



NE FL CoC Governance Board Meeting - Minutes

May 7, 2020 | 5:00-6:00 pm | Meeting via Zoom

1. Agency Roll Call – Dawn Gilman

- Cindy Funkhouser, Dawn Gilman, Jamie Davis, Karen Tozzi, Katie Ensign, Matt Galnor, Monique Elton, Christina King, Mary Pat Corrigan, Shannon Nazworth, Tom Daly, Teri Ketchum, Bill Rodgers, Laura Lane, Lili High, Dwayne Alexander, Terry Brey, Nancy Eisele, Gail Patin, Cindy Watson

2. Shelter Project Update – Dawn Gilman

- We have 40 people in the non-congregate hotel --majority of these individuals have underlying medical issues or are awaiting testing
- We have 12 at the quarantine shelter
- The rest of the households are at a suite hotel with a small kitchenette since these people will be staying for an extended period of time
- We are focused on the two priority projects until more federal funding comes through
- We are submitting our first report to United Way on the Florida Refund with all the expenses that have occurred to date
- Changing Homelessness is the lead agency and we have three separate agencies that are providing different services at two different hotels
 1. We are pulling together a weekly group to go through what the backend piece of this will look like
 2. Making sure we have all the invoices, client census and everything that we need to submit to several different funders to make this happen

3. Emergency Food and Shelter Program (EFSP) Update – Dawn Gilman

- Last week the committee approved the breakdown of the Emergency Food and Shelter Program, Phases 37 and CARES
 1. 60% Prevention - \$485,575
 2. 25% Hotel/Motel - \$202,323
 3. 15% Shelters – \$121,394
- We will share the breakdown of this along with the eligible factors to all partner agencies so they are aware of what they can apply for
- This is a fast turnaround the application is due May 21, 2020 by 5:00 pm
- We are required to complete a competitive process by FEMA

4. Shelter Testing Update – Cindy Funkhouser

- A big thank you to Quest, UF Health, JSO, All the Shelters that are involved, All the Volunteers that have stepped up during this crisis to help administer testing and provide support
- We have had five people sent to the hotels with the last three days of testing for presenting with symptoms
 1. Two from Urban Rest Stop Salvation Army
 2. One from Urban Rest Stop Sulzbacher
 3. Two from City Rescue Mission
- A big thank you to Mary Pat Corrigan for all the long hours and effort she has dedicated to this effort to make things happen.
- We have tested 710 people thus far
- Received 140 results back thus far and no one has tested positive
- All front-line staff has been tested and we have had no positive results for any shelter

5. General Discussion

- Dawn received a Framework on COVID-19 Response shared from the National Alliance to End Homelessness and she will share it with everyone on the call. It has a great breakdown of Immediate, Short-Term, Mid-Term and Long-Term responses, as we work on planning it will be a good tool to refer too. Dawn will also share with the Shelter Task Force.
- Monique wanted Matt Galnor to know the webinar that the Jax Chamber hosted today was great and very informative.
- Teri Ketchum asked us to share the notes from the Chamber webinar or the link once it's available? Matt responded the webinar series is available on the Chamber's website under the COVID-19 resources page [click here](#).
- Cindy Funkhouser thanked Dawn Gilman and Dawn Lockhart for their leadership roles with the community wide protocol, she feels every shelter has been diligent about following these protocols put in place by disinfecting, social distancing, and health screening.
- Dawn mentioned we were working with the National Alliance to End Homelessness on how the Rapid Rehousing training will look going forward.
- Cindy Funkhouser mentioned she was on sub-committee of the Re-opening Mayor's task force she is on the non-profit committee and she shared the Homeless Protocol with the task force and they were grateful.

6. Adjourn

- 5:28 p.m.



NE FL CoC Governance Board Meeting - Minutes

May 14, 2020 | 5:00-6:00 pm | Meeting via Zoom

1. Agency Roll Call – Dawn Gilman

- a. Dawn Gilman, Terry Brey, Jamie Davis, Karen Tozzi, Katie Ensign, Matt Galnor, Monique Elton, Christina King, Shannon Nazworth, Tom Daly, Teri Ketchum, Bill Rodgers, Laura Lane, Lili High, Gary Judd, Derek Brown, Gail Patin, Cindy Watson, Christine Cauffield, Mike Cochran

2. Updates – Dawn Gilman

- a. FY 2019 HUD CoC Debriefing - Attachment 1
 - o Happy to report we gained 10 points
 - o The CoC score was 159 which is above the median
 - o We are only about 20 points away from high score
 - o Monique stated her goal is to receive high score during the next round
 - o Two years in a row the CoC has received the DV bonus bringing a total of \$1m additional to the Domestic Violence community
 - o Big thank you to Mike Cochran for helping to make the application a success
- b. Non-Congregate Shelter
 - o Isolation facility has nine rooms being utilized
 - o We have moved 19 medically vulnerable people off the streets and into isolation as well
- c. Emergency Food and Shelter Program (EFSP)
 - o The due date is May 21, 2020 by 5:00 pm
 - o The breakdown is as follows:
 - 60% Prevention - \$485,575
 - 25% Hotel/Motel - \$202,323
 - 15% Shelters – \$121,394
 - o We still need volunteers to help with the review process of this application
- d. Shelter Testing
 - o Tested five days straight at eight different location

- Tested just under 800 people thus far no one has tested positive
- The homeless people were walking up requesting to be tested because they care about themselves and the other people that they are around
- Shannon Nazworth thanked Cindy Funkhouser and her team for the massive undertaking and a great outcome
- The next phases get to be a little more tricky, medium term/6 months and long-term/12 to 18 months
- We need to figure out how do we move from emergency shelter back into housing and also prevention and diversion
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3. Framework for COVID-19 Homeless Response – Dawn Gilman

- a. National Alliance to End Homelessness, Center on Budget and Policy Priorities, Public Health and Economy Recovery, page 3 of 16 – Attachment 2
 - See attachment for details

4. General Discussion

- Shannon asked how do you plan for us to move forward because there is a lot to tackle? Dawn replied she thinks it would be good to break up into two groups one for medium term range and one for the long term range
- Shannon agreed to take lead in long-term planning phase

5. Adjourn

- a. 5:45 p.m.

Action Items

Next Steps:

1. Dawn Gilman and Kate Ensign to touch base on getting all the groups together to catch everyone up on what has happened and to the best of their ability what is going to happen next
2. Shannon Nazworth reach out to Legal Aide to see what they are seeing as far as evictions and foreclosures
3. Shannon Nazworth to touch base with Christine Cauffield about the mental health aspects and what they are seeing
4. Emergency Task force lead by United Way we need to be in touch and more coordinated with them to make sure these systems function together, work with Kate Ensign
5. Dawn Gilman to get in touch with State EOC person assigned to our area to see if they have received any modules from FEMA and if they will be willing to share with us
6. Lili High to send Dawn an invitation to join the 211 meeting on Thursday



NE FL CoC Governance Board Meeting - Minutes

May 21, 2020 | 5:00-6:00 pm | Meeting via Zoom

1. Agency Roll Call – Dawn Gilman

- a. Dawn Gilman, Jamie Davis, Karen Tozzi, Matt Galnor, Monique Elton, Christina King, Lindsay McVay, Shannon Nazworth, Tom Daly, Teri Ketchum, Bill Rodgers, Laura Lane, Gary Judd, Cindy Funkhouser, Nancy Eisele, Christine Cauffield, Cindy Watson, Mike Cochran

2. Updates on Action Items – Dawn Gilman

- a. Dawn Gilman
 - o Dawn met with Katie Ensign and Dawn Lockhart on coordination of the various efforts around how to respond to the Corona Virus?
 - o No systems talk to each other and seems every system is using different terminology for the same kind of things.
 - o We are working on a list of who are the different systems that are actively responding to COVID-19 and how do we ensure everyone is talking to one another
 - o If there are referrals back and forth between systems how are they tracking it, how are they monitoring it?
 - o This is not an overnight solution and will take some time to organize
 - o Dawn joined the United Way Emergency Task Force this is the Emergency Assistance Group being funded by NE FL Hardest Hit Fund
 - o United Way is referring people out based on zip code and they are not sure if they are duplicating referrals or not
 - o They have 2,000 to 3,000 referrals that they have not touched yet
 - o Shannon to call Jeff Winkler at United Way
- b. Shannon Nazworth- Evictions and Foreclosures
 - o I have a call scheduled with Christine Cauffield next week
 - o Shannon sent Monique [this link](#) from Legal Aid that might be helpful for providers to know in assisting their clients, prevention efforts, etc. It explains what moratoriums are in place based upon state and federal rules. Isolation facility has nine rooms being utilized

- Nancy mentioned Florida Housing Coalition had a webinar today that would be good to view on possible evictions and foreclosures this should be posted on their website by tomorrow

3. Recommendations – Dawn Gilman

- a. Survey CoC Gov. Board & COVID-19 Shelter Task Force members
 - Survey will be sent out by Tuesday, May 26, 2020
 - Our plan is to send out a survey with ideas such as what does it mean to plan short-term and what does it mean to plan long-term, which task force do you want to be on, are you able to commit or not, etc.
 - Meeting schedule will resume to our normal monthly schedule
 - At the next monthly meeting we will have three report outs available for you short-term, long-term and non-congregate shelter
- b. Establish Crisis Response Task Force(s)
 - Mid-Term
 - Long-Term
 - Non-Congregate
- c. Create Youth Action Committee as part of the CoC
 - 100-Day Challenge has restarted, ends July 31, 2020
 - We will be focusing on coordinated entry for the youth
 - Laura Lane will be reaching out to some of you about writing Thank you notes to our Challenge Team

4. General Discussion

- Just a reminder we will return to our normal monthly schedule
- Shannon suggested that people need to start talking to Landlords now about their situation that they are in to keep them up to date
- Shannon asked on the people who are medically vulnerable is anyone checking to see if they have insurance and see if the plan is willing to assist them not returning to the street? Dawn replied that is a good thing to work on and she is not sure what MHRC protocol is at this time. Shannon said she has a contact that may be able to help.

5. Adjourn

- a. 5:31 p.m.

Action Items

Next Steps:

1. Monique to send out Survey by May 26, 2020
2. Shannon Nazworth to reach out to Jeff Winkler with United Way
3. Dawn Lockhart, Katie Ensign and Dawn Gilman are working on a list of who are the different systems that are actively responding to COVID-19 and how do we ensure everyone is talking to one another