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

**Meeting Minutes**

March 5, 2015

Present Included: Kim Crawford, ACAC ; Suellyn Dalton, ACC; April Durr, UWAC; Cheryl Manuel, RTSA;. Shawna Tillery, City of Burlington; Bob Holdren, Volunteer; Ken Hall, DAV; Heidi Norwick, United Way; Jan Bowman, ABSS; Tammy Smith, FAS; Donna Hodges, ACAC; Monika Gauthier, ACAC; Robin Wintringham, Habitat for Humanity.

Kim Crawford called the meeting to order at 3:33PM.

* Meeting Minutes were reviewed; a motion was made by Robin to approve as written, a 2nd was made by Jan and there were no addition to the meeting.

**Roundtable Announcements & Updates**:

* Tammy reported there would be a volunteer training on Thursday March 12th for those group interested in volunteering at FAS. The training was targeting churches or other groups and to help facilitate a adoption of a room at the shelter to decorate.
* Suellyn reported there would be a CDL training taking place in March at the Goodwill Center on N. Church St. The cost was $70.
* Shawna Tillery reported on setting up a meeting to discuss the goals and strategies set out in the Regional Assessment of Fair Housing. Kim volunteered to send out a meeting wizard for potential date. This would facilitate ACICHA working with the City to address some of those issues. Also, there will be a landlord/tenant workshop on April 9th from 2-4 at the Senior Center.
* April Durr reported the grant cycle for United Way was underway and the community assessment is wrapping up. Due to the recent inclement weather some of the VITA appointments had to be rescheduled but that is currently underway and will be available through April 15th for those persons making under $59,000 or less a year.
* Kenneth Hall reported he sits on the executive board for the DAV for Burlington. There are three people who make up this board including Jim Christopher and Bernard King. They are looking to locate the disabled vets in Alamance County. Currently the group holds it meeting the second Monday at the American Legion.
* Heidi reported the Make a Difference Day will be April 12-18
* Robin reported Habitat will be sponsoring a group from Western Kentucky next week.
* Jan reported Dr. Monroe and Dr. Thorpe have some role changes at the assistant superintendent levels at ABSS.

**Discussion**

PIT Update:

Kim report the PIT count for non-HMIS needed to be sent in ASAP. By March 11th HMIS data need to be in.

Coordinated Assessment (CA) Update:

Kim reported two more CA plans for Burke and Catawba COCs have been approved. The assessment tool is now available online and the information on intake and the VI-SPDAT is very helpful. Feedback is encouraged to make things easier and better for the BoS. The BoS is trying to move along with the CA reviews but nearly half of them haven’t been reviewed yet.

2015 CoC Application Update:

Kim reported 25 Regional Committee are in good standing and ACICHA is in good standing.

HMIS Update:

Kim reported Starting May 1st NC HMIS will replace CIHN. Several webinars have been going on. It is highly suggested agencies watch these video at [www.ncceh.org/hmis/transition](http://www.ncceh.org/hmis/transition)

Upcoming Meeting:

Kim reported that any agency with Rapid Re-housing dollars has to register for the webinar on March 20th at [www.ncceh.org/events811](http://www.ncceh.org/events811)

**ACHICA Governance:**

Kim reported the subcommittee had been unable to meet due to the cancelation of the Regional Lead meeting by BoS. The subcommittee will be rescheduling.

**Coordinated Assessment:**

Kim reported ACAC is currently doing the CA process through the referral step of the plan. ACAC isn’t accepting phone calls right now. The emergency pre-screen has been modified and a handout was passed around for the group. The Shelter intake will take place the same day once you are identified the response screening will take place within 7 days of intake and the CA staff person will administer the VI-SPAT. The VI-SPDAT allow the case manager to go down with right path with the client. Within 14 days a referral to the appropriate party will be made.

Governance: Kim reported Legal Aid is working on the MOU and finalizing the document.

Communication: Kim reported marketing will have to be done to get out the phone number for the CA. There was discussion on this and some ideas for the best efforts were discussed. No finalized plan was established.

**H2 Technical Assistance Opportunity:**

Kim reported this was a grant opportunity from the federal government to CoC. The applications ended in December. There were 4 CoC awarded the grant in NC. The BoS was one of those and out of the 28 Regional Committees ACICHA was chosen to participate. The thing that impressed BoS staff the most with ACICHA was the Project Homeless Connect event held in January. A BoS staff person saw the separate wing for medical assistance and found that impressive for the services provided. The BoS is thinking April for the initial meeting and ACICHA will need to send 10-15 people to the training session.

Other:

Kim reported ACAC is hiring a new Program Director. Jan Bowman from ABSS will be taking on this new role for ACAC.

**Next Meeting** – Thursday February 9, 2015, 3:30pm at United Way (always the 1st Thursday after the BoS meeting).

The meeting adjourned at 4:41 PM.

Respectfully Submitted, Shawna Tillery, City of Burlington