**Alamance County Interagency Council for Homeless Assistance**

**January 6, 2014**

**Present**: Jan Bowman, ABSS: Kim Braxton, RTSA; Spencer Cook, Cardinal Innovations; Kim Crawford, ACAC; Elizabeth Lockley, CHIN; Heidi Norwick, United Way; Nikki Ratliff, BDC/BHA; Jackie Sheffield, BPD; Caroline Taylor, ACAC; Shawna Tillery, City of Burlington; Robin Wintringham, Habitat for Humanity.

The minutes of the December 2, 2013 meeting were distributed and reviewed. A motion to approve the minutes as distributed was made by Jackie Sheffield with a second by Heidi Norwick. The motion was approved.

**Rankings for Renewals**: The Balance of State has received notice that there will be cuts of $253,000+ dollars. There are already 3 projects that the Balance of State knows will not be renewed. The Balance of State has made that determination of those applications to be sent in for renewal. Graham Housing Authority is not going for renewal—this would have been 8 more housing slots for Alamance County.

**Renewal Grant Review**: Renewing grants will email applications to ACICHA members Kim Crawford, Heidi Norwick, Jackie Sheffield, Elizabeth Lockley, Jan Bowman, Shawna Tillery, and Robin Wintringham. These grants will be ranked 1-5 in order of funding priority.

**STEPS and HOPE**: Nikki Ratliff reported that there are currently 4 participants in HOPE (PSH for chronically homeless), with 2 available slots. The STEPS (transitional housing for homeless) program is full. Renewal applications for these two programs will be submitted with CDBG monies to be used for the cash match of approximately $20,000. Nikki is working to get leveraging documentation for these two projects of almost $300,000.

**Alamance Burlington School System**: The holidays have, as usual, produced relocations. There are well over 600 students identified as homeless at this point. Procedures are being put into place to monitor each family to ensure they are truly McKinney Vento for accountability purposes. Once permanently house, the provision of transportation is no longer required. Eleven families were burned-out in the course of one week over the holidays—the Trails End Apartments accounted for eight families. The Red Cross has been helping these families. The Presbyterian Church here in Burlington is completely out of everything so families are looking for assistance elsewhere.

**Cardinal Innovations**: Spencer Cook has submitted renewals for two Shelter Plus Care/PSH projects. They are not going forward with the Graham Housing Shelter Plus Care renewal. Cardinal Innovations’s contract with Community Link is going well. Margaret is doing a good job. Participants are getting the attention they need.

**United Way**: Voluntary Income Tax Assistance will be offered at the Goodwill facility in Burlington, using seed money, on Tuesday, Thursday, and Friday evenings from 5:00-9:00 p.m. Appointments can be made through the United Way. Information regarding this will also be on 211. Individuals must meet the income guidelines to access this service. This activity brought in close to $300,000 last year. VITA is also provided at the Kernodle Senior Center. Legal Aid will come out to agencies to sign people up with Navigators which must be done by 3/31/14.

**Allied Churches**: Kim Crawford is opening the Shelter, in partnership with the Red Cross, to assist families without heat or trying to heat a house with space heaters. We should send people to them—they have space. Starting at 5:30 today, and again tomorrow, families can bring proof of ID for themselves and all coming with them, register and spend the night. There will be cots, from the Red Cross, which will be set up in the dining room, to house whoever comes. Allied Churches will have additional staff to assist folks. The building will be monitored by the Burlington Police Department a couple of times through the night. People have to be sober who are intending to stay. Individuals should bring a sleeping bag or a blanket and NO outside food. Check-out is by 9:00 a.m. tomorrow morning. They can return again tomorrow evening at 5:30 p.m.

 The next year of ESG funding begins in January. ACAC will need every penny of this money to provide services.

 The food pantry is now business-as-usual; it is part of who ACAC is now. Monetary donations are most useful as ACAC can purchase food at $0.19/lb. They’ve enough donations to have not had to go to the food bank for the past 2 months.

 ACAC is looking to expand their emergency assistance program—electricity, water, gas, rent assistance. They will probably step-up the number of phone calls with two phone lines for this now.

 ACAC is feeding between 300 and 400 people per day. They are no longer taking donations of leftover foods (from parties, etc.).

 The numbers are down in the Shelter right now. It has been their MO that they are jam-packed in the summer but they are always down in the winter. The women/children area is always full. They have room now for single men and single women. There were lots of donations over the holiday season.

**CHIN**: Elizabeth Lockley made everyone aware that the APR report available from CHIN was updated again on December 25, 2013. Folks should check to make sure that the APR they have is current version which, at this time, is version 19.

**City of Burlington**: Shawna Tillery is beginning the budget process for 2014-15 and will have the 2nd meeting on February 18th. This will include two ACAC projects: women and children bathrooms and an overhang for the food pantry. The City of Burlington folks have met with BDC/BHA. Work continues on the Fair Housing Assessment. On March 6th, a representative from Fair Housing, through Legal Aid, will speak at the Kernodle Center regarding landlords and what they’re required to do. This is in conjunction with the Human Relations Council.

 Also, Shawna has someone who can translate things into Spanish if we need help.

**RTSA**: Kim Braxton reported that there is one opening in the home for a homeless female with substance abuse and/or mental health issues.

**Habitat for Humanity**: Robin Wintringham reported that there are currently 4 houses under construction and a group here from LeHigh University in Pennsylvania who are staying in housing at the Twin Lakes Center.

**Caswell Homeless Initiative**: Caswell’s regional committee has been calling Spencer Cook to get this going. They’ve been talking with Person County to see if they would be interested in combining. The Balance of State has suggested they join with ACICHA. This Initiative has a very small ESG grant. Would we be interested in this option? Spencer will find out more information on this for further discussion at the February meeting.

**Discussion of ACICHA Officers**: Kim Crawford is the President. Lynne Rousseau is the Vice President. Heidi Norwick is the Treasurer. Kim Braxton is the Secretary. We will discuss officers again at the February meeting.

**2014 Regional Lead/Regional Lead Alternate:** Through unanimous approval, Kim Braxton was re-elected as the Regional Lead for this Regional Committee and Kim Crawford was re-elected as the Regional Lead Alternate.

**Point In Time Lead**: Jackie Sheffield will be the Point in Time lead. Kim Braxton will report this to the Balance of State.

**Point In Time Count / Project Homeless Connect**: This year’s Point in Time Count will be Wednesday night, January 29, 2014. A small group of individuals is working on Project Homeless Connect to be held from 10:00 a.m. – 3:00 p.m. on West Davis Street at Hope Church (the old Brookwood Baptist Church) on Thursday, January 30, 2014. They have been working on confirming folks coming to the event. We must be sure to have a really good count. They are also investigating how to reach more people. All staff will be “hands on deck” at ACAC that night. The Project Homeless Connect is looking to form a group to go out and find the homeless that night. There will be “stuff bags” to give to people as an incentive to be counted. The Committee is meeting this Friday at 1:00 p.m. at the United Way office. Heidi Norwick and Kim Crawford are working on an information flyer—who we need at the event, what we expect to happen that day, etc., as well as a postcard or flyer to give to the homeless telling them about that day. ACAC is moving their lunch to the Hope Church for that day. This is the opportunity ONE time a year where the homeless don’t have to try to get to each participating partner THAT DAY but will have access to many agencies at one location.

**Motion to adjourn**: A motion to adjourn was made by Nikki Ratliff with a second by Jackie Sheffield. The meeting was adjourned to meet again on Monday, February 3, 2014 at 2:00 p.m. at the Habitat for Humanity Administrative Office.