

**Jackson/West Tennessee CoC, Inc.**  
**CoC Board of Directors Meeting**  
**April 25, 2025**  
**Held Via Zoom**

**ATTENDANCE**

Michelle Burrell  
Karl Vanderburgh  
Fred McKinnie  
Rozann Downing  
Yvette Nesbitt  
Amy McDonald  
Marian Paschall

Yolanda Neal  
Dawn Cody  
Mamie Hutcherson  
Tammy Yosich  
Carita Cole  
Vickie Lake (ex-officio)

**ABSENT**

Brittany Long

**1. Welcome-** Fred McKinnie welcomed the CoC Board of Directors Meeting and called the meeting to order at 9:24 a.m.

**2. Minutes –** Michelle introduced the minutes. Tammy made a motion to accept the minutes. Fred McKinnie seconded the motion. The motion passed.

**3. Financials –** Rozann discussed grant expenditures. Mamie made a motion. Yolanda seconded the motion. The motion passed and the financials were accepted.

**4. Strategic Plan-** Vicki discussed that they have a draft narrative plan and awaiting on the committee to review.

**5. New Members -** Michelle discussed that have asked Cameron Brown and Jacob Purough who are from AmeriCorps to be part of the board. The board passed the motion to approve these new members.

**6. Old Members-** Michelle discussed taking Britney off the board. Amy made a motion. Tammie seconded the motion. The motion passed.

**7. CoC Committee-** Fred discussed that we are trying to get more participation within the 5 committees such as Data, HMIS Oversight, Equity and Diversity, Membership and Nominating, PIT Count, and Resource. These committees meet quarterly. The committee discussed deleting the Diversity Committee and to capture that information in the Data Committee. Mamie made a motion to remove the Diversity Committee. Yvette seconded the motion. The motion passed.

The committee discussed adding a Policy and Procedures Committee. Tammy made a motion to add the committee. Mamie seconded the motion. The motion passed.

**8. Announcements-** Amy announced that starting in July HMIS will begin reporting data at the CoC meetings with a new program called CORE. Vicki announced there will be a Homeless Street Outreach on June 5<sup>th</sup> at RIFA, Drug Take Back Day is on April 26<sup>th</sup>, Fentanyl Awareness Event in Chester County on April 29<sup>th</sup>, Aspell is having an Open House on April 25<sup>th</sup>. Carita announced West TN Legal Services is having an Expungement Clinic on April 25<sup>th</sup>. Amy

announced that the city passed to give money to the CRA to renovate the shelter and partner with THS.

**9. Adjourn-** Amy made a motion to adjourn. Maime seconded the motion passed. The meeting adjourned at 9:52am.

**Jackson/West Tennessee CoC,  
CoC Membership Meeting  
April 25, 2025  
Held Via Zoom**

**ATTENDANCE**

Fred Mckinnie	Carita Cole
Karl Vanderburgh	Michelle Burrell
Sandra Norman	Amy McDonald
Bridget Lockett	S. Bates
Dena Zipp	Donte
Gregory Snowden	Jessica Macias
Joyce Washington	Julie Donaldson
Leslie Thrasher	Lperez-pirtle
Maigyn Luthe- Fayette Cares	Markarious Searcy
Pat Ross	Ronnie Dukes
Rozann Downing	Shelly Fisher
Tammy Yosich	Vickie Lake
Yolanda Neal	Yvette Nesbitt
R.L. Thompson- Positive Outcomes	Fay Russom- HC Jesus Cares
Marian Paschall	

**1. Welcome-** Fred McKinnie welcomed the CoC Membership Meeting and called the meeting to order at 10:05 am. Michelle introduced new attendees Maigyn Luthe and Ariel Thompson.

**2. Minutes** – Michelle presented the minutes. Bridget made a motion to accept the minutes as presented. Sandra seconded the motion. The motion passed.

**3.Strategic Plan-** Fred discussed that they are in the process of updating the plan. Vicki discussed there are 10 objectives to the plan and will update the committee when it's finished.

**4. Point In Time Count Update** – Karl discussed that they are still looking for a new platform to use and they hope to have something by July. Rozann discussed they are waiting for HMIS to give the sheltered count. Rozann discussed they have the unsheltered data and are still working on system performance measures. They will have the actual point in time count numbers in July.

**5. Committee membership and participation-** Fred discussed there are 4 different committees and encourages everyone to be a part of them.

**6. Presentation-** A presentation was given by Joyce Washington about natural disasters.

**7. Announcements** – R.L Thompson discussed Positive Outcomes are taking referrals for individuals who are unhoused with a minimum income of \$600 per month. The next meeting will be by July 25, 2025.

**8.Adjourn-** Tamie made a motion to adjourn. Bridget seconded the motion. The motion carried. The meeting ended at 10:41 a.m.

**Jackson/West Tennessee CoC, Inc.**  
**CoC Board of Directors Meeting**  
**February 28, 2025**  
**Held Via Zoom**

**ATTENDANCE**

Michelle Burrell  
Yolanda Neal  
Karl Vanderburgh  
Latonya Fason  
Fred Mckinnie  
Mamie Hutcherson  
Rozann Downing  
Tammy Yosich  
Tracy Boucher-Williams  
Marian Paschall  
Yvette Nesbitt  
Carita Cole  
Amy McDonald

**ABSENT**

Dawn Cody  
Vickie Lake  
Amy McDonald  
Brittany Long  
Danny Pirtle

**1. Welcome-** Fred McKinnie welcomed the CoC Board of Directors Meeting and called the meeting to order at 9:36 a.m.

**2. Minutes –** Tammy made a motion to accept the minutes with the correction to the spelling of Mrs. Nesbitt's name. Fred Mckinnie seconded the motion. The motion passed.

**3. PIT Count –** Karl discussed the point in time count and are looking to use a different platform next year to gather the data.

**4. CoC Applications-** Rozann discussed that everyone is still waiting on more information from HUD.

**5. Financials –** Rozann discussed grant expenditures. Mamie made a motion. Tammy seconded the motion. The motion passed and the financials were accepted.

**6. Policy and Procedures-** Michelle discussed that we are looking to add an employee performance review and updating our employee handbook.

**7. New Policies and Procedures-** Rozann discussed that we are updating our ESG policies and procedures and adapting to THDA's ESG check list. Fred discussed updating the strategic plan as well.

**8. Announcements-** Amy gave a update on the shelter. They have located a building. THS is going to buy and renovate the building. The building will then be quick claimed back to the city and THS will then lease it from the city for \$1 a year. They are expected to serve 20 people at the shelter. THS has been working with leasing rooms from studio 45 as well.

**9. Adjourn-** Carita Cole made a motion to adjourn. Tracy seconded the motion passed. The meeting adjourned at 9:51am.

**Jackson/West Tennessee CoC, Inc.**  
**CoC Membership Meeting**  
**February 28, 2025**  
**Held Via Zoom**

**ATTENDANCE**

AC Campbell	Fred Mckinnie
Karl Vanderburgh	Michelle Burrell
Vickie Lake	Alinda Bohanon
Bridget Lockett	Dena Zipp
Donte	Gregory Snowden
Jessica Macias	Juanita Pledge
Leslie Thrasher	Lettie Pirtle
Mamie Hutcherson	Tammy Yosich
Pam Rose	Rozann Downing
Sandra Norman	
Taylor Land	Thomina Tharpe
Yvette Nesbitt	Yolanda Neal
Markarious Searcy	Sabrina Bates
Carita Cole	Sarah Watson
Joyce Washington	Latoya Fason
Ryan Griffin	

**1. Welcome-** Fred McKinnie welcomed the CoC Membership Meeting and called the meeting to order at 10:00 am.

**2. Minutes –** Michelle presented the minutes. Tammy made a motion to accept the minutes as presented. Maime seconded the motion. The motion passed.

**3.Grants and Federal Funding-** Rozann discussed that we are awaiting an update from HUD.

**4. Point In Time Count Update –** Karl discussed that we are looking to find a different platform to use the keep the data that is user and administration friendly.

**5. YHDP/YAB Update-** Michelle discussed that they have housed 105 young adults aged 18-24 and 42 children since the start of the program.

**6. Recovery within reach-** Sabrina Bates with Carey Counseling gave a presentation.

**7. New Business –** Michelle discussed we are updating our ESG and strategic planning policies and procedures.

**10. Announcements –** Amy discussed they are looking for a new board member for THS. Yolanda discussed they are looking for a PATH case manager.

**11.Adjourn-** Carita made a motion to adjourn. Mamie seconded the motion. The motion carried. The meeting ended at 10:41 a.m.

**Jackson/West Tennessee CoC, Inc.**  
**CoC Board of Directors Meeting**  
**October 25, 2024**  
**Held Via Zoom**

**ATTENDANCE**

Michelle Burrell  
Yolanda Neal  
Karl Vanderburgh  
Fred Mckinnie  
Dawn Cody  
Vickie Lake  
Carita Cole  
Rozann Downing  
Marian Paschall  
Yvette Nesibett

**ABSENT**

Amy McDonald  
Tracy Boucher-Williams  
Latonya Fason  
Tammy Yoisch  
Mamie Hutcherson  
Brittany Long  
Danny Pirtle

**1. Welcome-** Fred McKinnie welcomed the CoC Board of Directors Meeting and called the meeting to order at 9:15 a.m.

**2. Minutes** – Dawn Cody made a motion to accept the minutes with the correction that Brittney Long will be remaining on the board and that Brittney Long was present in the September 2024 Meeting. Fred Mckinnie seconded the motion. The motion passed.

**3. Financials** – Rozann discussed the CoC Coordinated Entry, Emergency Housing, and YHDP. Marian Paschall made a motion to accept the financials as written and Dawn seconded the motion. The motion passed.

**4. Governance Charter-** Rozann discussed the updates to the bylaws and polices. Rozann discussed the new term limit for serving on the Board of Directors is three years.

**5. Committees** – Rozann discussed tracking of active members and better ways to add committee members.

**6. CoC Application-** Vicki Lake discussed the recommendation of the CoC application. Vicki also discussed the application submission dates.

**7. Announcements-** Carita Cole discussed West TN Legal Services has expanded their service areas to Tipton, Lauderdale, Fayette, and Shelby Counties. West TN Legal Services have a new satellite office in Memphis, TN located at 1407 Union Ave.

**8. Adjourn-** Dawn made a motion to adjourn. Yolanda seconded the motion passed. The meeting adjourned at 9:46am.



**Jackson/West Tennessee CoC.  
CoC Membership Meeting  
October 25, 2024  
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**ATTENDANCE**

AC Campbell	Fred Mckinnie
Karl Vanderburgh	Michelle Burrell
Vickie Lake	Alinda Bohanon
Bridget Lockett	Dena Zipp
Donte	Gregory Snowden
Jessica Macias	Juanita Pledge
Leslie Thrasher	Lettie Pirtle
Mamie Hutcherson	Megan Barber
Pam Rose	Rozann Downing
Sandra Norman	Shelly Fisher
Taylor Land	Thomina Tharpe
Yvette Nesbitt	Yolanda Neal
Carita Cole	

**1. Welcome-** Fred McKinnie welcomed the CoC Membership Meeting and called the meeting to order at 10:00 am.

**2. Minutes** – Michelle presented the minutes. Brigett made a motion to accept the minutes with an amendment to the attendance. Sandra Norman seconded the motion. The motion passed.

**3. Point In Time Count Update** – Karl discussed that the PIT date has been set to January 21, 2025, at 12:00PM and it will take place until January 22, 2025, at 12:00PM. Karl mentioned the alternative dates are January 28<sup>th</sup> and 29<sup>th</sup>.

**4. YHDP/YAB Update-** Megan introduced a new Housing Navigator. The YAB has expanded to Henry, Carroll, McNairy, and Madison Counties. They currently have 39 youth/young adults, and 26 children housed.

**5. CoC Application-** Vicki discussed the CoC Board of Directors recommended the application and requested a vote. The CoC Membership voted and the motion passed unanimously.

**6. Policies and Procedures** – Rozann discussed the changes to the rapid re-housing and the ranking/rating tool. Bridgett made a motion to approve the changes. Sandra seconded the motion. The motion passed.

**7. Bylaws** – Michelle discussed the recommendation from the Board of Directors to change the time limit to serve from 2 years to 3 years. Sandra made a motion. Leslie seconded the motion. The motion passed.

**8. Governance Charter** - Rozann discussed the committees and better ways to keep up with new members.

**9. VAWA Presentation** – Pam Rose (Fayette Cares) and Brigett Lockett (WRAP) gave a Violence Against Women Act (VAWA) Presentation.

**10. Announcements** - Michelle discussed Case Conferencing on 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays at 9:30am. Fred announced that The Room in the Inn is open, along with the Day Center. Carita announced that West TN Legal Services has expanded to Tipton, Fayette, Lauderdale, and Shelby Counties. West TN Legal Services have a satellite office in Memphis, TN located at 1407 Union Ave on the 11<sup>th</sup> floor.

**11. Adjourn-** Leslie made a motion to adjourn. Mamie seconded the motion. The motion carried. The meeting ended at 10:45 a.m.