**Hertford County Committee to End Homelessness**

**Meeting Minutes**

**September 26, 2016**

Present: Pat Byrd, Secretary RCCWJC; Peggy Taylor, Britton Ministries; Melissa Eastwood, Talaika Williams and Lakitra Claude, Trillium Health Resources; Nicole Boone, Roanoke Chowan Community Health Center/HHA; Hayward Humphrey, Roanoke Chowan Community College; Viola Vaughan Holland (Community Member Interested in a Shelter), Avis Murphy, Hertford County DSS.

1. Call to Order -Ms. Futrell was out due to the flood efforts in Bertie so at her request Ms. Byrd called the meeting to order at 10:05.
2. Introductions – Melissa Eastwood, Talaika Williams, and Lakitra Claude from Trillium Healthcare introduced themselves to the group and we welcomed them and we also introduced ourselves.
3. Call with Brian Alexander - We called Mr. Alexander and Nancy Holochwost to discuss Regional Restructuring. They offered assistance with contacts and information on others in the region and we will try to make contact with them. Following the call, we agreed that we would elect new regional officers at the next meeting. Also there is a restructuring meeting in Greenville at the Shelter on October 20 from about 10 – 4 to answer many questions and work on issues. Register for the Greenville meeting at: [www.ncceh.org/events/1003/](http://www.ncceh.org/events/1003/). They request a group to attend the meeting.
4. Reading and Approval of the Minutes - The minutes were reviewed and Mr. Humphry made a motion to approve the minutes with a second by Ms. Peggy Taylor and the motion was carried.
5. BOS/CA Exchange Highlights: Ms. Melton was not present and she did not send a report with Ms. Murphy.
6. ESG/COC Applicants - Ms. Nicole Boone has received the information on the ESG Grant and is sharing it with CADA. They are to meet Wednesday to begin working on the application

requirements.

1. Coordinated Assessment

Reminder that the next quarterly report must be sent in online for July, Aug, and September by October 15th. This is a requirement. The monthly telephone meeting for all CA Chairpersons is the 2nd Tuesday of each month at 3pm. Register online and they will send the call in information. (ncceh.org look at calendar and click on meeting date and time to be directed to a place to register.)

Report from CA subcommittee: Ms. Murphy has met with Ms. Melton and has turned in

her part of the report to Ms. Melton.

She will check with Ms. Melton on the progress.

Review of Monthly Numbers

1. # of Prevention and Diversion Screenings 2
2. # of Vl-SPDATs 0 \* see gaps
3. # of referrals
4. SSVF – veterans 0
5. RRH – Rapid Rehousing 0
6. PSH – Permanent Supportive Housing 0

Grievances – 0

Gaps in current System --Discussion followed that we feel we are not capturing or recording the VI-SPDATS for sure and referrals and that the information is not being consolidated or captured properly. Also there is a concern that we are not receiving any attendance or reports from Ms. Melton. Ms. Murphy will try to obtain the VISPDATs that we identified that we knew should have been done and we will have election of regional officers in October.

1. Agency Reports

 Ms. Murphy reported on work they are doing and cases we continue to work with.

 lX. Ms. Vaughan a community member came in and inquired if these funds may be able

 to help her fix up a building she has as a shelter. We explained that none of the funds

 available will be for shelter or transitional housing.

1. Adjournment - As there was no further business, the meeting was adjourned. At 12:00.

Next planned regular meeting. October 24th 10:00 am at the Ahoskie Housing Authority Conference Room.

Respectfully Submitted

Pat Byrd, Secretary