



**Piedmont Regional Committee
Case Conferencing**

Date: Wednesday, May 12, 2021

Location: Conference Call/Zoom

Meeting Minutes

Meeting Facilitated By: Teresa Robinson

Attendees:

April Lawson	Family Services of Davidson County
Tiera McDonald	Homes of Hope
Sarah Guzman	Rowan Helping Ministries
Kecia Robinson	Salisbury VA
Kristen Armstrong	Community Shelter of Union County
Kecia Robinson	Salisbury- Rowan VA Medical Center
Tamatha Hall	Community Link
Liz Casaña	Community Shelter of Union County
Meg Montemurro	Community Shelter of Union County
Teresa Robinson	Community Link
Debbie Reed	Crisis Ministry
Jill Valente	Community Link
Donna Phillips	Crisis Ministry
Antonia Hendrix	Volunteers of America
Victoria Hayes	Family Services
Sade' Craine	Community Shelter of Union County
Mary Ingram	
Samantha Hall	Family Crisis Council
Kimberly Fowler	Family Crisis Council
Tamera Holcomb	Davidson County Schools

Agenda

- **Welcome and Introductions:**
 - [Attendance Sheet](#)
- **Agency Check In-New Updates**
 - Successes
 - Housing Success
 - Challenges
 - Questions Related to CE
- **Community Shelter-** Currently have three clients moving into housing today. Suggest we debrief on scoring and ranking for prioritization would be helpful.
- **Family Services-** Shares that housing is non-existence at this point. There is not enough housing stock in the area. Also, suggests a recap on scoring process for prioritization.
- **Homes of Hope-** Still working with public housing to get individuals housed. They have recently gotten a client housed, which is a huge success. A challenge is working with many individuals that have mental health concerns and it is difficult to keep in contact with these clients.

- **Family Crisis Council-** Shared that they are having difficulties finding housing options within their area. Also shared that housing options within the area are not willing to accept Community Link. Housing options that do accept Community Link have long waiting list.
 - **Community Link RRH-** Tamatha shared that when discussing whether a property provider will accept Community Link provide the Community Link worker information to ensure they are having those conversations with property managers.
 - **Crisis Ministry-** Many clients have mental health concerns. They are experiencing many individuals that are continuing to cycle through coming into shelter, leaving, hospitalization, staying on the streets and then returning to shelter.
 - **Community Link PSH-** PSH Is in need of vouchers to assist individuals in progressing through PSH. Please let Jill Valente JValente@communitylinknc.org know of any vouchers that are available. They have received 20 vouchers recently from Orange County. However, we need more movement within the PSH program.
 - **Volunteers of America-** Antonia shared that vouchers would be beneficial as they work with individuals to move them into housing. One of the issues is having clients with little to no income going up against renters that are able to pay monthly rent with ease.
 - **Salisbury VA -** Kecia shared that they recently hired a second housing specialist that is doing a great job at landlord outreach. The hope is that this will bring in new partners as they try to house veterans.
- **Case Conferencing Process and Procedure**
 - Overview
 - Three Meetings: Case Conferencing for Prioritization, Individual Agency, and Monthly.
 - Overview of the prioritization worksheet and totaling score.
 - Prioritization Flow-RRH & PSH
 - Selection of households
 - Referral information sent to CE Lead
 - CE Lead records and send information to Intake Manager
 - Intake Manager follows up with Case Manager (in shelter) and client
 - Program Manager Follows up with Case Manager (in shelter) and then assigns client to housing case worker
 - Referral Documentation Checklist (RRH)
 - Verification of Homelessness
 - VI-SPDAT and ROI
 - Case Management Tool (optional)
 - Income Documents
 - Identification (photo ID)
 - SS Card (beneficial)
 - PSH Application
 - All documents listed above for RRH
 - Verifiable Disability (with documentation attached)
 - Applicant's Information and Consent
 - Professional's Information
 - Supporting Documents
 - Letter from Physician (optional)
 - SS Card (beneficial)
 - Supportive Services for Veteran Families (SSVF)
 - All documentation listed above for RRH
 - Proof of Veteran Status

*****Chronic Homelessness Definition-** Chronic homelessness has been defined as single individual (or HOH) with a disabling condition who has either: Experienced homelessness for longer than a year, during which time the individual may have lived in shelters safe havens or a place not meant for human habitation.

HUD's Definition of Chronic Homelessness- This is the flow chart Teresa shared from HUD during Case Conferencing.

- **Street Outreach in 2021**
 - Point in Time Count Changes
 - Balance of State is looking to make this more comprehensive. One of the ways they are hoping to do this is to ramp up Street Outreach. Teresa shared that everyone needs to begin inputting information and entering clients into Street Outreach projects in HMIS. If you do not have a Street Outreach project in HMIS reach out to Teresa Robinson at TRobinson@communitylinknc.org. It is important for us to include this data when it comes to getting funding for these projects and necessary resources. Please send Teresa any information on agencies that are working with individuals that are occupying places not meant for habitation. Think about what it may look like to begin inputting information on clients that are attending meals at your agency but may be unsheltered in the community into HMIS.
- **By-Name List**
 - VI-SPDATs in HMIS
 - Currently there are 95 households in shelter over 30 days with no VI-SPDAT
 - Multiple entry/exits
 - Transitional housing
 - Long Stayers
 - Data Entry
 - Universal Data Elements: this needs to be completed.
 - County of Service
 - Incomplete data follows the individual throughout HMIS journey.
- **Q&A**
 - Reach out to Teresa at TRobinson@communitylinknc.org if you have questions or concerns that were not addressed in today's meeting.

Next Meeting

Our next scheduled meeting is on **June 9th via Webinar**

Join Zoom Meeting

<https://us02web.zoom.us/j/85264915554?pwd=WkNlMSt0SEZPK1cwZ1dFZkhlcUtwZDZ0OQ>

Meeting ID: 894 8717 3224

Passcode: 556464

Please visit our Region's webpage at <https://www.ncceh.org/bos/region5/> for meeting times, community events and other important community documents.