CoC Board of Directors Meeting

Held 2:00 pm on December 14, 2017

At Phenix City Housing Authority

**Meeting Minutes**

Present: Curtis Lockette, Mary Mayrose, Gordon Griswould, Jennifer Lowman, Denise McWhorter, Beverly LaMee, Rabbi Schwartz, Leroy Davis, and Pat Frey (HfG)

Absent: Matthew Edwards and Melanie Conner

Mary Mayrose provided the welcome. A quorum was reached.

**Approval of Minutes**

The minutes for the October meeting were approved as submitted (Leroy Davis, motion with Curtis Lockette, second).

The minutes for the November meeting were approved as submitted (Curtis Lockette, motion with Gordon Griswould, second).

**Adoption of Coordinated Entry Policies and Procedures**

A PowerPoint presentation/review was provided on the CE Policies and Procedures with a questions and answer session following. The Policies and Procedures were approved as presented (Denise McWhorter, motion with Rabbi Schwartz, second).

The CoC will “go live” with CE on January 2, 2018, well before the required date of January 23, 2018.

Clarifications provided include “211” will rank and refer clients. Emergency shelters do not have to go through 211. If a person stays more than 3 days, information is entered in CE.

**Home for Good (HfG) Report**

Pat Frey provided the HfG update.

* CoC funding announcements are expected near the end of December.
* Point-in-Time email has been sent out with training dates. This year will be the first time that the PIT count will be electronic using apps for tablets and cell phones. Board members were asked to provide information on areas when homeless have been seen to help ensure an accurate PIT count.

**Other Business**

Melanie Conner has accepted a new position in Duluth, Georgia and has submitted her resignation (which was reluctantly accepted by the board)

Lisa Walters, Chief Operating Officer at the Columbus Housing Authority was proposed as a new board member\*. Ms. Walters will be invited to the next CoC meeting as a guest.

Secretary, Beverly LaMee advised she will not attend the February meeting. Denise McWhorter agreed to temporarily assume the duties of Secretary.

*\*Vacancies among the officers may be filled for the remainder of the term by a vote of the majority of the CoC Directors at any meeting at which a quorum is present*

There being no other business, the meeting was adjourned at 3:00 pm.

Next Board meeting is scheduled for January 11, 2018 at the usual time and place.

*Minutes approved January 11, 2018*