

# HCPC Governance Board

June 24, 2025

## Meeting Minutes

Meeting was called to order by Cristina Coulson, Governance Board President, at 9:05 a.m.

1. Minutes for the August 2024 meeting were approved. Motion to approve made by Nancy Hurley and seconded by Jason Saffels. Minutes for the March 11, 2025 meeting were approved. There were no negative votes for approval. Motion to approve made by Jason Saffels and seconded by Nancy Hurley. There were no negative votes for approval.
2. Committees and Work Group Updates:
  - A. Capacity Building: Jessica Henderson reported monitoring is currently underway and will be completed in next 2 weeks.
  - B. Advocacy Committee: Rev. Robert Moses reports the Advocacy Committee is unable to move forward without the strategic plan.
  - C. Membership and Public Relations Rev. Robert Moses reports the Membership and Public Relations Committee is unable to move forward without the strategic plan. Jessica Henderson reported letters were sent out to members, that were not participating in meetings per Governance Board By-Laws, thanking them for their service to the Governance Board, but explaining they would no longer be serving on the Governance Board due to attendance. Discussed 1 member wanting to be reinstated to the board, Guy Lalonde. A vote took place and he was reinstated to the board. Jessica Henderson will follow up with that member. Discussed need for a new Secretary, as C. Igo will no longer be attending meetings. No nominations at this time. Discussed appointing/nominating new members. Current members may be reappointed/elected for another term, but may need to consider adding new members and review bylaws regarding membership and attendance. Ad HOC committee will be formed to review and update Board by-laws. Those on the committee will be Yolonda Williams, Cristina Coulson and Jessica Henderson.
  - D. Planning Committee: The planning committee will need to meeting ASAP to complete strategic planning.
  - E. Project Selection Committee. Calendar requests have been sent out to members for the upcoming RFP for State of Florida Grants. Meeting is scheduled for 07/08/25 at 10a.m. at the Homeless Coalition office. Mary Beth

Moore is not able to attend, but will meet with HCPC staff on another date. Bridget Engleman explained this is a 3 year renewable grant. Members requested a timeline for the grant and Jessica Henderson will follow up on this via email.

3. PIT/HIC report has been completed and submitted to HUD. These numbers are available on the HCPC website. Discussed PIT Count for 2026. Both pros/cons were discussed, as well as HUD regulations regarding the count. It was voted that there will be a PIT count this year and an ad hoc committee will meet to begin planning.
4. Discussed need for upcoming elections for 2027-2029. Many members' terms will expire at the end of this year. Members can be re-elected per by-laws.
5. Discussed need for committee chairs and signing up for committees.
6. Announcements: Jessica Henderson reminded those present about the upcoming Trauma Informed care training and encouraged members to attend and to allow their staff to attend. Cristina Coulson announced that construction has been completed at their site and The Salvation Army now has available space for outside meetings, etc.
7. Discussed voting electronically in between meetings, as the Governance Board only meeting quarterly. The motion was made by Rev. Robert Moses and seconded by Ann Claussen. The motion passes with no negative votes.
8. A motion to adjourn was made by Jason Saffels and seconded by Ann Claussen. Meeting was adjourned.

### **Upcoming Meeting for 2025**

September 9, 2025 9 am

December 9, 2025 9am

Respectfully submitted by Jessica Henderson 06/25/2025