

United Way of North Central Florida
FL 508 Keys To Home Continuum of Care
Leadership Council Meeting
August 3, 2023
3:30 p.m. – 5:30 p.m. EST
Zoom

Attendance

Claudia Tuck -Alachua County Support Services	Kenneth Armstrong – Alachua County Housing Authority
Bea Awoniyi – Santa Fe Collete	Chief Joseph Dixon – Gainesville Fire & Rescue
Jon DeCarmine – GRACE	Mark Brisbane- Center for Independent Living
Brendan Shortley – Helping Hands Clinic	Nancy Eisele- LSF
Peter Dannenhoffer – Former Homeless	Scott Hesch – Former Homeless
Leota Wilkinson – Putnam County	Lisa Feagin – Veterans Administration
Jonathan Sanabria – Veterans Administration	Lori Slaven- Lee Conlee House
Rena McCann – United Way	Amber Miller – United Way
Keanna Johnson – United Way	Maddye Fleming – United Way
JoeAnn Spencer – United Way	

Meeting called to order 3:40 by Brendan Shortley. Motion to approve minutes by Bea Awoniyi, seconded by Joe Dixon. Motion carried.

Committee Reports

Coordinated Entry – Keanna Johnson reported the committee meeting will be tomorrow. Update will be given at next meeting.

HMIS – Val Segui-Gonzalez reported she is continuing to improve HMIS. Recreated older user accounts, using audit logs to see activity form 7/22 – 7/23 to ensure only regular staff users have access. HMIS has 49 licenses that were not issued to anyone. Contract renewal we will only pay for licenses that are being used which will be a cost saving. Looking at adding a “sandbox” which is a training for new HMIS users.

Live Experience- Maddye Fleming, the meeting is 3rd Tuesday of every month. Will have report next meeting.

Lead Agency – June Financials are being finalized as this is our year end. Spend date discussed with DCF, have not received a firm answer. ESG/TANF expensed all ESG, Challenge and TANF has some funds left.

Lisa Feagin with the Veterans Administration changed positions. She thought it would be more appropriate for someone else to represent the VA, Jonathan Sanabria. Tony Delisle Center for Independent Living is resigning identified Mark Brisbane as his replacement.

Jon DeCarmine moved to accept the changes to the Governance board. Joe Dixon seconded

Monitoring Results

Annual monitoring was done in June. Informed by Data was invited to visit with 4 subgrantee on monitoring. She was on last year's monitoring team.

The provided to agencies are the same documents utilized last year, no changes were made. A Word document, the same document DCF used to monitor the Lead Agency, Excel spreadsheets provided by DCF for each program.

All agencies were monitored on site except for one that has closed its site, that one was on zoom. All findings were tied back to statutes. Across the board it was discovered more training is needed with ESG. Mandatory ESG training was implemented and any staff working on ESG must take training within 90 days. Other training will be implemented, outside trainers will be solicited

The reports received by agencies will include 3 documents: 1. cover letter summarizing process 2. monitoring report = concerns – should be addressed, no statutes are broken, but if left it could – findings is a deficiency that is found in statute 3. copies of excel files showing client files reviewed

The Lead Agency is required to report our monitoring to DCF. Monitoring schedule will begin after Thanksgiving and end early January. This will allow us to catch things early so we can fix them early. Client file spot checks will also be implemented, Process will be shared with sub recipients.

Roster will be updated and sent out.

Strategy

Convening a rank and review committee. What are the priorities for the CoC. HUD's priorities and PIT data, shelter inventory and housing inventory. System performance measures, target areas.

PIT Sub planning committee will begin meeting soon.

Ask outlying counties if you have connections with EOC or Fire departments, we want to make sure we are connecting with them. We will not be using paid volunteers; we do not have the funding through ESG CV.

Street Outreach we are facing the reality we will have no outreach team at Grace in another 3 months.

Suggestion maybe use faith-based organizations to participate in the PIT.

Meeting adjourned 4:39