

Mid Florida Homeless Coalition, Inc. – Coordinated Access & MFIN Advisory Meeting

Meeting Minutes: July 15, 2019

Location: Mid Florida Homeless Coalition, 104 E Dampier St., Inverness, FL 34450

Presiding: Melissa Simmes

Agenda Item		Discussion & Actions Taken	Follow-up Action
I.	Welcome and Introductions	Meeting was called to order at 10:00 a.m. All parties introduced themselves, including those on GoToMeeting.	
II.	Minutes	<p>Motion: A motion was made to approve the June 10, 2019 minutes. Motion by: Terry Gainous Seconded by: Amber Tucker Discussion Called. No Discussion Approved: Unanimously</p>	
III.	Old Business- Survey Monkey/CAS Evaluation	<ul style="list-style-type: none"> Survey Monkey- only received 57 back, out of hundreds of emails out. Tomi Steinruck reviewed the current results of the survey that went out. Discussion followed regarding whether to present it to the board at this point or to continue to pursue more responses. It was decided to present this information to the next Governing Board to see if they want to move forward. Paula Holtsclaw stated she feels like we should have more surveys completed. Suggested that we add the survey to our website for continual requests for input. Amber Tucker also suggested that we use interactive linking when we do training to have those in attendance put in the survey. CAS Committee agreed to bring it to the Governing Board and to get their input and see if they want to approve the results as is or continue to seek out more input on the surveys. CAS Evaluation- Tomi S. stated that Cassandra Fountain and her have been diligently working on the Evaluation tool. They discovered that North Carolina has a tool that they intend to model our current tool after. They want to send out some questions to get feedback on. Cassandra F. stated they are working on a questionnaire for the participants. She presented the seven questions they have come up so far. Kristy Lindke added some suggestions. Paula H. suggested adding the verbiage “housing assessment” wherever “VI-SPDAT” or “SPDAT” are used. Melissa S. suggested emailing the questionnaire out to get more suggestions and allow the CAS committee to have time to process the questions. 	<p><i>Paula to pull exact number of contact attempts for the Survey Monkey to report to Governing Board.</i></p> <p><i>Tomi to pull results from survey to see what the response was from specific agencies for “trends”.</i></p> <p><i>Tomi & Cassandra to email out the questionnaire they have thus far to the CAS Committee to get feedback.</i></p>
IV.	Score Cards	<ul style="list-style-type: none"> Paula H. wants to rename this section to “Referral Cards”. Consensus was to agree. Sheri Godwin has a contact she will email to Kristy Lindke regarding establishing VISPDATS at the Tavares (Lake County Jail). Paula H. suggested that we not add those in jail to the Active BNL, but to have its own sub list. It was noted that there was a large increase in the number of homeless, specifically in Lake county. It was discussed as to the possible reasons for that influx. (Homeless encampments being broken up, increased outreach, participants being more willing to ask for services, etc.) Sheri requested information on the upcoming Lake County Meetings. Much discussion followed regarding to questions regarding funding and prioritization of those homeless who are fleeing Domestic Violence. CASA had some confusion as to what the current priorities were for referrals and how a participant places on the list. It was requested to perhaps have someone reiterate the CAS current processes with them. 	<p><i>Paula to add a slide to reflect how many VISPDATS & SPDATS are actively being done vs. just how many were referred.</i></p> <p><i>Paula to check on information and send email to Sheri G. on dates for Lake County meetings</i></p>

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			<i>Tomi to decide who should follow up with CASA.</i>
V.	MFIN Policies & Procedures Review	<ul style="list-style-type: none"> • Paula asked for suggestions on increasing time frame for future meetings, as we need to continually address the MFIN aspect. It was agreed upon to increase the meeting to two hours. • Data Collection Standards are changing on October 1, 2019. She addressed many changes that need to be added prior to this to make sure that we are ready by October 1st. • Paula discussed the current policies for grant funded agencies and whether or not we want to keep those requirements or to change some of them to “strongly encourage”. This is something that needs to be addressed and voted on • Barbara Venditto made the motion was made to indicate that “strongly recommended” replaces wherever “required” is made on Contact information, location, housing plan, case notes, and documents. Second by Brian Conard. Opposition was made by Amber Tucker. 	
VI.	New Business	Reminder to start case conference calls. Tomi S. stated she would have Trea Pullings send out a “Doodle” poll to see what dates and times would work best for the members of CAS.	<p>Joyce from SVDP to present @ next meeting regarding finding of VISPDAT vs. SPDAT</p> <p>Trea to send out Doodle Poll to CAS team</p>
VII.	Announcements	None	
VIII.	Next Meeting	The next meeting will be Monday, August 12, 2019, 10:00 a.m. – 12:00 p.m., at Mid Florida Homeless Coalition, 104 E Dampier St., Inverness, FL 34450	
IX.	Adjournment	<p>Motion: A motion was made to adjourn the meeting at approximately 11:41 a.m.</p> <p>Motion by: Tomi Steinruck Seconded by: Amber Tucker</p> <p>Approved: Unanimously</p>	

Respectfully submitted by: Kristy Lindke

Melissa Simmes, Chair _____