

# Central Florida Commission on Homelessness

(Orange, Osceola and Seminole Counties & The City of Orlando)

Commission Meeting Minutes

May 15, 2008

Heart of Florida United Way  
Dr. Nelson Ying Center, Orlando, FL

## Members Present:

Ed Timberlake, Donna Wyche for Mayor Richard Crotty, Alana Brenner for Mayor Buddy Dyer, Commissioner Brenda Carey, Meg Crofton, Mark Brewer, John Hillenmeyer, Cathy Jackson, Sam Lupfer IV, Helene Welch for the Honorable Belvin Perry, Jr. and Sister Elizabeth Worley.

## Members Absent:

Alex Martins, Gary Earl, Craig S. Miller, Commissioner Paul Owen, John Ritenour, Tracy Schmidt, Jacob Stuart and Rasesh Thakkar

### I. Welcome and Introductions

- Ed Timberlake called the meeting to order at 9:45 a.m., introduced the interim Executive Director, Yvonne Vassel and welcomed all in attendance.

### II. Approval of Minutes of March 20, 2008 Meeting

- Minutes from March 20, 2008 meeting were not discussed. Nonetheless, correction was noted and made to section I. The same should read:  
*Helene Welch attended, representing the Honorable Belvin Perry, Jr.*
- Future minutes from meetings will not be discussed until Bylaws are established.

### III. Family Stabilization Program presentation by Karen Broussard

- In the Chairman's effort in providing an educational and/or awareness section in each Commission meeting, Karen Broussard from Jewish Family Services presented in PowerPoint format "Rethinking the Solution"—The Family Stabilization Program. The program emphasizes in preventing the spread of homelessness through meaningful long-term solutions. The same was launched in 2005 and is being funded in part by the Dr. Phillips Foundation. Sister Elizabeth Worley commended Karen Broussard on her presentation.

### IV. Managing Chair's report to Commission

- Update on search for Executive Director:  
Chairman Ed Timberlake informed that CNL provided funding in the amount of \$100,000. Resource is from their personnel area to assist in the search of a permanent Executive Director. Timberlake commended Lori Turnage for her assistance on this search.

- Sixty responses were initially received. Candidate selection is now down to 2. The Search Committee will meet on May 23, 2008 for interview of the final 2 candidates. One candidate is local and the other from Tennessee. Commission plans to have the new Executive Director on board some time in June.
- Placeholder (budget items)  
Several of the jurisdictions asked for some budget items that they can include in their budget discussion. Ed Timberlake and Yvonne Vassel are working on a detailed budget and will send to the chairs of the 4 established committees for review.
- Update on 501c3 status  
Yvonne Vassel has been requesting bios from the Commission members required for the application process of the 501c3. Confidentiality Agreement, Articles of Incorporation, Conflicts of Interests and Bylaws documentation, which are also required for the 501c3 application process, are being developed. Bylaws will be in standard template. Vassel to send Bylaws (draft form) electronically to Commission members. Timberlake informed that in the meantime, funding for the Commission can be sent to HFUW, which is acting as the Commission's fiscal agent.
- Chair of Housing Committee  
Timberlake informed that Steve Kodsi, Downtown Developer, volunteered to be Chair of the Housing Committee. Kodsi was the chair of the Housing Committee of the Interim Commission. Group agreed to have Kodsi as a member of the Commission as well.
- Northhighland's offer to hold visioning workshops  
Timberlake informed that Northhighland (Gary Langford and Fran Korosec) are doing pro-bono work for the Commission, and have agreed to facilitate one or two of our working committees.
- Bill-Warren – Disney's offer to loan his service  
Timberlake introduced Bill Warren to the Commission. Mr. Warren is from Disney and has offered to loan his service to the Commission.
- Change schedule of Commission meetings  
Commission agreed to meet on the fourth Thursday; every 2 months from 3-5PM. Meeting dates for the remainder of the year is as follows:  
July 24; September 25, November 20 (meeting not held on the Thursday, November 27<sup>th</sup> due to Thanksgiving Holiday).
- Offers to visit Christian Service Center & Coalition for the Homeless of Central Florida

Christian Service Center and the Coalition for the Homeless of Central Florida have extended offers to the Commission to come and visit their facilities. Timberlake suggested members tour the same individually. Cathy Jackson suggested the Commission make a list of various types of agencies with program specific

characteristics they can visit. Jackson has offered her assistance in providing some information on this matter, as well as providing contact information.

- Polk County request to join Commission  
Timberlake made the Commission aware that Polk County has expressed their interest in participating in the Commission. Timberlake has been asked to do a presentation for this county. Cathy Jackson commented that Polk County has 1,800 homeless people and have a very effective Continuum of Care system. Volusia and Lake Counties have also asked to join the Commission. “Issues on this matter will be further discussed, as we are still a relatively new Commission. Nonetheless, we should keep doors open”, Timberlake said.

## **V. Updates on status of Committees by Committee Chairs**

- Supportive Services Committee  
Cathy Jackson, Chair of the Supportive Service Committee announced that her Committee has been formed by individuals from a variety of services, such as, employment, legal, housing, client management, utility and social services. Members are: David Medley, Bev Hoagland, Linda Rimmer, Carole Mason, Arme Nelson, Vicky Garner, Andre Bailey, Dr. James Wright and Mary Anne DePettillo.
- Health Committee  
John Hillenmeyer, Chair of the Health Committee announced he has several members in the health field sitting on his committee, but would like to find physicians to be part of the same. Proposed Committee members to date are: the Honorable Judge Belvin Perry, Karen VanCaulil, Brian Paradis, Bakari Burns, Stacy Seikel, Dr. Richard Baxley, Margaret Brennan and Cindi Kopelman.  
On another note, Hillenmeyer said there are 200,000 people in Central Florida without health insurance.
- Housing Committee  
Steve Kodsi, Chair of Housing Committee was not present at meeting. Timberlake informed that this Committee is up and running. Yvonne Vassel informed that the Housing Committee is formed by individuals from public housing/affordable housing (non-profit and government). Vassel announced the names of the members; they are: Brent Trotter, Gene Daniels, Mitchell Glasser, Robert Ansley, Paul P. Partyka, Andy Rosario, Michael Wenger and Carmen Dominguez.

Cathy Jackson suggested the Commission contact Scott Cult from Atlantic Partners as she believes his expertise would be superb for the Housing Committee and the Commission. Atlantic Partners are the largest developers of affordable rentals housing units in the southeast area, including 50,000 units throughout Seminole, Osceola and Orange counties.

- Prevention Committee  
Gary Earl, Chair of Prevention Committee was not present at meeting.
- Global Finance Committee  
Tracy Schmidt, Chair of the Global Finance Committee was not present at meeting.

**VI. Alana Brenner (Orlando) - update on her work with downtown churches**

- Brenner informed there is a group of about 5 of the downtown churches that are working on a possible daytime drop-in center right in the heart of downtown. They've had a couple of meetings with property owners and are trying to raise operating dollars, privately. The city is providing support on this matter and is looking for some other "fall-back" locations. Commissioner Stuart, Executive Director of the Christian Service Center is also advising the group.

Timberlake mentioned that there are many faith-based organizations doing a lot of innovative things. He encouraged the Commission to tap into these organizations. Commissioner Carey suggested sending an "inventory of services" survey to churches.

**VII. Donna Wyche (Orange County) – update Commission on her work with east Orange County group and CRC Phase II**

**Orange County Group**

- Wyche informed that the group meets once a month and that the County has been working with them close to a year. About 12 churches are represented in the east Orange County group. She also mentioned that there are a lot of homeless camps and few services in east camp, causing an overwhelming situation at the Florida Hospital (east), as many homeless individuals refuse to come to the downtown area for services.

Wyche said that her office submitted a CDBG proposal to the Housing Department to try to get a facility out in east Orange County to help these folks; unfortunately there is a lack of operational dollars. The group will continue to work on obtaining the funds, and if they get a good operational plan with some possible recurring dollars to keep the facility open and running, then Orange County probably could assist on finding a facility or at least lease one, and provide some funds.

**CRC Phase II**

- Wyche informed the Committee that the Orange County Central Receiving Center (CRC) opened in 2003 and is an effective center for involuntary treatment for mental illness and substance abuse, respectively. CRC allows law enforcement to by-pass all the busy emergency departments and take individuals straight to a CRC point. Twenty eight percent of the recurring folks attending the center are homeless. The center is about 60 days away from taking their first consumer from an acute setting into a transitional housing program. Nonetheless, CRC is in danger of losing power in its acute care setting due to a huge cut back in funds. Phase II budget has not been cut.

**VIII. Update on Homeless Services Network Grants & Data- Cathy Jackson**

- Jackson informed that In January 2008 the Census Bureau of US Government said it was difficult to count all homeless people, and yet, HUD has mandated that our Continuum of Care count all homeless people in the tri county area. HSN does their annual Point-In-Time count, and this year has partnered with UCF for the same.

Jackson reported that this year HSN included the sheltered homeless across all three counties, a segment of the unsheltered homeless receiving services in Christian Service Center, drop in centers or food pantries. There's missing data of people being discharged from hospitals and correctional facilities classified as homeless. Jackson will research on this matter and provide information to the Commission during future meetings.

There's missing data of 140 out of the 180 homeless camps throughout the tri county that were surveyed, as well as missing data on 2,700 children identified as homeless by the Dept. of Education in all 3 county school boards. Due to regulation matters, these children do not meet HUD's definition of homelessness.

HSN is finding better methods of connecting with and counting of homeless people throughout the tri-county to watch trends.

Copies of the following documents were provided to the Commission during the meeting: HSN Report on Central Florida Continuum of Care Capacity; Funding Report, Seminole County Homeless Assistance and the 2008 Point-In-Time Count of the Homeless in the tri County and the City of Orlando.

Timberlake thanked Cathy in her tremendous effort in gathering information and informed that future counts on homeless individuals in the tri-county area will be informed at least twice a year.

**IX. Vote to approve Road Home Resolution**

- Commission agreed to have Timberlake sign the America's Road Home Statement of Principles and Action document on behalf of the Commission. Timberlake asked each of the 4 jurisdictions to do the same. Timberlake said Commissioner Carey informed him earlier during the meeting of having no objectives in signing the document, but would like to bring the issue first to her Commission (Seminole County). Osceola County was not represented at the meeting. Timberlake to reach out to the Commissioner of that county for this purpose.

**X. Interim Executive Director's Report:**

- Yvonne Vassel briefly discussed the content and purpose of provided manuals to the Commission.

**XI. Meeting Schedule**

- The next meeting will occur on Thursday, July 24, 2008, from 3:00 to 5:00 p.m. at Heart of Florida United Way, Dr. Nelson Ying Center, 1940 Traylor Blvd., Orlando.

**III. Adjournment**

- There being no further business before the Commission, the meeting adjourned at 11:22 a.m.
- Timberlake thanked all for their participation.