

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

Meeting Minutes: December 19, 2019

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

Presiding: Tomi Steinruck (Facilitating)

Agenda Item		Discussion & Actions Taken	Follow-up Action
I.	Welcome and Introductions	Meeting was called to order at approximately 10:02 a.m. All parties introduced themselves, including those on GoToMeeting.	
II.	Minutes	<p><b>Motion:</b> A motion was made to approve the November 4, 2019 minutes as presented.  <b>Motion by:</b> Barbara Venditto <b>Seconded by:</b> Joyce White  <b>Discussion Called.</b> No Discussion  <b>Approved:</b> Unanimously</p>	
III.	Review of Old Business	<ul style="list-style-type: none"> <li>Referral Cards – Paula Holtsclaw presented the new logo for Mid Florida Homeless Coalition. She then presented the referral cards. She went over the current number of Households on the BNL. Tomi S. asked if we could show the difference between the number of households previous to the volunteers working on making sure the list was up-to-date. Paula H. was able to show the previous tallies to show an approximate decrease of 300 households. Terry Gainous asked about a mathematical error on the data.</li> <li>CAS Evaluation Tool Update- Tomi S. changed the survey based upon the changes from the last meeting and will send out to the committee members. Barbara V. has a contact at one of the local schools and will reach out to see about getting them on board to assist with the Tool.</li> <li>CAS Call Weekly Meeting- Tomi S. thanked everyone who has participated in the calls. Attendance has been very good. Tomi asked if anyone would like to change the time, the feedback was positive regarding keeping it as it. She reminded everyone that once we have a request for referrals, we will be utilizing the GoToMeeting option. She encouraged the committee members to participate if they aren't already.</li> <li>CAS Manual Update- Veda Ramirez asked that we include the source of our definition for Veterans in the manual. Discussion followed. Terry G. asked about Mid Florida Homeless Coalition applying for VAWA funding. Barbara V. stated that this would be an Executive Board decision and that they are two drastically different requirements. Discussion followed.</li> </ul>	<p><i>Add new email to all correspondence</i></p> <p><i>Paula to update the slides with corrected mathematical errors on the website.</i></p> <p><i>Tomi to email out CAS Evaluation Tool</i></p> <p><i>Tomi &amp; Kristy to continue to update CAS manual.</i></p> <p><i>Kristy to get a Technical Assistance from HUD Exchange on Veteran definition.</i></p>
IV.	Other Business	<ul style="list-style-type: none"> <li>Barbara V. requested discussing places to receive Christmas assistance during the next CAS Conference call. This will be added to the agenda for the call.</li> </ul>	
V.	Announcements	<ul style="list-style-type: none"> <li>None discussed.</li> </ul>	
VI.	Next Meeting	The next meeting will be Monday, January 13, 2020, 10:00 a.m. – 12:00 p.m., at Mid Florida Homeless Coalition, 104 E Dampier St., Inverness, FL 34450	
VII.	Adjournment	<p><b>Motion:</b> A motion was made to adjourn the meeting at approximately 10:44 a.m.  <b>Motion by:</b> Barbara V. <b>Seconded by:</b> Joyce W.  <b>Approved:</b> Unanimously</p>	

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**Respectfully submitted by:** Kristy Lindke

Melissa Simmes, Chair \_\_\_\_\_