

Kings Tulare Continuum of Care on Homelessness
Executive Board Meeting
Location: Housing Authority of Tulare County

MINUTES
March 18, 2008

- Melton, President
- Marchant, Vice President Internal Affairs
- Doyle, Vice President External Affairs
- Villarreal, Treasurer
- McGovern, Secretary
- Smith, HMIS Consultant

Also attending: Linda Jasso

1. **Call Meeting to Order**

The meeting was called to order at 9:07 a.m.

2. **Minutes**

The minutes from the Feb. 2008 meeting are not available. They will be provided at the next meeting.

3. **Treasurer/Financial Report**

The account balance is \$4,429.89. Nanette presented the details of the financial report.

4. **Presentation, Linda Jasso, District Manager, Social Security Administration**

Linda gave a presentation on the SSA and what they can do. The SSA can teach homeless providers how to complete SS and SSI forms to qualify people. The applicants must be severely disabled. There are 26 staff in Visalia office (11-12 that interview clients). Currently, clients can only apply for SS online, must interview for other benefits. (Not SDI-State Disability Insurance)

Options discussed:

- a) Training for all partners in Porterville, Hanford and Visalia for 2-3 hours.
Visalia to be the first for training.
- b) Involvement with PHC.
- c) Potential for a "street" canvass position.

Machael will work with Kyle and Linda to schedule Visalia training. Linda will present about their services, and then we will announce training in Visalia. Machael will do a press release and flyer.

5. **Discussion/Action Items**

a. Project Homeless Connect

Denise explained PHC. The next meeting will be at 11 a.m. after Partners meeting. The event is Oct. 30, 2008. Denise would like to have reps from SSA to attend PHC in the 3 cities. Hanford is struggling with a site for the PHC meeting due to faith-based site requirements.

b. HMIS - Project Coordinator Update and HMIS Implementation

Machael provided an update. Champions and Visalia Rescue Mission are in the system. Waiting for them to put in data. Family Services met with Machael, they are working together to define the data that will go in, and they will go live May 1. Machael is waiting to schedule meetings with El Primer and Alternative Services.

Machael drafted the letter for the 2008-2009 membership campaign. The Exec. Board will provide contact info. for the following cities:

Dinuba – Kyle

Porterville – Denise

Tulare – Betsy (10 contact list, churches, soup kitchens, etc.)

Hanford and Kings County – Tom

- Get Machael the names of contact from PIT.
- Goal to send out 200. Have \$300 in the budget for postage.
- Betsy moved, Nanette seconded and the motion unanimously carried to send 200 and use postage item for about \$82.
- Have membership forms at each meeting, Nanette will bring.
- Nanette will hand out renewal forms in April

c. Point In Time Update - Data Computation and Report

Survey results ready to go out. The report is currently in revision.

Executive Summary:

- Machael to contact her printer contact and see if they will donate copies.
- E-mail report to all members.

d. CoC 501c3 status

Goal of United Way for groups to build capacity and become non-profit. The costs include insurance, including General Liability and Board of Directors coverage. Denise would like a summary of costs prior to making the decision. Kyle will start looking at numbers and talk to Kabot, an insurance person and Homebase.

e. Membership list on website and distribution of PIT report-should non-paying members be included?

It was decided that only paying members should be included on the website.

f. Funding Opportunities

i. Wal-Mart Foundation (Nanette)

Nanette wants the Wal-Mart Foundation to apply for PHC. Betsy moved, Denise seconded and all voted in support, with Nanette as an abstention, for the United Way to apply for Hanford PHC, and Porterville and Visalia will research which organization should apply.

ii. City of Visalia (Kyle/Betsy)

Kyle will schedule a meeting with Ronda to discuss the request letter.

iii. Southern California Edison Grant program (Machael)

Grant is due May 2008. Motion to direct Machael to complete a draft and the Executive Board to review.

g. Purchase of File Cabinet (Betsy)

Motion by Denise and second by Tom to buy a file cabinet for \$110 plus tax and shipping; deliver to United Way.

6. Announcements

a. Other training opportunities include:

- Welfare (HSA)
- Medical Services (family healthcare, mobile clinics, etc.)

b. Follow-up w/HUD on Technical Assistance

c. Kyle discussed Executive and DLB nominations

- Linda, Sue, Mickie, Randy

Nominating Committee: Nick, Kyle, Ronda

d. Tom announced that Visalia Rescue is having a fundraiser March 27.

e. Denise presented info on Shed Project.

f. Machael has a request for supplies. Betsy moved, Denise seconded and the motion unanimously carried for Machael to spend \$100 on office supplies.