



North Carolina Balance of State Continuum of Care

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www.ncceh.org/BoS

NC Balance of State CoC Steering Committee Meeting Minutes

September 10, 2024

Regional Leads Present: Lori Watts, Emily Lowery, Amber Brafford, Kristine Wiles, Kerry Bashaw, Shawanda Barnes, Crystal Gwendo, Kisha Darden, Lynne James, Brian Fike

At-Large Members Present: Melissa Hewitt, Kea Alexander, Erin Joy Crossfield, Brooks Ann McKinney, Joseph Chilton, Angela Harper King, Lisa Phillips

SC Members Absent: Pamela Hinton, Natasha Elliott, Emily Locklear, Karen Carroll, Cassandra Rowe

Interested Parties Present: Melissa McKeown, Lori Watts, Charlene Elliott, Kennedy Lane, Daisy Butzer, Bre Griffin, Kim Crawford, Teena Willis, Von Nixon, Lakitra Claude, Tonya Gray, Dasha Stutson, Jackie Lucas, Alyce Knaflich, Ashley Kornegay

NCCEH Staff Present: Brian Alexander, Laurel Benfield, Allie Card, Rachelle Dugan, Jenny Simmons, Debra Susie, Ashley VonHatten

FY2024 CoC Program Competition

The FY2024 & FY2025 CoC Program Notice of Funding Opportunity was released July 31.

FY2024 CoC Program Competition Next Steps

- Applications Scored August 29th – September 12th
- Project Review Committee Selection Meeting is September 18th at 9:30 AM
- **Special Steering Committee Approval Meeting on September 24th at 10:30 AM**
- Applicant notifications will go out September 24th after Steering Committee decision
- Appeals are due by September 26th at 12 NOON
- Project Review Committee Appeals Meeting (tentative) on September 30th at 9:30 AM
- **Steering Committee Meeting to address appeals (tentative) on October 1st at 10:30 AM**
- Post FY2024 CoC Application (tentative) by October 24th
- Submit FY2024 CoC Application (tentative) by October 28th
- Final Project Applications due to HUD by October 30th by 8 PM

CoC Builds NOFO

HUD released a new funding opportunity for new construction, acquisition, or rehabilitation in a Notice of Funding Opportunity (NOFO) called CoC Builds on July 19th. HUD will select project applications to fund:

- New PSH specifically for people experiencing homelessness which must include capital costs budgeted for new construction, acquisition, or rehabilitation; &
- Up to 20% of an award for CoC Program eligible activities & costs associated with such new PSH project & no more than 10% for admin costs

Under the NOFO, several entities are eligible to apply:

- State, county, municipal, or special district governments
- Federally recognized Native American tribal governments
- Public housing authorities/Indian housing authorities
- Native American tribal organizations
- 501(c)3 nonprofit organizations

The NC Balance of State CoC may apply for (1) project for up to \$7,500,000 (a second project specifically by Tribal Reservations or Trust Lands could be applied for increasing the funding amount to \$9,500,000). The CoC Builds NOFO is located at this link:

https://www.hud.gov/sites/dfiles/CFO/documents/Foa_Content_of_FR6800-N-25A.pdf.

To gauge interest in this special funding opportunity, the NC Balance of State CoC will require an intent to apply submission. Interested agencies should complete an intent to apply by September 27th: <https://app.smartsheet.com/b/form/e2d247926d2b4ab08e5a2941de5363ba>.

Applications are due to NCCEH via a Smartsheet Form by October 10th by 5 PM.

<https://app.smartsheet.com/b/form/2b087649f5f4446d9f29b9bac2043543>

Agencies will be responsible for all aspects of the application except final submission. NCCEH, as the Collaborative Applicant, will submit the final application through grants.gov by the November 21st deadline.

Please send information & discuss with your networks, especially any affordable housing developers in your communities. Have interested parties reach out to bos@ncceh.org with any questions.

Competition Activity	Deadline
Intent to Apply Deadline	September 27 th at 5 PM
Application Deadline	October 10 th at 5 PM
PRC Scoring	October 14-18
PRC Selection Meeting	October 30 th at 1 PM
Steering Committee Approval	November 5 th at 10:30 AM
Applicant Notification	By COB on November 5 th
Appeals Deadline	November 7 th at 12 PM
PRC Appeals Meeting (tentative)	November 8 th at 9:30 AM
Steering Committee Appeals Meeting (tentative)	November 12 th at 10:30 AM
Final Application Due to NCCEH	November 15 th at 5 PM
Submit Application in grants.gov	November 19 th

CY2025 ESG Program Competition

The competition is complete!

- NCCEH submitted the Regional Application on behalf of the NC BoS CoC on Thursday, August 22, 2024.
- With your vote, the funding originally allocated for Family Guidance Center was re-directed to Mission Ministries Alliance rapid rehousing financial assistance.

We have asked in the Regional Application for the NC ESG Office to work with us to find applicants in the 3 regions with Fair Share funds remaining:

- Region 2: \$45,028 left unallocated & Region 9: \$145,194 left unallocated – No Housing Stability projects: Re-issued a competitive process for Housing Stability projects. Will review with PRC on October 7th & issue recommendation to Steering Committee via email vote by 12 PM on October 8th. Appeals meeting October 15th at 10:30 AM, if needed.
- Region 7: \$95,059 left unallocated – Will review with PRC on October 7th & issue recommendation to Steering Committee via email vote by 12 PM on October 8th.

NSPIRE DELAYED until October 1, 2025

NSPIRE (National Standards for the Physical Inspection of Real Estate)

- Replace the traditional Housing Quality Standards (HQS) inspections for CoC Programs & minimum habitability standards inspections for ESG Programs
- Delayed until October 1, 2025

HUD is expected to provide training on NSPIRE before October 1, 2025.

We will share those with the CoC when they are scheduled.

NC BoS CoC Nominations Committee

Why At-Large Members?

- The NC BoS CoC Steering Committee membership comprises Regional Committee leadership & at-large seats.
- In 2017, the Steering Committee approved a restructuring proposal that added the at-large seats, which do not directly represent any single Regional Committee. In fact, at-large members with statewide networks or constituencies are preferred.
- Having at-large members on the Steering Committee is designed to provide collaboration between the at-large member's agency/sector & the NC BoS CoC to better serve people experiencing homelessness.

- Elected annually for one-year terms, starting in January.

Taking names now for people who would like to serve on the Nominations Subcommittee for these 4 tasks over 2 meetings in the fall:

- Together review the 2024 at-large members who have expressed interest in continuing to serve in 2025.
- Identify state/regional sectors without a representative & individuals from agencies/organizations to fill these positions.
- Participate in a conference call with identified prospects to discuss the responsibilities & expectations of at-large members & determine availability for service in 2025.
- Finalize & submit the 2025 slate of NC BoS CoC at-large members for a vote at the December Steering Committee meeting.

Interested:

Crystal Gwendo, Ashley Kornegay, Tonya Gray, Lisa Phillips, Angela Harper King

NC BoS CoC Lived Expertise Advisory Council (LEAC) Update

The LEAC has been working on multiple projects

- **Public engagement**
 - Presented at the 2024 NC Bringing It Home Conference as part of the plenary
 - Alumni members of the LEAC attended the National Alliance to End Homelessness 2024 National Conference on End Homelessness & Advocacy Day
- **Connecting to national organizations**
 - The LEAC has built a connection with organizers at the National Low Income Housing Coalition (NLIHC). So far, this partnership has included:
 - The work of the LEAC was featured in a nationally distributed memo to NLIHC member organizations.
 - Karen Carroll, LEAC co-chair & Steering Committee at-large member, has been accepted into a national cohort of tenant leaders & advocates starting in October.
 - The LEAC has received a private training from NLIHC staff on the principles of community organizing, with more trainings being planned for the future.
- **Regional capacity building**
 - The LEAC has launched a new initiative!
 - Toward a vision of greater PLE participation in the CoC, the LEAC will begin working with regional leadership to form regional lived experience groups to participate in Regional Committee work, impact service provision, & inform the work of the LEAC.
 - This will be slow work that will also involve recruiting more members to the LEAC. Any Regional Leads interested to begin can reach out to Laurel at laurel.benfield@nceh.org.

NC BoS CoC Anti-Discrimination Policy Updates

The NC BoS CoC Anti-Discrimination Policy guides program implementation & is updated yearly.

- Built to mirror HUD's Equal Access Rule, the Anti-Discrimination policy prohibits overt acts of discrimination that prevent people from accessing services.
- Required for all agencies in the CoC. Mandatory training annually.
- The policy has strong protections for:
 - LGB and Transgender people seeking services
 - Families (Family Separation policy)
 - People of all faiths (Faith-based services policy)
 - People with grievances against their provider
- Discrimination on the basis of race & ethnicity is prohibited, but protections don't go beyond overt acts of discrimination (which are hard to prove anyway).

NCCEH is launching a new process for updates

- To get more feedback from stakeholders, NCCEH has distributed a survey for suggested updates to the Anti-Discrimination Policy.
- The survey was launched on 9/3 & suggested updates are due back by 9/13.
- Suggested updates will be considered by NCCEH staff, & an updated draft policy will be presented to the Steering Committee on 10/1/24.

Anti-Discrimination Policy Training

- Pending Steering Committee approval, the annual training on the Anti-Discrimination Policy will be held on October 07, 2024, from 2 – 3:30 PM.
- More info and registration link at: <https://www.ncceh.org/events/1705/>
- Reminder: Attendance at this annual training is required for all service providers that participate in the NC Balance of State CoC.

Coordinated Entry Evaluation

Staff worked with Lived Expertise Advisory Council (LEAC) to update all aspects of the coordinated entry evaluation process.

- February: Conversation with the LEAC & discussed an overview of the coordinated entry & the evaluation process.
- March: LEAC reviewed questions from each of the coordinated entry evaluation surveys to determine if they were valuable, needed to be asked in a different way, or should be deleted from the survey.
- April: LEAC discussed how to distribute & collect the surveys in different ways to ensure households feel safe & reconfirm their answers are confidential.
 - LEAC recommended quarterly evaluation of the CES.
 - LEAC recommended RRH & PSH surveys are provided to households as they achieve housing.

- LEAC recommended ES & unsheltered surveys are provided during a two-week period during each quarter.
- July: LEAC meeting included a review of each of the draft surveys, with final edits being recommended.
 - All surveys include new questions regarding HART.
 - Accessibility
 - Translate all surveys into Spanish
 - 711 for TTY (Teletypewriters) Based Telecommunications Relay Service
 - Update grievance language to include process & Client Bill of Rights
- The annual evaluation will be conducted on a timeline determined by the NC BoS CoC Coordinated Entry Council. (P16 of [CE Written Standards](#))
- Motion to accept the timeline recommended by LEAC was approved by the Coordinated Entry Council on August 19, 2024.
- NCCEH staff will update all surveys & processes based on LEAC and CEC recommendations.
- Launch first quarter in October 2024.

NC BoS CoC Governance Updates

The CoC held an in-person Steering Committee meeting on June 26th focused on governance

- The goal of the meeting was to evaluate & understand the CoC's current governance & identify opportunities to change current structures to enhance the NC Balance of State CoC's ability to end homelessness.
- Attendees focused on potential changes to the way the CoC conducts business through its Steering Committee & Regional Committees.
 - Focused on the goal of 'how do we best end homelessness?'

What are the CoC's next steps to take these ideas & update the Governance Charter?

- How should the CoC update its governance after brainstorming ways the CoC could change Steering Committee and Regional Committee structures & processes to be more impactful?
 - Brian – we could form a work group, or staff could draft an update to be reviewed by the Steering Committee
 - Lynne – making it possible for those serving to have the time, which is a big challenge; elevate the level of these positions to increase capacity
 - Brian – yes, we need to be mindful of our capacity as we set goals
 - Lori Watts – echo what Lynne is saying about many of us working full time positions in addition to these leadership roles
 - Melissa Hewitt – knowledge gap, needs more information to feel confident contributing, but is willing to support these efforts
- What are our next steps?
 - Brian – staff will add this as an agenda item in October/November to bring some potential next steps

Upcoming meetings & reminders

- **Overdoes Prevention Training:** Wednesday, September 18, 2:30 – 4:00 pm
Register at <https://www.ncceh.org/events/1702/>

- **Lived Expertise Advisory Council**, *Friday, September 13, 12 – 1 P.M.*
[Join Zoom Meeting](#)
Meeting ID: 579 903 9481
Passcode: qYqVY5
- **Coordinated Entry Council**, *Monday, September 16, 10 – 11:30 A.M.*
[Join Zoom Meeting](#)
Meeting ID: 848 4039 7905
- **Racial Equity Subcommittee**, *Wednesday, September 18, 11:30 A.M. – 12:30 P.M.*
[Join Zoom Meeting](#)
Meeting ID: 832 6483 8597
- **Local Leadership Response Call**, *Wednesday, September 18, 1 – 2 pm*
[Join Zoom Meeting](#)
Meeting ID: 837 9246 1651
- **Funding & Performance Subcommittee**, *Thursday, September 19, 2 – 3 P.M.*
[Join Google Meeting](#)
Or dial: (US) +1 929-249-4814
PIN: 256 826 060#

Next Steering Committee meetings:

Special CoC Application Ranking Meeting Tuesday, September 24 at 10:30 A.M.

Tuesday, October 1 at 10:30 A.M.