**Alamance County Interagency Council for Homelessness**

**June 3, 2013**

**Present:** Kim Braxton, RTSA; Maseta Dorley, Cardinal Innovations; Donna Hodges, Allied Churches; Wendy Lewis, Salvation Army; Elizabeth Lockley, CHIN; Heidi Norwick, United Way; Nikki Ratliff, BHA/BDC; Jackie Sheffield, BPD; Capt. Jimmy Taylor, Salvation Army; Shawna Tillery, City of Burlington; Calvetta Watlington, Family Abuse Services; Margaret Williamson, Allied Churches.

In Kim Crawford’s absence, Heidi Norwick called the meeting to order. Everyone introduced themselves. A motion to approve the May minutes was made by Nikki Ratliff and seconded by Wendy Lewis. The minutes were approved.

**Announcements**

Fair Housing Training: Maseta updated the group with training scheduled for this Thursday at Kernodle Center. Among those planning to be in attendance are Heidi Norwick and Shawna Tillery, as well as a representative from Alamance County Human Relations, and Attorney Jack Holt. Michael Johnson is the HUD representative planning to attend.

S+C Update: There is an organizational change occurring with the Shelter+Care program. Effective July 1, 2013, Cardinal Innovations will be switching to a new housing operations vendor. HUD would like for the Housing Vendor/Manager, CommunityLink, to be one person per MCO with one voice thereby making communication, audits, etc., easier. CommunityLink will hire 3 housing specialists to cover the 15 counties of the Cardinal Innovations MCO. A person will be housed here in Burlington for this purpose a couple of days per week. They will issue the voucher, do the inspections, etc. Cardinal Innovations intends to partner with Allied Churches regarding community efforts.

Centralized Intake: Though a while off yet, BoS intends to help all member counties put this in place. BoS also would like to provide technical assistance to each of the 79 member counties in order to put a Centralized Intake in place. Until that time, applications for Shelter+Care should be sent to Maseta, and HOPE/STEPS applications sent to Nikki. Maseta will send out an emailed PSA to all providers announcing this change and the process for submitting applications at this time. All apps will still come to the Advisory Committee for review. The average length of time for filling a housing need varies and can be a long process depending on the numbers of bedrooms required, i.e., there is a 1 year wait for a one bedroom unit. It was mentioned that it would be helpful to do a “Types of Housing” information bulletin and distribute through Community Council, etc., for those who are referring individuals for housing.

CHIN Update: Elizabeth Lockley recently met with Libby Stanley. They are working on a comprehensive description of the APR reports—mainly the only report we’re going to pull from HMIS. All are working to make sure that CHIN, HUD, and NCCEH have the same understanding of how information flows. CHIN have just scheduled direct Data Quality reports for everyone who has an ART license. These will appear in our email inboxes. This report will identify missing data prior to the generation of the APR reports. CHIN Licensing structure will be changing radically on 7/1/13. The CoC will pay for all ServicePoint licenses and distribute them as they see fit. ART Licenses will be available for purchase. A question was raised as to whether the CHIN licenses could be extended to agencies wishing to participate in CHIN by NCCEH. This will be revisited at the next meeting of ACICHA.

ClientTrack: A handout was distributed by Heidi Norwick on behalf of Kim Crawford for data tracking software. Kim is investigating Client Track software for Allied Churches and wanted to make this information available to ACICHA. Most present who are familiar with CHIN believe that CHIN would be able to do the same things ClientTrack. Elizabeth Lockley verified this.

**Agency Updates**:

HOPE/STEPS

HOPE has 4 participants; one was terminated. STEPS has 4 families, including the individual who was approved at last month’s Housing Advisory Committee meeting. This will be the absolute last year of operating either/both programs. They will absolutely end 6/30/13. However, these programs could be picked-up by other agencies. Nikki will share information with the entire ACICHA mailing list regarding HOPE/STEPS to see if another agency would be interested in picking up these programs. HOPE is permanent with 4 people who have been in the program since inception.

Allied Churches

Families have been housed through HPRP—2 small families, a married couple and a family with 5 kids. There are 3 other families who have met criteria and have been approved. If anyone knows of available furnishings for a home, please contact Margaret Williamson to donate. Members present suggested First Presbyterian’s furniture resource but they only have beds available now. These families are in need of 4 double beds, 2 cribs, 3 twin beds, and 3 toddler beds—just to get enough beds. They need dressers, something to sit on in the living room, a TV, nightstand, lamp. Salvation Army will donate anything they have available that won’t sell; they will make items available to Allied Churches for this purpose. Any TVs that don’t sell, Salvation Army will give those. Mattresses are greatly needed.

City of Burlington--Grants

Grant program applications are being taken for repairs to individuals’ homes for up to $5K each. Those eligible are those not served through any other type of assistance. There are criteria to meet in the distribution of these grants. The grant will be forgiven at $1K each year. They will do a ranking system and have to serve a certain amount of lower income individuals. Shawna can be contacted for further information.

Salvation Army

Folks are able to get frozen meats, frozen veggies now from the Salvation Army. All an individual needs is a photo id. The Salvation Army is receiving daily food donations from Target. These are not out-of-date foods, i.e., fresh fruit, etc. They have partnered with the Society of St Andrews (gleaners/ volunteers who go in and glean the commercial fields—lettuce, cauliflower, etc.—for good produce after harvest). They take food from Target to their Boys & Girls club participants. TFAP is distributed 1x/mo. which is distributed through Emergency Food needs on Monday & Friday. Contact them for further information about food distribution times.

Family Abuse Services

There are some openings now. The staff has been experiencing issues with inappropriate referrals. It was noted that the Family Abuse Services shelter is strictly for Domestic Violence, not general homelessness. FaithWalk is also wanting to give and help.

RTSA

We have one opening in the Mebane Street Recovery Home at this time.

Note regarding Clara Trollinger

Clara was in an accident and her back is injured. Donna Hodges may have some previously homeless folks who might be interested in serving on this board. Nikki also has an individual who could participate.

With no further business, the meeting was adjourned to meet again on July 1, 2013.