
North Carolina Balance of State Continuum of Care

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Balance of State Steering Committee Meeting

8.2.11

Regional Leads Present:

Mary Brown, Kristi Case, Jim Curtin, Wanda Feldt, Sharon Foust, Melissa Ledbetter, Jane Motsinger, Katherine Pullicino, Vanessa Neustrom, Joel Rice, Jackie Sheffield, Michele Steele, Paulette White, Teena Willis

Regional Leads Absent:

Albert Barron, Debbie Cole, David Collins, Amanda Hopkins, Amy Modlin

Interested Parties Present:

Martha Beatty, Mike Bloomer, Laura McDuffee, Faye Pierce, Don Rogers, Shari Wright-Harley

NCCEH Staff Present:

Nancy Holochwost, Denise Neunaber, Emila Sutton

Approval of July Minutes

There being no changes needed, a motion was made and approved to accept the minutes [White, Curtin].

Update on FY2011 Pre-Application

- Pre-application materials are posted on the NCCEH website at <http://www.ncceh.org/bos/CoCAApplication/>.
- All pre-apps were due to NCCEH by 11:59 pm yesterday, August 1.
- The Steering Committee reviewed a list of all new and renewal pre-applications that were submitted. There were 11 new project and 18 renewal project pre-apps submitted.
- The pre-application flowchart was reviewed (posted on NCCEH website at <http://www.ncceh.org/bos/CoCAApplication/>). NCCEH staff will review submitted pre-apps and contact applicants to make any edits or submit any additional documents that are needed. Once pre-applications are finalized, NCCEH staff will notify the applicants and then wait for the NOFA to be released to fill out Exhibit 2 applications in esnaps. Staff will also share finalized pre-apps with Regional Committee leads for them to review.

Scorecard Committee Report

- The Scorecard Committee met on July 20 to review the purpose of the scorecard and to begin discussion about revisions. The Committee reconvened on July 28 to make changes to the scorecards.
- The updated scorecards were emailed to the BoS list last Friday for members to review prior to today's meeting.
- The changes that the Scorecard Committee made were reviewed:
 - The four goals of the scorecard were added (funding organizations that have the capacity to run effective programs, funding projects that reflect HUD's priorities, incentivizing organizations to be good partners and strengthening regional capacity).
 - Minimum points were set for each section of the scorecard rather than for the overall scorecard. This will ensure that applicants demonstrate consistent and thorough ability and capacity. If an applicant does not meet minimum points for a section, it will trigger further staff review, as opposed to automatically disqualifying the application.
 - The committee recommended increasing the points awarded for having run a project from another funding source (such as ESG), and added another question about running another similar project that would provide similar experience.
 - The committee recommended changing three questions in the "Relationship to Community" section to threshold: actively participating in Regional Committee meetings, presenting the application to the RC to be reviewed, and the RC lead actively participating in Steering Committee meetings.
 - Steering Committee members discussed how to define "actively participate" for the purposes of these questions.
 - For organizations, it was proposed that for 2011, "actively participate" would mean attending 50% of the RC meetings for the past 6 months, and for 2012, would mean attending 50% of meetings for the entire year. This would give people a cushion for extenuating circumstances (travel, mergers, loss of staff), but would still maintain the bare minimum we can accept for participation. The Steering Committee approved this requirement.
 - For RC leads, the same requirement of 50% participation in Steering Committee meetings for the past 6 months was proposed and approved. This requirement will ensure that RCs are active and are receiving information about the BoS. If an RC lead is unable to call into a meeting, he or she can designate a substitute.
 - There are more negative points on the scorecard than last year because the Scorecard Committee was concerned that it was weighted against organizations that haven't had a project before. The negative points balance this out by subtracting points for poor performance from current grantees who are not good stewards of the funding they already have.

- A motion was made and approved to approve the revised new and renewal scorecards for 2011 [Sheffield, Feldt].
- NCCEH staff will post the final versions of scorecards today on the website so they are available to people who are interested in funding to see what they need to do to be competitive.

QPRs/APRs

- All grantees must submit Quarterly Progress Reports (QPRs) to NCCEH 30 days after the end of each quarter of their operating year.
- QPR forms are available to download on the NCCEH website at www.ncceh.org/BoSgrantees
- Emila sent email reminders to grantees who should turn in QPRs in the upcoming months as well as to those who have overdue QPRs and APRs. A list of those grantees was reviewed.

Subcommittee Meetings

- The BoS subcommittees have quarterly meetings in August:
 - Transitional Housing: August 9 at 10:30 am
 - Permanent Housing: August 16 at 10:30 am
 - Families: August 23 at 10:30 am
- These meetings are open to all interested parties in the BoS. Participants should register on the NCCEH website calendar.

Regional Committee Updates

- Pitt County: Paulette is meeting next week with some apartment owners to discuss barriers to getting renters into vacant properties, even if they have no income. She was also asked to put together a resource meeting for churches that are doing crisis services (food, rental assistance) to discuss how to work together and make funding go further. Pitt County is also planning its 2012 Project Homeless Connect; the dental school at ECU wants to have a big presence there.
- Hoke: The Hoke County Coalition to End Homelessness is meeting on Monday.
- Southwest: Smoky Mountain Center's Shelter+Care program recently had its HUD audit and had no findings or concerns.

Next Meeting: Tuesday, September 6 at 10:30.