



# North Carolina Balance of State Continuum of Care

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## Balance of State Steering Committee Meeting

7.1.14

### Regional Leads Present:

Chris Battle, Ellen Blackman (also for Rhoda Emanuel), Debbie Cole, Kim Crawford, Nicole Dewitt, Jennifer Flood, Alvin Foster, Tonya Gray, Joe Marks, Casey McCall, Amy Modlin, Bart O'Sullivan, Sharon Osborne, Joel Rice, Juliet Rogers, Candice Rountree, Michele Steele, Rasheeda Sturdivant, Marie Watson, Bob Williams

### Regional Leads Absent:

Brian Alexander, Kelly Lacy, Jane Motsinger, Melissa Payne, Faye Pierce, Susan Pridgen, Glenda Riggs, Nickie Siler

### Interested Parties Present:

Natalie Allen, Kim Braxton, Talaika Goss-Williams, Laura McDuffee, Gloria McDuffie, Nikki Ratliff, Andrew Romines, Robin Shue, Gus Smith, Suzanne Storch, Lori Watts, Paulette White, Cheryl Wilkins, Teena Willis, Laressa Witt

### NCCEH Staff Present:

Nancy Holochwost, Denise Neunaber, Corey Root, Tia Sanders-Rice

### Approval of June Minutes

Lori Watts noted that she was present at the June meeting and should be added to the attendance list. Pending this change, the minutes were approved by common consent.

### ESG Shelter Operations Funds & Application Update

- The state ESG office has announced the awards for the one-time funding that was made available for shelter operations. BoS agencies were awarded a total of \$156,841 (57% of the total funds available). Nine of the thirteen agencies awarded funding are in the BoS CoC.
- The FY2014-15 ESG funding application will be released soon by the state ESG office.
  - The application includes two parts: project applications from each agency seeking funding and a regional application from each Regional Committee. Regional Committees are responsible for prioritizing project applications to ensure that the region has the right mix of program funding to meet local needs.
  - HUD requires that no more than 60% of the total funds available in the state be spent on emergency response activities (shelter and grandfathered transitional housing programs) and no less than 40% of the total funds be spent on housing stabilization activities (rapid re-housing and targeted prevention). The state ESG office is responsible for determining what this balance will be and will make it clear in the application.

- NCCEH has created an optional ESG Intent to Apply form that agencies can fill out to express their interest in applying for ESG funds. NCCEH will forward submissions to Regional Leads on a weekly basis. The form is posted on the BoS ESG webpage: <http://www.ncceh.org/bos/esg/>

### **Coordinated Assessment Toolkit Feedback**

- The BoS Coordinated Assessment workgroup created a draft Coordinated Assessment Toolkit that was reviewed at the June Steering Committee meeting. Regional Committees were asked to review the toolkit at their June meetings and to provide feedback to NCCEH by June 30.
  - Ten Regional Committees provided feedback. Most of the feedback consisted of questions about implementation at the local level. No changes or additions to the toolkit were suggested.
  - Steering Committee members were asked for any additional thoughts and for feedback on their local conversations about coordinated assessment. Four Regional Leads noted that local programs are concerned about capacity and implementation.
- The Coordinated Assessment workgroup will meet Tuesday, July 8, from 10:00 to 11:30 to incorporate feedback into a second draft of the toolkit. All interested parties are invited to attend the meeting. Email [bos@ncceh.org](mailto:bos@ncceh.org) for the agenda and call-in information.
- The revised toolkit will be presented for approval at the August Steering Committee meeting.
- Coordinated assessment workshops for Regional Committees will be held in Raleigh in August and September. Regional Committees will be placed into groups based on committee size and the amount and type of resources available within the committee’s geographic area. Each Regional Committee will select a delegation that includes both leadership and key program staff to attend the workshops. The workshops will help Regional Committees select a coordinated assessment model, map access to their system, and refine their referral and waitlist process.

### **Performance Improvement Process (PIP)**

- The HEARTH Act changed the level at which HUD measures performance from the program level to the community/CoC level. HEARTH outlines processes for CoC strategic planning and program performance measurement:
  - Determine which projects to fund in CoC application
  - Set quantifiable performance measures
  - Create timelines for task completion
  - Analyze project outcomes
- NCCEH has developed a Performance Improvement Process (PIP) for agencies that receive CoC funding. The PIP formalizes processes that are already in place and adds some new elements. The goals of the PIP are to improve the performance of CoC-funded projects, to ensure BoS funding is used in the most effective way possible, and to improve overall CoC performance on HUD measures.
- The PIP has two parts:
  - Ongoing performance assessment: QPR and APR review
    - QPRs are due 30 days after the end of the first, second, and third quarter of the grant year; APRs are due 90 days after the end of the grant year. NCCEH staff



will email grantees prior to deadlines and offer assistance with cleaning up HMIS data.

- NCCEH is creating a new QPR that will be pre-populated by NCCEH staff with HMIS data. The new QPR will measure program performance against performance measures from HUD.
  - Targeting low performers: more information to come
- NCCEH is holding PIP trainings on August 12 and August 14. CoC grantees are required to attend one of these two trainings. NCCEH will email the registration information to all CoC grantees. The new QPR will go into effect after these trainings are held.

### **HMIS RFP Update**

- Paulette White provided an update on the HMIS RFP process. The CHIN Governance Committee is continuing its application process for a new lead agency for North Carolina's HMIS. The process is expected to be completed within next few weeks, and then written notification will be sent out regarding the selection of the lead agency. Anyone with questions can contact Paulette, Ellen Blackman, the Governance Committee Chair Heather Dillashaw, or the Vice-Chair Lloyd Schmeidler.

### **Mayors Challenge to End Veteran Homelessness**

- Denise Neunaber attended the announcement of the Mayors Challenge to End Veteran Homelessness at the White House on June 4. The challenge asks mayors and other local officials to get involved in the work to end veteran homelessness by 2015. Denise has written a blog post about the event that includes a video of the announcement and information about how to join: <http://blog.ncceh.org/2014/06/13/first-lady-michelle-obama-announces-mayors-challenge-to-end-veteran-homelessness/>

### **July Meetings**

- Coordinated Assessment Workgroup: Tuesday, July 8, 10:00-11:30
  - Email [bos@ncceh.org](mailto:bos@ncceh.org) if you'd like to attend.
- Data Quality Subcommittee: Monday, July 21, 10:30-11:30
  - All CHIN/HMIS users should attend. Register at [www.ncceh.org/events/753](http://www.ncceh.org/events/753).

### **Regional Committee Updates**

- Pitt County: have three quarters of the funding needed for the new Greenville Community Shelter.
- Transylvania County: received HOME funds for a tenant-based rental assistance program. Recently opened a 16-bed family shelter adjoining the existing shelter.
- Lee County: Regional Committee membership has expanded to include new stakeholders.
- Southwest: holding its first Veterans Stand-Down in Macon County on August 21.

### **Reminders**

- Regional Leads: distribute the link to the ESG Intent to Apply form if you intend to use it (<http://www.ncceh.org/bos/esg/>).



- Interested parties: attend the Coordinated Assessment Workgroup on July 8 (email [bos@ncceh.org](mailto:bos@ncceh.org) for call information).
- CoC grantees: register for required PIP training on either Tuesday, August 12, or Friday, August 15.
- All: send questions about the HMIS RFP process to Paulette White or Ellen Blackman.
- All: read the blog post about the Mayors Challenge to End Veteran Homelessness and get your mayor and local leaders involved.
- CHIN users: Register for and attend the Data Quality Subcommittee on July 21.

**Next Meeting:** Tuesday, August 5, at 10:30.

