

Toledo Lucas County Homelessness Board  
1946 N. 13<sup>th</sup> Street – Suite 437  
Toledo, Ohio 43604  
Board Meeting  
June 4, 2014

In Attendance: Mike Badik, Heather Baker, Julie Embree, Craig Gebers, Milan Voska, Rodney Schuster, Jane Moore, Michelle Isaacs, Scott Sylak, Joe Tafelski, Paul Tecpanecatl,  
Staff:

1. 8:33 Craig called the meeting to order
2. Kristen Zachrich-Toledo/Lucas County Continuum of Care Performance Indicators
  - 1<sup>st</sup> Qtr report-reviewed report brought attention to page 9  
Craig offered to assist at the Ohio Means Jobs with the employment #  
Average length of stay at shelters goal also not met

Craig: are shelters full right now?  
Tom: Yes completely full

Why are the shelters full?  
The lack of housing is causing issues. Hard to place clients are staying longer.  
Diversion is working but housing is the issue.

3. Move to approve minutes Mike second Paul
4. Scott- TLCHB Statement of Revenues & Expenditures
  - This new report gives us a picture of each grant. We are working on identifying acceptable report process. This explains how much revenue comes in each month and what the expenses are. There are three programs that are operating out of a deficit situation.
  - Scott: Direct client legal fees expense, Program expense-what are these?
  - Tom explained the legal fees went to Legal Aid NWO helped out approximately 60 clients avoid eviction. He will let Scott know what Program expense was.
  - Tom reviewed the Grant Tracking form. Explained that we can extend some of the grants to ensure complete draw down but doesn't anticipate that an extension will be needed.

- Craig: It should be noted that many of the providers don't bill monthly. That is misleading that we more funds to draw down than we actually do
- Mike: What happens if we run out of DFA? Tom: We are limiting the amount of funding per funding. I need to ensure we have funds to get through bad weather until the new funds come in.
- Paul: Is that HMIS Licensure a yearly expense? Tom: Yes
- Motion (Paul) to approve TLCHB Statement of Revenues & Expenditures. Second by Craig. All in favor; motion carries.

5. Tom reviewed Public Records Request Policy

- Discussion on cost of copying documents.
- Motion (Paul) to approve the Public Records Request Policy. Second by Scott. All in favor; motion carries.

6. Tom reviewed Shelter Revisions

- The state of Ohio has shelter standards including mandates. In our COC we were missing two of the State's mandates. Changes are highlighted in red.
- Mike is concerned that we are adjusting our standards to address the needs of the agency versus the needs of the clients. Especially since only one agency is not meeting this standard currently.
- Discussion on options for food service.
- The board is in agreement that food service should be available on site.
- Motion (Myron) to approve the TLCHB Standards Compilation Adopted Emergency Shelter Revisions. Second (Mike) with the change in the plan on pg. 4 Item C #1 to read: Shelters shall provide, arrange for food services to clients on-site. All in favor; motion carries.

7. Tom reviewed Audit report for the period ended December 31, 2013

Kerrie Edwards auditor concerned that the late audits that we submitted ODSA that we could not submit the audit costs. We were granted a waiver and we were able to submit the late audit costs. Tom has submitted a response today.

8. Tom reviewed PIT Summary for OH-501 Toledo/Lucas County CoC

809 total people homeless in Toledo/Lucas. Nine of them were literally unsheltered three of those were veterans.

9. Tom reviewed Conflict of Interest Disclosure Form

These forms are due annually.

Craig has requested that this be reviewed and that we have an in depth discussion regarding conflicts. The county commissioners have brought this up.

10. Tom reviewed Proposed Indicators/Outcomes Review Protocol

11. Julie Embree gave report for TAAEH. TAAEH has their annual retreat in July. This upcoming Friday officers will be voted in. Addressing who we are and what we are here for at the retreat. A yearly action plan will be developed.

12. Craig recognized Joe's excellent service to the board. Joe is resigning due to time constraints.

13. Motion (Scott) to remove Colina Ali & Delise Henderson. Second by Rodney. All approved; motion carries.

14. Coordinated Assessment will no longer be at United Way but will be at each facility using SPEDATIS and will be called Coordinated Access. Funding has driven this change.

15. Craig discussed the meeting the Executive Board has with the Mayor. We presented 3 options: An increase of funding, the work going to another agency or going to balance of state. Craig has offered to drive to other CoC to see how other communities are coordinating.

Meeting adjourned at 10:08.