

Mid Florida Homeless Coalition, Inc.  
 Performance Committee  
 Meeting Minutes: March 31, 2022

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

**Presiding:** Paula Holtsclaw

**Staff:** Paula Holtsclaw

Agenda Items	Discussions & Actions Taken	Follow Up
I. Call to Order	Paula Holtsclaw called the meeting to order at approximately 9:36 a.m.	
II. Roll Call	Paula Holtsclaw conducted roll call.	
III. Approval of Minutes	<p><b>Motion:</b> A motion was made to approve the Performance Committee Meeting minutes of January 27, 2022, as presented</p> <p><b>Motion by:</b> Jessica Ebert                      <b>Second:</b> Barbara Venditto</p> <p><b>Discussion Called:</b> None</p> <p><b>Approved by:</b> Unanimously</p>	
IV. Performance Slide Presentation	<p>Paula Holtsclaw reviewed the Performance Slides. In addition to the households served, moved into housing, and exit information, spend down was also reviewed via the Show Me The Money slides.</p> <p>TANF –          United Way of Lake &amp; Sumter confirmed they were still on track to spend down their funds entirely by end of year. United Way of Citrus and MFHC are also on track to spend all their TANF funding.</p> <p>ESG –          United Way of Citrus County was asked to confirm their January request to reallocate funds. Jessica Ebert reported they no longer wished to move any RRH funds. Instead, they will be used to continue to provide direct service as two households moved into to housing this week, and they will now be billing case management and travel expenses to the grant.</p> <p>SVDP CARES reported they have hired additional case managers whose focus will be on ESG RRH. They had been concentrating on CV and not adding new ESG, but that will change. They are confident they will spend down all ESG funds.</p> <p>Challenge –          Paula reported that in January, the Governing Board approved moving \$2000 from Challenge Case Management to United Way of Lake &amp; Sumter HP program. This has been completed. Barbara Wheeler has received written authorization from United Way of Citrus to move \$3000 from Challenge Case Management to their RRH/HP program. She will be working on that amendment. No other changes to Challenge funding were reported.</p>	

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	<p>ESG-CV – Paula updated the Committee that Barbara will be completing an internal memo to the DCF Contract Manager regarding any reallocation of funding for the CV grants. This is the time to make any additional changes to the funding allocations.</p> <p>Salvation Army Lake &amp; Sumter – At the January Performance meeting, the agency indicated they would like to reallocate RRH funds and possibly move some of it to Homeless Prevention if they could be sure they would get additional referrals. Paula reported that yes, the agency would get additional HP referrals, and asked if they would still like additional funds in HP, and if so, how much? Capt. Doborwicz indicated they would like to move funds to HP from RRH, but that he would have to discuss with his staff on the amount of funds to move. He will email Barbara once they have that figure.</p> <p>SVDP CARES – Barbara is working on the amendment to move \$300,000 out of RRH, and add \$126,000 to non-congregate shelter, as the Governing Board approved those changes in January.</p> <p>HUD CoC Projects – Paula presented information on the Annual Performance Report (APR) process for grants that have ended. United Way of Citrus County has two grant cycles of their RRH grant that have overdue APRs. MFHC’s Coordinated Access grant APR is due 2/28/22, and SVDP CARES RRH grant APR is due 3/31/22. Jessica Ebert from United Way Citrus indicated that she will be working on those APRs this week. She indicated that since she learned how to do the report in November, their office has been extremely busy and they have not had the time to complete the reports.</p> <p>Spending for the HUD CoC Projects was also reviewed. Information available to the CoC Lead agency provided balances remaining on the various active grants through 2/18/22. This information will also be updated on a regular basis from the data available to the CoC.</p> <p>United Way of Citrus was asked to investigate why their 2019 grant had a report period of 8/1/2020 – 9/30/2020, and the 2020 grant began on 8/1/2021. Jessica indicated she would have to do some research and likely reach out to their HUD liaison.</p> <p>From the performance side of the HUD CoC grants, SVDP CARES reported that their low exits to permanent housing rate is due to the fact that they have been given households who are assessed at the permanent supportive housing range rather than the rapid rehousing range, and this affects their ability to house these individuals when their needs are so great.</p>	
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	<p>Longitudinal Systems Analysis (LSA) Report – Paula reported that the CoC’s LSA report was completed and accepted by HUD. This report begins in early November, and was finalized on 2/18/22. Much data clean-up is involved due to shelter and transitional housing enrollments being left open, duplicate enrollments, overlapping shelter enrollments, etc. In addition, the 2021 housing inventory and point in time census data is reviewed and compared to HMIS.</p> <p>System Performance Measures Report – Paula presented the draft document for the 2020 and 2021 System Performance Measures reports. 2020 will be resubmitted as we have each year, and then the 2022 report will be submitted. Resubmission is a positive thing as through the year, data continues to be analyzed and cleaned up. Overall, several Performance Measures did not improve over the previous year, due in large part to the influx of emergency shelter individuals and the lengths of stays as provided by ESG-CV and SSVF Motel vouchers.</p>	
<p><b>V. Monitoring &amp; Training Updates</b></p>	<p>There was no Monitoring or Training update.</p>	
<p><b>VI. Next Meeting</b></p>	<p>The next meeting will be April 28, 2022.</p>	
<p><b>VII. Adjourn</b></p>	<p>Paula Holtsclaw adjourned the meeting at approximately 10:49 a.m.</p>	

Prepared by: Paula Holtsclaw

Paula Holtsclaw: \_\_\_\_\_

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<b>Attendance</b>	<b>Members - Organization, Name</b>	<b>Attendance</b>	<b>Members - Organization, Name</b>
	Chair, vacant		Citrus County Housing
	Cara Meeks, WellCare	X	Dawn Center, Barbara Venditto
X	Veda Ramirez, Hernando County BOCC		Lake County Housing
	Judith Rivera, Orlando VAMC -	X	The Salvation Army of Lake & Sumter Counties
	Becky Burton, People Helping People	X	St. Vincent de Paul CARES
X	Paul Tarnowski, LSF	X	United Way of Citrus County
		X	United Way of Lake & Sumter County
X	Mid Florida Homeless Coalition, Inc. – Paula Holtsclaw		