

# North Carolina Balance of State Continuum of Care

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## **Balance of State Steering Committee Meeting**

**12.6.11**

### **Regional Leads Present:**

Ellery Blackstock, Kristi Case, Debbie Cole, David Collins, Jim Curtin, Anne Friesen, Melissa Ledbetter, Amy Modlin, Jane Motsinger, Vanessa Neustrom, Joel Rice, Jackie Sheffield, Michele Steele, Paulette White, Teena Willis

### **Regional Leads Absent:**

Albert Barron, Mary Brown, Amanda Hopkins, Katherine Pullicino

### **Interested Parties Present:**

Thurston Alexander, Brenda Avery (Wilson), Martha Beatty, Bonnie Bettini, Ellen Blackman (Johnston), Kim Braxton, A.P. Coleman (City of Wilson), Nicole Dewitt, Karen Hudson (Onslow), Lynn Inman, Marva Lyles, Laura McDuffee, Larry McMullen, Faye Pierce, Nikki Ratliff, Julietta Smith (River City CDC), Talaika Williams

### **NCCEH Staff Present:**

Nancy Holochwost, Emila Sutton

### **Next Steering Committee Meeting**

The next scheduled Steering Committee meeting is January 3 at 10:30. Committee members recommended moving the meeting to the following Tuesday, January 10 at 10:30.

### **Approval of November Minutes**

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

### **CoC Check-Up Overview**

- The CoC Check-up is a new process designed by HUD to help CoCs assess their capacity and performance and determine how prepared they are for HEARTH implementation. Stakeholders in the CoC complete an online self-assessment survey that rates the CoC's proficiency and helps to establish a CoC Action Plan for improvements. The results from the check-up create a baseline against which the CoC can measure future progress.

- The check-up measures four major areas: governance and structure, plan and planning process, infrastructure and administrative capacity, and housing and services.
- The check-up helps determine the CoC's current capacity, identify areas for improvement, and identify areas for possible technical assistance from HUD. Starting next year, CoCs that request TA from HUD will be required to have completed a check-up.
- HUD will collect aggregate info from all CoCs that complete the check-up and will use this information to determine how to best target technical assistance.
- The online self-assessment survey must be completed by all stakeholder respondents by 11:00 AM on January 13, 2012. The aggregate report from the completed surveys will be available to CoC leads January 14.
- The Balance of State CoC must have between 6 and 20 total respondents for the survey in 6 categories:
  - CoC Lead: A person that serves as the designated representative of the CoC decision-making group.
    - NCCEH staff (Denise/Emila)
  - HMIS Lead: A person that services as the designated representative of the HMIS lead agency.
    - CHIN staff (Laura McDuffee)
  - ESG/HPRP grantee: One person per each HPRP/ESG grantee in the CoC.
    - DHHS staff (Martha Are). DHHS is the grantee for these funds for the state of North Carolina (agencies that receive funds are subgrantees).
  - CoC Providers: A person who represents a recognized provider of CoC housing/services.
    - The BoS can have up to 16 respondents for this category. With Steering Committee approval, NCCEH staff will select Regional Committee leads for this category who represent geographic diversity and a variety of experience. Because the BoS has more RCs than open slots in this category, and because these respondents need to be providers as well as RC leads, not every RC will be able to have a respondent. Any RC lead that would prefer not to participate should contact NCCEH staff.
  - CoC Consumer: A person who is currently or formerly homeless who actively participates in the CoC.
    - The Steering Committee was asked to email suggestions of consumers who participate in Regional Committees to [bos@ncceh.org](mailto:bos@ncceh.org) by December 14.
  - Optional – Other CoC Stakeholder: If there is a slot left, NCCEH staff will select an additional person based on geographic diversity and expertise.
  - A motion to allow NCCEH staff to choose respondents for the survey was made and approved [Collins, Willis].

### **BoS Grantee Required QPR Training**

- NCCEH staff is creating a new QPR reporting process that will help to collect better data to improve the BoS' performance. All BoS grantees are required to attend a training about this new process.
- There are two options for the training call: Wednesday, January 18 at 2:00 pm or Thursday, January 19 at 11:00. The call will last between 60 and 90 minutes. Each grantee agency must have at least one person on one of these calls.
- Call-in instructions will be emailed to grantees prior to the meetings.

### **2012 Point-in-Time Count Update**

- The Point-in-Time Count will be held the night of Wednesday, January 25.
- The final rule for the new definition of homeless, which was released by HUD in November, does not change the populations that will be counted during the PIT. Communities will count the same populations as before (people residing in emergency shelters, transitional housing, or unsheltered situations).
- HUD will release final guidance about the PIT Count this week, after which NCCEH staff will finalize the 2012 reporting forms and post them on the website at [www.ncceh.org/2012PIT](http://www.ncceh.org/2012PIT).
- NCCEH will hold a PIT Count training call Friday, January 6 at 10:30. It is required that each Regional Committee have at least one representative on the call. Registration details will be emailed to the BoS list.
- Regional Committees were asked to email their PIT Count lead contacts to NCCEH by December 5. Any Regional Committee that has not yet sent this information to NCCEH staff should do so immediately.

### **APRs/QPRs**

- 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](http://www.ncceh.org/BoSgrantees)
- Email sent email reminders to grantees who should turn in APRs and QPRs in the upcoming months as well as to those who have overdue QPRs and APRs. A list of those grantees was reviewed.

### **Regional Committee Materials Reminder**

- Regional Committee leads were reminded to send agendas and meeting minutes to [bos@ncceh.org](mailto:bos@ncceh.org). These are scored on the scorecard during the CoC application and also help NCCEH staff to keep informed of regional activities.

### **Regional Committee Updates**

- Kerr-Tar: The RC recently held a veterans and community health fair in Vance County that addressed veterans' homelessness.

- ARMM: On December 24, agencies that work with homeless populations are holding a candlelight vigil in Southern Pines to raise awareness.
- Piedmont: The Central United Methodist Church in Union County is giving a house to Cooperative Christian Ministries that will be used for transitional housing for homeless families. Community Link is planning to apply for the VA Supportive Services for Veteran Families grant that was announced last week.
- Hoke: The third annual homeless awareness lunch was held on November 19 and was attended by over 150 people. Several agencies are partnering together to turn a house in Robeson County into a transitional housing facility for women and children.
- Onslow: Onslow Community Outreach's emergency shelter is increasing its inventory to 25 beds, including 2 family units that will be used as transitional housing on an as-needed basis.
- Catawba: A shelter has just opened in Morganton that can serve 4-6 families. Catawba County had a successful hunger and homelessness awareness week in November.
- Pitt: The RC is planning the 2012 Project Homeless Connect, which will be February 29, and is working with the dental school to expand its clinic. The RC is also forming a long-term recovery committee that will address the needs of victims of Hurricane Irene who are no longer able to apply for FEMA assistance. In addition, one homeless individual and one homeless couple were moved off the streets into permanent housing over the past weekend.
- Alamance: Fifteen households are moving off Shelter+Care to Section 8 vouchers. There are 30 S+C applications from shelter residents waiting to fill the slots that will open up.
- Rockingham: The RC held its Veterans Stand Down in November and served about 30 veterans. A women's shelter is opening this winter. In January, local faith-based organizations will meet to discuss creating a Circles of Support program.

**Next Meeting:** Tuesday, January 10 at 10:30.