

**Kings/Tulare Continuum of Care on Homelessness
Executive Board Meeting
October 16, 2008
Meeting Location: City of Tulare, Tulare**

Members Present: Betsy McGovern, Nanette Villarreal, Mickie Manning, Linda Compo-Blazich, Machael Smith, Kyle Melton, Lupe Diaz

Call meeting to order: The meeting was called to order by President Betsy at 9:11 am.

Minutes: The minutes from the August meeting were presented and a motion to accept the minutes was made by Nanette and seconded by Mickie.

Treasurer: Denise was not present; however, Lupe Diaz gave the financials. Financials were approved as presented.

Discussion as to reimbursements or payments for the PHC ensued. It was stated by Nanette that if Betsy approves then reimbursements and/or payments were being done. It was also stated that each of the team leads for the PHC is responsible for their own budgets.

Discussion/Action Items:

- a. HUD application letter to elected officials-Betsy distributed a letter that she drafted to Congressman Nunes and it was decided to send it out to other entities. Betsy to change a few things in the letter and redistribute for approval. A discussion regarding Primer Paso ensued. Betsy presented to the Board all the things she has done to get a response so as to try and save that program.
- b. PHC Update-Lupe gave an update on the Porterville site; Nanette gave an update on Hanford site and Linda gave an update on the Visalia site. All in all everyone agreed that everything that can be accomplished has been done to the best of our ability. Machael distributed the press release and some corrections/additions were made.
- c. Budget Review-At the next meeting it was requested that Denise give a report to include the following:
 - Add the 3 jurisdictions into the budget
 - HUD admin fees
 - Remove the LESS
 - Updated Budget modification recommendation
- d. October membership meeting-the original membership meeting agenda had behavior health as the meeting site in Hanford, however, BH didn't think their site would hold everyone so a new site and address would be emailed to Linda to send out to membership when the reminder went out. Betsy will not be present at the meeting and Mickie will chair the meeting in her place if Nanette is not available.
- e. Conference Call regarding insurance-a conference call with Non Profits' Insurance was initiated at 10 am. The person representing the insurance company was Ria. She gave us a general description as to what the policy would cover. It

would general liability for each site and the cost of an attorney should one be needed. We need to have vendors and volunteers sign a liability for and include insurance information. She also said we needed to include a check box on the sign in sheet that asked if the volunteer had auto insurance. An extra \$100.00 would include each site for any non-owned auto. Betsy with the approval of the Executive Board agreed to the \$100 binder and will e mail confirmation to Ria. The effective date for insurance is 10/16/08. This insurance includes a Special Condition. The CoC will need to provide a 501c3 determination letter within 10 months to be able to renew this policy. Should a determination letter not be received this policy can not be renewed. The Executive Board agreed unanimously.

Announcements were made by each agency.

With there being no further business the meeting was adjourned at 10:45 am.