

# KEYS TO HOME

SERVING NORTH CENTRAL FLORIDA

## CoC Leadership Council Meeting September 4, 2025, 3:30 PM-5:00 PM via TEAMS

### Attendees

Claudia Tuck, ACCSS  
Michelle Sherfield, ACSO  
Lori Slaven, Lee Conlee House  
Rachael Ryan, Family Promise  
Paul Tarnowski, LSF Health Systems  
Phil Mann, City of Gainesville  
Kimber Tough, Southern Legal Council

Mark Brisbane, Center for Independent Living of  
NCF  
Jacob Torner, Taskforce  
Rena McCann, Taskforce  
B. Amber Moats, Taskforce  
Keanna Johnson, Taskforce  
Leon Upshaw, Taskforce  
Ahmad Beckford, Taskforce

### **I. Welcome and Call to Order (Claudia Tuck)**

#### **a. Introductions**

All members in attendance introduced themselves and their business association.

#### **i. Introduction of CoC Rural Engagement Coordinator**

Ahmad Beckford introduced his position for Council members. He is the newest member on the CoC staff team.

#### **b. Approval of August Council Meeting Minutes**

Quorum was not met; therefore, the minutes could not be motioned for approval. Approval of August minutes will be moved to October 2 Leadership Council meeting.

### **II. Committee Reports**

#### **a. Lived Experience (Rachael Ryan)**

Lived Experience Committee met on August 21<sup>st</sup>. Discussions focused on meeting setup, training topics, and adding an additional member to the Leadership Council. The LE committee will start meeting on TEAMS every other month on the 4th Thursday. Next meeting will be October 23, 2025. Committee currently has seven members. Keanna and Rachael will be working with the committee on drafting policies and procedures that are easy to understand and to the point. Rachael has been trying to follow up with Albert Townsend at NAEH to follow up about our sustainability assessment but hasn't been able to make contact this time.

#### **b. Outreach and PIT (Keanna Johnson)**

The committee has been working on drafting CoC outreach policies. Mark with Grace Marketplace had shared some items with Bea to be disseminated to the committee. Discussions for PIT will most likely take place in October.

#### **c. Housing Action (Michelle Sherfield)**

There is no update at this time. The committee meets every other month. There has been no meeting since the last Leadership Council meeting. Next meeting will be September 10<sup>th</sup>. Michelle will be able to provide an update at the next council meeting.

#### **d. Coordinated Entry (B. Amber Moats)**

# KEYS TO HOME

SERVING NORTH CENTRAL FLORIDA

Amber has a school board collaboration meeting scheduled for September 22nd with liaisons from five of the seven counties accepting the invitation so far. On February 10, 2026, Amber and Keanna will be meeting again with Alachua County Jail, Released Re-Entry and Grace Marketplace to follow up on collaboration efforts for justice-impacted individuals. Due to HMIS being down due to the transition, Coordinated Entry data reporting will be available at an upcoming CE meeting in the next month or two. Coordinated Entry evaluation is still in progress and scheduled to be completed by September 30<sup>th</sup>. Stakeholders are in the process of completing stakeholder surveys and assisting clients with surveys as well. Evaluation will be looking back over a 4-year fiscal year period (21-25). Evaluation presentation is scheduled for the October 3 CE Committee meeting.

**e. Data, Performance, and HMIS (Leon Upshaw)**

Leon presented updated report card scores. He noted that report cards on only for August 1-21, as the system is down for migration. **ACCHH\*** - 96.1% (up 2.6%). **ACCS** - 57.9% (up 4%). **ACHA** – 88% (down less than 1%). **Catholic Charities Putnam\*** - 100% (no change). **Catholic Charities Gainesville\*** - 95.7% (no change). **CDS** - 82.9% (up by less than 1%). **Family promise\*** - 97.2% (up by 1%). **Meridian** - 88.7% (up by less than 1%). **NHDC\*** - 97.7% (no change). **Saint Francis House** - 93.8% (up by less than 1%). **VOA GPD** - 87.3% (down by 5%). **VOA SSVF** - 93.4% (up by less than 1%). Scores will tend to fluctuate over the coming months as data is still being transferred into the new system from Wellsky.

**i. HMIS Vendor Transition Update**

Bitfocus has informed the new HMIS is up and running today. Currently HMIS Lead is waiting for agencies to get in their CHO agreements. Those to be signed and completed before they get access. Even though we got over our big hump, we got over our big hump in these two months. Most of the data has been transitioned into the new system. Leon is working on quality assurance review of the data that has been migrated, and has told all the agency admins who are in the system if there any problems to let him know. There is only a month to fix any errors identified that might have been caused by the migration. Right now, Leon is focused on custom configurations and custom data migration. Access to the Wellsky platform ends at the end of the month, so he is working to pull all the data needed for the custom data migration of non-HUD defined data elements (e.g. VI-SPDATs, services, custom questions in assessments, etc.)

**f. Prevention (Keanna Johnson)**

The prevention committee met a couple of weeks ago and has been working on integrating CoC prevention services into the Coordinated Entry System. Prevention providers had been piloting the homeless prevention tool was created based on some of the information that Amanda Wanda gave while updating the Coordinated Entry Policy and Procedure manual. Some of the providers got together and reworked the tool to collect other data points. They piloted the tool for about two months. However, the committee found that two months was not enough time to collect a sample size large enough to create a scoring criterion for prevention services. The committee has agreed to extend the pilot for a full year. Sarai is working on updating the spreadsheet that everybody is using to track our data for folks who are seeking prevention assistance. Next meeting will be held in October.

### **III. Collaborative Applicant Report**

**a. Finance Update (Rena McCann)**

Rena noted that contracts went out earlier this year than last year. Providers are spending accordingly, and deliverables have been met for the month of July.

**b. 2025 HUD NOFO (Keanna Johnson)**

# KEYS TO HOME

SERVING NORTH CENTRAL FLORIDA

CoC Lead Agency is still waiting for a formal announcement from HUD about the release of the NOFO. There is no other update at this time.

**c. 2025 CoC Builds Update (Keanna Johnson)**

CoC Leady Agency is still waiting on a formal decision from HUD in regard to Alachua BoCC's project being accepted or denied. There is no other update at this time.

**d. Union and Dixie Counties Update (Keanna Johnson)**

Another Way, GRACE, NHDC and Family Promise are funded to provide services in either Union and/or Dixie County. CoC staff are meeting with providers on the 2nd and 4<sup>th</sup> Tuesday of the month to go over what they are working on in the communities, if there are any barriers that they are seeing or need help addressing, and if there are any other challenges they are seeing or facing. A meeting was held last week. GRACE has reported that they have engaged 3 clients in Union County. One of those clients was able to connect with Family Promise for Services and then in Dixie County they have four clients engaged. Two of those were also solved as diversions. Another Way has served 42 clients with eleven of those clients being new in August. They served two in Dixie County, three in Gilchrist County and six in Levy County. NHDC has assisted 9 households thus far, 2 households in Union County, 7 households in Dixie County. They've provided assistance with mortgages for two households, 5 utility payments, one rent payment and then one water payment. Family Promise has served three families for homeless prevention services in Union County and then at the time of the meeting they had two more families pending to be brought into the homeless prevention part of their program. Rachael noted that since that meeting Family Promise has accepted two more families into their program for prevention services.

#### **IV. New/Old Business (Claudia Tuck)**

**a. Vote to Approve Veteran's Committee (Keanna Johnson)**

VA has been working with SSVF providers, PHAs and CoC staff on VA One Team Approach. It is a national collaboration effort that has been around since last year. However, in an effort to assist with governance and structure for a committee, CoC staff thought it would be good to bring the Veteran Committee back under the CoC. Keanna met with HUD TA, Amanda Wander and VA TA, Naomi Switzer in regard to this. Naomi suggested speaking with the VA about this decision. Keanna has reached out to VA Leadership and is still waiting for an answer. This agenda item will be brought back before the Council next month.

**b. CoC Leadership Council Board Orientation (Keanna Johnson)**

CoC Leadership Council Board Orientation will be held virtually on September 10, 2025 from 9a-10a. Invites have been sent. This will be for new council members, and any Council member who missed the last orientation. Council members who wish to have a refresher can also attend.

**c. CoC Policies Update (Keanna Johnson)**

In the last meeting, Council members voted and agreed to allow COC staff to make recommendations, updates and any changes to CoC policies so they are in alignment with any of the executive orders being released. The CoC Emergency Transfer Plan and Coordinated Entry policies and procedures updates have been done. These items are available on the Keys to Home website. Updates to the Coordinated Entry P&P will be discussed in the Coordinated Entry Committee meeting tomorrow. A review of the CoC Written Standards has started. Those will be finalized in the next week. The CoC Strategic Action Plan has already been completed. It has been reviewed, updated and placed on the website.

# KEYS TO HOME

SERVING NORTH CENTRAL FLORIDA

CoC staff is also reviewing subgrantee agreements and making sure language in those are in compliance with the executive orders.

## **V. Strategy and Needs (Claudia Tuck)**

Claudia gave an update on the joint board meeting (Taskforce and CoC Leadership Council) held last night. There were two items for discussion for the joint board meeting. One was the annual CoC evaluation of Taskforce as the Lead Agency. The evaluation was completed by CoC Executive Committee and reviewed with Jacob and Keanna. Claudia discussed the results of the evaluation with the Taskforce board and will provide them with a written copy of the evaluation. The second item was the CoC strategic priorities for the upcoming year. Jacob reviewed it in detail with the board last night and it was well received.

## **VI. Public Comment (Claudia Tuck)**

There is no public comment at this time.

## **VII. Member Comment (Claudia Tuck)**

Michelle inquired about the email from Meridian regarding the closure of the SSVF program and how that may impact services in the area. Keanna shared that Meridian SSVF is working to connect the Veterans to other services as required by the VA. Being that Meridian served two counties that were not being served by any other SSVF provider, VOA SSVF will obtain Dixie County to provide services in. Family Promise Big Bend will provide SSVF services in Union County. VOA SSVF will still continue to provide SSVF services in the area. Meridian SSVF program will close on September 30, 2025.

Marlon Gayle, Levy BoCC appointee, is no longer with the agency. CoC staff is working to obtain a replacement appointment from Levy County.

## **VIII. Adjournment (Claudia Tuck)**

The Meeting was adjourned at 4:28pm. The next meeting will be Thursday, October 2, 2025, at 3:30pm.