NC Balance of State CoC Steering Committee
Meeting Minutes
January 9, 2024

Regional Leads Present: Derek Lancour, Emily Lowery, Amber Story, Laurenn Singleton, Erin Gaskin, Natasha Elliott, Kerry Bashaw, Emily Locklear, James Stroud, LaTasha McNair, Kisha Darden, Brian Fike

At-Large Members Present: Rachelle Dugan, Melissa Hewitt, Angela Harper King, Kea Alexander

SC Members Absent: Lisa Phillips, Erin Joy Crossfield, Brooks Ann McKinney, Cassandra Rowe, Joseph Chilton

Interested Parties Present: Melissa Lowell, Lesly Delgado, Cory Bragg, Sade Craine, Kim Crawford, Caty Martin, Lakitra Claude, Rachelle Ellis, Bre Griffin, Shelly Chandler, Kecia Robinson, Michele Welsh, Teena Willis, Crystal Gwendo, Jason Smith, Lori Watts, Kendra Martin, Melissa McKeown, Amy Modlin, Alyce Knaflich, Talaika Williams, Dr. Dia Thomas, Melissa Nance, Denise Bean, Beth Lingerfeldt

NCCEH Staff Present: Brian Alexander, Laurel Benfield, Allie Card, Andrea Carey, Adriana Diaz, Jenny Simmons, Debra Susie, Ashley VonHatten

Approval of Consent Agenda

- The consent agenda was sent out for review prior to the meeting and is posted at: https://www.ncceh.org/bos/steeringcommittee/
- The consent agenda was voted on at the beginning of the meeting. Without changes or objection, the consent agenda was approved by common consent.

2024 Steering Committee Member Introductions

All Regional Leads, Regional Lead Alternates, and at-large members introduced themselves, providing a little background information along with the region or organization they represent.

All regions must submit names and contact information for 2024 leadership positions. The deadline is past due: https://app.smartsheet.com/b/form/e2c1ea421a6840fcaae5bae1f d65eca8

2024 PIT/HIC Update

The 2024 PIT Count will be on January 31, 2024. Staff reviewed the PIT/HIC timeline:

- Planning: October – December
    - Project planning
    - Training
    - Finalize all tools
- Action: January 31 – February 21
    - Data collection & reporting to NCCEH
- Submission: February – April
    - Confirm/clean data
    - Resolve all errors
    - Enter into HDX
- Wrap-Up: April – May
    - Updates to HMIS
    - Analysis

Details for how to participate are at www.ncceh.org/bos/pithic. For questions email bos@ncceh.org.

Project Review Committee's Grant Transfer Recommendations for Community Link

The NC Balance of State CoC issued a Request for Proposals on October 20, 2023, for the transfer of two currently operating CoC Program-funded Permanent Supportive Housing grants.

- Community Link, Piedmont 1, NC0045L4F032215
    - Project Type: Permanent Supportive Housing
    - Counties served: Cabarrus, Davidson, Rowan, Stanly, and Union (NC BoS CoC Region 5)
    - Budget: $1,099,209 ($878,508 in Rental Assistance; $157,502 in Supportive Services; $63,199 in Administrative Costs)
    - Units: 90 units and 148 beds were proposed in the last grant application. There are currently 86 units with 179 total beds being served.
    - Grant operating year: 04/01/2023 – 03/31/2024 (FY2022 Renewal)
    - FY2023 Renewal Application Submitted
    - MATCH REQUIREMENT: $274,803
- Community Link, Northern PSH Combo, NC0221L4F032212
    - Project Type: Permanent Supportive Housing
    - Counties served: Alamance, Caswell, Chatham, Person, Franklin, Granville, Halifax, Warren, Vance, and Rockingham (Region 6 and part of 9)
    - Budget: $1,338,019 ($1,140,072 in Rental Assistance; $127,836 in Supportive Services; $70,111 in Administrative Costs)
    - Units: 119 units and 201 beds were proposed in the last grant application. There are currently 100 units with 215 beds being served.
    - Grant operating year: 06/01/2023 – 05/31/2024 (FY2022 Renewal)

- o FY2023 Renewal Application Submitted
- o MATCH REQUIREMENT: $334,505

The Project Review Committee recommends Brick Capital Community Development Corporation for the transfer of Piedmont 1:

- Currently operating a CoC Program Permanent Supportive Housing grant: Region 7 Permanent Supportive Housing
- A Back@Home - Balance of State provider in all of Region 7, Davidson County in Region 5, and Scotland & Robeson Counties in Region 8
- Proposal provided a plan to meet the match requirement including a letter of commitment from a partnering agency

The Project Review Committee does not have a provider to recommend for the transfer of the Northern PSH Combo. NC BoS CoC staff are going to do engagement work with potential agencies and will work to re-issue the RFP for Northern PSH Combo in February 2024. This grant term ends May 31, 2024, so there is a little more time to identify a grantee. Erin Gaskin motioned to approve the Project Review Committee's grant transfer recommendations for Community Link. Kisha Darden seconded the motion. The motion was unanimously approved.

CoC Governance Evaluation/Transformation

All CoCs must develop & regularly update a Governance Charter that defines its:

- Mission & vision
- Geographic area
- Decision-making structure & process
- Roles & responsibilities
- CoC & ESG Program funding processes
- Data collection methods & responsibilities
- Required policies & procedures
- Procedure to ratify & amend the Governance Charter

The NC BoS CoC Steering Committee approved its last updates in November 2023. The CoC has not had significant changes to the Governance Charter since 2016 & 2017 when it updated the Regional Committee & Steering Committee structures to reflect emerging needs. Based on recent CoC staff & stakeholder conversations, it seems like it is time to step back to evaluate current practices & adjust practices to better meet the CoC's governance needs.

The HEARTH (Homeless Emergency Assistance & Rapid Transition to Housing) Act enacted in 2009 by the US Congress institutionalized the Continuum of Care model, tasking CoCs with enhanced & new responsibilities.

- Establishing & managing a coordinated entry system
- Overseeing applications for CoC & ESG Program funding

- Creating partnerships with Public Housing Authorities (PHAs)
- Monitoring CoC performance through defined System Performance Measures (SPMs)
- Monitoring CoC & ESG Program-funded projects & providing technical assistance

Further HUD mandates since HEARTH have added more responsibilities to the CoC including:

- Implementing best practices & policies such as Housing First, the Equal Access Rule, VAWA Emergency Transfer Policy, Anti-Discrimination Policies, and others
- Incorporating voices of marginalized populations into CoC governance & decision-making
- Assessing & addressing racial disparities within the CoC, its systems, & its projects
- Submitting the annual Longitudinal System Analysis (LSA)
- Planning & implementing initiatives to end unsheltered homelessness

The CoCs governance & systems work well, but can we be doing more? The answer to this question is 'not much' with our current governance.

- Providers are overwhelmed with increasing numbers of people experiencing homelessness, finding resources & getting people housed.
- Communities have low vacancy rates for affordable housing & do not have the capacity to find affordable units.
- CoC staff have full plates with current tasks with continued expansion of responsibilities.

To move forward, the CoC can begin evaluating & updating its current governance & systems. Steering Committee members & CoC staff have recently highlighted some things they would like to do and/or change that could streamline our work. To figure this out, staff recommend forming a Governance Workgroup of the Steering Committee to evaluate our current processes and potentially recommend changes.

- Meet monthly, starting in February
- Need diverse representation from across the CoC
    - Demographically
    - Geographically across the CoC
    - People with Lived Expertise of Homelessness
    - People with Lived Expertise of Interpersonal Violence
    - People that represent system leaders, programmatic staff, sector leaders, regional leadership
- Provide potential recommendations in Fall 2024 for implementation in January 2025
- Include 8-13 members (limit of one person representing a Regional Committee)

Dr. Dia Thomas motioned to approve the formation of a NC BoS CoC Governance Workgroup. Brian Fike seconded the motion. The motion was unanimously approved.

Next Steps:

- Regional Leads should talk about this with their Regional Committees to gauge interest in joining the workgroup.
    - If more than one person interested, ask the committee to vote to appoint someone
    - Consider representation diversity
    - Not necessary for all Regional Committees to find someone – we want an energetic group with ideas!
- At-large members should consider if they want to participate.
- Send an email to bos@ncceh.org by Wednesday, January 31st with a name & email address for people who want to be part of the workgroup.

Upcoming meetings & reminders

- **Lived Expertise Advisory Council,** *Friday, January 12, 10:30 – 11:30 A.M.*
  Join Zoom Meeting
  Meeting ID: 579 903 9481
  Passcode: qYqVY5

- **Racial Equity Subcommittee,** *Wednesday, January 17, 11:30 A.M. – 12:30 P.M.*
  Join Zoom Meeting
  Meeting ID: 832 6483 8597

- **Funding & Performance Subcommittee,** *Thursday, January 18, 2 – 3 P.M.*
  Join Google Meeting
  Or dial: (US) +1 929-249-4814
  PIN: 256 826 060#

- **Coordinated Entry Council,** *Monday, January 22, 10 – 11:30 A.M.*
  Join Zoom Meeting
  Meeting ID: 848 4039 7905

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Next Steering Committee meeting

Tuesday, February 6, 2024, at 10:30 A.M.

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