

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

Meeting Minutes: July 12, 2021 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 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 approve the June minutes as presented.</p> <p>Motion by: Barbara Venditto Seconded by: Sheri Goodwin</p> <p>Discussion Called. No Discussion</p> <p>Approved: Unanimously</p>	
III.	Review of Old Business	<ul style="list-style-type: none"> • Referral Cards – MFHC Staff presented the CAS Tracking spreadsheet as well as the Referral Cards. The By-Name-List numbers were reported upon. • CAS Evaluation Update: <ul style="list-style-type: none"> ➤ Survey Monkey results were reviewed. CAS Committee Chair emailed MFHC Staff the print outs so that they could be presented. ➤ Discussion was held regarding Agencies not collecting CAS surveys. Members were reminded that the metal boxes are available, and the survey slips can be refilled at request. It was also encouraged to provide the participants the survey electronically via emails and text messages. Mid Florida Homeless Coalition staff will be responsible for collection of the completed surveys monthly. • CAS Call Weekly Meeting- MFHC staff reviewed the approval by the Governing Board to make change to the CAS manual to have referral requests now need to be submitted to mfhc.information@gmail.com by 9:00 a.m. on Monday to have referrals ready for the Tuesday CAS Call. The prior time was 5:00pm on Monday. • House Case Conference Standing Call Update- MFHC Staff reported the meetings are going well, they are able to discuss the participants and accomplish a lot within the meetings that used to take a while to communicate independently. They have developed a good rhythm and are able to expedite services. • CAS Manual Update- Outreach Data Entry Timeliness Change Request- this was tabled for further discussion at another time. 	
IV.	New Business	<ul style="list-style-type: none"> • EHV Program- Establishing Priorities, MFHC Staff spoke about how Lake County Housing Authority had been awarded 41 Emergency Housing Vouchers. She reported that she, MFHC ED, and LCHA Staff had a meeting scheduled to establish the priorities, procedures, and to get a Memorandum of Understanding solidified and signed. Once completed, Lake County Housing Authority would begin to request referrals for these vouchers. 	

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V.	Other Business	<ul style="list-style-type: none">MFHC Staff spoke about the need to make an adjustment to the CAS Manual to allow for an Emergency 30-day extension be available to Participants who are placed into hotels utilizing grant dollars, but that each instance of extension be voted on at the weekly Coordinated Access Meeting, if needed. <p>Motion: A motion was made to approve. Motion by: Melissa Simmes Seconded by: Barbara Venditto Discussion Called. No Discussion</p> <ul style="list-style-type: none">Approved: Unanimously	
VI.	Next Meeting	The next meeting will be Monday, August 9, 2021, 10:00 a.m. virtually.	
VII.	Adjournment	<p>Motion: A motion was made to adjourn the meeting at approximately 10:43 a.m. Motion by: Sheri Goodwin Seconded by: Barbara Venditto Approved: Unanimously</p>	

Respectfully submitted by: Kristy Jocelyn

Melissa Simmes, Chair _____

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Attend	Members - Organization, Name	Guests
	Adventist Health System, Melissa Simmes X	
	Department of Children & Family Services, Corinne Montgomery X	
	Citrus Abuse Shelter Assoc. (CASA), Carol Brown X	
	Citrus County Housing Division, Heather Roberson & Keisha Belcastro X	
	Dawn Center, Shannon Sokolowski & Barbara Venditto X	
	Catholic Charities DOSP, Daniel Husband X	
	Hope with a Purpose, Pandora Jackson X	
	Veterans Administration- Gainesville, Lisa Faegin X	
	Lake County Housing, Sedrick Brinson X	
	LSF, Sheri Goodwin & Debra Moody X	
	Mid Florida Homeless Coalition, Tomi Steinruck, Kristy Jocelyn & Amber Tucker X	
	Saint Vincent de Paul CARES, Lorenzo Locket X	
	United Way of Citrus County, Stacy Leach & Jess Ebert X	