

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

Meeting Minutes: March 13, 2023

Location: Mid Florida Homeless Coalition, 1512 US 41 North, Inverness, FL & virtual via GoToWebinar

Presiding: Barbara Venditto

Agenda Item		Discussion & Actions Taken	Follow-up Action
I.	Welcome and Introductions	Meeting was called to order at approximately 10:00 a.m. All parties either introduced themselves, or were introduced, including those on GoToMeeting.	
II.	Minutes	<p>Motion: A motion was made to accept the January 2023 minutes. Motion by: Carolyn Phillips Seconded by: Britt Swain Approved: Unanimously</p>	
III.	Review of Old Business	<ul style="list-style-type: none"> • CAS Call Weekly Meeting- Kristy Jocelyn provided an update on the CAS calls. The calls are held weekly on Tuesdays at four o'clock p.m. She reported that there has been sufficient attendance considering the amount of referrals requested. She spoke about how there have been active conversations regarding staffing cases, and that agencies are actively asking questions. • Housing Case Conference Standing Call Update- Amber Tucker provided an update on the Housing Case Calls. The weekly calls are held on Wednesdays from one o'clock until four o'clock p.m. Amber Tucker expressed concerns about recent conflicts with the Case Manager's supervisors scheduling other meetings during this time frame. 	
IV.	New Business	<ul style="list-style-type: none"> • HUD HMIS & CAS Annual Performance Report (APR) - Paula Holtsclaw spoke about the APR's that were turned in. The HMIS APR is primarily a report to HUD that the HMIS system we use meets all the requirements of HUD for reporting and collecting data, and provides information on the number of people the system holds. For the CAS APR, she reported that the data quality error rate for the personal information entered on CAS participants was 19%, when it should be at 3% or below. This has been attributed to poor data quality, specifically the lack of social security numbers collected by agencies. • CAS Manual Review- All listed items are suggested to be added to the manual. Some were voted in during the previous meeting, but had not been taken to the Governing Board to be voted on. <p>6. Program Exits Prior to Housing- this is a guideline. All program exits should be discussed at the weekly CAS Case Conference.</p> <ul style="list-style-type: none"> • Refusing of housing opportunity of three viable housing options after having staffed case at Housing Case Conference when two denials have been reached and informed participant of exit if it reaches three. 	<i>Kristy to send out edited version of CAS Manual</i>

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		<ul style="list-style-type: none"> Participant is unable to be located after fifteen days of no contact and attempts to locate. This contact must be done at varying times and in varying ways. This will include telephone calls, texts, emails, and going to the participant's last known location on two separate occasions. All attempts are to be documented in HMIS. Case must be staffed at the weekly CAS Case Conference before they can be exited. If participant is found to be incarcerated or in an institution for medical/mental health, etc., for a period of fifteen days or more. Case must be staffed at the weekly CAS Case Conference before they can be exited. If participant is found to be outside the CoC. If participant is found to be in interim housing/temporary housing for an excess of one hundred twenty days. Case must be staffed at the weekly CAS Case Conference before they can be exited. If the participant makes acts of intimidation or violence, or threats of violence, they can be exited. If a participant executes a lease without the active involvement of the Case Manager and/or Housing Specialist. <p>Motion: A motion was made to take these CAS Manual changes to the Governing Board meeting. Motion by: Carolyn Phillips Seconded by: Nichelle Mohre-Cassidy Approved: Unanimously</p>	
V.	Other Business & Announcements	Kristy Jocelyn reported that CoC has been notified that it may be receiving additional ESG-CV funding. She spoke about the capability of utilizing the funding for rapid rehousing and for homeless prevention. Much discussion ensued. The consensus was that the group was favorable to use the funding for preventions if the participant was able to stay in the current housing and had a twelve-month lease, and for rapid rehousing.	
VI.	Next Meeting	The next meeting will be Monday, April 10, 2023, 10:00 a.m. in person and virtually.	
VII.	Adjournment	The meeting was adjourned by consensus at approximately 11:35 a.m.	

Respectfully submitted by: Kristy Jocelyn

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Attend	Members - Organization, Name		Guests
X	Barbara Venditto, Dawn Center, Committee Chair		United Healthcare, Brandy Roy
	Adventist Health System, Melissa Simmes		Mid Florida Community Services, Jessica Fangio
	BASICS United, Vikki Spiller, Laura Romero	X	CareerSource Pasco-Hernando, Tracie Entler
	Catholic Charities DOSP, Danielle Husband	X	Gulf Coast Tobacco Program, Margie Day
	Citrus Abuse Shelter Assoc. (CASA), Kimberly Hauter & Ginny Coxe		
	Citrus County Sheriff's Office, Sharon Washington		
	Daystar Life Center of Citrus County, Stephen Scarallo		
X	Department of Children & Family Services, Britt Swain, Carolyn Phillips, Joni Pugh, Barbara Williams		Staff:
	Citrus County Housing, Heather Roberson		Barbara Wheeler
X	Citrus County Schools FIT, Nichelle Mohre-Cassidy	X	Kristy Jocelyn
	Come As You Are Ministries, Joanne Knight	X	Amber Tucker
	Hernando County Health & Human Services, Veda Ramirez	X	Paula Holtsclaw
	Eustis Community Alliance, Pandora Jackson		
	Rev. Dr. Dorothy E. Hooks, Board member		
	Hope with a Purpose, Coleste Moore		
	The Hope Center, Vanessa Salguera		
X	Lake County Housing, Maria Granado		
X	LifeStream, Tracy Cousineau		
	Linda Mobley, Board member		
X	Lutheran Services Foundation, Paul Tarnowski		
	People Helping People of Hernando County		
X	Saint Vincent de Paul CARES, Samantha Cueller, Diana Gibbs, Melinda Privitera, Marc Patterson		
	Salvation Army Lake & Sumter, Alicia Harrison, Jeanne Johnson		
	United Way of Citrus County		
	United Way of Lake & Sumter Counties, Nishika Stafford		
X	Veteran Affairs, Gainesville, Atoria Robinson		
	Veteran Affairs, Tampa, Kendra Brown		
X	Veteran Affairs, Orlando, Judith Rivera		