



CoC Governance Board Meeting Minutes

Call to Order

Chair Christina Coulson called to order the regular meeting of the CoC Governance Board at 9:00 a.m. on May 20, 2024 at Polk State College.

Roll Call

The following persons were present:

- Christina Coulson, Chair
- Giffe Gil, Vice Chair
- Bridget Engleman
- Jessica Henderson
- MaryBeth Moore
- Jason Saffels
- Yolonda Williams
- Ray Steadman
- Paulette Rolle-Alesnik
- Cate Igo, Secretary

***Quorum not achieved.

Call to Order

Christina Coulsen called the meeting to order at 9:07am on the Lakeland campus of Polk State College. It was noted that quorum was not achieved, and no official voting would be possible during the meeting.

Approval of Minutes

Minutes were reviewed for information purposes.

New Business

- **CoC Governance Board Meeting Schedule**
 - Christina Coulson shared that the CoC Governance Board meeting schedule conflicts with several City of Lakeland meetings. After discussion the Board agreed to resume quarterly meetings on Monday, August 26, from 9:00am to 11:00am.
- **Committees and Workgroups**
 - Christina Coulson reviewed the updated purpose of each committee and some modifications to membership were made. Committees were tasked with monthly meetings and quarterly reports to the Governance Board. Chairs should provide agenda items to Jessica Henderson in advance of the Board Meeting.
 - Capacity Building Committee – Chair Jessica Henderson, Christina Roberts, Bridget Engleman, Yolanda Williams

- Project Selection Committee – Chair Yolonda Williams, Jessica Henderson, Mary Beth Moore
 - Bridget shared that RFPs will go out at the end of the month and the first group of application reviews will begin on June 14. She will conduct a Zoom training for all committee members. Eligibility for compliance conducted before applications are presented to the committee.
 - Public Relations Committee (Formerly Advocacy) – Co-Chairs Jason Saffels and Rev. Robert Moses
 - Additional members will be solicited.
 - Membership Committee – Chair Sandra Stephens, Giffe Gil, All Governance Board Members Serve
 - Planning Committee – Chair Ben Ruch, Rev. Robert Moses, Ray Steadman, Paulette Rolle-Alesnik
 - Rental Classes and partnership with the Youth Action Committee will now be the responsibility of the Planning Committee.
- **Youth Action Committee**
 - Bridget read a statement from the Winter Haven High School Youth Action Committee (YAC). It clarified their goals and current needs. The Board discussed the following items in more depth:
 - Marybeth Moore suggested providing mental health support in conjunction with first aid for teens.
 - Cate suggested college guidance could include information on tuition waivers for homeless youth. Heart for Winter Haven and Polk State College could provide this information.
 - Rental Classes and Tenant Readiness were discussed as possible training opportunities for the YAC. Members stressed the need to provide information on the details of rental process (IDs, money orders, budgeting, etc.).
 - Bridget and Ray Steadman suggested incentives should be provided to teens who complete training. Bridget will solicit incentive ideas from the YAC.
- **2023 Survey**
 - An in-depth discussion was held about the 2023 survey. The following key points were made:
 - The purpose of the survey should be well defined.
 - The target audience should be discrete, with questions tailored to them. i.e. Providers, residents, community members, etc.
 - Results should be transparent and used to inform meaningful program development or problem resolution. Survey respondents should be updated how their information was used for problem-solving.
 - Surveys can help create program awareness.
 - Surveys should be concise and brief.
 - The CoC's next survey could be used to inform the 5-year plan.
 - A survey at this time might be premature.

- **Social Media Presence**

- Bridget discussed the need for CoC social media presence.
- Possibly using college interns as influencers was discussed. There was concern they may need paid internships.
- Inviting high school students who need community service hours to help was considered.
- Bridget will speak with YAC members to solicit their ideas and help on a social media campaign.
- Jason Saffels will approach Harrison School of the Arts Media Department for possible assistance.

- **Mission Statement**

- Jessica Henderson provided the updated Mission Statement.
“To bring together resources and people who create a community where everyone has a safe, stable place to call home.”

Next Meeting

- The next meeting of the CoC Governance Board will be held on the Lakeland campus of Polk State College on Monday, August 26, from 9:00am to 11:00am. The address is 3425 Winter Lake Road, Lakeland, Florida 33803. The meeting room is TBD.

Adjournment

- Meeting adjourned at 10:30am by Christina Coulson.