

**Mid Florida Homeless Coalition, Inc.  
Performance Committee**

**Meeting Minutes:**. October 22, 2020

**Location:** Virtual Meeting with a call in option

**Presiding:** Steve Smith

**Staff:** Barbara Wheeler, Paula Holtsclaw, Tomi Steinruck

Agenda Items	Discussions & Actions Taken	Follow Up
<b>Call to Order</b>	Meeting was called to order at approximately 9:33 a.m.	
<b>.Roll Call</b>	Paula conducted a roll call.	
<b>.Approval of Minutes</b>	<p><b>Motion:</b> A motion was made to approve the Performance Committee Meeting minutes of</p> <p><b>Motion by:</b> Steve Smith                                 <b>Second:</b> Sheri Goodwin</p> <p><b>Discussion Called:</b> None</p> <p><b>Approved by:</b> Unanimously</p>	
<p><b>.Reports</b></p> <p>Show Me the Money Report</p> <p>Performance &amp; Outcome Slides</p> <p>Inflow – Outflow</p>	<p>Overall goal is 25% spenddown at the end of the first quarter. It was recommended that agencies who are behind in their spending should provide something in writing as to why they are behind. An inquiry was made about match over 100% and whether this is needed for the overall CoC, MFHC staff will follow-up.</p> <p>Paula reviewed the data that was provided to the Committee. Lorenzo reported on the households nearing the maximum of \$10,000. All are either no longer getting financial assistance or are doing cost-sharing and none are due to go over the \$10,000. Barbara reported on the HUD CoC Grants – Lake County BOCC as of September 30, 2020 are no longer being funded; thus will not be reported on in the future. Citrus County BOCC just wrapped up their grant year, and their Annual Report will be reported on at the next meeting. United Way of Citrus County, due to COVID19 and a concern that funds would not be spent down by the end of the grant year, requested and received an extension to December 31, 2020.</p> <p>Paula reported the Inflow numbers of homeless households into our CoC. In gathering information for the Outflow of homeless households to permanent housing, it was found that what was previously reported for May – August had changed. While making calls to participants to verify housing status, we often find people became housed sometimes as much as four months previously. The Outflow numbers have been increased by 14 households for May - August based on the new information.</p>	

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<p><b>Monitoring &amp; Training Updates</b></p>	<p>Tomi reported that she and Barbara met with the staff of United Way of Lake and Sumter County regarding the issues found during the most recent monitoring. Barbara Wheeler apologized for presenting information about the monitoring of United Way of Lake and Sumter TANF program at the last meeting which was prior to this report being submitted to them. She also went on to explain the need for monitoring of subgrantees as both the DCF Control Unit and DCF Contract Manager monitors both MFHC and its subgrantees. Since the contract is between MFHC and DCF, MFHC is fully responsible for these funds.</p> <p>Tomi further reported that the overall monitoring of subgrantees has gone well, but overwhelmingly, housing case management regarding housing case plans have been insufficient. The backup for the reasons for the need of ongoing financial assistance and case management is often not in files. She recommended that it be required that all subgrantees attend additional training.</p> <p>Onboard training was provided for Lake BOCC and The Salvation Army of Lake &amp; Sumter County staff for ESG-CV, and a separate DV Onboarding for CASA and the Dawn Center. Tomi reported that Coordinated Access System trainings will be provided on a monthly basis, 4<sup>th</sup> Wednesday of the month from 2:00 – 4:00 p.m., to continue to train organizations on how the system works. In addition, VI-SPDAT training will be taking place on the 29<sup>th</sup> of October.</p>	
<p>ESG-CV &amp; HUD CoC Grant Update</p>	<p>Barbara reported that the \$697,000 ESG-CV1 awarded to Mid Florida Homeless Coalition, Inc. is under contract as of October 1<sup>st</sup>. We are responsible for meeting the deliverables for these dollars. A subgrantee contract has been sent to Dawn Center, CASA, Lake County Board of County Commissioners and The Salvation Army of Lake and Sumter Counties. Lake County BOCC is due to have their contract signed on November 10<sup>th</sup>, and Lt. Chris Doborwicz of The Salvation Army has indicated that they expect to have their contract signed before the end of November.</p> <p>The HUD CoC office has indicated that they are required legally to hold a competition, and that the NOFA is still expected to come out shortly. There are also looking to release a Youth Project NOFA.</p>	
<p>Next Meeting</p>	<p>The next meeting is scheduled for December 10, 2020 at 9:30 a.m.</p>	
<p>Adjourn</p>	<p>The meeting was adjourned at approximately 10:33 a.m.</p>	

Prepared by: Barbara Wheeler

Steve Smith, Chair: \_\_\_\_\_

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<b>Attendance</b>	<b>Members - Organization, Name</b>
X	Steve Smith, Chair
X	LSF - Sheri Goodwin
X	Hernando County BOCC - Veda Ramirez Well Care - Cara Meeks
X	Citrus County Housing - Heather Roberson, Keisha
X	Dawn Center - Barbara Venditto & Jennifer Gray, Lana Jarrett
X	Citrus Abuse Shelter Association – Sunshine Arnold

<b>Attendance</b>	<b>Members - Organization, Name</b>
	Lake County Housing
X	People Helping People – Becky
X	St. Vincent de Paul Cares - Greg Williams & Lorenzo Lockett
	United Way of Citrus County
	United Way of Lake & Sumter County
	Orlando VAMC - Judith Rivera