



# North Carolina Balance of State Continuum of Care

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## Balance of State Steering Committee Meeting 3.1.16

### Regional Leads Present:

Kim Crawford, Jamal Troublefield, Mollie Tompkins, LaTasha McNair, Brian Alexander, Joel Rice, Juliet Rogers, Susan Pridgen, Nicole Dewitt, Jim Cox, Robert Lawler, Marlene Harrison, Monica Frizzell, Jennifer Molliere, Mary Mallory

### Regional Leads Absent:

Sharon Covington, Sally Love, Teena Willis, Alvin Foster, Austin Pearce, Sarah Lancaster, Tyrone Lindsey, Roxanne Curry, Marie Watson, Debbie Briscoe Smith, Emily Locklear, Ginny Mohrbutter

### Interested Parties Present:

Twala Coleman, Brenda Chorzelewski, Amy Upham, Ellery Blackstock, Faye Pierce, Linda Golden, Lori Watts, Mark Owen, Mary Boyles, Mary Pat Buie, Montrose Young, Bob Bourke, Donna McCormick, Talaika Williams, Thadeous Carr, Tiana Terry, Janice Sauls, Amy Steele, Tammy Gray, Pat Byrd, Darone Dancy, Ginger Hill, Brian Fike, Kristi Case, Suzanne Storch

### NCCEH Staff Present:

Nancy Holochwost, Corey Root, Tia Sanders-Rice

### Approval of February Minutes

There being no changes needed, the minutes were approved by common consent.

### Rapid Results Team Updates

- The Rapid Results Institute, a national TA organization, hosted a boot camp focused on ending veteran homelessness in Raleigh in February. Six teams from communities across North Carolina participated. Two of the teams were from BoS communities: Rowan County (in the Piedmont Regional Committee) and Onslow County. Each team 100-day goals to accelerate ending veteran homelessness.
- The team leads from Rowan and Onslow were asked to share their goals and experiences thus far.
- Nicole Dewitt gave an update for Rowan County.
  - Rowan County has resources including PSH, SSVF, RRH, and a VA Medical Center. Their task is to coordinate these services in a way that veterans can access housing quickly.
  - The group set a goal of housing ten veterans a month (thirty in 100 days). Five veterans have been housed so far.
  - The group set sub-goals of improving landlord strategy and outreach. They have held a landlord recruitment event and have gotten local law enforcement involved with the

outreach team. The group is also creating a by-name list of homeless veterans in the community.

- A question was added to the coordinated assessment prevention/diversion screening tool asking if the person is a veteran.
- Group leadership is working on getting the mayor and city council on board.
- Onslow: Susan Pridgen reported on activities
  - The group's goal is to house 12 veterans in 100 days. Two veterans have been housed through VASH vouchers and one more is being processed. Because vouchers are ported through Wilmington, the group is working to reduce the administrative time it takes to house veterans.
  - The group is planning a landlord meeting to address barriers homeless people face. They have established by-name list and are adding to it frequently. The group is developing a resource guide that includes a section for veteran services.
  - The group co-lead Craig Wagner and Terry Allebaugh met with the mayor. There have also been several media events focused on the group's work.
- As Onslow and Rowan continue their work, lessons learned will be brought to the rest of the BoS to help accelerate ending homelessness for veterans throughout the CoC.

### **Coordinated Assessment**

- NCCEH is expecting 27 coordinated assessment plans.
  - 25 have been approved and are being implemented
  - 1 plan will be presented for Steering Committee approval today (Transylvania)
  - 1 plan has not been submitted (Rutherford Polk)
- The Transylvania plan was presented for review and approval.
  - The Coordinated Assessment Council (CAC) thought it had good coverage for a one-county plan and noted that it included complete descriptions of activities.
  - Steering Committee members were asked for questions or discussion about the plan. Amy Upham highly recommended it being passed.
  - A motion was made and approved to approve the Transylvania coordinated assessment plan [Upham, Dewitt]. All in favor; none opposed.
- The Coordinated Assessment Exchange is a dialogue call about coordinated assessment, held monthly on second Tuesday from 3:00 to 4:00. Interested participants can register for the March 8 call on the NCCEH website at [www.ncceh.org/events/948](http://www.ncceh.org/events/948). All meeting materials are posted on NCCEH website.

### **ESG Update**

- The State ESG Office has finalized the ESG awards. The BoS awards are posted on the NCCEH website at [www.ncceh.org/files/6734](http://www.ncceh.org/files/6734).
- Anyone with questions about ESG should contact Michael Leach at 919-855-4991 or [michael.leach@dhhs.nc.gov](mailto:michael.leach@dhhs.nc.gov).
- The State ESG Office is holding two webinars to explain the ESG forms: [https://www2.ncdhhs.gov/aging/esbg/esg\\_forms\\_provider.htm](https://www2.ncdhhs.gov/aging/esbg/esg_forms_provider.htm). Both webinars will cover the same information.
  - Monday, March 7, 10:00-11:30



- Friday, March 11, 9:00-10:30
- Call-in number: 919-662-4657

### **Point-in-Time Count Update**

- NCCEH is collecting Point-in-Time Count data from Regional Committees to verify it and compile the CoC-wide count that gets submitted to HUD.
- There were two deadlines this year for turning in data. The original deadline was February 19; because there were some delays from Bowman Systems, the HMIS software vendor, that deadline was extended for agencies that use HMIS. There are 11 regions that have not submitted the forms due on February 19:
  - Alamance, Beaufort, Caswell, Down East, Foothills, Johnston, Kerr-Tar, Northeast, Person, Transylvania, Wilson-Greene
  - NCCEH staff will contact local PIT leads regarding missing information. Leads are asked to respond as quickly as possible.
- Agencies that use HMIS are asked to run the HMIS PIT and HIC reports to get their count. Bowman Systems has completed their updates and the reports are now ready to use. NCCEH Data Center staff will contact HMIS users directly to let them know the reports are available and to give them instructions on how to run them.
- The new deadline to submit PIT data from HMIS agencies is March 9. Agencies must submit the HMIS PIT and HIC reports as well as the appropriate PIT form from NCCEH's website (Sheltered Count, RRH, or PSH form).

### **NCCEH Data Center & HMIS Update**

- NCCEH Data Center staff are available to help support agencies with PIT and HIC reporting. The workflow for running PIT and HIC reports will be emailed out today. The data center will work directly with agencies to resolve any discrepancies in data.
- Over the last two weeks, data center staff have been conducting data cleaning:
  - closing projects that should be closed
  - ensuring project descriptor elements (project type, CoC code, etc.) are accurate
- Some of the reporting is showing fictional clients, which are usually created to serve as tests. Agencies are asked to only create fictional clients in the test site, not the live site where real clients are entered. If users come across a fictional client in the live site, they are asked to contact the Data Center to remove it.
- Questions can be sent to the NCCEH Data Center at [hmis@ncceh.org](mailto:hmis@ncceh.org) or 919-410-6997.

### **2016 BoS Regional Committees**

- Every year the Steering Committee approves an official list of Regional Committees. 2015 began with 26 Regional Committees, and over the course of the year, one de-activated (Northeast) and two new ones were formed (Hertford and Rutherford Polk).
- The proposed list of 2016 Regional Committees includes 27 Regional Committees in good standing, meaning they meet the following criteria:
  - hold regular, public meetings
  - coordinated assessment is underway



- the Regional Lead or alternate attend 75% or more of Steering Committee meetings
- One requirement that is widely not being met is posting meeting minutes to NCCEH's website. This will be discussed at in-person Regional Lead meeting on March 4.
- The proposed list of 2016 Regional Committees is:
  - AHRMM, Alamance, Beaufort, Burke, Caswell, Catawba, Chatham, DISSY, Down East, Foothills, Henderson, Hertford, Johnston, Kerr-Tar, Lee-Harnett, Neuse Trent, Onslow, Piedmont, Pitt, Randolph, Rockingham, Rutherford Polk, Southeast, Southwest, Transylvania, Twin County, Wilson-Greene
- Steering Committee members were asked for questions or discussion about the list; none were raised.
- A motion was made and approved to approve the list of 2016 Regional Committees [Harrison, Crawford]. All in favor; none opposed.
- The in-person Regional Lead meeting is March 4 in Raleigh from 10:00 to 4:00. Registration will begin at 9:30. The agenda includes new tools for Regional Committees (report cards and a minutes template), a panel discussion about leadership development, and the Regional Committee restructuring proposal.
- Each Regional Committee is asked to send 2 participants (usually the Regional Lead and alternate). Registration is open till noon on March 2.
  - Regional Committees with no registrants: Rutherford Polk
  - Regional Committees with only one registrant: Chatham, Foothills, Johnston, Kerr-Tar, Southwest

### **Permanent Supportive Housing Key Elements**

- In the 2015 CoC competition, permanent supportive housing programs were scored on whether they met the 6 key elements of permanent supporting housing as defined by SAMHSA (the federal Substance Abuse and Mental Health Services Administration). These questions on the scorecard were standards, not points. If any of the 6 standards were not met, the scorecard stated that the agency would have 6 months to come into compliance.
- The 6 key elements are:
  - Leases do not have any provisions that would not be found in leases held by someone without a disability
  - Participation in services is voluntary and tenants can't be evicted for rejecting services
  - House rules, if any, are similar to those found in housing for people without disabilities
  - Housing is not time-limited
  - Tenants have choices in the support services they receive
  - As needs change, tenants can receive more or less intensive services without losing their homes
- During the 2015 application, agencies were asked to submit documents to show whether or not they were implementing these key elements. The Project Review Committee scored agencies based on what was turned in by the application deadline. Because some agencies didn't submit all the documents on time, they were scored as missing the standard (because there was nothing to score).
- Over the last couple of months, NCCEH staff has collected and reviewed any missing documents



to create a list of the agencies that are not meeting all the standards. There are 9 agencies that did not meet one or more of the 6 standards:

- Cardinal Innovations
  - Crossroads/Greenville Community Shelter
  - Housing Authority of Greenville
  - New Reidsville Housing Authority
  - Partners Behavioral Health Management-Central
  - Partners Behavioral Health Management-Northern
  - Residential Treatment Services of Alamance
  - Surry Homeless and Affordable Housing Coalition
  - United Community Ministries
- Most agencies missed between 1 and 3 standards. The most common ones that weren't met were services being voluntary and house/program rules not being restrictive.
  - NCCEH will provide training and targeted technical assistance to help agencies adjust their programs to meet the standards. Staff will contact agencies on the list in the coming months.

### **Upcoming Meetings & Reminders**

- In-person Regional Committee meeting
  - Friday, March 4, in Raleigh. Registration starts at 9:30 a.m.
- Rapid Re-housing Staff: RRH Subcommittee
  - Friday, March 18, 10:30-11:30 a.m.
  - [ncceh.org/events/958](http://ncceh.org/events/958)
- Coordinated Assessment Leads: BoS Coordinated Assessment Exchange
  - Tuesday, March 8, 3:00-4:00 p.m.
  - [ncceh.org/events/948](http://ncceh.org/events/948)
- PIT Count Leads: Send outstanding PIT count forms to NCCEH
- 2016 Regional Leads & alternates: See you on Friday, March 4, in Raleigh.

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

