**ACICHA: Alamance County Interagency Council on Homelessness Association**

**Meeting Minutes**

December 4, 2014

Present Included: April Durr, UWAC; Bob Holdren, Volunteer; Nikki Ratliff, BHA/BDC; Monika Gathier, ACAC; Catherine Cooper, Volunteers of America; Suellyn Dalton, ACC; LaTanya Foust, ACAC; Donna Hodges, ACAC; Nicole Enoch, Ebenezer UCC; Lynn Rousseau, FAS; Jan Bowman, ABSS; Tammy Smith, FAS; Cheryl Manual, RTSA; Joel Rice, Cardinal Innovations; Kim Crawford, ACAC; Robin Wintringham, Habitat.

Kim Crawford called the meeting to order at 3:30PM.

**Items Discussed Included**:

* Meeting Minutes were reviewed; a motion was made by Lynn to approve as written, all members present agreed under the condition that the attendees would be updated according to the sign-in sheet, several people expressed concerns that they were in fact at the meeting, but not listed on the minutes (Suellyn, Nicole, Lynn, Jan & Tammy put stars by their name on the current sign-in sheet to denote that they also attended the last meeting).
* Kim reported

Roundtable Announcements & Updates:

* Tammy reported that the FAS shelter is full. NC Project Fight is a Human Trafficking Educational program that Tammy can train agency staff on (locally).
* Jan reported that ABSS has money to spend that is currently being budgeted.
* Catherine from Volunteers of America explained the services they provide (such as air mattresses, re-housing, deposits, SFVF) out of their Durham office for Homeless Veterans in Alamance County, anyone can refer; they are governed by the VA.
* ACC, Suellyn explained that a legislative visit regarding funds ending for DD services.
* BHA/BDC, Nikki provided a brief update on the HOPE Program and STEPS Program.
* UWA, April explained that the 2015 Community Assessment is in their final phase also the Grant Cycle for 2015-16 is beginning and workshops have been scheduled.

Business:

* Kim reported on the recent BoS conference call.
* Kim reported that the Point in Time Count is scheduled for Jan 28th and a webinar is coming up for lead volunteers, Piedmont Rescue Mission will need to be followed-up with (as well as BPD). Jan suggested that we prepare a list of needs in advance for law enforcement, such as: police in plain clothes, volunteers/shelter advocates will be helping to conduct surveys with people living on street. The next meeting for PHC is on Dec. 11th at 2pm at Holy Comforter. Nikki will be the point person for the count. Kim/April will be point people for the event on the outreach event on Jan 29th.
* Kim explained that in Jan our local council will need to elect a regional lead and alternate for the BoS. Members present discussed the following nominations:
	+ Kim Crawford, ACAC – Regional Lead (currently Kim Crawford)
	+ Lynn Rousseau, FAS – Alternate Lead (currently Heidi Norwick)
	+ Shawna Tillery, City of Burlington – Secretary (new)
	+ April Durr, UWAC – Alternate Secretary (new)
	+ An official VOTE will take place next month at the Jan. meeting.
* Coordinated Assessment is due Mon. Dec. 8th – Kim has been working to finalize this document after getting input from the group. Kim will hand deliver the document to the state on a USB drive.
	+ Purpose of plan was reviewed. Agencies must have a commitment to this process for it to be successful.
	+ Importance of timeline and submitting outstanding documents to Kim from partners was emphasized.
	+ Program Rules from several service providers are still missing, HUD funded program must get their information to Kim by Friday.
	+ The current drafted document was reviewed and many edits were noted directly into the file.
	+ Grievance and MOU need to be revisited at a later date.
* 2015 BoS Calendar – For agencies getting funding all meetings must be attended. ncceh.org/files/5166

New Business:

* Kim explained that private landlord is interested in working with ACICHA to fill a building with 20 unites (12, 2 bedroom & 8, 1 bedroom). This complex is not currently fair market rent, but Jason is interested to lower current rates. Kim will be setting up a meeting; those interested in attending should let her know. Ideas include: rapid re-housing where individuals/families lease or where an agency can fund in total ($150K) and sub-lease)

**Next Meeting** – Thursday Jan 8th 3:30pm at United Way (always the 1st Thursday after the BoS meeting).

5PM Adjourned

Respectfully Submitted, April Durr, United Way of Alamance County