Pinellas County Homeless Leadership Annual Board Meeting
March 2, 2018 - **10:00a.m. – 12:00p.m.**
Empath/Hospice - 5771 Roosevelt Blvd, Clearwater, FL 33760

CONSENTAGENDA

Consent Agenda	Action
a. HLB Board Meeting Minutes February 2018	
b. Executive and HMIS Governance Committee Minutes January 2018	
c. HLB Financials January 2018	
d. January 2018 CoC Data Summary Report	
e. Amended HLB Bylaws – Mission and Vision Statements	
f. Amended HLB Governance Charter – Mission and Vision Statements	
g. CEO Update	
h. Committee Reports February 2018	
i. Board Attendance through 2.02.18 Attendance	

Homeless Leadership Board of Directors Meeting | MINUTES

February 2, 2018 – 1:30 PM – Hospice/Empath Health, Clearwater, FL

Attendees

Melissa Baird
Rick Butler
Duggan Cooley
Bob Cundiff
Amy Foster
Paul Halle here (for Gualtieri)
Beth Houghton
Debbie Johnson
Sean King
Darren Waters for Bob Dillinger
April Lott
GW Rolle
Pam Qualls
Karen Seel
Robbin Sotelo Redd
Chris Steinocher

Staff

Susan Myers
Ginny Keeter-Bodkin
Susan Finlaw-Dusseault
Avery Slyker
Cynthia Kazawitch
Brian Leapley
Atty. Regina Kardash

1. Welcome, Introductions, Establish Quorum: A quorum was established. Chair Foster opened the meeting at 10:00AM. The Chair asked members to share an 'aha moment' they had at the last meeting as they introduced themselves. Gary MacMath shared that Florida Housing Finance Corporation has approved underwriting for 65 housing units in downtown St. Petersburg including 33 homeless families.

2a. Items Removed from Consent Agenda (if applicable): Agenda items included Board Meeting Minutes Jan. 2018, HMIS & Executive Committee Minutes Dec. 2017, Providers Council Minutes Nov. 2017, Financials Dec. 2017, CEO Update, Annual. Conflict of Interest, Committee Reports Jan. 2018, Board Attendance through 1.05.18

Sean King asked to extend a thanks to the Pinellas Community Foundation for their recently announced mitigation funding to the HLB, which was noted in the CEO Update. Amy Foster also reminded members to sign the annual Conflict of Interest statements and return to staff.

MOTION: April Lott moved to approve the consent agenda; Sean King seconded the motion.

VOTE: The motion passed unanimously.

3. Public Comment/Good News: Jane Walker reported receiving a high volume of tax forms in the mail for the homeless at Daystar. We need to highlight the homeless experience.

4. Ratification of House Sponsored Bill Vote: Amy Foster stated that discussion took place at the last HMIS Governance Committee meeting regarding privacy laws and personal information in the HMIS System. The Committee voted to ask Rep. Kathleen Peters to sponsor a house bill, since S.B. 1024 has become stale. This vote does not need a second, but ratification. Discussion followed; this should be on the HLB's radar for the spring – Funders Council may be a good place to take this up. An advocacy platform should be developed in May to bring to Board in June. Regina Kardash stated that what we would specifically be advocating for in legislation is an HMIS information exemption under Chapter 490 FS, which deals with homelessness, so that HMIS data not be subject to public information laws or requests. IT is realistic to focus on just this one exemption. This would be beneficial state-wide, and we want to be sure that the legislature takes it up. Susan Myers stated that the HLB pay dues to the Florida Housing Coalition, which hires legislative advocates.

MOTION: Beth Houghton moved to ratify the PHMIS Governance Committee's vote to ask Rep. Peters to sponsor this bill; seconded by Bob Cundiff.

VOTE: Motion passed unanimously.

Discussion – Representative Peters will be gone next year – we should broaden the motion to reach out to all Bay area legislators and identify the best champion for this cause.

DRAFT

AMENDMENT: Beth Houghton accepted the amendment to extend the authority beyond Representative Peters to reach out to all bay area legislators to find an appropriate sponsor for this bill. Bob Cundiff seconded the motion.

VOTE: The motion passed unanimously.

GW Rolle asked for clarification on TBIN vs. HMIS and CEO Susan Myers explained.

5. Data and System Performance Committee Proposed Benchmarks for Rare, Brief and Nonrecurring:
The Chair stated that this was presented previously, but the Board requested some adjustments. Kevin Marrone, the Chair of the DSP Committee and HLB staff Avery Slyker presented together. Kevin indicated the committee is more confident than ever in the data, but they continue to identify gaps.

Benchmark Measures were reviewed, and Kevin explained that the data is unduplicated. Q&A and discussion continued throughout the presentation.

Discussion of Housing First and those standards. Amy Foster suggested changing the benchmarks now that we have better data; we don't want to set a goal lower than where we already are.

MOTION: April Lott moved to change the 'Brief' Measure B.1 (Permanent Housing) benchmark, to be more reflective of what the NAEH suggests (50% of individuals and families in ES be placed in PH within 30 days of program entry and 75% within 60 days). Duggan Cooley seconded the motion. April Lott stated that this is a funder and provider issue.

Discussion. Sean King would support the motion with the end goal in mind, which will highlight our needs and see where we are year over year.

VOTE: The motion passed unanimously.

MOTION: Sean King moved that Measure B.2 (Safe Havens) benchmark be changed to 75% placement within 6 months of entry; seconded by Duggan Cooley. Discussion followed on how this may reflect during the Rank and Review process. If we make this change, this needs to include the support of Safe Havens and Supportive Housing – no backtracking during CoC Rank and Review.

VOTE: The motion passed unanimously.

The 'Non-Recurring' benchmark was reviewed.

MOTION: April Lott moved to adjust this benchmark to match the NAEH's, that the percentage of sheltered homeless individuals and families that do not re-enter homelessness after exiting the system to permanent housing be 95% for less than 6 months from time of housing placement, 85% for less than 12 months, and 80% for less than 24 months. Seconded by Beth Houghton.

VOTE: The motion passed unanimously.

6. Data and System Performance Quarterly Data Review: Kevin Marrone stated that this reviews the Crisis Response System for the period October 1st through December 31st of 2017 and compares it to previous years during the same period. Includes Entries, Total Served and Exits.

Amy Foster suggested that we need a story as to why numbers have not improved for funders. Also look at what requirements funders put around their funding. There is a 'front door' concentration in our system and the 'back door' gets smaller due to lack of housing; we need to take steps there. Discussion of individuals coming from outside of Pinellas County. Sean King asked if data can be captured on the individual's reason for homelessness.

The Chair asked, at this point, if the Board would like to table the next agenda item on the status of the System Re-Design Implementation Plan until the next meeting, due to time constraints.

MOTION: April Lott made a motion to move the Implementation Plan review to next month's agenda; seconded by Debbie Johnson.

VOTE: The motion passed unanimously.

Discussion returned to the Quarterly Data Review - Negative Exit Destinations including Safe Harbor/jail diversion and how that number can be improved. People may leave shelter during the day and just not return; that affects this number of no exit interviews completed. Susan Finlaw-Dusseault explained empty bed counts driving this statistic.

Positive Exit Destination data was reviewed. Sean King asked for percentages on these figures. VI-SPDAT was never designed to make housing suggestions, it only scores for triage and further assessment; the full SPDAT does that. Discussion followed on Rapid Rehousing capacity, Pinellas Safe Harbor's exit data, and resourcing dollars from other municipalities for Safe Harbor since it does function as emergency shelter/bridge housing. Safe Harbor is not resourced for what we want it to do.

Susan Myers stated that Rapid Rehousing is complex because it fluctuates; we have local, veteran and HUD funding; she can get with CSH regarding Rapid Rehousing capacity and funding. We are making data driven decisions. SPDAT is the tool we chose as a community; we want to trust that data. Susan Myers said she would speak with committee and staff to discuss how to collect data to match up VI-SPDAT scores with positive exits. Discussion on researchers to get that data. Chris Steinocher stated that USF has a Data Analytics and Visualization Program and looking for projects and he would be glad to make a connection to the Dean the Business School to work with the Data and System Performance Committee. Chair pointed out that the VI-SPDAT is the tool that this community chose; there are others to consider in the future.

Kevin Marrone continued to reviewed goals. This committee will be working collaboratively with the PHMIS System to improve the data ongoing. Avery Slyker stated that there have been no real significant changes to the seven System Performance Measures to 2015 – 2018 but did review them including:

Number of Homeless Individuals, Employment and Income Growth, Number of First Time Homeless, Permanent Housing Placement. Projections will be included next quarter.

7. Status Report on the Homeless Response System Re-Design Implementation Plan: Tabled until the next Board meeting.

Other Items: Gary MacMath announced that effective February 23rd, Kevin Marrone will be the new COO at Boley Centers.

MOTION: April Lott moved to adjourn the meeting; seconded by Bob Cundiff.

VOTE: Motion passed unanimously.

Adjourned at 12:20 PM.

Homeless Leadership EXECUTIVE Committee Meeting | MINUTES

January 22, 2018 – 1:30 PM – JWB, 14155 58th St. N., Clearwater, FL

Attendees	Staff
April Lott	Susan Myers
Debbie Johnson	Ginny Keeter-Bodkin
Karen Seel	Cindy Kazawitch
Amy Foster	Regina Kardash
Michael Raposa	
Duggan Cooley	

1. **Call to Order HMIS Governance Committee: The m**eeting was called to order at 3:25PM**.**

2a. **Consent Agenda:** Executive Minutes and HLB Financials December 2017
Duggan Cooley asked to pull the financials with a question about the income statement and balance sheet figures not matching. After review, it was determined the data was correct.

MOTION: April Lott moved to accept the Consent Agenda as presented. Michael Raposa seconded.
VOTE: The motion passed unanimously.

3. **Allegany Franciscan Ministries Tau Grant and Pay for Success Proposal:** Susan Myers stated that the HLB has been given go ahead to seek funding and is looking at grants to offset unmet needs. The Funders Council has had a work group and been strategizing on the Pay for Success program focusing on the need for respite care in this community. Council Chair Duggan Cooley said that at the last Council meeting there was discussion on potential costs to formulate a plan. HLB staff indicated that CSH has expertise on Pay for Success. CSH submitted a proposal to include formulating a plan, community convening, and identifying appropriate parties in the community in the $15,000 range. The HLB can apply for the $10,000 Tau Grant and the HLB cover the other $5,000 from their budgeted consulting funds.
MOTION: Michael Raposa moved to allow staff to proceed with the application for the TAU grant. April Lott seconded the motion for discussion.
April discussed her experiences with Pay for Success; DFL has a Pay for Success committee that has been talking for some time on this program for families with children. Children's Services Council in Hillsborough has been active on this. She stated that Pay for Success has a very complicated financial model and a good deal of money is required; the city, the county must come forward and say what they are currently spending – a lot of risk is attached to these structures. Most providers are not currently set up for this type of payment structure. This may be worth moving forward on, but we would need to get the right people involved; she suggests gathering the people who have already started on this vs. starting all over again. Chair Foster supports Pay for Success, but her first reaction is that everything we have done has been hiring consultants and not helping people. We may have reached the threshold for hiring consultants in the eyes of the community. Discussion that providers are not ready for this model; this may be too complex to take on in our infancy as fund raisers.

MOTION WITHDRAWN: Michael Raposa withdrew his motion.

Discussion followed on other potential currently unfunded uses for the TAU grant. A requirement for funding is to improve to overall health status. Discussion on bridge housing and respite care. Amy Foster suggested creating a pilot for the $10,000 and working with local hospitals. H2H – Hospitals to Homes already exists. Baycare is funding the haciendas at Pinellas Hope but there is no H2H for families with children – that could be a consideration. April Lott suggested a pilot for the respite care for people exiting hospitals (ALFs?). Duggan Cooley suggested using the $10,000 if awarded, towards strategic planning or fund development strategy around respite housing.

MOTION: Michael Raposa moved to give staff permission to apply for Tau Grant funding with the purpose of creating a strategic plan or fund development strategy for respite housing in the community. Seconded by April Lott.
VOTE: Motion passed unanimously.

**** Other Items:**

a. Commissioner Seel spoke with Sheriff Gualtieri regarding additional funding for street outreach/client assistance funds (and seeking a permanent solution for bridge housing), as discussed at the last meeting. He stated that the Sheriff's Office could support street outreach up to $75,000 but needs budget and documentation and to whom he should a check.
April Lott discussed how Directions for Living's ESG and TANF financial resources are exhausted on bridge housing. Many funds are too restrictive. Discussion on Outreach staff of Directions for Living and Operation PAR. April Lott with meet with Dianne Clark of Operation PAR Karen - DFL has 3 street outreach and operation PAR to create a budget, give it to Karen Seel, who will present to the Sheriff. She will let Lourdes Benedict know that she has done this. Discussion followed on hotel use and this flexible funding. Michael Raposa complimented DFL outreach staff on their success with getting families out of St. Vincent DePaul; the average stay is now 23 days.
Chair Foster suggested that all parties write the Sheriff to thank him after this is complete.

b. Karen Seel began a discussion on construction/seasonal workers using shelters for temporary housing especially given the shortage for families; would like this to be discussed at Providers Council. The Chair suggested that staff see if this is an issue in other communities; Michael Raposa will reach out to Iain Dejong from OrgCode, if needed.

c. Michael Raposa stated that he is going in back surgery and will be out for the Board and possibly next Executive Committee meetings.

d. Amy Foster met with the Pinellas Realtors organization regarding locating landlords willing to work with our programs; she said they are willing to discuss and/or host lunch and learns if we provide information. They are going to convene with funders to see what they are willing to invest. They are paying a for a consultant this year regarding what they can do toward more affordable development.

e. Amy Foster asked about the Youth Demonstration Grant and participation from child welfare system; have they been invited? Need letters of support to ensure meeting threshholds – Camelot, Lutheran Services, Directions for Living need to be involved. Karen from Direction in this regard. Brian Bostick could be asked for a letter of support. Susan Finlaw-Dusseault stated that there may be a more formal master MOU. Amy encouraged using the Board to get things done.

f. Susan Myers stated that Cliff Smith has retired but has offered to continue working on the Cold Night Shelter program. United Methodist Cooperative Ministries has offered to be the lead on the Cold Night Shelter program; Susan is preparing an MOU for that and Cliff will work with them.

g. A national consultant on homelessness and domestic violence will be coming for one day in February to work DV providers and look at best practices and our system over all.

h. Board Secretary Ginny Rowell is still in recovery; offered to step down from that role, but committee would like her to continue. back next month but understands if you want to replace her as secretary.

i. Duggan Cooley stated that Pinellas Community Foundation granted the HLB's $10,000 request for Landlord Mitigation funds; another piece of a trust to the HLB. Landlord mitigation works with hard to place individuals and offers to pay double deposits or damage and things of that nature to encourage landlords.

Meeting adjourned at 4:40PM.

Homeless Leadership HMIS Committee Meeting | MINUTES

January 22, 2018 – 1:30 PM – JWB, 14155 58th St. N., Clearwater, FL

Attendees	Staff
April Lott	Susan Myers
Debbie Johnson	Ginny Keeter-Bodkin
Karen Seel	Cindy Kazawitch
Amy Foster	Susan Finlaw-Dusseault
Michael Raposa	Regina Kardash
Duggan Cooley	

1. **Call to Order HMIS Governance Committee:** A quorum was established. Vice Chair Karen Seel called to order at 2:35 PM. Attorney Regina Kardash asked for a few minutes to discuss an HMIS related matter after consent agenda vote; the Vice Chair approved.

2. **Consent Agenda:** HMIS Governance Minutes December 2017
   MOTION: Michael Raposa moved to accept the minutes as presented; April Lott seconded the motion.
   VOTE: The motion passed unanimously.

** **Other Items:**

a. Susan Myers stated that she received the finalized SVDP contract today; it looks good and she will be signing it.

b. HLB Attorney Regina stated that during the course of research for another CoC, she found that concerns have been raised regarding the sharing of homeless individual's HMIS and Point In Time Count personal information. The Florida Constitution and the Public Records Act say that the public has the right to inspect or copy records made or received in connection with official governmental business. HUD maintains HMIS. An Interim Rule preemption clause of the constitution does not apply, therefore HMIS is not protected in exemptions. Ms. Kardash has reviewed a 2015 law review article from the University of Florida which specifically deals with HMIS, public records, and this topic. Legislation to resolve this potential for discrimination, injury or barrier to homeless persons has been attempted three times but failed to pass for lack of interest. In order for HMIS and its information to be fully protected from public records, it requires an act from the legislature. The 2017 legislation, SB 1024, is stale.
Discussion followed; if information is requested, fees may be charged to redact some of the information in some cases. Should the HLB have a policy on this? Discussion on the HLB taking an advocacy role and seeking a house sponsor. Michael Raposa recommended that staff bring this up with the Florida Housing Coalition. Mental illness diagnoses and confidentiality concerns were discussed. Debbie Johnson suggested filing a potential bill into Chapter 420, which deals with CoCs. Attorney Kardash stated that if this Committee approves action, it can be ratified at the next Board meeting.
MOTION: April Lott moved that the HLB contact Representative Kathleen Peters to see if she would agree to be the House sponsor to file a bill to protect both the Point in Time and HMIS data from public records. Michael Raposa seconded the motion.
VOTE: The motion passed unanimously.
Amy Foster will contact Rep. Peters; Ms. Kardash will send the Chair a one-page information sheet.

c. April Lott stated that concerns about provider's loss of ability to see 211 data in HMIS post-transition were raised again at Providers Council. There is concern about not being able to access prevention/diversion calls. HMIS Director Cindy Kazawitch stated that FSI does not use PHMIS and

only uses TBIN for the fund manager module so shelters requesting FSI assistance are dually entering into both TBIN (for FSI purposes) and in PHMIS. LIFT/adult financial aid dollars are prevention/diversion and stayed on the 211 side. 211 feels this is not related to homelessness, and therefore should not go into PHMIS. Heather at 211 is now entering the Rapid Rehousing data; Cindy had recommended that FSI do the same. Concern that contracts may still say TBIN vs. PHMIS.

Michael Raposa stated that some Provider concerns are that the history of a client – calls to 211, etc. – is gone; having that data was very helpful. Only housing services are viewable now. April stated that prevention/diversion is part of our system and should be viewable; to not have total picture is detrimental. Solutions were discussed. Discussion of 211 licensing. Michael Raposa recommended pulling the data over vs. dual entry – this could be done through SyncPoint, but 211 has not done the data standards update yet. Karen Seel suggested having one more conversation with 211 regarding what was discussed here today, and she is willing to speak with Chairman, if necessary. Micki Thompson of 211 was present at Providers Council and is aware that this is urgent in terms of client care. The Chair asked CEO Susan Myers to meet with Micki Thompson to discuss this issue and to qualify what the barriers are to sharing this data; make clear that the goal is to house unstable clients.

d. Amy Foster stated that she wanted to circle back to last year's Point in Time and a letter that was to be sent letter to the School Board regarding their homeless data. Susan Finlaw-Dusseault will create bullet points or draft a letter for the Chair to send to the School Board. Attorney Kardash recalled that their legal counsel will not allow sharing of their data.

e. Karen Seel spoke with Sheriff Gualtieri on Friday to follow up on Board member Rick Butler's suggestions about that County Health cards be joined with homeless services. Not all individuals on the county health plan are homeless, so there is no need to pursue further.

Adjourned at 3:25

Pinellas County Homeless Leadership Board, Inc.
Statement of Financial Position
As of January 31, 2018

	Total		
	As of Jan 31, 2018	As of Jan 31, 2017 (PY)	% Change
ASSETS			
Current Assets			
Bank Accounts			
10130 Republic Operating	91,077.01	12,196.81	646.73%
10140 Republic Reserves	4,033.51	36,033.51	-88.81%
Total Bank Accounts	**$ 95,110.52**	**$ 48,230.32**	**97.20%**
Accounts Receivable			
10199 Grants Receivables	189,099.63	37,369.36	406.03%
Total 10199 Grants Receivables	**$ 189,099.63**	**$ 37,369.36**	**406.03%**
Total Accounts Receivable	**$ 189,099.63**	**$ 37,369.36**	**406.03%**
Other Current Assets			
13000 Prepaid Expenses	5,538.20	4,918.72	12.59%
13600 Unbilled Income	22,024.22		
Total Other Current Assets	**$ 27,562.42**	**$ 4,918.72**	**460.36%**
Total Current Assets	**$ 311,772.57**	**$ 90,518.40**	**244.43%**
Fixed Assets			
15001 Furniture and Equipment	13,079.87	10,578.69	23.64%
17100 Accum Depr - Furn and Equip	-4,879.79	-3,138.79	-55.47%
Total Fixed Assets	**$ 8,200.08**	**$ 7,439.90**	**10.22%**
TOTAL ASSETS	**$ 319,972.65**	**$ 97,958.30**	**226.64%**
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
21010 Accounts Payable	99,379.75	736.08	13401.22%
Total Accounts Payable	**$ 99,379.75**	**$ 736.08**	**13401.22%**
Other Current Liabilities			
21006 Accrued Vacation	12,386.14	12,144.20	1.99%
25800 Deferred Revenue	103,944.70	34,252.00	203.47%
Total Other Current Liabilities	**$ 116,330.84**	**$ 46,396.20**	**150.73%**
Total Current Liabilities	**$ 215,710.59**	**$ 47,132.28**	**357.67%**
Total Liabilities	**$ 215,710.59**	**$ 47,132.28**	**357.67%**
Equity			
39001 Unrestricted Fund balance	48,709.64	53,937.76	-9.69%
39001.1 Bd Designated Working Capital	44,000.00	40,000.00	10.00%
39012 Mitigation Fund	10,000.00		
Net Revenue	1,552.42	-43,111.74	103.60%
Total Equity	**$ 104,262.06**	**$ 50,826.02**	**105.14%**
TOTAL LIABILITIES AND EQUITY	**$ 319,972.65**	**$ 97,958.30**	**226.64%**

Pinellas County Homeless Leadership Board, Inc.
Budget vs. Actuals: 17-18 Budget - FY18 P&L Donors
October 2017 - January 2018

	Jan 18 Actual	Budget	over Budget	Oct 17 - Jan 18	YTD Budget	over Budget	Annual Budget
Revenue							
43300 Other Grants			0.00	0.00	0.00	0.00	0.00
43318 HUD	30,035.15	40,194.68	-10,159.53	121,314.66	162,993.86	-41,679.20	559,189.34
43319 SVDP/SSVF	12,899.53	15,755.32	-2,855.79	28,928.68	48,361.53	-19,432.85	197,467.00
Total 43300 Other Grants	**$ 42,934.68**	**$ 55,950.00**	**-$ 13,015.32**	**$ 150,243.34**	**$ 211,355.39**	**-$ 61,112.05**	**$ 756,656.34**
43400 Direct Public Support			0.00	0.00	0.00	0.00	0.00
43410 Business Contributions	27.07		27.07	61.43	0.00	61.43	0.00
43415 Suncoast Textile Recycling			0.00	43.20	0.00	43.20	0.00
43430 Donated Prof Fees & Facilities	2,225.00	2,225.00	0.00	8,900.00	8,900.00	0.00	0.00
43450 Individual Contributions	2,786.73		2,786.73	2,872.05	0.00	2,872.05	0.00
Total 43400 Direct Public Support	**$ 5,038.80**	**$ 2,225.00**	**$ 2,813.80**	**$ 11,876.68**	**$ 8,900.00**	**$ 2,976.68**	**$ -**
44410 Local Government Grants			0.00	0.00	0.00	0.00	0.00
41411 City of St Petersburg			0.00	0.00	0.00	0.00	0.00
41411.1 City of St. Petersburg SAF	1,911.83	1,940.88	-29.05	7,502.80	7,744.29	-241.49	25,000.00
41411.2 City of St. Petersburg CDBG HMIS	2,280.24	1,633.50	646.74	2,280.24	6,403.11	-4,122.87	20522.00
Total 41411 City of St Petersburg	**$ 4,192.07**	**$ 3,574.38**	**$ 617.69**	**$ 9,783.04**	**$ 14,147.40**	**-$ 4,364.36**	**45,522.00**
41412 City of Clearwater	3,868.88	0.00	3,868.88	8,947.60	0.00	8,947.60	25,000.01
41413 City of Largo	1,175.05	1,158.72	16.33	3,610.46	3,582.66	27.80	9,300.00
41414 Pinellas County	21,479.98	24,220.81	-2,740.83	63,341.80	88,488.90	-25,147.10	238,330.03
41415 City of Pinellas Park	5,885.36	4,448.84	1,436.52	17,699.22	4,488.87	13,210.35	58,665.00
41416 Juvenile Welfare Board	3,092.10	3,165.65	-73.55	12,134.67	12,451.73	-317.06	45,000.00
41417 City of Tarpon Springs		2,750.00	-2,750.00	0.00	5,000.00	-5,000.00	5,000.00
Total 44410 Local Government Grants	**$ 39,693.44**	**$ 39,318.40**	**$ 375.04**	**$ 115,516.79**	**$ 128,159.56**	**-$ 12,642.77**	**$ 426,817.04**
44420 State Contracts			0.00	0.00	0.00	0.00	0.00
44413 DCF Staffing Funding	7,779.35	10,730.80	-2,951.45	34,549.12	46,676.00	-12,126.88	107,142.00
44414 DCF TANF Funding		4,958.34	-4,958.34	16,521.76	19,833.36	-3,311.60	59,500.00
44415 DCF Emergency Solutions Grant		18,764.05	-18,764.05	76,229.71	75,047.71	1,182.00	227,500.00

44419 DCF Challenge Grant		16,764.24	-16,764.24	86,464.69	67,694.96	18,769.73	205,500.00
Total 44420 State Contracts	**$ 7,779.35**	**$ 51,217.43**	**-$ 43,438.08**	**$ 213,765.28**	**$ 209,252.03**	**$ 4,513.25**	**$ 599,642.00**
Total Revenue	**$ 95,446.27**	**$ 148,710.83**	**-$ 53,264.56**	**$ 491,402.09**	**$ 557,666.98**	**-$ 66,264.89**	**$ 1,809,815.37**
Gross Profit	**$ 95,446.27**	**$ 148,710.83**	**-$ 53,264.56**	**$ 491,402.09**	**$ 557,666.98**	**-$ 66,264.89**	**$ 1,809,815.37**
Expenditures							
60550 PHMIS Expenses		8,144.40	-8,144.40	2,210.00	33,012.60	-30,802.60	187,661.65
60700 PROGRAM EXPENSES			0.00	0.00	0.00	0.00	0.00
60515 Bus Passes		500.00	-500.00	0.00	1,000.00	-1,000.00	5,000.00
60525 Cold Night Shelters		2,250.00	-2,250.00	4,500.00	5,000.00	-500.00	5,000.00
60600 Sub-Contractors			0.00	0.00	0.00	0.00	0.00
60635 Challenge Grant Expenses		16,440.00	-16,440.00	82,946.60	65,760.00	17,186.60	197,280.00
60640 Emergency Solutions Grant Expenses		18,484.38	-18,484.38	75,379.16	73,937.52	1,441.64	221,812.50
72001 TANF		4,958.34	-4,958.34	16,521.76	19,833.36	-3,311.60	59,500.00
Total 60600 Sub-Contractors	**$ 0.00**	**$ 39,882.72**	**-$ 39,882.72**	**$ 174,847.52**	**$ 159,530.88**	**$ 15,316.64**	**$ 478,592.50**
60720 Annual PIT Survey	13,811.63	13,908.81	-97.18	13,811.63	13,908.81	-97.18	18,908.81
60725 Social Media		0.00	0.00	0.00	0.00	0.00	2,740.14
60730 Homeless Memorial Service		500.00	-500.00	0.00	500.00	-500.00	500.00
Total 60700 PROGRAM EXPENSES	**$ 13,811.63**	**$ 57,041.53**	**-$ 43,229.90**	**$ 193,159.15**	**$ 179,939.69**	**$ 13,219.46**	**$ 510,741.45**
62200 Professional Services			0.00	0.00	0.00	0.00	0.00
62201 Audit		0.00	0.00	3,683.50	3,171.93	511.57	3,228.34
62202 Legal Fees	1,200.00	1,666.67	-466.67	5,079.00	7,741.68	-2,662.68	20,000.00
62204 Accounting Services	410.00	722.00	-312.00	1,230.00	2,735.50	-1,505.50	5,166.00
62205 Payroll Services - Paychex	2,097.42	609.42	1,488.00	4,465.84	2,437.68	2,028.16	7,650.00
62208 Employee Screening	75.00		75.00	87.39	0.00	87.39	0.00
62235 Consultants		166.67	-166.67	0.00	7,094.40	-7,094.40	31,640.05
62240 Administrative Temporary	2,255.63	2,104.32	151.31	2,255.63	4,208.64	-1,953.01	23,147.56
62245 Apartment Website		0.00	0.00	0.00	0.00	0.00	800.00
Total 62200 Professional Services	**$ 6,038.05**	**$ 5,269.08**	**$ 768.97**	**$ 16,801.36**	**$ 27,389.83**	**-$ 10,588.47**	**$ 91,631.95**
66000. PERSONNEL/BENEFIT EXPENSES			0.00	0.00	0.00	0.00	0.00
66000-1 Salaries	55,394.44	57,322.79	-1,928.35	210,037.11	229,291.18	-19,254.07	745,196.05
66000-2 Payroll Taxes	5,548.12	5,762.18	-214.06	17,430.41	19,367.58	-1,937.17	59,647.81
66000-3 Health Benefit	5,934.96	7,590.10	-1,655.14	20,084.88	27,239.70	-7,154.82	85,730.55
66000-4 Workers Comp Fees	175.93	143.04	32.89	667.13	575.26	91.87	1,862.87
Total 66000. PERSONNEL/BENEFIT EXPENSES	**$ 67,053.45**	**$ 70,818.11**	**-$ 3,764.66**	**$ 248,219.53**	**$ 276,473.72**	**-$ 28,254.19**	**$ 892,437.28**

70000 OPERATIONAL			0.00	0.00	0.00	0.00	0.00
70008 Office Space Rent & Expenses	2,225.00	2,225.00	0.00	8,900.00	8,900.00	0.00	26,700.00
70009 Office Equipment	709.02	0.00	709.02	1,359.21	5,899.00	-4,539.79	5,899.00
70914 Telephone, Telecommunications	819.34	945.72	-126.38	3,208.68	3,782.88	-574.20	11,315.54
70917 Printing and Copying - FR	280.81	943.02	-662.21	1,216.52	3,682.68	-2,466.16	8,016.32
70923 Licenses Fees		0.00	0.00	0.00	0.00	0.00	500.00
70925 IT Support	630.00	715.13	-85.13	2,310.00	3,232.77	-922.77	8,125.53
70928 Postage, Mailing Service	46.95	104.83	-57.88	94.80	419.32	-324.52	1,000.00
70941 Office Supplies	205.00	542.61	-337.61	1,453.56	2,298.19	-844.63	5,593.80
70947 Insurance		0.00	0.00	1,641.00	1,365.00	276.00	5,545.86
70957 Local Travel	1,480.00	1,740.00	-260.00	5,920.00	6,959.99	-1,039.99	20,880.05
70960 Conference, Associated Travel		0.00	0.00	2,547.77	3,425.70	-877.93	14,955.07
70964 Printing/ PR Ed Materials		0.00	0.00	0.00	0.00	0.00	3,000.00
70972 Meeting Expenses		0.00	0.00	109.25	0.00	109.25	500.00
70980 Memberships and Subscriptions	203.96	179.73	24.23	642.06	718.92	-76.86	5,891.68
75160 MIsc. Fees & Charges	56.78	41.67	15.11	56.78	166.68	-109.90	1,000.00
Total 70000 OPERATIONAL	**$ 6,656.86**	**$ 7,437.71**	**-$ 780.85**	**$ 29,459.63**	**$ 40,851.13**	**-$ 11,391.50**	**$ 118,922.85**
Uncategorized Expenditure			0.00	0.00	0.00	0.00	0.00
Total Expenditures	**$ 93,559.99**	**$ 148,710.83**	**-$ 55,150.84**	**$ 489,849.67**	**$ 557,666.97**	**-$ 67,817.30**	**$ 1,801,395.18**
Net Operating Revenue	**$ 1,886.28**	**$ 0.00**	**$ 1,886.28**	**$ 1,552.42**	**$ 0.01**	**$ 1,552.41**	**$ 8,420.19**
Other Expenditures							
80310 Contingent Expenses		0.00	0.00	0.00	0.00	0.00	8,420.19
Total Other Expenditures	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 8,420.19**
Net Other Revenue	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ (8,420.19)**
Net Revenue	**$ 1,886.28**	**$ 0.00**	**$ 1,886.28**	**$ 1,552.42**	**$ 0.01**	**$ 1,552.41**	**$ 0.00**

Pinellas County Homeless Leadership Board, Inc.
Statement of Activity
January 2018

	Total	
	Jan 2018	Oct 2017 - Jan 2018 (YTD)
Revenue		
43300 Other Grants		
43318 HUD	30,035.15	121,314.66
43319 SVDP/SSVF	12,899.53	28,928.68
Total 43300 Other Grants	**$ 42,934.68**	**$ 150,243.34**
43400 Direct Public Support		
43410 Business Contributions	27.07	61.43
43415 Suncoast Textile Recycling		43.20
43430 Donated Prof Fees & Facilities	2,225.00	8,900.00
43450 Individual Contributions	2,786.73	2,872.05
Total 43400 Direct Public Support	**$ 5,038.80**	**$ 11,876.68**
44410 Local Government Grants		
41411 City of St Petersburg		
41411.1 City of St. Petersburg SAF	1,911.83	7,502.80
41411.2 City of St. Petersburg CDBG HMIS	2,280.24	2,280.24
Total 41411 City of St Petersburg	**$ 4,192.07**	**$ 9,783.04**
41412 City of Clearwater	3,868.88	8,947.60
41413 City of Largo	1,175.05	3,610.46
41414 Pinellas County	21,479.98	63,341.80
41415 City of Pinellas Park	5,885.36	17,699.22
41416 Juvenile Welfare Board	3,092.10	12,134.67
Total 44410 Local Government Grants	**$ 39,693.44**	**$ 115,516.79**
44420 State Contracts		
44413 DCF Staffing Funding	7,779.35	34,549.12
44414 DCF TANF Funding		16,521.76
44415 DCF Emergency Solutions Grant		76,229.71
44419 DCF Challenge Grant		86,464.69
Total 44420 State Contracts	**$ 7,779.35**	**$ 213,765.28**
Total Revenue	**$ 95,446.27**	**$ 491,402.09**
Gross Profit	**$ 95,446.27**	**$ 491,402.09**
Expenditures		
60550 PHMIS Expenses		2,210.00
60700 PROGRAM EXPENSES		
60525 Cold Night Shelters		4,500.00
60600 Sub-Contractors		
60635 Challenge Grant Expenses		82,946.60
60640 Emergency Solutions Grant Expenses		75,379.16
72001 TANF		16,521.76
Total 60600 Sub-Contractors	**$ 0.00**	**$ 174,847.52**
60720 Annual PIT Survey	13,811.63	13,811.63

Total 60700 PROGRAM EXPENSES	**$**	**13,811.63**	**$**	**193,159.15**
62200 Professional Services				
62201 Audit				3,683.50
62202 Legal Fees		1,200.00		5,079.00
62204 Accounting Services		410.00		1,230.00
62205 Payroll Services - Paychex		2,097.42		4,465.84
62208 Employee Screening		75.00		87.39
62240 Administrative Temporary		2,255.63		2,255.63
Total 62200 Professional Services	**$**	**6,038.05**	**$**	**16,801.36**
66000. PERSONNEL/BENEFIT EXPENSES				
66000-1 Salaries		55,394.44		210,037.11
66000-2 Payroll Taxes		5,548.12		17,430.41
66000-3 Health Benefit		5,934.96		20,084.88
66000-4 Workers Comp Fees		175.93		667.13
Total 66000. PERSONNEL/BENEFIT EXPENSES	**$**	**67,053.45**	**$**	**248,219.53**
70000 OPERATIONAL				
70008 Office Space Rent & Expenses		2,225.00		8,900.00
70009 Office Equipment		709.02		1,359.21
70914 Telephone, Telecommunications		819.34		3,208.68
70917 Printing and Copying - FR		280.81		1,216.52
70925 IT Support		630.00		2,310.00
70928 Postage, Mailing Service		46.95		94.80
70941 Office Supplies		205.00		1,453.56
70947 Insurance				1,641.00
70957 Local Travel		1,480.00		5,920.00
70960 Conference, Associated Travel				2,547.77
70972 Meeting Expenses				109.25
70980 Memberships and Subscriptions		203.96		642.06
75160 MIsc. Fees & Charges		56.78		56.78
Total 70000 OPERATIONAL	**$**	**6,656.86**	**$**	**29,459.63**
Uncategorized Expenditure				0.00
Total Expenditures	**$**	**93,559.99**	**$**	**489,849.67**
Net Operating Revenue	**$**	**1,886.28**	**$**	**1,552.42**
Net Revenue	**$**	**1,886.28**	**$**	**1,552.42**

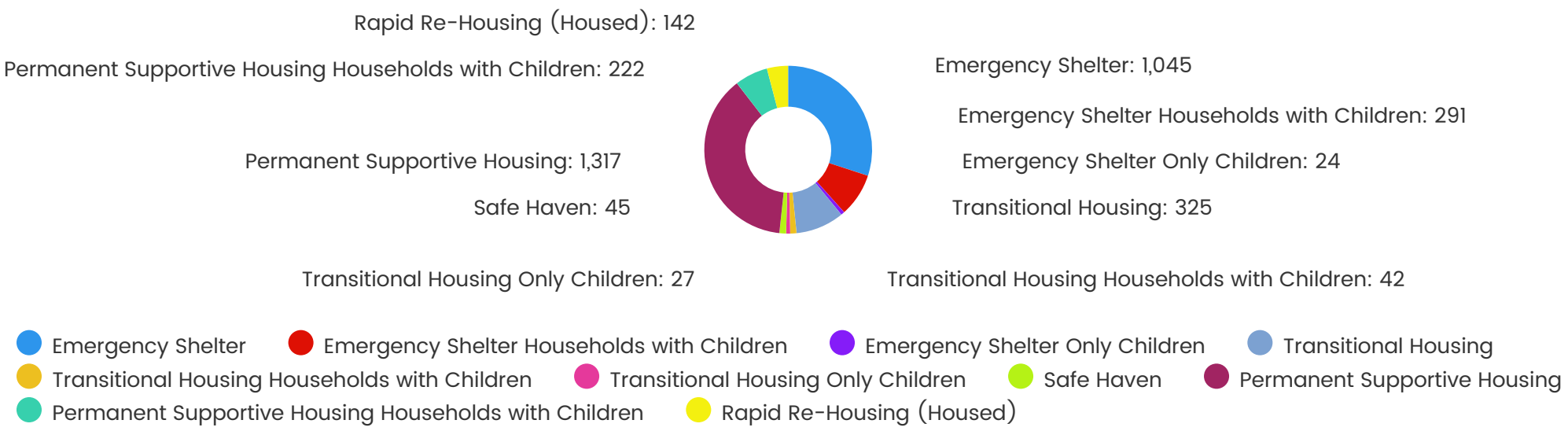
AGENDA ITEM DESCRIPTION FORM

Meeting Name:	Homeless Leadership Board
Meeting Date:	3/2/2018
Agenda Item Number:	Consent d.
Item Title:	November 2017 CoC Data Summary Report (Formally CoC Dashboard)
Name of Staff Member Submitting:	Avery Slyker
Background:	Summary of the January 2018 CoC performance reporting, per data within PHMIS. The data date range for the report was January 1, 2018 – January 31, 2018. This report provides a summary of the CoC's current capacity, as per the Housing Inventory Count; system entries and exits; exit destinations; and system flow from FY 2016-2017. The system entries are unduplicated for the month of January only. January 2018 exits were greater than entries, however only 28% of these exits were to permanent destinations. "No Exit Interview" contributed to 52% of the total system exits. The Data and System Performance Committee is working on a plan of action to present to the Homeless Leadership Board to address this concern. Additionally, the Data and System Performance Committee reviewed PHMIS Timeliness and Completeness scores, by project types, from October 2017 – January 2018 to determine if there were data trends that may be addressed through adjusting PHMIS requirements. It was found that there are no project-based data trends impacting PHMIS Timeliness and Completeness. Any issues regarding timeliness and completeness within PHMIS are individual projects, therefore the committee has suggested to the PHMIS team to conduct hands-on trainings and PHMIS site visits with these projects. This report was reviewed and approved by the Data and System Performance Committee on February 8, 2018.
Budget Impact (if any):	NA
Staff Recommendation:	HLB Performance Improvement Manager recommends approval of the January 2018 CoC Data Summary Report.
CEO Approval:	*Susan Myers, CEO* – **Approved 02/22/18**

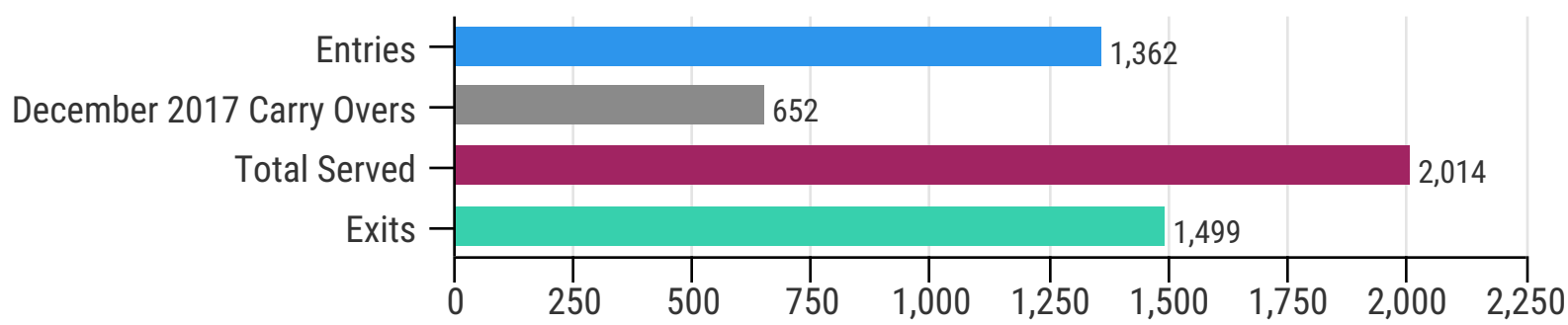
Data Summary

January 2018

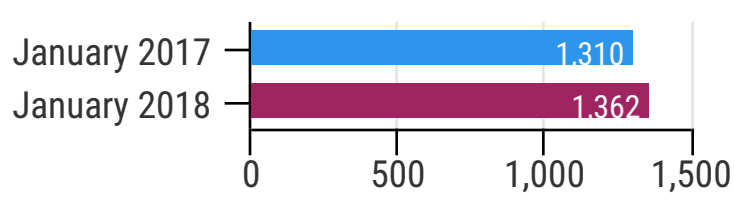
Housing Inventory - January 2018



Monthly System Data

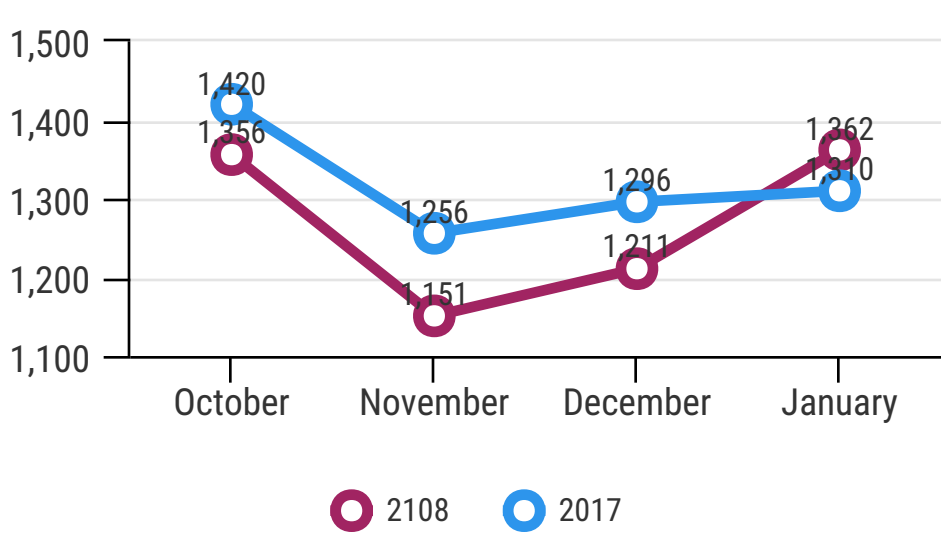


Monthly Entries

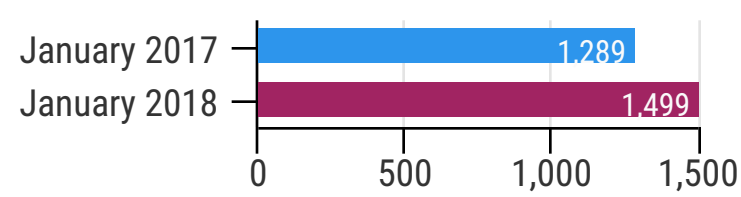


Monthly entries are the unduplicated number of clients that entered the Homeless Crisis Response System during the month of January. These individuals may have also entered the system of care during a previous month.

Monthly Entries FY 2017/2018 Compared To FY 2016/2017

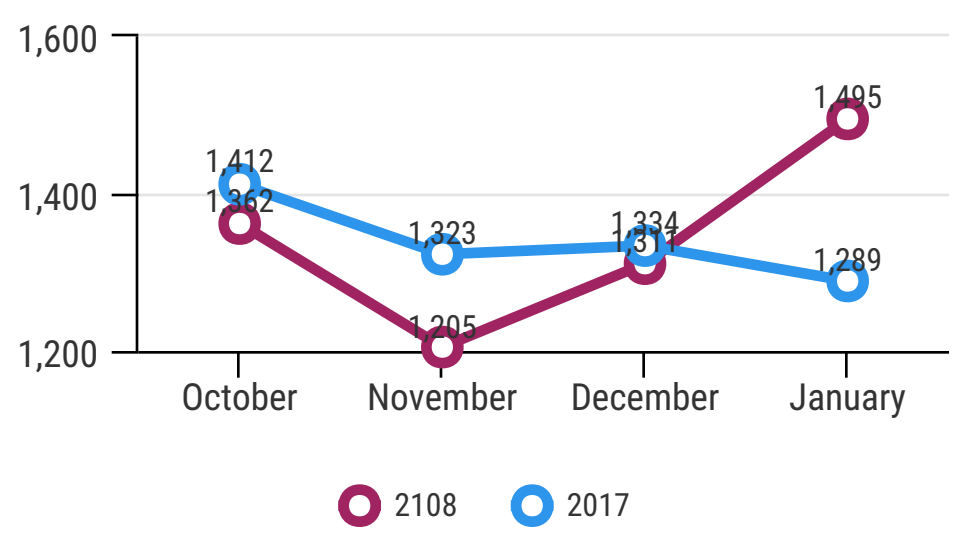


Monthly Exits



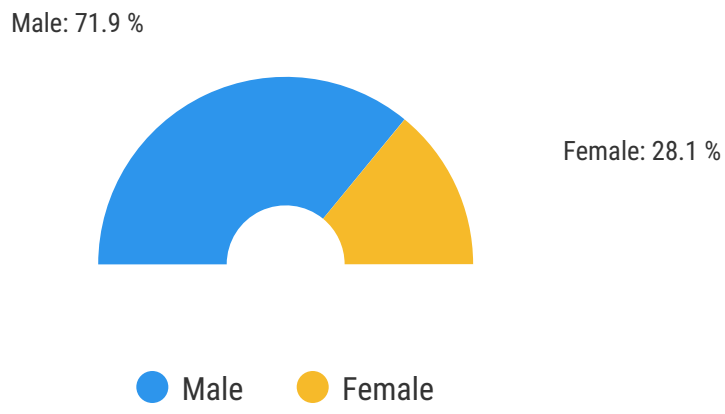
Monthly exits are the unduplicated number of clients that left the Homeless Crisis Response System during the month of January.

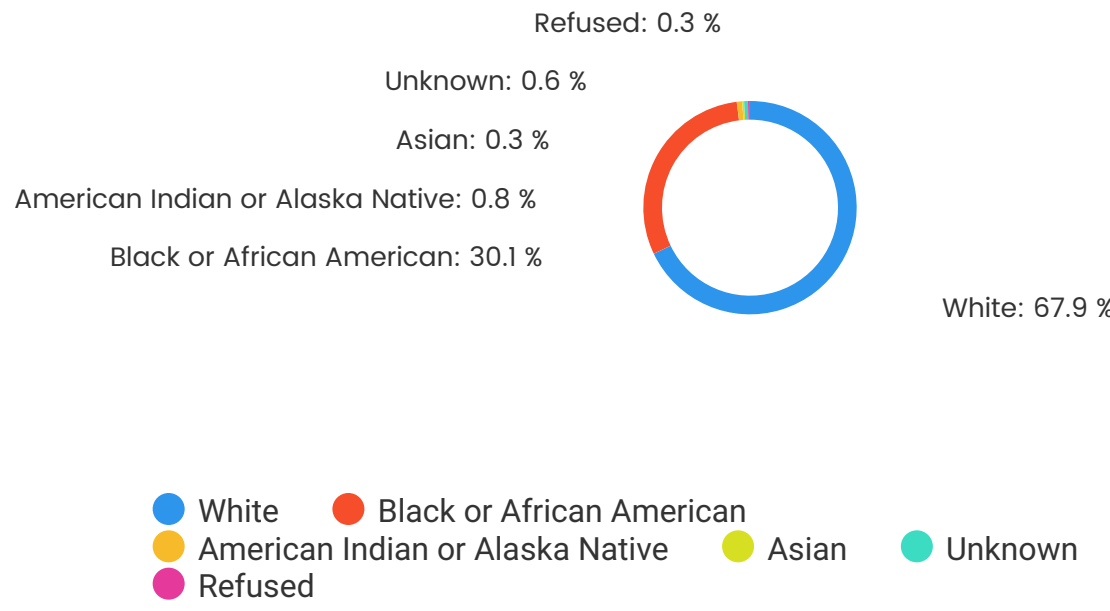
Monthly Exits FY 2017/2018 Compared To FY 2016/2017



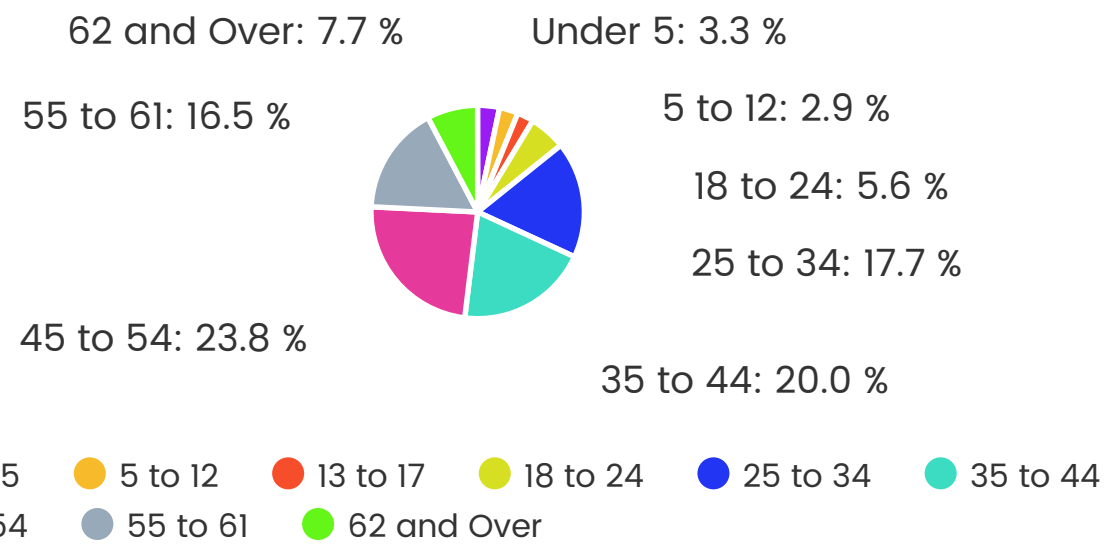
Entry Demographics

Client Gender January 2018 Entries

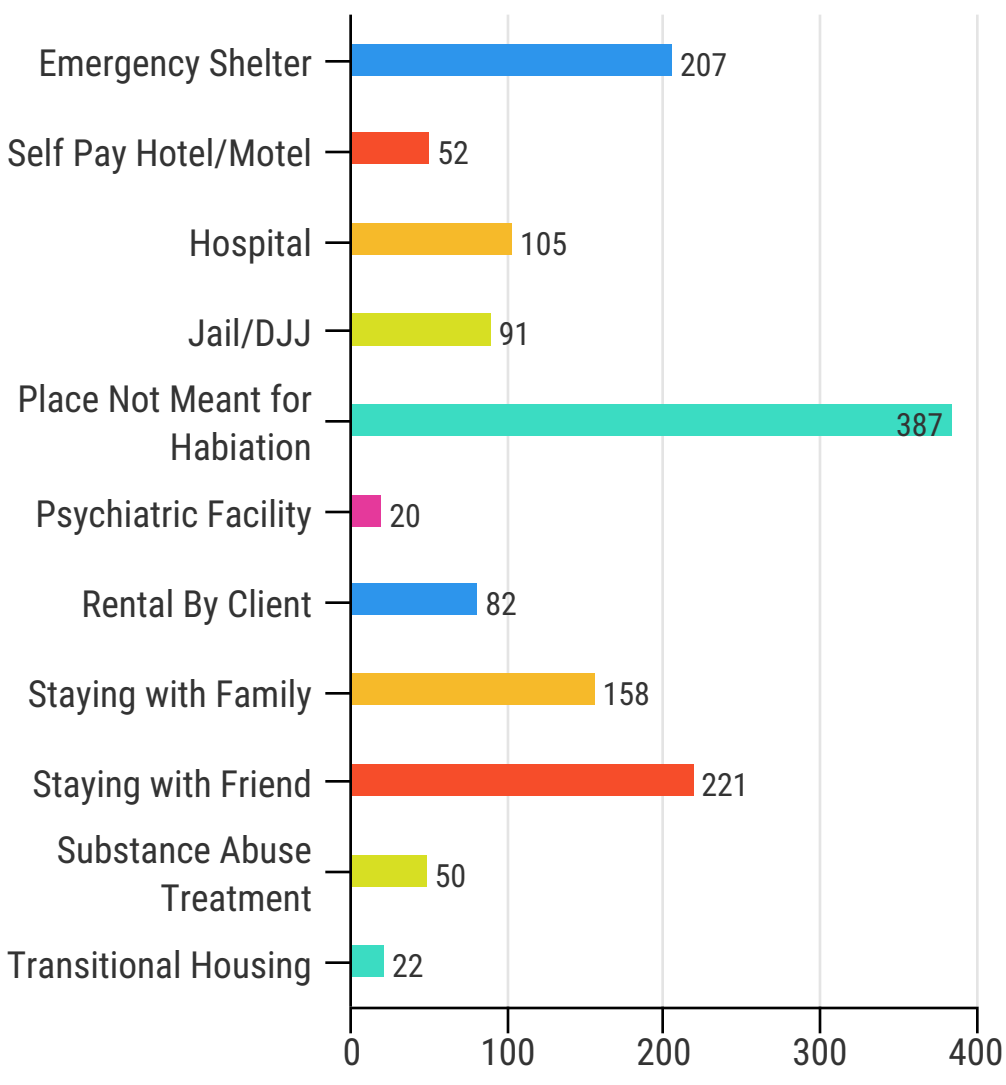




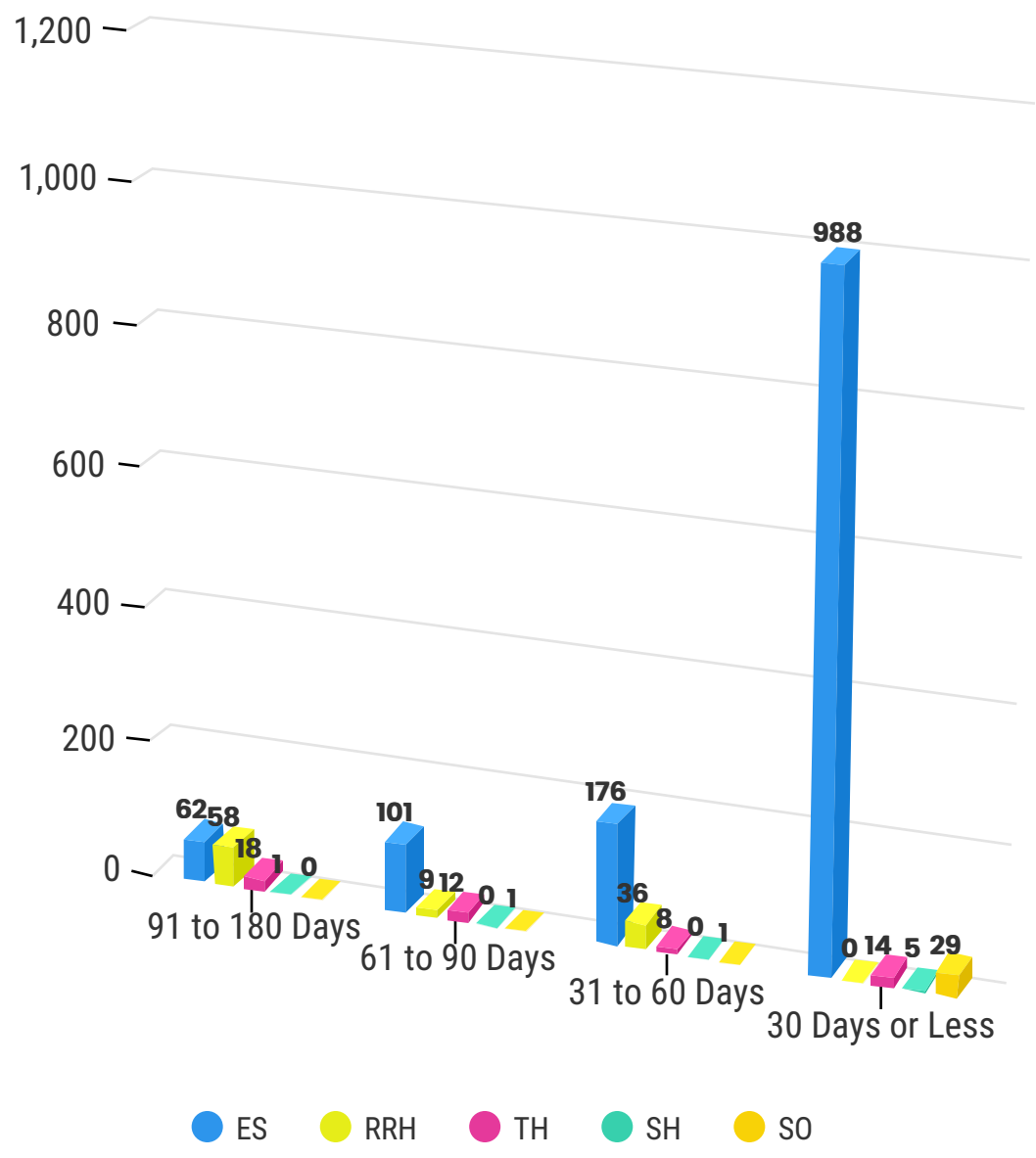
Age Range January 2018 Entries



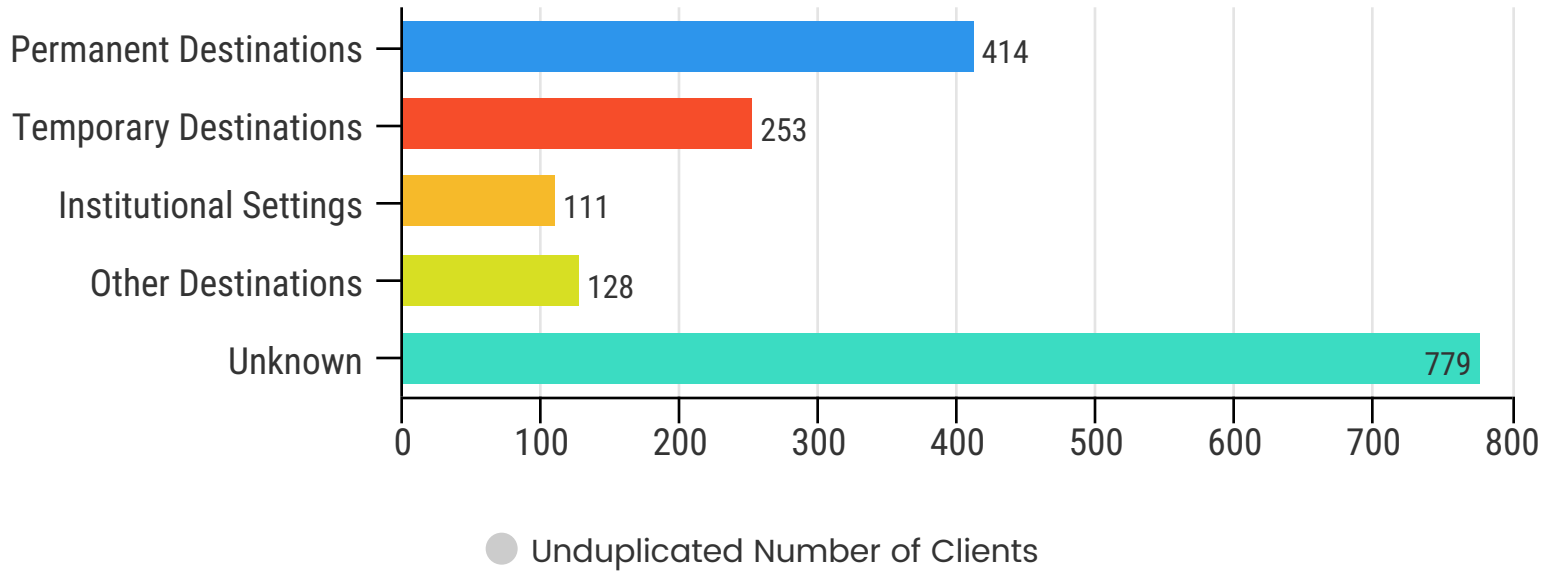
Prior Residence January 2018



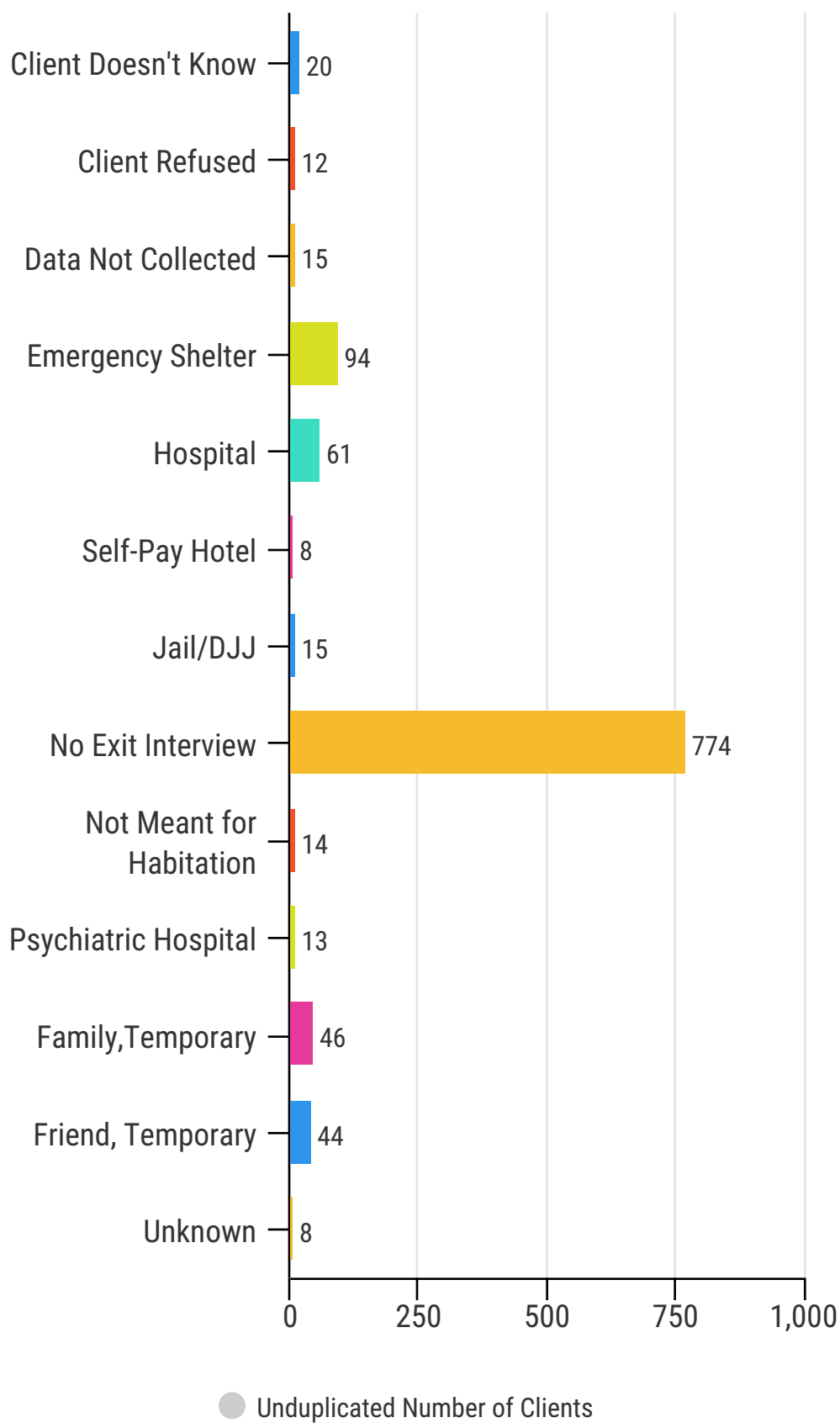
Length of Stay By Project January 2018



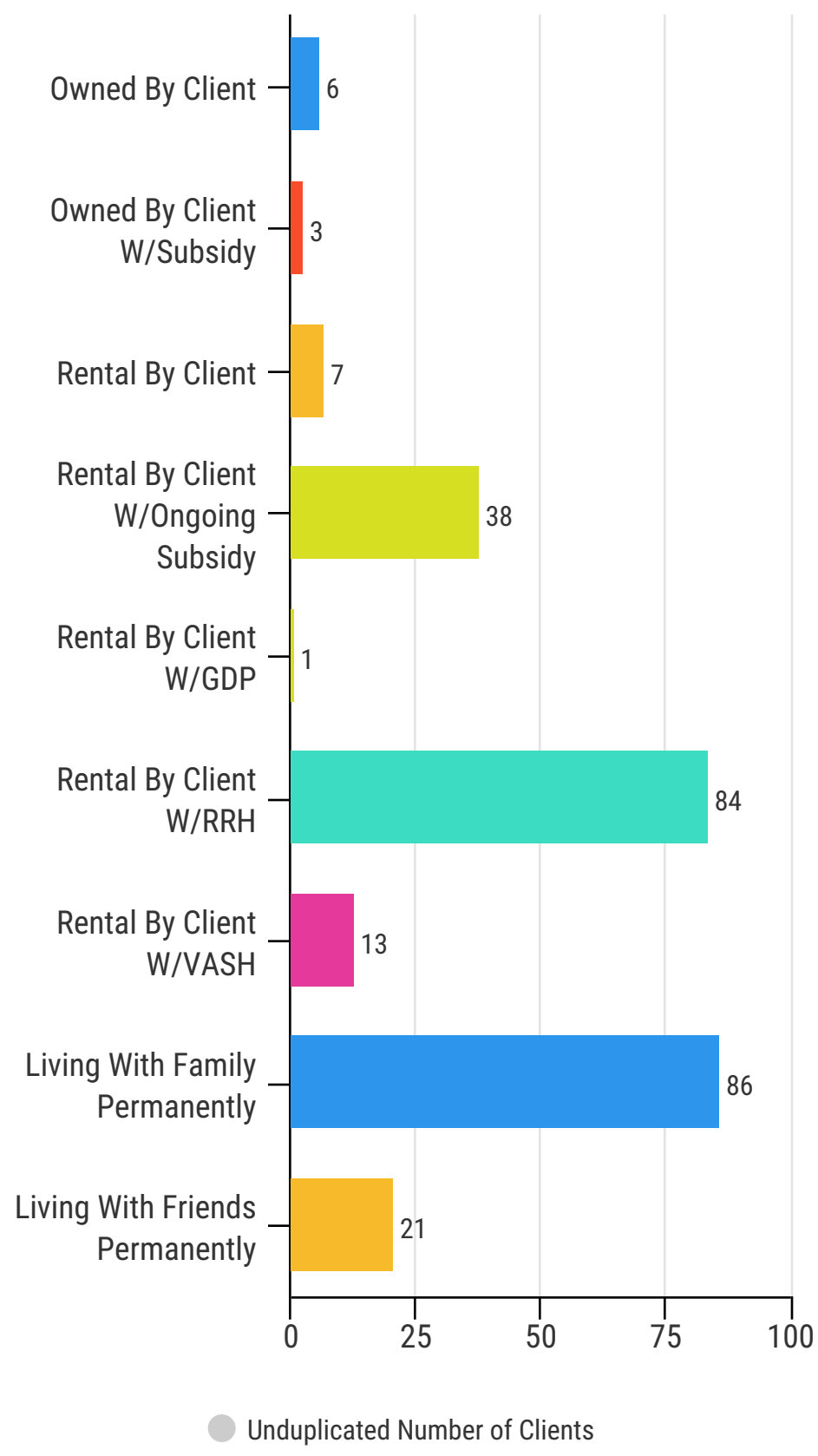
Exit Destinations



Negative Exit Destinations January 2018



Positive Exit Destinations January 2018



Bylaws of the Pinellas County Homeless Leadership Board

Article I: Name

Name: The name of this organization is the Pinellas County Homeless Leadership Board hereinafter referred to as the "HLB".

Article II: Mission and Vision

Mission: The mission of the Homeless Leadership Board is to coordinate all community partners, systems and resources available with the goal of helping individuals and families to prevent, divert, and end homelessness in Pinellas County. ~~The Mission of the HLB is to be ***THE*** leadership organization in ending homelessness in Pinellas County.~~

Vision: The vision of the Homeless Leadership Board is to ensure that homelessness is rare, brief and non-recurring.

Article III: Board of Directors

A. Composition:
   1. The Board of Directors (BOD) of the HLB shall consist of no fewer than fifteen (15) and no more than twenty-five (25) persons, and will be comprised of nine (9) local Elected Officials and the balance of the BOD shall consist of Community Leaders.
      a. Each Board member shall represent their jurisdiction or constituency and the community as a whole.
      b. The composition of the nine Elected Officials will be one elected person from each of the following: Pinellas County Board of County Commissioners; City of Clearwater; City of Largo; City of Pinellas Park; City of St. Petersburg; City of Tarpon Springs; Pinellas County School Board. It also includes the Public Defender and the Pinellas County Sheriff, or designee of either.
      c. Elected officials shall comprise not more than forty percent (40%) of the HLB.
      d. The Community Leaders shall be individuals representing the community stakeholders, ensuring broad community representation among those concerned with homelessness, including consumers.
      e. All entities providing a member represented shall provide services in and/or have a substantial business interest in Pinellas County.
      f. The composition of the Community Leader positions shall be: JWB/Children's Services Council, one (1) position; Faith-Based Organizations, one (1) position; Service Experts, four (4) positions (one of whom is the Chair of the Providers Council); Business, two (2) positions; Health Care, one (1) position; Homeless/Formerly Homeless South County, one (1) position; Homeless/Formerly Homeless North County one (1) position; a local Housing Authority, one (1) position; At-Large, three (3) positions; Chair of the Funders Council one (1) position.

2. The four (4) Service Expert positions shall be required to be in place for a minimum of five (5) years from the date of the approval of the By-Laws by the HLB, even if other changes are made in the HLB composition.
3. The HLB legal representative shall be an ex-officio and non-voting member of the BOD. A 211 Tampa Bay Cares representative shall be an ex-officio and non-voting member of the BOD.

B. Election or Appointment of the Board of Directors:
1. BOD members that are Elected Officials shall be appointed to the HLB as defined by the Interlocal Agreement, which is incorporated herein.
2. Community Leader Board members shall be elected by the BOD at the annual meeting, or during the year to fill a vacancy.
3. The two positions on the Board of Directors, held, one each by the Chair of the Providers Council and the Chair of the Funders Council, will be selected by their respective Councils. The remaining three Service Expert seats shall be appointed by the Providers Council, to be confirmed and ratified by the Board of Directors.

C. Terms:
1. The Elected Official Directors of the BOD shall serve at the will of their respective municipalities or governmental organizations, so long as the municipality or organization remains a signatory to the Interlocal Agreement.
2. The terms of the Community Leader Directors shall be two (2) years. No Community Leader Director shall serve for more than three (3) consecutive terms, provided that a Director elected to fill a vacancy shall be eligible for re-election to three (3) consecutive terms. Upon completion of three consecutive terms, an individual shall be eligible for membership on the BOD one (1) year after his/her termination date.
3. If an individual serving as a Community Leader of the HLB no longer serves in the community category to which he/she was elected, by virtue of leaving a position of employment or an appointed position, he/she must vacate the position on the Board of Directors.

D. Responsibility of Directors:
1. The Board of Directors shall exercise all corporate powers of the HLB, shall oversee the business affairs of the HLB, shall advocate in support of the mission, shall set policy for the work of the committees and activities of the HLB, shall plan for the future stability and continuance of the HLB, and shall oversee that the homeless services system designed by the HLB is being implemented effectively and efficiently.
2. The Board of Directors sits as the governing body of the Department of Housing and Urban Development's Continuum of Care (CoC), as the Lead Agency (24 CFR § 578.5).
3. The Board of Directors oversees the Homeless Management Information System (HMIS) system, reviews progress of the HMIS system towards full implementation, and addresses all issues and concerns of the HMIS system.
4. No individual Director is empowered to commit the HLB or the Corporation by word or deed without prior explicit approval by the Board.
5. The Board of Directors may employ, or contract for, a Chief Executive Officer (CEO) who works at the direction of the Board to accomplish the mission of the HLB.

6. The Board of Directors shall document the proceedings of its meetings through meeting minutes, an annual report of operations, and an audited report of finances and financial systems.

E. Removal of Directors:
Directors may be removed from the BOD by a two-thirds vote of the full Board.

F. Vacancies:
1. Any vacancy occurring among the Community Leaders through death, resignation, removal or any other cause (other than expiration of the term of office) may be filled by the Board of Directors upon the recommendation of the Nominating Committee. The term of the appointee shall be for the remainder of the term of the director who is replaced. Time in office to fill a vacancy will not be considered as serving part of an elected term in office.
2. Any vacancy in an Elected Official Director seat will be refilled by the municipality or government organization for that seat.

G. Attendance:
1. Individuals appointed or elected to the BOD shall be the official Directors of the Board, with no alternates, unless otherwise noted in Article III, Section A.1. (b).
2. Directors are expected to attend BOD meetings. If they are not able to attend, they shall notify HLB staff of their non-attendance prior to the called meeting.
3. Community Leader Directors that fail to attend three (3) consecutive meetings, or four (4) cumulative meetings, annually, will be notified that they are no longer Directors of the HLB, and they will be replaced on the HLB.
4. The appointing jurisdiction shall be notified of non-attendance by an Elected Official of at least three (3) consecutive meetings, and a new representative will be requested.
5. The two elected constitutional officers may appoint attendees in their absence, who may cast votes.

H. Compensation:
The members of the BOD shall not receive a salary or other compensation for services rendered to the HLB except for expenses incurred on behalf of the HLB and as approved by the BOD. There is no property right in membership on the Board.

Article IV: Meetings

A. Open Meetings: All meetings are open to the public, shall be properly noticed and are subject to the Sunshine Laws of the State of Florida (Chapters 119 and 286 F.S.).

B. Annual Meeting: The HLB shall hold an annual meeting in the fourth quarter of the calendar year in compliance with Florida Business Corporation Act (607.0701 F.S.).

C. Regular Meetings: The BOD may fix times and places for regular meetings of the HLB.

D. CoC Meetings: The HLB will host at least two (2) CoC-wide membership meetings in the calendar year, and one shall be the annual meeting (24 CFR § 578.7).

E. Special Meetings: Special meetings of the BOD may be called:
   1. upon a vote of two-thirds of the Directors of the BOD, or
   2. by the Executive Committee; and
   3. written notice of the time, location and agenda of the Special Meeting shall be provided to all Directors of the HLB, and publicly noticed, not less than two (2) days prior to such meeting.

F. Notice: Written notice of the time and location of regular meetings of the BOD shall be publicly noticed and shall be given to all Directors ten (10) calendar days prior to the meeting.

G. Delivery of Notice: Delivery of notice to Directors shall be by email or first class mail. Email will be used unless a Director designates that they are unable to receive such notice.

H. Waiver of notice: Notice of a meeting need not be given to any Director who submits a signed waiver or notice before or after the meeting or who attends the meeting without protesting the lack of notice at the commencement of the meeting.

I. HLB Meeting Quorum: Fifty-one percent (51%) of the HLB Directors must be physically present at a meeting to constitute a quorum.

J. Voting:
   1. In any matter brought before the HLB, each Director shall have one (1) vote. A roll call vote shall be required for all funding related issues and governance document matters.
   2. After a quorum is established, a supermajority equaling 60% of those voting shall be determinative for the approval of the items listed below.
      a. Decisions regarding funding of programs using financial resources under the control of the HLB;
      b. Recommendations to funding entities and others on the prioritization of uses of funds not under the control of the HLB;
      c. Substantial changes in the homeless services system structure that greatly reduce or eliminate system components (i.e. transitional housing) and/or add or enhance a different system component (i.e. rapid re-housing);
      d. Changes in annual (or longer) homeless services system priorities for funding or resources.
   4. After a quorum is established, a vote of 51% of those voting shall be determinative.
   5. A majority of the BOD present, whether or not a quorum is present, may adjourn any meeting to another time and place.

K. Voting Without Attending the Meeting:
Although not the preferred method of attendance, once the physical quorum is established, the participation of one or more Directors of the BOD by teleconference or other equipment, allowing all persons participating in the meeting to hear each other at the same time, and otherwise meeting the legal requirements for such participation, shall constitute presence at a meeting. Those participating by teleconference or other equipment will not be counted towards meeting quorum requirements.

Article V: Officers

A. Officers: The officers of the BOD shall be:
   Chairperson
   First Vice Chairperson
   Second Vice Chairperson
   Secretary
   Treasurer
   Immediate Past Chairperson

   The person elected as Chairperson must have been a Director of the HLB for at least one year prior to election. The First- and Second Vice-Chairpersons shall be one each from the Elected Officials and the Community Leaders.

B. Election: Officers shall be elected at the annual meeting of the HLB. The election of each officer of the BOD shall require a two-thirds (2/3) vote of Board members present.

C. Term of office:
   1. Each Officer elected shall serve a term of two (2) years and may be elected for an additional term. No officer shall hold the same office for more than two (2) consecutive terms.
   2. Terms of office shall be from January–December bi-annually.

D. Removal: Any officer elected or appointed by the BOD may be removed by a two-thirds (2/3) vote of the BOD.

E. Vacancies: If a vacancy occurs in the Chairperson's office, the BOD may appoint one of the Vice Chairpersons to complete the term. If a vacancy occurs in any other office, the BOD may appoint a Director to complete the term. Time in office to fill a vacancy will not be considered as serving part of an elected term in office.

F. Compensation: The Officers of the HLB will not receive a salary or other compensation for services rendered to the HLB, but will be entitled to reimbursement of BOD pre- or post-approved expenses incurred in the performance of their duties.

Article VI: Duties of the Officers

A. Chairperson: The Chairperson shall preside at all meetings of the BOD. The Chairperson shall oversee the implementation of the policies of the HLB and shall fulfill other assignments as may be assigned or delegated by the BOD. The Chairperson, at his or her own discretion, may designate ad hoc committees, appoint the members and chairpersons thereof, and shall appoint a chairperson for each of the standing committees enumerated in these Bylaws, except the Providers and Funders Councils. The Chairperson may not be an employee of any organization that receives funding directed by the Homeless Leadership Board.

B. Vice Chairpersons: The First Vice-Chairperson shall perform the duties of the Chairperson in the absence or inability of the Chairperson, and will perform other duties as requested by the Chairperson. The Second Vice-Chairperson shall perform the duties of the Chairperson or the First Vice-Chairperson in the absence of both of them, and will perform other duties as requested by the Chairperson.

C. Secretary: The Secretary shall oversee and authenticate the records of the BOD and attend to giving and serving all notices of the BOD as required by these Bylaws or as required by law. The Secretary shall ensure that minutes of meetings of the Board of Directors and the Executive Committee are recorded and kept.

D. Treasurer: The Treasurer will be prepared to report on the status of the HLB finances, present the annual budget and any revisions, and present the annual audit to the Board of Directors. The Treasurer will perform such additional duties as may be appropriate pursuant to sound financial and accounting policies and procedures.

E. Immediate Past Chairperson: The Immediate Past Chairperson of the BOD HLB shall be a voting member of and provide continuity to the Executive Committee. The Immediate Past Chairperson shall perform any other duties as may be required for the proper conduct of the office and as may be requested by the Chairperson.

Article VII: Chief Executive Officer

The Chief Executive Officer (CEO) of the HLB will be employed, or be under contract, upon a written agreement by the Board of Directors as the HLB principal administrator. He or she will supervise managerial staff as to all of the daily operations of the HLB. The Chief Executive Officer will serve as an ex officio member of all HLB committees, will prepare, in conjunction with the Finance Committee, the proposed annual budget for submission and approval to the Board of Directors each year and will perform such other duties as may be prescribed by the Board of Directors.

Article VIII: Committees

A. Committee Rules:
   1. The Standing Committees of the HLB shall be:
      a. Executive Committee
      b. Nominating Committee
      c. Providers Council
      d. Funders Council
   2. Each committee in this section shall adopt rules governing its work that are consistent with these Bylaws or with rules adopted by the BOD.
   3. All actions taken by the committees in this section must be ratified by the BOD.
   4. The appointment of all committee members to the standing committees in this section shall be ratified by the BOD, except for the Providers Council and Funders Council.
   5. Ad hoc committees may be established by the Chairman of the Board or the Board of Directors, as it deems appropriate, for limited and specific purposes to advance the mission of the HLB. Such committees shall be responsible solely to the Board of Directors and shall report status and progress of its assignments on a frequency deemed appropriate by the Board of Directors. The Bylaws Committee will be an ad-hoc committee.
   6. The Providers Council and the Funders Council may also appoint ad hoc subcommittees following these rules.
   7. The members of the Providers Council, Funders Council, their ad hoc subcommittees, and HLB ad hoc subcommittees may include individuals who are not members of the BOD.

8. All committees and subcommittees shall operate under the HLB Conflict of Interest Rules, Florida Sunshine Law, and Roberts Rules of Order.

B. Executive Committee:
1. The Executive Committee shall be a standing committee comprised of the five Officers of the HLB, the Immediate Past Chairperson, and the Providers and Funders Council Chairs. The Chairperson shall serve as the chair of the Executive Committee. The Executive Committee shall be responsible for the general supervision of the affairs of the HLB between meetings of the BOD. The Executive Committee shall fix the hour and place of its meetings and will make recommendations to the BOD.
2. The Executive Committee shall act as the Audit Committee of the HLB, and shall provide financial reports to the Board of Directors.
3. The Executive Committee shall serve as the CoC Review and Rank Committee; any Executive Committee member with a conflict shall be replaced with a vote of the BOD.
4. The Executive Committee shall review and ratify the decisions of the Data and System Performance Committee, as established in the HMIS Charter, in its performance of duties as the HMIS Governance Committee.
5. The Executive Committee shall be subject to the direction of the BOD and none of its acts shall conflict with the policies enacted by the BOD. The Executive Committee shall have authority for operational decisions and may act in place of the BOD in between Board meetings. Any action taken by the Executive Committee that was not previously authorized by the BOD, as in line with its policies, must be ratified by the HLB at its next meeting.

C. Nominating Committee:
1. Membership: The Nominating Committee shall be a standing committee comprised of five members, with at least one each Elected Official and Community Leader, and one Director from each of the Provider and Funder Councils.
2. Election: The Board Chairperson shall appoint the Nominating Committee and present it for approval to the full Board of Directors in the second quarter of the year.
3. Duties:
    a. The Nominating Committee shall provide a ballot of names for election as Community Leaders. The Nominating Committee shall ensure that the individuals nominated meet the community representation requirements as stated in Section III.A.4.a. Nominations will be taken from the floor at the annual meeting.
    b. The Nominating Committee shall provide the names of the nominees to the HLB twenty-one (21) days prior to the annual meeting, or when requested.
    c. The Nominating Committee shall provide a single slate of nominees for the Officers of the HLB twenty-one (21) days prior to the election every two years at the annual meeting.

D. Providers Council:
1. Membership:
    a. The membership of the Providers Council shall include representatives from homeless/at-risk service providers and other organizations that are actively involved in services that affect homeless/at-risk target groups in Pinellas County.

b. Members must act for the benefit of the homeless/at-risk services system as a whole, in support of Housing First, and not for individual organizations.
c. The Providers Council members shall establish policies and procedures for Council membership, size of the Council, operating rules, and the work of the Council. These policies and procedures will be brought to the full BOD for ratification.
d. The Providers Council shall have at least eight (8) members, and it shall set the maximum number of members itself.
e. Members of the Providers Council should include representatives from, but not limited to:
   i. homeless service providers (housing, behavioral health, other)
   ii. one or more Public Housing Agencies,
   iii. Employment Services,
   iv. Veterans Administration,
   v. Pinellas County Schools.

2. Responsibilities:
   a. Make recommendations to the full BOD on homeless/at-risk services system issues, concerns and needed actions, either in response to BOD requests or on issues raised by Providers Council members.
   b. Address the needs of all target groups, such as individuals, families, Veterans, unaccompanied youth, etc., for permanent housing.
   c. Annually review and make recommendations on activities and priorities that enable the Pinellas system of services to meet and exceed HUD/ Continuum of Care and other performance standards.
   d. Coordinate planning and recommendations with other community-wide planning groups.
3. Leadership:
   a. Members of the Providers Council shall elect the Council Chair and Vice-Chair from the membership of the Council.
   b. The Providers Council Chair will be selected by the members to be a full voting member of the HLB as its representative.
4. The Providers Council shall organize as it deems appropriate, complying with CH. 119 and 286 F.S.

E. Funders Council:
1. Membership:
   a. The membership of the Funders Council shall include representatives from local and state governments, businesses, foundations, and other funders of services that affect all homeless/at-risk target groups.
   b. Members must act for the benefit of the homeless/at-risk services system as a whole, and not for individual organizations.
   c. The Funders Council members shall establish policies and procedures for Council membership, size of the Council, operating rules, and the work of the Council. These policies and procedures will be brought to the full HLB for ratification.
   d. The Funders Council shall have at least eight (8) members, and it shall set the maximum number of members itself.

e. Members of the Funders Council shall include representatives from, but not limited to:
   a) Pinellas County,
   b) Cities of Clearwater, Largo, Pinellas Park, St, Petersburg, and Tarpon Springs;
   c) Juvenile Welfare Board (JWB).

2. Responsibilities:
   a. Make recommendations to the full BOD on funding of homeless/ at-risk programs and services, either in response to BOD requests or on issues raised by Funders Council members.
   b. Make recommendations on strategically aligning funding resources available for homeless/ at-risk programs and services based on BOD-approved priorities, to make the most effective use of scarce resources.
   c. Annually review and make recommendations to the BOD on the best use of funds from specific resources, based on the HLB-approved priorities and activities that enable the Pinellas system of services to meet and exceed applicable performance standards as approved by the BOD. Such resources include the HUD Continuum of Care, State of Florida homeless funding, and/or local public or private sources.
   d. Determine ways the local funders can coordinate funded services through common contract language, performance outcomes, and goals.
   e. Coordinate funding planning and recommendations with other community-wide funding and planning groups

3. Leadership:
   a. Members of the Funders Council shall elect the Council Chair and Vice-Chair from the membership of the Council.
   b. The Funders Council Chair will be selected by the members to be a full voting member of the HLB as its representative.
4. The Funders Council shall organize as it deems appropriate, complying with CH. 119 and 286 F.S.
5. Voting: A majority of 60% of those members voting is required to recommend funding decisions to the HLB.

F. Bylaws and Governance Committee:

An ad-hoc Bylaws and Governance Committee shall be appointed by the Chair in January of each year, for the purpose of an annual review of the Bylaws and Charter of the HLB and making recommendations to the Board of Directors as is deemed necessary. The Bylaws Committee shall consist of not less than three (3), nor more than five (5), members who shall be appointed in January of each year.

Article IX: Amendment of Bylaws

A. Authority to Amend: Subject to any limitations set forth in these Bylaws or applicable law, these Bylaws may be amended.

B. Notice for Amending Bylaws: If at any time these Bylaws are to be amended, the Chairperson of the BOD shall give notice of any meeting called with respect to such action to all members of the BOD twenty-one (21) days before the meeting. Copies of the proposed changes shall accompany the notice.

C. Vote: Any proposed amendment to these Bylaws must be approved by an absolute two-thirds (2/3) of the members of the HLB present and voting.

D. Approval: All amendments to the Bylaws shall be effective immediately upon approval by the Board of Directors.

Article X: Conflict of Interest

Policies: The BOD shall adopt comprehensive conflict of interest policies which shall govern it and the committees and Councils of the HLB (24 CFR § 578.95).

Article XI: Parliamentary Authority

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the BOD in all cases to which they are applicable and in which they are not inconsistent with applicable law, these Bylaws and any special rules the HLB may adopt.

Article XII: Dissolution of the Corporation

A. Determination: Following a thirty (30) day prior written notice to all Homeless Leadership Board of Directors, the HLB (Corporation) may be voluntarily dissolved by a two-thirds majority of the Board members at a meeting called expressly for such purpose.

B. Assets: In the event of dissolution, or other liquidation of the assets of the HLB (Corporation), all residual assets shall be awarded to selected Pinellas County homeless service organizations, which are themselves exempt as organizations, as described in Section 501 (c) (3) of the 1986 Internal Revenue Code, or corresponding sections of any prior or future law, or to the Federal, State, or local government for exclusive public purpose, applying under a "Request For Proposals" (RFP). The final awards shall be determined by the HLB (Corporate) Officers, who shall act as the "Review and Award Committee" in this regard.

C. Records: Upon the dissolution of the HLB (Corporation), its books, records, Charter, and any and all other pertinent materials shall be transferred and delivered promptly into the custody of such custodian as shall be designated by the Board of Directors.

Pinellas County Continuum of Care FL-502
Governance Charter

I. Overview

The Pinellas County Homeless Leadership Board, Inc., (the "HLB") as governed by the Pinellas County Homeless Leadership Board, Inc., Board of Directors is the entity designated as the Pinellas County Continuum of Care, FL 502 (the "CoC"). Membership is composed of representatives from relevant organizations, governments, and community representatives from throughout Pinellas County, and more fully set forth herein. This entity serves as the U.S. Department of Housing and Urban Development's (HUD's) recognized decision-making body for the Continuum rule 24 CFR 578, Subpart B, entitled "Establishing and Operating a Continuum of Care" [578.5(a)].

The geographical area currently covered by the Pinellas County CoC includes the incorporated and unincorporated areas of Pinellas County, Florida.

This Charter outlines the broad organizational structure and general work of the CoC and is organized as follows:

- Mission, Vision and Strategic Goals
- Membership
- Board Responsibilities, Selection, Structure and Governance
- Board Designated Committees and CoC Coordination Committees
- Collaborative Applicant Responsibilities
- HLB, Inc., CEO and Staff Responsibilities

The Pinellas County Homeless Leadership Board, Inc. shall be designated as the Pinellas County Continuum of Care "Collaborative Applicant." Subject to oversight by the Review and Ranking Committee, the Collaborative Applicant shall have the authority to submit the CoC Consolidated Application and to apply for planning funds as provided under the guidelines from the U.S. Department of Housing and Urban Development. [578.9].

II. Mission, Vision and Strategic Goals

The HLB mission statement is coordinate all community partners, systems and resources available with the goal of helping individuals and families to prevent, divert, and end homelessness in Pinellas County. ~~to ensure that homelessness is rare, brief and non-~~

~~recurring~~. The vision of the organization is to ensure that homelessness is rare, brief and nonrecurring. ~~is to be THE leadership organization in Ending Homelessness in Pinellas County~~. The goal of the HLB is to work with local stakeholders throughout its geographical area to design effective strategies and solutions with the goals of:

Value A: The HLB positions itself as THE Leadership Organization in ending homelessness in Pinellas County.

Value B: The HLB endorses the philosophy of Housing First and believes it will greatly assist in the goal of making homelessness *rare, brief and nonrecurring* for Pinellas County citizens.

Value C: The HLB researches and develops policies and best practices directed at ending homelessness in Pinellas County.

Value D: The HLB advocates for homeless services at the local, state and federal levels in order to end homelessness in Pinellas County.

Value E: The HLB educates the community to increase awareness and decrease misperception of homelessness in Pinellas County.

Value F: The HLB leads the partnership of providers, funders and communities by insuring the coordination of resources that will result in effectively ending homelessness in Pinellas County.

Value G: The HLB honors and recognizes the voice of the homeless/formerly homeless consumer in its planning, deliberations, and oversight of the homeless services system in ending homelessness in Pinellas County.

To maximize effectiveness, the HLB will work in collaboration with other local, state and federal entities to accomplish the following: 1) help create integrated, State and community-wide strategies and plans to prevent and end homelessness; 2) provide coordination among the many local organizations and initiatives that serve people experiencing homelessness across Continuum of Care geographical area; and 3) to prepare the consolidated grant application to HUD for the Continuum of Care Program.

The HLB will work to understand and address homelessness through locally- and State-driven, collaborative processes that include inter-governmental meetings, attendance at local homeless-related meetings, participation in homeless events, participating in community housing initiatives, etc., as well as diligence in meeting HUD and United States Interagency Council on Homelessness goals.

III. Membership

Membership shall consist of interested individuals and representatives from relevant organizations within Pinellas County, and ongoing efforts will be made to solicit open membership from relevant organizations including nonprofit homeless assistance

providers, victim service providers, faith-based organizations, local governments, local chambers of commerce, local development authorities, businesses, advocates, local public housing authorities, school districts, social service providers, mental health agencies, hospitals, colleges, technical schools, universities, affordable housing developers, landlords, law enforcement, correctional institutions and organizations that serve veterans and homeless and formerly homeless individuals [578.5].

A. Board Composition:

The HLB Board of Directors (BOD) shall consist of no fewer than fifteen (15) and no more than twenty-five (25) persons; and, will be comprised of nine (9) local Elected Officials with the balance being comprised of Community Leaders.

Each Board member shall represent their jurisdiction or constituency and the community as a whole.

The composition of the nine Elected Officials will be one elected person from each of the following: Pinellas County Board of County Commissioners; City of Clearwater; City of Largo; City of Pinellas Park; City of St. Petersburg; City of Tarpon Springs; and the Pinellas County School Board. It also includes the Public Defender and the Pinellas County Sheriff, or designee of either. Elected officials shall comprise not more than forty percent (40%) of the HLB. Inter-local agreements are in place with each municipality and county outlining the member's responsibilities.

The Community Leaders shall be individuals representing the community stakeholders, ensuring broad community representation among those concerned with homelessness, including consumers.

All entities providing a member represented shall provide services in and/or have a substantial business interest in Pinellas County.

The composition of the Community Leader positions shall be: Juvenile Welfare Board ("JWB")/Children's Services Council, one (1) position; Faith-Based Organization, one (1) position; Service Experts, four (4) positions (one of which will be the Chair of the Providers Council); Chair of the Funders Council, one (1) position; Business, two (2) positions; Health Care, one (1) position; Homeless/Formerly Homeless South County, one (1) position; Homeless/Formerly Homeless North County, one (1) position; Public Housing Authority one (1) position; and At-Large, three (3) positions.

The two positions on the BOD, held, one each by the Chair of the Providers Council and

the Chair of the Funders Council, will be selected by the respective Council members. The remaining three Service Expert seats shall be appointed by the Providers Council, to be confirmed and ratified by the BOD.

The HLB legal representative shall be an ex-officio and non-voting member of the BOD.

B. Compensation:

The members of the BOD shall not receive a salary or other compensation for services rendered to the HLB except for expenses incurred on behalf of the HLB and as approved by the BOD. There is no property right in membership on the Board.

C. Vacancies:

Any vacancies shall be filled as provided in the Bylaws. The term of the appointee shall be for the remainder of the term of the director who is replaced. Time in office to fill a vacancy will not be considered as serving part of an elected term in office.

IV. Board Responsibilities, Selection, Structure and Governance

A. Meeting Quorum:

Fifty-one percent (51%) of the HLB Directors must be physically present at a meeting to constitute a quorum.

B. Procedure

The Board shall conduct business in accordance with Robert's Rules of Order, and may adopt any additional Rules of Procedure as it deems necessary for the orderly administration of its duties in accordance with law.

C. Meeting Requirements

All meetings are open to the public, shall be properly noticed and are subject to the Sunshine Laws of the State of Florida (Chapters 119 and 286 F.S.). The HLB shall hold an annual meeting in the fourth quarter of the calendar year. Regular meetings are held monthly. Special meetings of the HLB may be called upon a vote of two-thirds of the Directors of the BOD, or by the Executive Committee; and written notice of the time, location and agenda of the Special Meeting shall be provided to all Directors of the HLB, and publicly noticed, not less than two (2) days prior to such meeting.

The HLB will host at least two (2) CoC-wide meetings in the calendar year [24 CFR § 578.7].

D. Voting:

In any matter brought before the HLB, each Director shall have one (1) vote. A roll call vote shall be required for all funding related issues and governance document matters.
After a quorum is established, a supermajority equaling 60% of those voting shall be determinative for the approval of the items listed below:

a) Decisions regarding funding of programs using financial resources under the control of the HLB;
b) Recommendations to funding entities and others on the prioritization of uses of funds not under the control of the HLB;
c) Substantial changes in the homeless services system structure that greatly reduce or eliminate system components (i.e. transitional housing) and/or add or enhance a different system component (i.e. rapid re-housing);
d) Changes in annual (or longer) homeless services system priorities for funding or resources.

After a quorum is established, a vote of 51% of those voting shall be determinative.
A majority of the BOD present, whether or not a quorum is present, may adjourn any meeting to another time and place.

E. Voting Without Attending the Meeting

Although not the preferred method of attendance, once the physical quorum is established, the participation of one or more Directors of the BOD by teleconference or other equipment, allowing all persons participating in the meeting to hear each other at the same time, and otherwise meeting the legal requirements for such participation, shall constitute presence at a meeting. Those participating by teleconference or other equipment will not be counted towards meeting quorum requirements.

F. Responsibilities of The Board of Directors

1. The Board of Directors shall exercise corporate powers of the HLB for the conduct of its business affairs, and shall oversee and delegate such authority as the Board sees fit. The Board may employ, hire, or contract for a Chief Executive Officer (CEO), who works at the direction of the Board.
2. The Board shall set forth the policies and procedures for the HLB. All policies and procedures shall be passed by a written Resolution of the Board.

3. The Board shall approve a strategic plan for the future sustainability and continuance of the HLB.
4. The Board shall oversee the homeless services system and review performance measures to ensure the policies and goals are being implemented effectively and efficiently.
5. As the governing body of the Continuum of Care and Lead Agency under the U.S. Department of Housing and Urban Development's guidelines, the Board shall be responsible for submitting all relevant documents, reports and applications to HUD.
6. The Board must designate and operate a Homeless Management Information System (HMIS). The CoC must:
    a) Designate a single HMIS for the geographic area;
    b) Designate an eligible applicant to manage the CoC's HMIS, which will be known as the HMIS Lead Agency;
    c) Review, revise, and approve a privacy plan, security plan, and data quality plan for the HMIS;
    d) Ensure consistent participation of recipients and subrecipients in the HMIS; and,
    e) Ensure the HMIS is administered in compliance with requirements by HUD.
7. The Board of Directors shall document the proceedings of its meeting as required by law, report its annual operations, and audited its finances and financial systems.
8. No individual Director is empowered to commit the HLB by word or deed without prior explicit approval by the Board of Directors.

G. HLB Officers

HLB Officers consist of the following positions:
Chairperson
First Vice Chairperson
Second Vice Chairperson
Secretary
Treasurer
Immediate Past Chairperson

The person elected as Chairperson must have been a Director of the HLB for at least one year prior to election. The First- and Second Vice-Chairpersons shall be one each from the Elected Officials and the Community Leaders. The Election of Officers shall be elected at the annual meeting of the HLB. The election of each officer of the BOD shall require a two-thirds (2/3) vote of Board members present. Each Officer elected shall serve a term of two (2) years and may be elected for an additional term. No officer shall hold the same office for more than two (2) consecutive terms. Terms of office shall be from January–December bi-annually. Removal of any officer elected or appointed by the BOD may be

removed by a two-thirds (2/3) vote of the BOD. If a vacancy occurs in the Chairperson's office, the BOD may appoint one of the Vice Chairpersons to complete the term. If a vacancy occurs in any other office, the BOD may appoint a Director to complete the term. Time in office to fill a vacancy will not be considered as serving part of an elected term in office.

The Officers of the HLB will not receive a salary or other compensation for services rendered to the HLB, but will be entitled to reimbursement of BOD pre- or post- approved expenses incurred in the performance of their duties.

The duties of the Officers shall be as provided in the Bylaws.

V. Standing Committees and Ad Hoc Committees

A. General Requirements for All Committees

All Committees shall be composed of members of the HLB. Each Committee shall present a complete list of Committee members to the HLB in January of each year. Each Committee shall adopt written rules governing its conduct of business which shall not be inconsistent with this Charter, the Bylaws or general law. All subcommittee appointments may be made by the appropriate Committee. Each appointed Committee Chair is responsible for establishing a Committee schedule and each Chair, or his/her designee, is encouraged to attend all Governing Body meetings.

Formal Committee meetings must be called and attended by the HLB staff. The HLB staff will maintain Committee records. Meeting minutes shall be kept up to date and submitted to the Board of Directors for approval.

B. Standing Committees

The specific committees created by the HLB and which make up the infrastructure of the board are as follows:

1) Executive Committee
2) Nominating Committee
3) Providers Council
4) Funders Council
5) Bylaws and Governance Committee
6) HMIS Governance Committee

Each committee shall adopt rules governing its work that are consistent with the HLB Bylaws or with rules adopted by the HLB. All actions taken by these committees must be ratified by the HLB. The appointment of all committee members to the standing committees in this section shall be ratified by the HLB, except for the Providers Council and Funders Council. Ad hoc committees may be established by the Chair of the HLB or the HLB, as it deems appropriate, for limited and specific purposes to advance the mission of the HLB. Such committees shall be responsible solely to the Board of Directors and shall report status and progress of its assignments on a frequency deemed appropriate by the Board of Directors.

The Providers Council and the Funders Council may also appoint ad hoc subcommittees following these rules. The members of the Providers Council, Funders Council, subcommittees, and HLB ad hoc committees may include individuals who are not members of the BOD.

At its discretion, the Governing Body may expand the work of these Committees and/or appoint other Committees with special purposes associated with priorities such as ending chronic, veterans, family and youth homelessness, coordination with educational and family violence providers.

All committees and subcommittees shall operate under the HLB Conflict of Interest Rules, Florida Sunshine Law, and Roberts Rules of Order.

1. Executive Committee

a) The Executive Committee shall be a standing committee comprised of the five Officers of the HLB, the Immediate Past Chairperson, and the Providers and Funders Council Chairs. The Chairperson shall serve as the chair of the Executive Committee. The Executive Committee shall be responsible for the general supervision of the affairs of the HLB between meetings of the BOD. The Executive Committee shall fix the hour and place of its meetings and will make recommendations to the BOD.
b) The Executive Committee shall act as the Audit Committee of the HLB, and shall provide financial reports to the Board of Directors.
c) The Executive Committee shall serve as the CoC Review and Rank Committee; any Executive Committee member with a conflict shall be replaced with a vote of the BOD.
d) The Executive Committee shall serve as the HMIS Governance Committee and review and ratify the decisions of the Data and System Performance Committee, as established in the HMIS Charter, in its performance of duties as the HMIS Governance Committee.

e) The Executive Committee shall be subject to the direction of the BOD and none of its acts shall conflict with the policies enacted by the BOD. The Executive Committee shall have authority for operational decisions and may act in place of the BOD in between Board meetings. Any action taken by the Executive Committee that was not previously authorized by the BOD, as in line with its policies, must be ratified by the HLB at its next meeting.

2. Nominating Committee

The Nominating Committee shall be a standing committee comprised of five members, with at least one each Elected Official and Community Leader, and one member from each of the Provider and Funder Councils. The Board Chairperson shall appoint the Nominating Committee and present it for approval to the full Board of Directors in the second quarter of the year.

The purpose of the Nominating Committee shall be to provide a ballot of names for election as Community Leaders for the annual elections, and for filling vacancies as provided by the Bylaws. The Nominating Committee shall ensure that the individuals nominated meet the community representation requirements as stated in Section III.A.6. Nominations will be taken from the floor at the annual meeting. The Nominating Committee shall provide the names of the nominees to the HLB twenty-one (21) days prior to the annual meeting, or when requested. The Nominating Committee shall provide a single slate of nominees for the Officers of the HLB twenty-one (21) days prior to the election every two years at the annual meeting.

3. Providers Council

The membership of the Providers Council shall include representatives from homeless/at-risk service providers and other organizations that are actively involved in services that affect homeless/at-risk target groups in Pinellas County. Members must act for the benefit of the homeless/at-risk services system as a whole, and not for individual organizations. The Providers Council members shall establish written policies and procedures for Council membership, size of the Council, operating rules, and the work of the Council not inconsistent with this Charter or the Bylaws. These policies and procedures will be brought to the full BOD for ratification. The Providers Council shall have at least eight (8) members, and it shall set the maximum number of members itself. Members of the Providers Council should include representatives from, but not limited to:

a) Homeless service providers (housing, behavioral health, other)
b) One or more Public Housing Agencies
c) Career Source Pinellas

d) Veterans Administration
e) Pinellas County Schools

The purpose of the Providers Council is to make recommendations to the full BOD on homeless/at-risk services system issues, concerns and needed actions, either in response to BOD requests or on issues raised by Providers Council members.

The Providers Council shall be responsible for the following recommendations and reports:

a) Review and assess the community's ability to meet performance standards as approved by the Board, including making recommendations on changes to such adopted standards in keeping with required standards under HUD policies, the State of Florida and other local public and private funding sources.
b) Identify service gaps in providing appropriate resources for homeless and at-risk populations, including monitoring trends in the need for services throughout the community, identifying funding deficiencies and anticipating future needs of the service population.
c) In January of each year, recommend a plan for activities and priorities to enable the Pinellas system of services to meet and exceed performances standards adopted by HUD and the Board.
d) Review and report on the data and analysis tools required under federal and state law, and make efforts to ensure that the data and information used to generate such reports is timely and accurate.

Members of the Providers Council shall elect the Council Chair and Vice-Chair from the membership of the Council with the Council Chair serving as the representative on the BOD. Council members will also appoint three Provider Council members to serve in the BOD Service Expert seats which shall be confirmed and ratified by the BOD. The Providers Council shall organize as it deems appropriate, complying with CH. 119 and 286 F.S.

4. Funders Council

The membership of the Funders Council shall include representatives from local and state governments, businesses, foundations, and other funders of services that affect all homeless/at-risk target groups. Members must act for the benefit of the homeless/at-risk services system as a whole, and not for individual organizations. The Funders Council members shall establish written policies and procedures not inconsistent with this Charter, the Bylaws or general law for Council membership, size of the Council, operating rules, and the work of the Council. These policies and procedures will be brought to the full HLB for ratification. The Funders Council shall have at least eight (8) members, and it shall set

the maximum number of members itself.

Members of the Funders Council shall include representatives from, but not limited to:

a) Pinellas County;
b) Cities of Clearwater, Largo, Pinellas Park, St, Petersburg, and Tarpon Springs;
c) Juvenile Welfare Board (JWB)

The purpose of the Funders Council is to make recommendations to the full BOD on funding of homeless/ at-risk programs and services, either in response to BOD requests or on issues raised by Funders Council members.

The Funders Council shall be responsible for the following recommendations and reports:

a) Make recommendations on strategically aligning funding resources available for homeless/ at-risk programs and services based on BOD-approved priorities, to make the most effective use of scarce resources.
b) In the first quarter of the year, the Council reviews and makes recommendations to the BOD on the best use of funds from specific resources, based on the HLB-approved priorities and activities that enable the Pinellas system of services to meet and exceed applicable performance standards as approved by the BOD. Such resources include the HUD Continuum of Care, State of Florida homeless funding, and/or local public or private sources.
c) Determine ways the local funders can coordinate funded services through common contract language, performance outcomes, and goals.
d) Coordinates funding planning and recommendations with other community-wide funding and planning groups

The members of the Funders Council shall elect the Council Chair and Vice-Chair from the membership of the Council. The Funders Council Chair is selected by the members to be a member of the BOD as its representative. The Funders Council shall organize as it deems appropriate, complying with CH. 119 and 286 F.S. A majority of 60% of those members voting is required to recommend funding decisions to the HLB.

5. <u>Bylaws and Governance Committee</u>

The Bylaws Committee shall be appointed by the Chair in January of each year for the purpose of reviewing the Bylaws and Charter of the HLB and making recommendations to the Board of Directors regarding the updating and amending of the Bylaws as is deemed necessary. The Bylaws Committee shall consist of not less than three (3), nor more than five (5), members.

6. Data and System Performance Committee

Composed of HLB staff, homeless program funder representatives, service providers, and others. This committee shall meet on a regular basis to be determined by the committee, and is responsible for designing the HLB performance outcome and evaluation system, reviewing performance reports on consumer data, identifying areas needing improvement, monitoring outcomes leading to improved system performance and making recommendations for Executive Committee and HLB approval and action. This committee also reviews the AHAR, HIC, PIT and HUD System Performance data information and assists with preparation of reports to the BOD. This committee monitors the HMIS Governance Charter to ensure all HUD requirements are met.

7. Point in Time (PIT) Homeless Count and Survey Planning Task Group

Composed of HLB staff, homeless service providers, street outreach teams, School System HEAT team, law enforcement, Public Defender's Office, local funders, community volunteers. This committee shall meet on a regular basis to be determined by the committee. It is responsible for the design of the PIT surveys and processes, recruiting/training/deploying of all PIT volunteers and agency surveyors, providing data quality control, evaluating PIT and making changes for the next annual survey.

8. CoC Review and Ranking Committee

This committee, comprised of Executive Committee members of the HLB, is established at the time of the CoC competitive bid process for the purpose of determining the ranking and scoring of each proposal for the purpose of HUD's required standards for submission for CoC funding.

9. System Redesign Oversight Committee

This committee is appointed by the BOD and is comprised of Board and Council members to make recommendations to the full BOD for the implementation of a Housing First approach for the homeless system of care in Pinellas County, with a goal of homelessness being rare, brief and non-recurring.

10. CoC Coordination Committees

In addition to Board appointed committees, the HLB either coordinates or participates in various continuum of care committees and task forces which focus on specific issues or special populations to ensure that a robust continuum of services is available in the

community. These committees and task forces include, but are not limited to, the following:

a) SOAR (SSI/SSDI Outreach, Access and Recovery)
b) Street Outreach Facilitation Team (SOFT) Committee
c) Veteran Leadership Team
d) Individual Shelter Provider Taskforce
e) Taskforce on Family Homelessness
f) Rapid Re-Housing Provider Committee
g) Coordinated Entry
h) Prevention/Diversion Provider Committee

VI. Collaborative Applicant

In accordance with HUD's Continuum of Care Interim Rule, the Pinellas County Homeless Leadership Board, Inc. is designated as the Collaborative Applicant. The Collaborative Applicant shall have the authority to apply for planning funds from HUD.

The HLB shall provide comprehensive oversight for the Continuum in order to meet HUD's rule for the Continuum of Care and to ensure that requirements are met for the annual HUD Continuum of Care funding competition. The HLB staff shall provide administrative support for the Governing Body, all Continuum committees, and as otherwise necessary to ensure the sound operation of and success of the Continuum of Care. The HLB shall work to build awareness for and public/stakeholder confidence in the Continuum and will publicize its work.

For the Continuum, the HLB staff will maintain membership lists, conduct membership recruitment campaigns targeted to stakeholders [578.7(a)(2)], publish agendas for membership meetings, and assist the Board in conducting meetings of full membership not less than twice annually [578.7(a)(1)].

HLB's staff work with the Governance Body will include, but will not be limited to, providing or securing meeting space, calling meetings, providing notice to Board/Continuum members and others, coordinating technology for web meeting capacity, recordkeeping, assisting the Governance Body with draft policies and updates (including updates to this Charter) as requested by the Governance Body, and other duties assigned by the Governance Body or as necessary in order to meet Continuum of Care compliance requirements or other standards established by HUD.

The HLB staff shall serve as staff to all Continuum committees, call meetings, develop

agendas, keep records of committee meetings, provide technical assistance, monitor recipients of funds, and assist with the research and development of plans and documents for each committee. Working with the various committees, the HLB staff will seek outside funds for, and will provide staff oversight and training for, the annual unsheltered Point in Time Count and the annual shelter survey (HIC) [578.7(c)(2)].

Working with stakeholders through Continuum-wide local meetings (onsite and/or web-based) as well as attendance at local and regional events, such as Homeless events, local coalition meetings, etc., the Collaborative Applicant will provide lead staff for the Continuum's planning. This includes coordination and implementation "of a housing and service system within its geographic area that meets the needs of the homeless individuals (including unaccompanied youth) and families. At a minimum, such a system encompasses the following: (i) Outreach, engagement, and assessment; (ii) Shelter, housing, and supportive services; and (iii) Prevention strategies" [578.5(c)].

The HLB will meet the Continuum's obligations through the HUD rule to coordinate with ESG Entitlements, and to collaborate with and provide information to complete plans for the County's Consolidated Planning within the Continuum [578.7(c)(4)].

HLB staff will collect and combine all required application information from projects within the Continuum, prepare, and submit the annual Continuum application to the Governance Body for approval and then to HUD.

VII. Chief Executive Officer and Staff

The Chief Executive Officer (CEO) of the HLB will be employed, or be under contract, upon a written agreement by the Board of Directors as the HLB principal administrator. He or she will have the following duties, responsibilities and authority:

1. Supervise staff as to all of the daily operations of the HLB, which shall include hiring, firing, and managing the day to day responsibilities of the staff.
2. The Chief Executive Officer will serve as an ex-officio member of all HLB committees.
3. Prepare, in conjunction with the Finance Committee, the proposed annual budget for submission and approval to the Board of Directors each year. The CEO shall be empowered to carry out any tasks associated with the proper administration of the budget as approved by the Board. The annual budget shall include a discretionary line item for the CEO in an amount to be determined annually during the budgeting process. All other items outside of the approved annual budget shall be submitted to the Board for a budget amendment.
4. The CEO shall have the authority to sign contracts and legal documents for operational

purposes as provided, to carry out the scope and intent of the budget. Grant applications, funding applications and reports must be approved by the Board of Directors or Executive Committee.

5. Perform such other duties as may be prescribed by the Board of Directors.

VIII. History and Amendments

1. Initial HLB membership was established on February 1, 2012. It was a result of merging the long existing Homeless Coalition and the Homeless Leadership Network. At that time, the HLB became the policy and operational CoC leadership entity in the Pinellas homeless services system.

2. This Governance Charter was approved by the HLB membership on August 5, 2016 and shall remain fully operational in accordance with this founding Governing Charter until such time as the Charter is amended.

3. This Charter may be amended by a majority vote of the entire membership of the Board of Directors. Such amendments may be considered from the Bylaws and Governance Committee, or may be presented in writing by any member of the Board of Directors no less than twenty-one (21) days prior to consideration at a regularly scheduled meeting of the Board.

Board Chair Signature **Date**

Pinellas County Homeless Leadership Board
Chief Executive Officer Board Update
For March 2, 2018 HLB Meeting

1. **Additional Funding from the Department of Children and Families Office on Homelessness** – Due to underspending of the Challenge grant in other regional CoC's, DCF is allocating an additional $28,988 in Challenge funds to the HLB. DCF's priority is to fund PHMIS licenses to encourage new agencies to enter homeless-related data into the HMIS system. The remaining funds will be allocated to the HLB's current Challenge sub-contractor, Directions for Living, for direct client services.

2. **HLB Meeting with the School Board's HEAT Team** – Staff met with the HEAT Team to introduce the Youth Coordinated Entry Navigator and to discuss how the HLB and the HEAT Team can partner to improve services to youth experiencing homelessness. Much discussion revolved around how to access the HLB Youth Navigator to conduct VI-SPDAT assessments with homeless youth who touch the school system. The HEAT Team needs to review current school board policy to determine how to best connect homeless youth to the CES Youth Navigator. There was also preliminary discussion about the HEAT Team entering into HMIS; however, there are legal issues which will need to be addressed prior to any formal agreement. The HLB and the HEAT Team will be having on-going discussions to strengthen our partnership.

3. **Domestic Violence Technical Assistance** – A national consultant from Safe Housing Partnerships will be meeting with HLB staff and the CoC's Domestic Violence agencies to provide technical assistance on the intersection of domestic violence and homelessness. Topics include: best practices around the country, meeting HUD's Coordinated Entry requirements, Rapid Reentry modifications to meet the needs of survivors, and what we may need to consider implementing locally to assure we are meeting the needs of DV survivors. HLB staff will also be participating in a DV 101 training session.

4. **Coordinated Entry HOT Team** – On February 21st, The HLB Coordinated Entry team held a Homeless Outreach Team (HOT) in southeast St. Petersburg to conduct VI-SPDAT's on those individuals who are experiencing homelessness but who have not yet been assessed. The HOT team conducted twelve assessments. Other partners who participated include the Veteran's Administration, Boley Centers, and the National Alliance on Mental Illness (NAMI). The HOT team goes out into the field on a monthly basis with the next one occurring at Safe Harbor.

5. **Susan Starrett's Last Visit** – Susan Starrett, CSH consultant, will be here for one last visit from March 19-21. On March 19th from 1:30-4:30 at JWB, there will a joint meeting of the Executive Committee and the System Redesign Committee to review the work that has been accomplished over the last two years and to identify areas to address in our strategic planning process. On 3/20, she will be meeting with staff to provide TA on various aspects of the CoC, and on 3/21 she will meet with agency providers to discuss diversion strategies.

February 22, 2018

HLB Committee Reports February 2018

System Redesign Committee (SRD)/HMIS Transition Team: The committee met on January 26, 2018 to extensively review the HLB Implementation Plan. Status of all categories and related tasks, as well as the large number of completed tasks and next steps toward completion of ongoing tasks, were discussed. The Coordinated Entry System (CES) has made significant progress in rapidly rehousing clients. Prevention and diversion strategies, delineating clear roles for Street Outreach and CES, and improving access to emergency and permanent housing for special populations still need improvement. In the category of Implementing Housing 1st, 2019 contracts with providers must be worded to avoid unintentional consequences of no-barrier and low-barrier requirements for adherence to Housing 1st. Discussions regarding data and the category of Using Data to Make Decisions about the Homeless System touched numerous categories. The SRD Committee Membership and Goals were reviewed and how to fill vacancies was discussed, as well as how Board members who are not on committees can stay informed on issues discussed in committee before they come up for a vote at Board meetings. The AIM statement was discussed briefly. It was decided it will be reviewed before going to the Board at a joint meeting of SRD and the Executive Committee with Susan Starrett on March 19.

Data and System Performance (DSP) Committee: The group met on February 8, 2018. Chair, Kevin Marrone, convened the committee with a review of the first quarter data report that was presented to the Homeless Leadership Board on February 2, 2018. The committee suggested that during this second quarter, information be gathered from the Rapid Re-Housing projects regarding barriers they are facing in finding housing for clients then report this information to the board, along with suggested guidelines for Rapid Re-Housing utilization from around the country.

The committee reviewed and approved the January 2018 data to go into the data summary report for the Homeless Leadership Board packet. The committee noted, January 2018 exits were greater than entries, however only 28% of these exits were to permanent destinations. “No Exit Interview” contributed to 52% of the total system exits. The committee will begin working on a plan of action to present to the Homeless Leadership Board to address this concern.

The committee reviewed PHMIS Timeliness and Completeness scores, by project types, from October 2017 – January 2018 to determine if there were data trends that may be addressed through adjusting PHMIS requirements. It was found that there are no project-based data trends impacting PHMIS Timeliness and Completeness. Any issues regarding timeliness and completeness within PHMIS are individual projects, therefore the committee has suggested to the PHMIS team to conduct hands-on trainings and PHMIS site visits with these projects.

The committee completed its review of homeless youth data for the System Redesign Committee. It is the recommendation of the Data and System Performance Committee, that the Homeless Leadership Board utilize homeless youth data from the Florida Department of Children and Families as primary data sets. The committee feels that data from Pinellas County Schools should be used by the Homeless Leadership Board as supplemental data, as it contributes to the understanding of the size and needs of homeless youth within Pinellas County. The committee also believes that there needs to be clear and concise language when presenting all data but especially youth data. This language must include the methodology for the data collection, along with any data analysis.

Street Outreach Facilitation Team (SOFT) Meeting: The team met on February 15, 2018. Courtney Covington from Personal Enrichment Mental Health Services (PEMHS) presented on

their various navigation services. Handouts of the presentation were distributed. The contact information for PEMHS will be e-mailed to the group. As requested, a quarterly report listing data on the Family Active List and Individual Active List was presented to the group and will be distributed at each meeting. Susan Finlaw-Dusseault thanked the volunteers in the group who participated in the Point In Time Count and Survey last month. There was discussion on the great volunteer turnout, broader coverage area, and the need for additional team leads. The PIT Planning Committee will begin planning for the 2019 PIT sometime in April. Each of the Street Outreach teams and receiving shelters were provided the opportunity to present on trends and changes. The issue of hospitals discharging patients into homelessness was discussed. Data is being collected by shelters, and HLB is seeking funding for medical respite care for this issue. There was discussion regarding quantifying families who call street outreach and tracking in PHMIS. The need for prevention/diversion training was presented. Susan Finlaw-Dusseault will set-up a prevention/diversion training for the group, as well as front line staff, to take place prior to the next meeting. The group will continue to meet quarterly at Park Station in Pinellas Park.

Rapid Re-Housing Providers Housing Specialists Meeting: The group met on February 20, 2018. Expungement workshop packets were distributed to the group. The rapid re-housing providers matrix was reviewed once again and the 'final' document will be e-mailed to the group. This spreadsheet will continue to be updated regularly as changes are made to the programs. An update on the services and affordable housing opportunities offered by Community Service Foundation was provided. Risk mitigation documents from previous meetings were reviewed and discussion ensued regarding marketing to landlords. A flow chart of the procedures of the fund was reviewed and agreed upon as a group. The need for a community resource guide for persons housed through rapid re-housing was discussed. Each of the rapid re-housing providers utilize some sort of list to provide to their individuals/families; however, a consolidated, county-wide list does not currently exist. The group agreed that this would be helpful, and a resource guide will be developed as a group. An update on future training opportunities and events in the community was provided. A discussion on inspections will be continued at the next meeting. Contact information for all attendees continues to be provided so that valuable information can be shared with the individuals in the group between meetings. The group will regularly meet on a monthly basis at JWB, and the next meeting for the Rapid Re-Housing Providers Housing Specialists Meeting is scheduled for March 20, 2018.

Veteran Leadership Team Meeting: The team met on February 14, 2018. There was an update on the Veteran CES Active List provided by Jack Garrett, HLB CES Director. Elsa Galvan from the Pinellas County Housing Authority provided an update on the number of veterans screened for the roll over vouchers and those that were admitted to the HCV program. Lonnie Williams from the VA provided an update on the renewal process for the GPD programs and the deadline for new GOD applicants. Avery Slyker from the HLB provided an overview of the data from HMIS for the veteran trend report from the last quarter. The meeting adjourned at 4:25, the next meeting will be held on 3/14/2018.

2017-18 Homeless Leadership Board of Directors Attendance

Last Name	First Name	11/3	12/1	1/5	2/2	3/2	4/6	5/4	6/1	7/6	8/3	9/7	10/5
Baird	Melissa	X	E	X	X								
Butler	Rick	X	E	X	X								
Cooley	Duggan			X	X								
Cundiff	Bob	X	X	X	X								
Dillinger	Bob (or Alternate)	X	X	X	X								
Dufva	Mark	X	X	X	E								
Foster	Amy	X	X	X	X								
Gayle	Trenae	E	E	X									
Gualtieri	Bob (or Alternate)	X	E	X	X								
Holck	Donna	X	X	X	E								
Houghton	Beth	E	X	X	X								
Johnson	Debbie			X	X								
King	Sean	X	X	X	X								
Long	Eileen	X	E	X	E								
Lott	April	X	X	X	X								
Merson	Wendy	E	X										
Pinellas Park													
Qualls	Pam			X	X								
Raposa	Michael	X	X	X	E								
Rolle	GW	X	X	X	X								
Rowell	Virginia	X	E	E	E								
Seel	Karen	X	E	X	X								
Tarpon													
Sotelo-Redd	Robbin			X	X								
Steinocher	Chris	X	X	E	X								

25

Excused/Absent

TOTAL MEMBERSHIP = 25 **VOTING MEMBERS = 25** **QUORUM = 13**

Homeless Leadership Board

Meeting Sign-In Sheet
Meeting Date: February 2, 2018
Please review and correct your information.

NAME / TITLE	MEMBERS ORGANIZATION / CONTACT INFO	SIGN-IN √
Baird, Melissa	Florida's Best Homes Realty 2226 Cypress Point Dr. E. Clearwater, FL 33763 (727) 480-4027 Mbaird8392@aol.com	MB
* ~~Biddleman, Marcie~~	~~Juvenile Welfare Board~~ ~~14155 58th St. N, Ste.100, Clearwater, FL 33760~~ mbiddleman@jwbpinellas.org	
* Butler, Rick	~~City of Pinellas Park~~ JWB 5141 78th Ave. N., Pinellas Park, FL 33781 (727)541-7713 rbutler@pinellas-park.com	RB
Cooley, Duggan	Pinellas Community Foundation 5200 East Bay Drive, Ste. 202, Clearwater, FL 33764 727-531-0058 dcooley@pinellascf.org	DC
Cundiff, Bob	Clearwater City Council (727) 562-4050 bob.cundiff@myclearwater.com	BC
Dillinger, Bob FCR	Pinellas County Public Defender's Office 14250 49th St. N., Clearwater, FL 33762 (727)464-6516 bdilling@pinellascounty.org	FCR
Dufva, Mark	Catholic Charities 1213 16th Street North, St. Petersburg, FL 33705 (727 893-1314 x 202 mdufva@ccdosp.org	E
Foster, Amy	City Council, City of St. Petersburg 175 5th Street North, St. Petersburg, FL 33701 Amy.Foster@st.pete.org	AEF
~~Gayle, Trenae~~	~~Secrets Shouldn't Hurt~~ ~~gayletrenae@gmail.com (727) 421-2421~~	
Gualtieri, Robert Or Halle, Paul	Pinellas County Sheriff's Office P.O. Drawer 2500 Largo, FL 33779-2500 rgualtieri@pcsonet.com	PMH
Holck, Donna	City of Largo P.O. Box 296, Largo, FL 33779 (727) 743-6601 dholck@largo.com	
Houghton, Beth	St. Petersburg Free Clinic 863 3rd Avenue North, St. Petersburg, FL 33701 (727) 821-1200 beth.houghton@stpetersburgfreeclinic.org	BAH
Johnson, Debbie	Pinellas County Housing Authority 11479 Ulmerton Rd., Largo, FL 33778 727 443-7684 x 3020 djohnson@pinellashousing.com	DJ
King, Sean	Solutions Behavioral Healthcare 13191 Starkey Rd., Suite 14, Largo, FL 33773 (727) 586-6942 sean@solutionscounseling.org	

Homeless Leadership Board

Meeting Sign-In Sheet
Meeting Date: February 2, 2018
Please review and correct your information.

NAME / TITLE	MEMBERS ORGANIZATION / CONTACT INFO	SIGN-IN √
Long, Eileen	Pinellas County School Board 727-588-6300 Board@pcsb.org	
Lott, April	Directions for Living 1437 S. Belcher Road, Clearwater, FL 33764 (727) 524-4464 ext. 1702 alott@directionsforliving.org	
Merson, Wendy	Windmoor Healthcare 11300 U.S, Highway 19 N, Clearwater, FL 33764 (727) 541-2646 wendy.merson@uhsinc.com	
Qualls, Pamela	UMCM Suncoast, CEO 12945 Seminole Blvd., Bldg. 2, Largo, FL 33778 (727) 754-3913 pqualls@umcmsuncoast.org	PSQ
Raposa, Michael	St. Vincent DePaul South Pinellas 384 15th St. N., St. Petersburg, FL 33705 (727) 823-2516 michael@svdpsp.org	E
Rolle, G.W.	South County Homeless Advocate gwrolle@gmail.com (727) 424-1088	√
Rowell, Virginia	At Large 626 14th Ave. NE, St. Petersburg, FL 33701 (727)896-8740 vrowell@tampabay.rr.com	E
Seel, Karen	Pinellas County Board of Commissioners 315 Court St., 5th Floor, Clearwater, FL 33756 727-464-3278 kseel@pinellascounty.org	—
Pending Appointment	City Commissioner, City of Tarpon Springs 324 E. Pine Street, Tarpon Springs, FL 34689 rsieber@ctsfl.us	
Sotelo Redd, Robbin	Tarpon Springs Housing Authority 500 S. Walton Ave., Tarpon Springs, FL 34689 813 405-7005 robbin.redd@tarponhousing.com	√
Steinocher, Chris	St. Petersburg Area Chamber of Commerce 100 2nd Ave N., Ste. 150, St. Petersburg, FL 33701 (727)821-4069 CSteinocher@stpete.com	CS