

Kings/Tulare Continuum of Care on Homelessness
Executive Board Meeting Minutes
August 21, 2008
Meeting location: Tulare City Hall

Members Present: Betsy McGovern, Mickie Manning, Denise Marchant, Nanette Villarreal, Machael Smith, Linda Compo-Blazich, Kyle Melton, Danny Anaya

Call meeting to order: The meeting was called to order by President Betsy at 9:13 am.

Minutes: The minutes were presented and a motion to accept the minutes was made by Mickie Manning and 2nd by Betsy McGovern. It was also decided to include in the minutes any correspondence received.

Treasurer-Denise reviewed the financials and a \$102.98 for Public Notice for letter of intent was noted. Financials approved as presented.

Guest Daniel Anaya, an intern for Betsy McGovern, introduced himself. He is a student at Tulare Union.

Discussion/Action Items:

- a. 501c3-Kyle gave a report on the next steps on obtaining the 501c3. Motion made to continue to move forward on obtaining our 501c3. Motion carried. This information will be presented to the membership at the next meeting.
- b. Rating and Ranking timeline was given out for Board's review. Some corrections made to the timeline and updated timeline will be distributed at the membership meeting. Due to the Rating and Ranking no Exec. Board meeting in September.
- c. Project Homeless Connect- Machael gave an update on PHC. She received a "No" from the vision van and has a meeting scheduled with Sprint the following week. The VA is currently scheduled to be present at one site and Machael is going to see about getting them to attend all sites. Machael will be reviewing and updating the following forms: Volunteer sign up form; Release of liability; Media release forms and will review and revise any operational forms. A discussion was held regarding Riders for each site. A procedure for processing PHC payments was introduced.
- d. 6 month work plan with HMIS Specialist-tabled for general membership discussion.
- e. Letterhead-It was proposed to purchase in bulk to save on printing cost. It was also proposed to delete the left column that has membership and names of Executive Board, but add website. Address to remain the same. Motion made by Nanette-Motion carried.
- f. Post Office Box-Kyle was able to obtain a key for our PO Box and it was given to Secretary.
- g. HUD application-a review of the HUD applications was given by President Betsy. Discussion and questions followed.

Announcements made and after no further business the meeting adjourned at 11:35 am.