



## **Toledo Lucas County Homelessness Board**

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### **Toledo Lucas County Homelessness Board Draft Board Meeting Minutes November 15, 2017**

Michelle called meeting to order @ 8:37 AM

**Present:** Heather Baker (Secretary) Julie Embree , George Thomas, Sam Harden, Michelle Issacs (President,) Pete Gerken, Ken Leslie, Tom Leuttke, Evelyn McKinney (Vice President), Rodney Schuster , Stan Smith, Scott Sylak, Susan Wren

**Staff Present:** Mike Badik, Richie Sutherland, Nancy Wlodarski

**Guests:** Kelley Webb-Guest from United Way

#### **Approval of Minutes**

There was one correction to the minutes. Rodney Schuster was present. Rodney Schuster made a motion to approve the minutes with the correction. George Thomas seconded. All approved and the motion carried.

#### **Committee Reports**

Ken Leslie made motion to approve committee reports as presented in the agenda packet. Julie Embree seconded. All approved and the motion carried

#### **Financial Reports**

Copies of the Financials were shared with Board members. Nancy reviewed the financial reports with the board. Scott Sylak made a motion to approve. Evelyn McKinney seconded. All approved and the motion carried.

#### **2018 Budget**

Nancy also reviewed TLCHB budget. There was \$14,302.18 of unrestricted dollars unbudgeted and 3% raises built in for the staff upon approval of the budget. Any funds remaining can be carried over in the next financial year. Ken Leslie made a motion to approve the financial reports. George Thomas seconded the motion. All approved and the motion carried.

#### **By-Laws**

The board is proposing a change to the by-laws to increase the board size from 21 to 23 seats. A motion was made by Evelyn McKinney. It was seconded by Stan Smith. All approved and the motion carried.

#### **Board Membership**

There are several nominations for the additional seats:

- The nomination and election of Mark Mockenstrum to fill the unexpired community board seat vacated by Mike Fehlen. This term will end on December 31, 2019. Mark is a CPA and could possibly fill in the

treasurer's position. Sam Harden made a motion to approve this nomination and election. Julie Embree seconded. All approved and the motion carried.

- Nomination of Lt. Mike Falor for one of two new community board seats with term ending December 31, 2018. Scott Sylak made a motion to approve this nomination. Rodney Schuster seconded. All approved and the motion carried.
- Nomination and re-election of John Leibig, Demetria Simpson, Scott Sylak and Samuel Harden for expired community elected board seats with terms ending December 31, 2020. A motion was made by Tom Luettker. It was seconded by Rodney Schuster. All approved and the motion carried.
- Nomination and election of Pete Gerken for the second newly created community board seat with term ending on December 31, 2018. A motion was made by Ken Leslie and seconded by Evelyn McKinney. All approved and the motion carried.
- Approval of Tonya Pace to TAAEH appointed board seat ending on December 31, 2020. A motion was made by Pete Gerken and seconded by Rodney Schuster. All approved and the motion carried.
- Approval of Kate Sommerfeld to fill vacated County appointed seat with term ending on December 31, 2020. A motion was made by Julie and seconded by Susan. All approved and the motion carried.

### **Grants Administrator**

Currently TLCHB is fully staffed but we will soon have a staff retirement with Sue Brown the grants administrator. Her last day is November 24, 2017. The position has been posted and closes on November 26, 2017.

### **Policies and procedures:**

**Families with Children Policy and Procedures** - Last year we served 640 families with children. We will be starting a by-name master list meetings in December and have set up a priority system for discussing families on the master list. These processes and procedures have been discussed and vetted through the Quality and Performance as well as HCN. There was discussion on the Policy and Procedures. Sam Harden made a motion for approval. Stan Smith seconded. Motion carried.

**Families with Children MOU** - Board Resolution was corrected with correct persons and spellings of names. Sam Harden made a motion for approval with corrections in place. Susan Wren seconded. Motion carried.

**Recommendations for Centralized Approach to Coordinated Access**-Households may enter the system and through a centralized CE approach they will all be connected to a single centralized point to receive the bulk of screening, diversion and temporary placement services. There were discussions surrounding hotel and motel costs and efficiency. It has been requested that a detailed report from 211 UWGT to be shared with the board; Also including a list of the motels and hotels that we refer families to. The Recommendations for Centralized Approach to Coordinated Access was reviewed and discussed, including a process chart. Scott made a motion to approve the Recommendations for Centralized Approach to Coordinated Access as presented. It was seconded by Tom Luettker. All approved and the motion carried.

**Personnel Policy**- Tabled

### **Funding/Grants**

TLCHB was awarded \$563,500 (preliminary) ODSA HCRP Grant. We are awaiting the controlling board approval and funds will be released at a later date.

TLCHB participated in a joint application for the Hospital Council's OHFA, Housing Assistance to reduce infant mortality.

The application to be part of the lottery for Twilite Thursday's Fundraiser in conjunction with TAAEH was discussed, with deadline for application being December 1, 2017. Tom Luettker made a motion for approval the application and Julie Embree seconded. All approved and the motion carried.

### **Project Demographics**

Richie reviewed the demographic details for OH-501 Toledo Lucas County CoC Homeless Population overview. This data is from October 2016 through September 2017.

### **Northwest Ohio Homeless Summit**

James Mathy from Milwaukee County, Wisconsin will be a guest speaker and facilitator of the Northwest Ohio Homeless Summit on December 7<sup>th</sup> & December 8<sup>th</sup>. The general session will be held at the 5/3<sup>rd</sup> Auditorium from 9 am to noon on December 7<sup>th</sup>, providing information on how Milwaukee County achieved a dramatic decrease in chronic homelessness. In addition, there will be one break out session for community leaders and elected officials on December 7<sup>th</sup> from 1:30 to 4 pm and a second break out session for homeless service and housing providers on December 8<sup>th</sup> from 9 to noon; the agenda at both sessions will provide more detail regarding Milwaukee County's strategy as it relates to the targeted audiences of each session and to seek input on local goals, objectives and strategies to effectively end chronic homelessness. There will a fourth session of selected community leadership with the goal of identifying specific objectives and strategies to effectively end chronic homelessness in Lucas County and of forming a core leadership team to achieve those identified objectives and strategies. It is anticipated that a group from the core leadership team will visit Milwaukee in January to better understand their process. Scott Sylak will ensure that the board is invited via electronic invite.

Meeting adjourned at 10:20