## *Meeting Agenda*

**Nov 3, 2016, 3pm, 425 S Lexington, Burlington NC**

Introductions (Name/Agency)

Review & Approve Previous Meeting Minutes

Old Business *(items carried over from previous meeting discussion)*

* ACICHA 2017 Membership Renewal (Membership Info sheet and Registration emailed). Due Dec 2016.
* Nominations for ACICHA Executive Committee & Committee Leads: (Nominations – Nov, Vote – Dec)
  + Chair
  + Vice-Chair
  + PRACC County Rep
  + Secretary
  + PIT Lead
  + PHC Lead,
  + Coordinated Assessment Lead

New Business:

* City of Burlington Community Development update – Amy Nelson, City of Burlington Director, Planning & Community Development
* **ESG –** application review
* Point In Time Count – January 25, 2017
  + **Establish ACICHA lead**. Per BoS we should begin planning now. PIT will be rolled up to or through PRACC this year. Identify lead and Committee.
* **Project Homeless Connect –** January 25th. Identify lead and Committee.
* **Coordinated Assessment Plan –** Review and update for 2017. Identify lead and Committee.

ACICHA Subcommittee Reports:

* Development / Advocacy
* Direct Services
  + Coordinated Assessment Updates:
* ACICHA Monthly Outcomes / Waitlist update - Oct #s & YTD 2016
* CA Quarterly Report submission Oct 15 – confirm submission.
* ESG Update: **(NEW – see Shawna Tillery email Tues Sept 13)**
  + - * FAS / Shelter Ops: Award: \_\_\_\_\_ Expended thru Oct: \_\_\_\_\_
      * ACAC / Shelter Ops: Award: \_\_\_\_\_ Expended thru Oct: \_\_\_\_\_
      * ACAC / RRH: Award: \_\_\_\_\_ Expended thru Oct: \_\_\_\_\_

NC Balance of State Steering / NCCEH Data Center (HMIS) Updates:

**Steering Committee Short Summary -** November 1, 2016

***Collaboration with Public Housing Authorities***

·         Kelly Vick, Executive Director of the Wilson Housing Authority, shared why they have a homeless preference for their programs.  To contact him, use [kvick@wilsonha.org](mailto:kvick@wilsonha.org)

·         BoS staff explained ways to start a connection with PHAs that include:

o   Create a relationship, taking the time to get to know one another.

o   Identify respective needs.

o   Develop strategies together that could be mutually beneficial:

§  PHAs develop a homeless preference, general or specific

§  PHAs set aside a certain number of public housing units or Housing Choice Vouchers

§  Providers offer case management to homeless households moving into public housing

§  Project-based rental and supportive service assistance

·         PHA resources:

o   Guidebook for PHAs to get involved:  <http://bit.ly/2ePQwow>

o   HUD resources for collaborations between PHAs/CoCs:  <http://bit.ly/2dOPian>

***Veteran Homelessness***

·         BoS SSVF providers and other veteran partners have been meeting to create a plan to end veteran homelessness to meet the USICH Benchmarks and Criteria

o   Beginning of framework to create 13 regional veteran systems matching the 13 Regional Committees that quickly identify and house homeless veterans

o   Plan will be presented to the Steering Committee in December

·         Initial Veteran Subcommittee meeting will be November 30th from 1 – 4 PM.  Location TBD.

***ESG Update***

·         Application deadline was October 21

o   Areas affected by Hurricane Matthew can request an extension until November 11

o   To make this request, email Michael Leach at [michael.leach@dhhs.nc.gov](mailto:michael.leach@dhhs.nc.gov)

·         Regional Committees asked to submit digital copies of applications to BoS AFTER submitting to ESG office

o   Submit Regional Application & budget, Project Applications & budgets, certain attachments at <http://bit.ly/2eGjFV2>

***Regional Committee Restructuring***

·         New resources coming to help new Regional Committees in the restructuring process:

o   Balance of State 101 document and presentation

o   Areas of responsibility chart:  Regional Committee vs. Steering Committee

o   Leadership Role Responsibilities chart

·         One last in-person transition planning meeting this week

o   Greenville:  Thursday, November 3rd

o   Attendees should be full transition teams, including leadership and reps from all regions, as possible (approximately 6-8 people per region).

·         New Regional Committees should submit their new elected leadership:  <http://goo.gl/forms/Fj9ZYYsP4jZ8iIWz1>

***2017 Point-in-Time Count and HIC***

·         Count will occur the night of Wednesday, January 25th

·         2017 count will happen under the new Regional Committee structure

o   RCs can tweak existing process or create a new one

o   Create a PIT/HIC committee to plan and prepare for the count and select a lead contact

o   Email PIT Lead information to [bos@ncceh.org](mailto:bos@ncceh.org) as soon as possible!

§  Have received information from: Region 5 (Piedmont); Region 6 (PRACC), Region 13 (Onslow/Neuse-Trent)

·         NCCEH will create forms for collecting PIT/HIC data

o   Forms will be posted at [www.ncceh.org/pitforms/](http://www.ncceh.org/pitforms/)

·         NCCEH had created a short pre-recorded training for RCs.  RCs are asked to show this at their next meeting.  The link for the training is at: <http://bit.ly/2dDRJm2>

·         Further training will happen closer to the PIT date. Information will be posted at [www.ncceh.org/pointintimehowto/](http://www.ncceh.org/pointintimehowto/).

***Coordinated Assessment***

·         Next Coordinated Assessment Exchange call is November 8th at 3 PM

o   Register at:  [www.ncceh.org/events/966/](http://www.ncceh.org/events/966/)

·         3rd quarter CA Outcomes were due on October 15th

o   Reports were submitted by: Piedmont, Rockingham, Alamance, Burke, Randolph, Down East, Southwest, Onslow, AHRMM, Johnston, Lee-Harnett, Twin County, Henderson, Wilson Greene, DISSY, Foothills (needs corrections)

·         Updated CA Outcome form posted:  <http://bit.ly/2dcoQeK>

·         CAC developing new template for Regional Committee CA Plans

o   Updated CA Plans in new Regional Committee structure due April 1, 2017

o   Template will be released by the end of the year

***AHAR Update***

·         The BoS CoC expects to be able to submit 5 of 6 shells in this year’s AHAR (Transitional Housing for Individuals has a bed coverage rate lower than the HUD requirement)

·         The draft AHAR data was submitted by BoS staff on October 31, 2016.  Final AHAR data due on December 1, 2016 after review by HUD.

·         The Data Center identified the most common data quality issues needing attention by end users:

o   Missing disability data:  complete the HUD verification, if possible

o   Missing prior residence or length of stay prior data:  double check paper files to record collected data in HMIS

o   Utilization rates under 65% or over 105% (especially in PSH):  contact Data Center to update inventory

·         Jennifer Clark from Family Care Center was approved as the Region 1 HMIS Governance Committee Alternate

Next PSH Subcommittee meeting:  November 21st at 10:30 / Register:  [www.ncceh.org/events/957/](http://www.ncceh.org/events/957/)

Next Steering Committee Meeting:  Tuesday, December 6th at 10:30 AM

January Steering Committee Meeting:  Tuesday, January 10th at 10:30 AM **ACICHA January meeting scheduled for Jan 5th, do we want to change our meeting to Jan 12th, 2017?**

# Upcoming Meetings:

Agency Updates / Roundtable:

Adjourn

**Next Meeting Thursday Dec 8, 3pm, 425 S Lexington, Burlington NC**