Homeless Coalition of the Southern Tier, Inc.   
Board of Directors Meeting Minutes  
11/15/2017 11:00 a.m. STHC Office

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| MEETING CALLED BY | Justin Roberts, President |
| NOTE TAKER | Chastity Smith, Secretary |
| ATTENDEES | Chastity McEwen (FEN), William Brown (Soldier On), Justin Roberts (OFB), Jim Hulse (HMIS), Rebecca Rathmell (CoCC), Toya Lane-Bowden (OFO) via phone, Judy Wingate-Wade (CCCC) via phone, Dawn VanKuren (FRS): Mike Pisa (excused absence) |

Agenda Topics

CALL TO ORDER Justin Roberts

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| DISCUSSION | Approval of October Minutes:  Motion – Justin Roberts  2nd – Dawn VAnKuren  \*Motion Carries  **Mini grant –** Almost ready for submission. Final stages!  **CoC Coordinator presentation –** Rebecca highlighted her accomplishments for the 2017 year.   1. Developed and Designed CES. Brought Tioga County On Board alongside Broome County. Established working relationships with county wide DSS’s. Maintained Broome County DSS. Conversations will continue during 2018 to gain collaboration with all DSS. 2. Has brought awareness of CoC throughout the community. 3. Development, design and implementation of website. 4. Created policy and procedures for CES 5. NOFA – Took on responsibility of the committee. Met the rating and ranking timeline. Due to her commitment to detail and oversight of the NOFA it allowed committee members more time to talk through their thoughts and changes. 6. Oriented our written standards to the CoC 7. Involved in monitoring of agencies thus allowing Jim time to give his full attention to HMIS. 8. Increased educational efforts. Identified gaps and needs in the community. 9. CMM – Asked by Don Bowersox to provide needed data from the CoC to identify needs in the community. 10. Met with Mayor David. Presented as collaborative effort with the CoC. Identified needs in the community. 11. Met with President Stinger from BU on Displacement of Prevention proposal.   Jim suggested that Rebecca become the collaborative applicant for Fairview.  Discussed increase in Rebecca’s monetary compensation. After an in-depth discussion, the decision was made to table the vote until after the audit information is provided by Davidson & Fox. This will provide the committee with estimated costs. Dawn and Justin will review annual expenditures and report to the board.  There was a suggestion that an end of year incentive pay be given rather than an annual increase.  A vote will follow once monetary figures are specified.  **Next Meeting:**  **December 20th @ 9:00am at STHC Office** |
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