

**Southern Mountains Homeless Coalition**  
**Thursday November 7, 2019 9:30am**

**Henderson County Location**

Eleanora W. Meloun Community Education Room  
at Blue Ridge Community Health Center  
2579 Chimney Rock Rd  
Hendersonville, NC 28792

**Transylvania County Location**

Brevard Housing Authority  
133 W. Morgan St. Brevard, NC 28712

**Teleconference Access**

Dial-in Number: (605) 475-4052  
Access Code: 206519

**Agenda**

- Welcome- Kristen Martin
- Introductions- All
- Review of Meeting Ground Rules
  - Only one person speaks at a time.
  - Treat everyone professionally
  - If you have a personal or professional disagreement, handle it outside this meeting.
- Approval of October Meeting Minutes
- Steering Committee Update for October- Kristen
- Regional Steering Committee Discussion and Vote
  - Other roles that will be voted on at November meeting. Please volunteer or submit nominations to Kristen or Emily by email. [kmartin@thrive4health.org](mailto:kmartin@thrive4health.org) or [emily@havenoftc.org](mailto:emily@havenoftc.org)
    - Regional Lead
    - Regional Alternate
    - Webmaster
    - PIT Lead voted on in September
    - CE Lead- Kristen Martin with Thrive needs to be in this role because received funding for Coordinated Entry work from NCCEH.
    - Secretary
    - ESG Funding Lead
    - CoC Project Review Committee Representative- Alyce Knaflich has volunteered to do this again.
- PIT update- Emily Lowery
- Henderson County Resource Fair- Facilitated at and by the Henderson County Library the Friday morning following the PIT count. Please email Trina Rushing [trushing@henderson.lib.nc.us](mailto:trushing@henderson.lib.nc.us) with your interest in having a table and what resources you will be providing.
- School House Connections-Beth Branagan and Kim Guice
- Coordinated Entry Update- Kristen Martin
- Veteran Updates- All Veteran Providers
- Next Meeting December 5, 2019 9:30am at Blue Ridge Community Health

**Southern Mountains Homeless Coalition** (Region 2 Balance of State or BoS)  
November 7, 2019 - Blue Ridge Community Health Services (BRCHS), Hendersonville  
Eleanor Meloun Community Room, 9:30 AM

Facilitation was by Co-lead **Kristen Martin** in Hendersonville. Kristen reviewed ground rules for the meeting.

**October 3 meeting minutes:** "Nominations" item corrected to show Emily Lowery approved as PIT lead. Approved as corrected.

**Balance of State Steering Committee Call: New reference:** Kristen said BoS has issued a **Racial Equity** document <https://www.ncceh.org/media/files/files/d6870c46/2019-racial-equity-document-final.pdf>; she will send a link. This study is to help BoS and regions see how Census information on race aligns with homeless populations, and with persons who receive homeless services. The results may lead to review or change to public policy. For Henderson County, there are coordinated-entry statistics on white and African-American people served, but not Latino. This is related to HUD-funded services to persons with no Social Security numbers. Possible responses include renewed outreach to faith communities and Hispanic-centered organizations.

BoS Governance Charter: NCCEH has also distributed an 80-page update. Our understanding is the changes are designed to follow regulations. Kristen and **Emily Lowery**, co-lead, have skimmed or reviewed it. There were no questions.

BoS Budget Amendment: This involved a shift (elsewhere) of RRH program funds from admin to services.

Reminder: Regions are expected to vote on their lead teams – the time frame requires us to do so today.

The state ESG office now requires each region lead officer to disclose any conflicts of interest. NCCEH uses this to require that any interested parties cannot vote on or serve on funding/selection committees. Some forms were handed out; Kristen requested anyone with comments please send email to her.

**Chris Berg** moved acceptance of the distributed form, subject to review in December. **Suzanne Porter** and **Alyce Knaflich** second, approved.

**Regional Leadership for 2020 (Kristen):** Coming into this meeting, we have the following offering to serve:

Point-In-Time Lead: Emily Lowery

Coordinated Entry Lead: Kristen Martin

Project Review lead: Alyce Knaflich

Webmaster: Stephanie Gilliam

Secretary: Chris Berg

Funding Lead: Suzanne Porter

...But we need to decide on a Regional Lead and a Regional Alternate. These persons would need to attend the monthly BoS Steering Committee conference calls (about 1.5 hours); send out agendas and minutes for (monthly) regional meetings; handle other matters that may come up. These functions are required for regions receiving CoC or ESG funds. A call for volunteers/names did not get responses. Kristen recounted that Emily and she had agreed in this situation to continue as co-leads with an intention to secure others, bring them up to speed and then stand down in favor of new leads. Offerors for other positions are also welcome to step forward; none were voiced.

Kristen proposed adopting the named persons to serve as a slate for voting officers. Trina Rushing seconded. Approved.

Kristen said the region would recognize our Child and Family reporters Beth Branigan and Kim Guice as a new subcommittee.

**Point-In-Time Count (Emily):** The 2020 count date is Wed. January 29. Transylvania is setting up an area canvass unsheltered persons, to be 'as complete as possible'. NCCEH is adopting a new phone App to use for count input, with the plan to generate count numbers 'in real time'. Training on the app is being set up. Maps will be produced; the effort will need a lead for each county. The leads and their volunteers will connect with law enforcement and probation staff for likely site ID, and develop a site survey plan. After the count-night site surveys, there will be a 7-day period for follow-up counting at service locations (Jan. 29-Feb. 5). This includes DSS, food pantries, clinics, day



# North Carolina Balance of State Continuum of Care

bos@ncceh.org

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www.ncceh.org/BoS

## Steering Committee Meeting Agenda

Tuesday, November 5, 2019 10:30 AM – 12:00 PM

**NC Balance of State CoC Steering Committee Meeting**

Please join the meeting from your computer, tablet or smartphone:

<https://global.gotomeeting.com/join/791696621>

You can also dial in using your phone.

Phone: +1 (646) 749-3112 Access Code: 791-696-621

### WELCOME & CALL TO ORDER

<b>ONE</b>	<b>Presenter:</b> Jenn Von Egidy	<b>Estimated Time:</b> 5 min
	<b>Background Information:</b> Roll call is for elected Regional Leads and at-large members; other callers should identify themselves by signing in with their first and last name. Those with a completed profile will be accounted for in the attendance report run after the meeting. If this is your first time calling in to a NC BoS CoC Steering Committee meeting, please email <a href="mailto:bos@ncceh.org">bos@ncceh.org</a> with your contact information.	

### CONSENT AGENDA

<b>TWO</b>	<b>Presenter:</b> Jenn Von Egidy	<b>Estimated Time:</b> 5 min
	<b>Goal:</b> <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input checked="" type="checkbox"/> Make Decisions	<b>Formal Approval Needed?</b> <input checked="" type="checkbox"/> Yes, by common consent
	<b>Background Information:</b> NCCEH staff emailed and publicly posted the consent agenda prior to this meeting. This consent agenda includes items that require a vote by the Steering Committee but little discussion. Steering Committee members must read the consent agenda prior to the meeting and will vote on the entire consent agenda at the beginning of each Steering Committee meeting. Steering Committee members may remove items from the consent agenda, if more discussion is required. These items will be added to the next month's Steering Committee meeting agenda.	
<b>Supporting Materials:</b>		
<ul style="list-style-type: none"> <li>October 1, 2019 Steering Committee Minutes: <a href="https://www.ncceh.org/bos/steeringcommittee/">https://www.ncceh.org/bos/steeringcommittee/</a></li> </ul>		

### RACIAL EQUITY ASSESSMENT

<b>THREE</b>	<b>Presenter:</b> Amy Sawyer	<b>Estimated Time:</b> 30 min
	<b>Goal:</b> <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	<b>Formal Approval Needed?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<b>Background Information:</b> NC BoS CoC staff worked with the NCCEH Data Center to pull data on ES, TH, RRH, and PSH programs across our 79 counties to understand how people of different races and ethnicities access our programs compared to the U.S. census. Staff will present our findings from that assessment at our November Steering Committee	
<b>Supporting Materials:</b>		
<ul style="list-style-type: none"> <li>Racial Equity Assessment: <a href="https://www.ncceh.org/files/10439/">https://www.ncceh.org/files/10439/</a></li> </ul>		

*will begin pulling this data for CE*

Presentation: <https://global.gotomeeting.com/join/791696621>

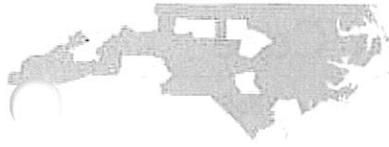
Audio: (646) 749-3112 Access Code: **791-696-621**

- **ESG Grantee Orientation Webinar**, November 19, 10:30 AM  
Register here: <https://www.ncceh.org/events/1358/>
- **BoS HMIS User Meeting**, November 21, 1:00 PM  
Register here: <https://www.ncceh.org/events/1310/>

**12:00 ADJOURN**

**NEXT STEERING COMMITTEE MEETINGS:**

**TUESDAY, DECEMBER 3, 2019 AT 10:30 AM**



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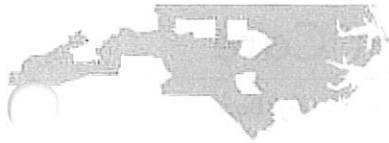
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## NC Balance of State CoC Steering Committee Consent Agenda and Updates

November 5, 2019

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## Section II. Updates

### Regional Elections

Regional Committees should hold elections for 2020 leadership positions in the fourth quarter of 2019. People who are currently serving in a leadership position may be re-elected.

However, Regional Committees are encouraged to provide mentoring and guidance that will help bring in new leadership as well. No agency may serve more than 2 lead positions per region.

The elected leadership positions are:

- Regional Lead
- Regional Lead Alternate
- Point-in-Time and Housing Inventory Count Lead
- Coordinated Entry Lead
- ESG Funding Process Lead
- CoC Project Review Committee Representative
- Secretary/Webmaster
- Others at the Regional Committee's discretion (county leads, Veteran leads, etc.)

All Regional Committees are asked to submit names and contact info for their leadership positions to NCCEH staff: <https://forms.gle/papqWv4qzXEZZ4jq8>

### 2020 Point-in-Time and Housing Inventory Count

Planning for the 2020 Point-in-Time and Housing Inventory Count will begin in early November, and NCCEH staff will be contacting PIT/HIC Leads with information. Regional Committees that do not have a PIT Lead will need to elect one ASAP. Regional Leads will receive all correspondence until a PIT/HIC Lead is identified. Here are the 2020 PIT/HIC Leads that have been submitted.

Region	PIT Lead
1	vacant
2	Emily Lowery
3	vacant
4	vacant
5	vacant





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compared to the U.S. census. Staff will present our findings from that assessment at our November Steering Committee.

Racial Equity Assessment: <https://www.ncceh.org/files/10439/>

## **Coordinated Entry Council Meeting**

**November 18, 10:00 A.M.**

Presentation: <https://global.gotomeeting.com/join/791696621>

Audio: (646) 749-3112 Access Code: 791-696-621

## **BoS HMIS User Meeting**

**November 21, 1:00 P.M.**

Register here: <https://www.ncceh.org/events/1311/>

## **Nominations Subcommittee**

**October 31, 9:00-10:00 AM**

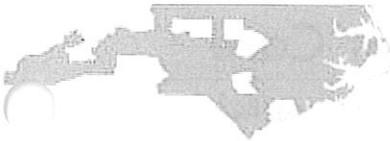
**November 6, 10:00-11:00 AM**

**November 19, 12:00- 1:00 PM**

Presentation: <https://global.gotomeeting.com/join/791696621>

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- Teresa, just move the question up so it jogs their memory
- Monica: should we ask about advertisement – how did you know to show up there?
- For 12 and 13:
  - The response rate wasn't too high, and the way they are worded may not get the best answers.
  - Brian: should we put in check boxes instead?
    - Maybe put in the type of services people are receiving?
    - And were those services helpful to you?
- Gender questions:
  - Group liked Deena suggestions
  - Brian suggested we split out transgender to a separate question.
- Complaint questions:
  - Add some detail about what happened with discrimination.
  - Lynne: could we detach the complaint portion, put it in a separate envelope?

Ehren described dynamic prioritization

- Monica: There's no clear cut-off. People are so rigid with the VI-SPDAT, we need some way to communicate the overlap between categories.
- Lynne: Where does this lead? What do we do with people who we aren't going to serve?
  - It potentially leads to more resources, or the community can help figure out what to do with those people.

Ehren described phased assessment

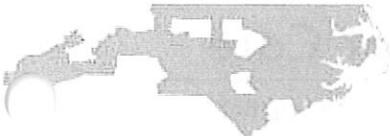
Teresa: I think it would be difficult to get shelters to do it

Lynne: I'm not sure if there's capacity

Ehren: but it may help that

Teresa: Union County has a housing crisis team and case management team.

Deena: From a DV perspective you wouldn't have to share until the comprehensive assessment and less people would be on the list. Could DV shelters be a pilot since they're doing this already? Information could be shared from earlier assessments.



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Teresa: It would be helpful for referrals from 2-1-1 to go directly to me via the HMIS dashlet.

Lynne: I agree. It seems like 2-1-1 needs to know bed availability so they can refer directly to shelter. But if someone can't go to shelter going to the CE lead would be good.

Ehren: We would need protocols for when to refer to the CE lead.

Linda: The first referral to the shelter or front doors makes sense.

Teresa: In Region 5 all the front doors are shelter.

Linda: We have a lot of people who don't show up, so many 2-1-1 referrals wouldn't show up.

Lynne: Shelter in Greenville is first come first serve, 2-1-1 referral wouldn't trump the people who show up without 2-1-1. Need to manage expectations.

Linda: Change the wording that it's not a "referral", it's a resource that could be available to you.

Ehren: Would 2-1-1 doing the VI-SPDAT be helpful?

Teresa: Absolutely.

Kristen: It would be helpful if expectations were managed – they would still need to meet a local service provider, and housing wouldn't be guaranteed.

Monica: Have we ever considered using the regular SPDAT questions?

Bonnie and Melissa: It would be helpful for 2-1-1 to do VI-SDPATs.

Linda: I don't think they should refer to the by-name list.

Lynne: I agree it would not be helpful to refer to the by-name list.

Teresa: It would help to get people on the by-name list in Region 5 because there's a shelter that doesn't participate and it would be good to give them access.

Lynne: I would prefer those people to get referred to the CE lead then populate the by-name list.

Linda: Would we need to update the regional plan?

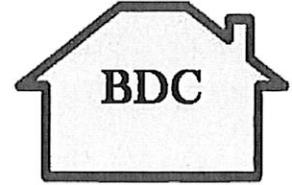
Ehren: Yes. We may also put it in the CoC-wide plan.

## **Dynamic Prioritization**

Ehren described

# BURLINGTON DEVELOPMENT CORPORATION

Board  
Mothy Yarborough, Chair  
LaShauna Austria  
Charles Carter  
Julian Doby  
Patrick Mills  
Alise Napp  
Lekisha Richardson



September 26, 2019

Linda Golden CPD Representative  
Greensboro Field Office  
U. S. Department of Housing and Urban Development  
1500 Pincroft Road, Suite 401, Asheville Building  
Greensboro, NC 27407

Re: Request for STEPS Grant Budget Amendment (Grant Number: NC0128L4F031810)

Dear Ms. Golden:

We are requesting a one-time HUD approval to move \$185.00 from both the HMIS (eLOCCS 1051 line item) and \$215.00 from the Rental Assistance (eLOCCS 1040 line item) (totaling \$400) to the Administrative (eLOCCS 1060 line item) to cover audit costs. This change will not impact program participants as we have not used the HMIS line items in several years and have not depleted it. We are requesting to move \$8,996.00 from the Rental Assistance (eLOCCS 1040 line item) to the Supportive Services (eLOCCS 1050 line item) to cover child care expenses for participants. There will be no change in the subpopulation served.

**Before Change:**

1051-HMIS	\$200.00
1060-Administrative	\$0.00
1050-Supportive Services	\$22,016.00
1040-Rental Assistance	\$33,744.00

**After change:**

1051-HMIS	\$15.00
1060-Administrative	\$400.00
1050-Supportive Services	\$31,012
1040-Rental Assistance	\$24,533

If additional information is required, please contact me at (336) 226-8421 extension 203.

Sincerely,

A handwritten signature in cursive script that reads "Veronica Revels".

Veronica Revels  
Executive Director

Southern Mountains Homeless Coalition  
Thursday November 7, 2019 9:30am

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at Blue Ridge Community Health Center  
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Brevard Housing Authority  
133 W. Morgan St. Brevard, NC 28712

Teleconference Access

Dial-in Number: (605) 475-4052  
Access Code: 206519

Suzanne - United  
Jessica Rice  
Mary - Providence Baptist  
Robin - BRCC

Emily  
Mickie Robinson  
Myra - Safe

Agenda

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- Introductions- All
- Review of Meeting Ground Rules
  - Only one person speaks at a time.
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  - If you have a personal or professional disagreement, handle it outside this meeting.
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- Steering Committee Update for ~~October~~ <sup>November</sup> - Kristen
- Regional Steering Committee Discussion and Vote
  - o Other roles that will be voted on at November meeting. Please volunteer or submit nominations to Kristen or Emily by email. kmartin@thrive4healthorg or emily@havenoftc.org

Sabrina Love -  
interim Director  
ABCCM

NC WORKS  
Hire A Veteran  
11/13

- Regional Lead > Kristen & Emily
- Regional Alternate
- Webmaster - Stephanie Gilliam
- PIT Lead voted on in September w/ Trisha Ecklund
- CE Lead- Kristen Martin with Thrive needs to be in this role because received funding for Coordinated Entry work from NCCEH.
- Secretary - Chris Berg
- ESG Funding Lead - Suzanne Porter
- CoC Project Review Committee Representative- Alyce Knaflich has volunteered to do this again.

Dual count to include mic keypad votes

- PIT update- Emily Lowery Jan 29<sup>th</sup> 30pm
- Henderson County Resource Fair- Facilitated at and by the Henderson County Library the Friday morning following the PIT count. Please email Trina Rushing [trushing@henderson.lib.nc.us](mailto:trushing@henderson.lib.nc.us) with your interest in having a table and what resources you will be providing.

training incentives to do surveys Nov-Jan - promote recruit volunteers unshelter as comprehensive as possible Jan 29 - Feb 5<sup>th</sup> Food sites/day centers

Children & Youth Homeless Action Coalition  
School House Connections-Beth Branagan and Kim Guice - Congratulate Beth on award NC Homeless Education Liaison of the year from National Association for the Education of Homeless Children and Youth

- Coordinated Entry Update- Kristen Martin 361 people 212 households
- Veteran Updates- All Veteran Providers dynamiz prioritization exiting households
- Next Meeting December 5, 2019 9:30am at Blue Ridge Community Health

11/14/19 in person 11am phone 1124

next Friday 9am POKCO Schools

## NC BoS CoC Region 2/Southern Mountains Homeless Coalition

### Conflict of Interest Policy & Disclosure Form

#### Policy

The standard of behavior at the **NC BoS CoC Region 2/Southern Mountains Homeless Coalition** is that all members and Leadership team members scrupulously avoid any conflict between their personal, professional, and business interests and the interests of the coalition. This includes avoiding actual conflicts of interest as well as perceptions of conflicts of interest.

The purposes of this policy are to:

- comply with the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009 and the Continuum of Care Program, Interim Final Rule (24 CFR Part 578),
- protect the integrity of **NC BoS CoC Region 2/Southern Mountains Homeless Coalition's** decision-making process,
- enable our constituencies to have confidence in our integrity, and
- safeguard the integrity and reputation of Leadership team members.

Upon election to the **NC BoS CoC Region 2/Southern Mountains Homeless Coalition's leadership team**, members submit a full written disclosure of their interests, relationships, and holdings that could potentially result in a conflict of interest. This written disclosure will be kept on file and updated annually.

The Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009 requires **NC BoS CoC Region 2/Southern Mountains Homeless Coalition's leadership team** members to disclose any conflicts of interests that arise in the course of meetings or activities. These include transactions, discussions, or decisions in which members (or their business or other nonprofit affiliations), their families and/or significant others, employers, or close associates will receive a benefit or gain. Members also disclose any family relationship, either by consanguinity or marriage, between themselves and an agent or employee of NC BoS CoC who will be directly affected by a transaction or decision. After disclosure, members recuse themselves from participating in the transaction, discussion, and/or decision.

- No employee or board member may participate in the selection or award of ESG funds if their agency is an applicant.
- The Regional Committee will vote to approve the recommendations made by the selection committee. Employees, Board Members, or persons with a conflict of interest of the agencies applying for funding shall abstain from voting.

This policy is meant to be a supplement to good judgment – Leadership team members will respect its spirit as well as its wording.





Region 2 Homeless Coalition Sign-in Sheet  
November 7, 2019

Hart-O'Keefe	Romella	<a href="mailto:edrookeefe@att.net">edrookeefe@att.net</a>	
Hawkins	Grady	<a href="mailto:ghawkins@hendersoncountync.org">ghawkins@hendersoncountync.org</a>	
Hawkins	Shelly	<a href="mailto:mlhawkins@hcpsnc.org">mlhawkins@hcpsnc.org</a>	
Henderson-Hill	Lee	<a href="mailto:lhenderson-hill@cfhcforever.org">lhenderson-hill@cfhcforever.org</a>	
Henion	Ellen	<a href="mailto:ellen@housing-assistance.com">ellen@housing-assistance.com</a>	
Herriott	Kitty	<a href="mailto:pnkherriott@aol.com">pnkherriott@aol.com</a>	
Hill	Trina	<a href="mailto:HiIT@hendersoncountydss.org">HiIT@hendersoncountydss.org</a>	
Holmes	Devon	<a href="mailto:devon.holmes@pathways.com">devon.holmes@pathways.com</a>	
Homan	Lee	<a href="mailto:lhoman@brchs.com">lhoman@brchs.com</a>	
Honeycutt	Keith	<a href="mailto:blueridgeprisonandjail@yahoo.com">blueridgeprisonandjail@yahoo.com</a>	
Hudson	Kelly	<a href="mailto:pathshelter@bellsouth.net">pathshelter@bellsouth.net</a>	
Israel	Carrie	<a href="mailto:carrie.israel@uss.salvationarmy.org">carrie.israel@uss.salvationarmy.org</a>	
Jarrin	Elisa	<a href="mailto:elisa@pisgahlegal.org">elisa@pisgahlegal.org</a>	
Jenkins	Cecil	<a href="mailto:ceciljenkins@gmail.com">ceciljenkins@gmail.com</a>	
Jennings	Costa	<a href="mailto:cjennings@brchs.com">cjennings@brchs.com</a>	
Jones	Tim	<a href="mailto:tim@hendersonvillerescuemission.com">tim@hendersonvillerescuemission.com</a>	
Kaczor	Nancy	<a href="mailto:nancy.kaczor53@gmail.com">nancy.kaczor53@gmail.com</a>	
Kalis	Gabrielle	<a href="mailto:gabrielle@safelightfamily.org">gabrielle@safelightfamily.org</a>	
Kaylor	Marilyn	<a href="mailto:marilyn.kaylor@vayahealth.com">marilyn.kaylor@vayahealth.com</a>	
Kilgore	Jason	<a href="mailto:jkilgore@hendersoncountync.org">jkilgore@hendersoncountync.org</a>	
Kilgore	Nickie	<a href="mailto:nkilgore@thrive4health.org">nkilgore@thrive4health.org</a>	
Killian	Don	<a href="mailto:dkillian@rhanet.org">dkillian@rhanet.org</a>	
Kompathoum	Stefanie	<a href="mailto:stefanie@housing-assistance.com">stefanie@housing-assistance.com</a>	
Kowalak	Sarah	<a href="mailto:skowalak@liveunitedhc.org">skowalak@liveunitedhc.org</a>	
Knaflich	Alyce	<a href="mailto:aurahome.alyce@gmail.com">aurahome.alyce@gmail.com</a>	
Lambert	Kathleen	<a href="mailto:klambertnc@gmail.com">klambertnc@gmail.com</a>	
Lancaster	Sarah	<a href="mailto:sarah.lancaster@vayahealth.com">sarah.lancaster@vayahealth.com</a>	
Lapsley	Bill	<a href="mailto:wlapsley@hendersoncountync.org">wlapsley@hendersoncountync.org</a>	
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NC

*Stewart*  
*[Signature]*

*by phone*

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 November 7, 2019

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 November 7, 2019

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Region 2 Homeless Coalition Sign-in Sheet

November 7, 2019

Caldwell	Robert	Robert Caldwell	Robert Caldwell
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CORN TRACI  
 corn + @hendersoncounty nc.org

Jessica Owmbee

j.mownbey@hcpsnc.org

~~JP~~

New Homeless Liaison  
 HCPS

## Kristen Martin

---

**From:** Emily Lowery <emily@havenoftc.org>  
**Sent:** Thursday, November 7, 2019 10:39 AM  
**To:** Kristen Martin  
**Subject:** Fwd: FreeConferenceCall.com Detail Report

----- Forwarded message -----

**From:** FreeConferenceCall Services <noreply@freeconferencecall.com>  
**Date:** Thu, Nov 7, 2019, 10:22 AM  
**Subject:** FreeConferenceCall.com Detail Report  
**To:** <newlife4em@gmail.com>



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## Account Information

**Date:** November 7, 2019 8:18:45 AM  
**Out-in number:** 🇺🇸 (605) 475-4052  
**Access code:** 206519  
**Account:** #s9151209 (Emily T Lowery)

## Audio

Caller	Service Type	Start Time	End Time	Duration
55) 962-8387 - TOLL FREE CALL	🇺🇸	8:18:45 AM	9:22:41 AM	64
28) 4-9018 - Emily Lowery	🇺🇸	8:22:07 AM	9:21:49 AM	60
17) 368-4738 - ROBIN PAULISON	🇺🇸	8:27:03 AM	9:10:01 AM	43

Facilitation was by Co-lead **Kristen Martin** in Hendersonville. Kristen reviewed ground rules for the meeting.

**October 3 meeting minutes:** "Nominations" item corrected to show Emily Lowery approved as PIT lead. Approved as corrected.

**Balance of State Steering Committee Call: New reference:** Kristen said BoS has issued a **Racial Equity** document <https://www.ncceh.org/media/files/files/d6870c46/2019-racial-equity-document-final.pdf>; she will send a link. This study is to help BoS and regions see how Census information on race aligns with homeless populations, and with persons who receive homeless services. The results may lead to review or change to public policy. For Henderson County, there are coordinated-entry statistics on white and African-American people served, but not Latino. This is related to HUD-funded services to persons with no Social Security numbers. Possible responses include renewed outreach to faith communities and Hispanic-centered organizations.

BoS Governance Charter: NCCEH has also distributed an 80-page update. Our understanding is the changes are designed to follow regulations. Kristen and **Emily Lowery**, co-lead, have skimmed or reviewed it. There were no questions.

BoS Budget Amendment: This involved a shift (elsewhere) of RRH program funds from admin to services.

Reminder: Regions are expected to vote on their lead teams – the time frame requires us to do so today.

The state ESG office now requires each region lead officer to disclose any conflicts of interest. NCCEH uses this to require that any interested parties cannot vote on or serve on funding/selection committees. Some forms were handed out; Kristen requested anyone with comments please send email to her.

**Chris Berg** moved acceptance of the distributed form, subject to review in December. **Suzanne Porter** and **Alyce Knaflich** second, approved.

**Regional Leadership for 2020 (Kristen):** Coming into this meeting, we have the following offering to serve:

Point-In-Time Lead: Emily Lowery

Coordinated Entry Lead: Kristen Martin

Project Review lead: Alyce Knaflich

Webmaster: Stephanie Gilliam

Secretary: Chris Berg

Funding Lead: Suzanne Porter

...But we need to decide on a Regional Lead and a Regional Alternate. These persons would need to attend the monthly BoS Steering Committee conference calls (about 1.5 hours); send out agendas and minutes for (monthly) regional meetings; handle other matters that may come up. These functions are required for regions receiving CoC or ESG funds. A call for volunteers/names did not get responses. Kristen recounted that Emily and she had agreed in this situation to continue as co-leads with an intention to secure others, bring them up to speed and then stand down in favor of new leads. Offerors for other positions are also welcome to step forward; none were voiced.

Kristen proposed adopting the named persons to serve as a slate for voting officers. Trina Rushing seconded. Approved.

Kristen said the region would recognize our Child and Family reporters Beth Branigan and Kim Guice as a new subcommittee.

**Point-In-Time Count (Emily):** The 2020 count date is Wed. January 29. Transylvania is setting up an area canvass unsheltered persons, to be 'as complete as possible'. NCCEH is adopting a new phone App to use for count input, with the plan to generate count numbers 'in real time'. Training on the app is being set up. Maps will be produced; the effort will need a lead for each county. The leads and their volunteers will connect with law enforcement and probation staff for likely site ID, and develop a site survey plan. After the count-night site surveys, there will be a 7-day period for follow-up counting at service locations (Jan. 29-Feb. 5). This includes DSS, food pantries, clinics, day