HELP Students in Transition Program may be contacted at: 813.315.4357.

**Chris Walker (Connect To Protect Tampa Bay)** –As Community Coordinator thru USF Pediatric Infectious Diseases, Chris announced their 4<sup>th</sup> Annual HIV Research & Practice Symposium. Participation in the symposium offers an opportunity to showcase your agency’s department or program focused on HIV. There will also be a call for abstracts. The event will be held on Thursday, March 3, 2016 at the USF Marshall Student Center. For more information, Chris invited attendees to see him after the meeting.

**THHI** – Lesa Weikel announced that the Home 3 Program for Permanent Supportive Housing is diligently looking for chronically homeless individuals with a mental illness diagnosis. Prospective applicant’s chronic status must be documented according to HUD’s new definition regulation. Lesa invited attendees to see her or Melissa Powell at the end of the meeting who may have a client that qualifies for the Home 3 Program.

Cathy James reminded the CoC that agency fundraisers should be announced at the meetings in order for the membership to have the opportunity to give their support. Fundraiser announcements may also be sent to THHI to: [WeikeL@THHI.org](mailto:WeikeL@THHI.org).

Antoinette Hayes-Triplett announced that the County’s Request For Proposals for multi-family housing closes on January 19, 2016. Any funding received by THHI will piggy-back on the County’s application and working collectively with the organization awarded funding and the County, THHI will offer additional assistance to ensure available housing. If your agency is interested, be sure to submit your RFP by the deadline.

When questioned as to the writing of support letters by THHI for an agency submitting an RFP, Antoinette stated that because THHI sits on the review panel to make sure that the CoC’s voices are heard, they do not write support letters unless it is at a State level.

Antoinette announced that THHI has four (4) full-time positions to be filled: (3) Program Managers and (1) UNITY Systems Administrator. Resumes will be accepted until 2.15.16 and should be sent to Antonio at: [ByrdA@THHI.org](mailto:ByrdA@THHI.org).

	<p>If your agency has an event and would like to have the flyer or information disseminated to the CoC, please email your event information to <a href="mailto:Weikell@THHI.org">Weikell@THHI.org</a>.</p> <p><b>Next CoC meeting: Thursday, March 3, 2016 – ACTS – 4612 N. 56<sup>th</sup> Street, Tampa 33610</b></p>
<b>ADJOURNMENT</b>	9:40 a.m.

