

Board of Directors Meeting (HCPC)  
328 West Highlands Drive  
Lakeland, FL 33803

Our Mission:

Teaming up to make homelessness rare, non-recurring and short lived.

October 16, 2019

Meeting started at 3:04pm

Meeting Adjourned 3:45pm

Board Members Present: Mike Brown, Annie Gibson, Cedric Cox and Jane Freeman. Ron Daniel, Sherrita Denson and Laura Lee Gwinn, Executive Director attended meeting.

Call to order was done by Mike Brown

The July 17, 2019 minutes were reviewed. There were two error that needed to be corrected. Corrections were made. A motion was made by Annie Gibson to accept minutes after the corrections were made. This was seconded by Cedric Cox. Minutes passed unanimously.

### **Old Business**

None

### **New Business**

- HUD CoC application submitted
  - \*There were 11 renewals for \$1,613,285 (1 for HMIS, 1 for Coordinated Entry 3 for rapid rehousing and 6 for PSH)
  - \*There were 2 new projects for \$735,394 (1 for Rapid Rehousing and one for Domestic Violence).
  - \*Reallocated money was from Wilson House as they did not get their applications in on time. They lose both of their projects.
  - \*Planning was for \$84,733.

We should know about the award towards the end of the year.

- Expiring seats for the Board of Directors are up for re-elected in January.
  - \*Positions will be President, Secretary and At-Large Member. They are 2-year terms with no limit on the number of terms you can run.

If you do not run, please try and recruit for your position.

- Florida Coalition to End Homelessness Annual Conference was last weeks. It was the best conference yet. Had many vendors. Very informative and a good way to network. There are scholarships available for providers and other to attend.
- Point in time count  
We have new technology for the PIT count. This year we will be transitioning from paper to electronic for PIT. Surveys and questionnaire will be done on our cell's phone's and IPAD's. Will be real time data, will show exact location of camps and show where we are at. Reports will be run quickly. The company who has this technology is offering this service for free this year to different CoC's. Clients seem more receptive to this electronic PIT then be approached Paperwork.
- Background Checks are in Progress  
DCF is requiring everyone who works with HMIS or works directly with clients need to have a background check. Background checks will be done on staff who need them.
- Office Lease  
December begins the final year of our 3-year lease. We have outgrown this space. HCPC needs to start looking for bigger space. HCPC would like at least a1500 sq feet space to lease. Laura Lee is going to check with Landlord to see if he has a bigger place for rent.
- Laura Lee Gwinn is going on vacation from October 28 through November 1<sup>st</sup>, 2019. Will check emails as usual while absent.

### **Additional Business**

- Mike Brown brought in flyer for kids Pack. Bartow's First Assembly church will be packing approximately 300 meals for kids pack and are looking for Volunteers to help pack the food. Kids Pack is a ministry to provide food on the weekends for homeless children in the school system. If interested, please contact the church at [office@bartowfirst.com](mailto:office@bartowfirst.com)

A motion was made by Annie Gibson to adjourn meeting. This was seconded by Jane Freeman. Meeting Adjourned.

Submitted by,

Jane Freeman  
Secretary HCPC

