

Keys to Home CoC General Membership Meeting (Hybrid)

September 20, 2024 10:30AM- 12:00PM

Attendees

Claudia Tuck, ACCSS, Chair of Leadership Council	Michael Blessing, CoC Director, Task Force
Mark Watson, Street Outreach Program, Grace	Phil Cabler, CDS
Brett Buell, Gainesville Opportunity Center	Shari Jones, Family Promise
Rena McCann, Grants Manager, TaskForce	Laurie Schiffbauer, St. Francis House
Keanna Johnson, Coordinated Entry, TaskForce	Val Segui Gonzalez, HMIS, TaskForce
Malcolm Kiner, Gainesville Housing Authority	Diana Phillips, Catholic Charities, Putnam
Candace Patrick, Director of Housing, Meridian	Heidi Kemp, Deputy Director, Three Rivers
Sean Myers, Levy County School Board	Amanda Nazaro, Alachua County Housing
Felicia Landrum, Another Way	Lori Slaven, Lee Conley House
Tanaka Gates, Meridian Behavioral Healthcare	Victoria Robinson, VA
Gladys Jones, Heart of Putnam, Christian Service Center	Denise Fanning, Catholic Charities Gainesville

I. Welcome and Introductions:

Claudia Tuck opened the meeting, welcoming all attendees and facilitating introductions from both in-person and virtual participants.

II. Approval of Agenda and Previous Minutes:

- No changes were made to the agenda.
- Approval of previous meeting minutes was discussed. Last meeting minutes were not taken.

III. Committee Updates:

a. Coordinated Entry Committee: Keanna Johnson

- The Coordinated Entry Manual has been approved with minor updates.
- The Emergency Transfer Plan is under final review.
- Collaboration with WellSky on the prioritization list is ongoing, with expected completion in the next 2-3 weeks.
- Homeless Prevention services are being integrated into Coordinated Entry, with a tentative completion deadline of December 2025.

b. HMIS Update: Val SeguiGonzalez

- A new meeting structure will separate user support from data quality and performance discussions, following HUD TA guidance.
- A three-tier training program is being implemented, including self-paced online courses, virtual one-on-one sessions, and in-person training.

- Agency Admin training will focus on data integrity, compliance, and effective HMIS management.
- Agencies are reminded to notify the CoC as soon as new staff are hired to ensure timely training and onboarding.

IV. Point-in-Time (PIT) Count and Outreach Committee: Michael Blessing

- The committee has conducted a preliminary evaluation using a HUD tool and plans to share findings with the general membership.
- Recruitment for volunteers for the PIT count is ongoing.
- An expanded meeting will be scheduled, inviting outreach and coordinated entry staff to discuss strategies.

V. Lived Experience Committee: Michael Blessing

- The committee is in the initial formation phase, aiming to include individuals with firsthand experience of homelessness.
- Meetings will rotate among different providers to ensure diverse participation.

VI. Lead Agency Updates:

a. Grant Financial Enforcement: Rena McCann

- July marked the first month of the new fiscal year, with some delays in meeting deliverables. Processes are being strengthened to ensure compliance.
- Contracts for all agencies were signed and returned in July.
- August performance showed improvement, with supplemental invoices being submitted to recover penalties incurred in July for TANF and ESG.

b. Transparency and Support:

- Financial reports will be shared with the general membership in advance for better visibility and collaboration.
- Agencies are encouraged to support one another to ensure all deliverables are met.

VII. Website Update:

- **Homepage Enhancements:**
 - The homepage now features six options for users to access information on funding opportunities such as the Challenge RFP and HUD NOFO.
 - The Challenge RFP section includes a summary, the full announcement, an online application, policies, and a list of upcoming webinars. Key dates, such as the mandatory proposal meeting on September 26, are highlighted.
- **Website Maintenance:**

- The team, led by Jacob Torner and Valeria Segui Gonzalez, is working to keep the website updated with the latest minutes and financial reports.

VIII. RFP and Deadlines:

- A mandatory proposal meeting is scheduled for September 26.
- A deadline on September 20 was mentioned, for submitting applications or other required documents.

IX. Task Force and New Business:

- The task force is actively working on various initiatives, including the NOFO (Notice of Funding Opportunity).
- Updates were shared regarding a new 20-bed youth shelter in Gainesville, serving ages 10-17, focusing on homeless or trafficked youth. The existing shelter was sold to Family Promise for improved placement.
- Once the new facilities are ready, a gathering will be hosted to ensure the location is properly equipped for services.

X. Questions and Open Discussion:

- Members requested regular access to financial reports for transparency and proactive support.
- Clarification was provided on the process for recouping penalties through supplemental invoices.

XI. Next Meeting:

- **Date:** November 15, 2024
- **Time:** 10:30-12:00
- **Location:** Hybrid Teams/ CDS