

Balance of State Continuum of Care

BoS Steering Committee Meeting

Tuesday, January 10, 2012

10:30 AM

Welcome

- Roll Call
- Reminders:
 - *6 to mute/unmute line
 - *4 will increase/decrease volume
 - If your phone plays music while on hold, please do not put us on hold during the conference call.

Access to BoS Materials on Web

- BoS Overview:
www.ncceh.org/bos/
- BoS Minutes and Agendas:
www.ncceh.org/BoSminutes/
- Web page for prospective grantees:
www.ncceh.org/BoSgrantees/
- Web page where Point in Time Count data is listed:
www.ncceh.org/PITdata/

Agenda

- CoC Check-up Update
- BoS Grantee Required QPR Training Reminder
- 2012 Point-in-Time Count Info
- QPR/APR Reminders
- Regional Committee Updates
- Next regular meeting Tuesday, February 7 @ 10:30am

Review & Approve December Minutes

- December meeting: <http://www.ncceh.org/BoSminutes/>

CoC Check-up: Review/Reminder

The CoC Check-up serves multiple purposes:

- To determine the current functional capabilities of each CoC, and the degree to which CoCs are prepared for HEARTH implementation
- To help CoCs identify areas for improvement
- To serve as a tool for continuous improvement by helping CoCs identify (and track progress against) specific goals and action steps that will be documented in a CoC Action Plan.
- To help identify areas for possible technical assistance

CoC Check-up Respondents: Who?

**The total number of stakeholder respondents for your CoC should be at least 6 and no more than 20.*

CoC Lead	1 person maximum: a person <i>that</i> serves as the designated representative of the CoC decision-making group	NCCEH Staff: Emila Sutton/Denise Neunaber
HMIS Lead	1 person maximum: a person that serves as the designated representative of the HMIS lead agency for the CoC	CHIN Staff: Laura McDuffee
HPRP/ESG Grantee(s)	1 person per each HPRP/ESG Grantee in CoC minimum	NC DHHS Staff: Martha Are
CoC Provider	1 person minimum: A person who represents a recognized provider of CoC housing and/or services. Selected respondents should be encouraged to communicate with and seek input from other CoC providers in completing the self assessment tool.	BoS will select Regional Leads to serve as respondents based on geographic diversity and expertise
CoC Consumer	1 person minimum recommended: A person who is currently or formerly homeless and is an active participant in the CoC governing process or otherwise familiar with the CoC governance and functioning. Selected respondents should be encouraged to communicate with and seek input from other CoC consumers in completing the self-assessment tool.	Suggestions needed from BoS CoC Steering Committee Members
Other CoC Stakeholder	Optional: A person who is an active participant in CoC governing process or otherwise familiar with CoC-level governance and functioning.	BoS will choose based on geographic diversity and expertise

CoC Check-up: Summary

- A CoC self-assessment online survey authored by HUD
- The CoC Lead, in consultation with the CoC decision-making body, is responsible for selecting the CoC stakeholders invited to complete the on-line self-assessment tool.
- NCCEH sent links to each respondent in December to their unique survey type
- Every respondent **MUST** complete their CoC Check up survey **by January 16, 2012**
- HUD's due date for CoCs is January 20, but we want to make sure all surveys are complete prior to deadline
- Copies of the self-assessment surveys can be found online:
<http://www.hudhre.info/index.cfm?do=viewCoCCheckUp>

CoC Check-up: Action Needed

- The BoS needs one more consumer respondent in order for our check up to be complete
 - Please send contact info for a consumer from your Regional Committee to bos@ncceh.org
 - It is acceptable for the consumer to answer “don’t know” in all survey categories – we just need someone to take the survey as a consumer for the BoS to have a completed check up
 - The consumer needs to have an email address, access to the internet, and be comfortable with online surveys. The person also must be a consumer of homeless services in your region and have some involvement in your local Regional Committee. This person can be a former consumer or a current consumer.
- All survey respondents, please complete your surveys ASAP

CoC Check-up: Implications

- Starting next year, CoCs that request technical assistance from HUD will be required to have completed the CoC Check-up. Check-up results and the CoC Action Plan will serve as a starting point for any HUD technical assistance.
- At the national level, collecting aggregate information from nearly 500 CoCs across the country will enable HUD to better understand the types of issues and needs CoCs have and effectively direct technical assistance resources accordingly.

BoS Grantee Required Training

- Reminder: there is an upcoming BoS training that is required for all BoS CoC grantees
- Based on the available times you sent, we've scheduled two options:
 - **Wednesday, January 18th at 2:00 PM EST**
 - **Thursday, January 19th at 11:00 AM EST**
- The training will cover BoS CoC reporting requirements
- We will hold the meeting via conference call and it will last approximately one hour to an hour and a half
- Please note: **This is a required training for all Balance of State CoC grantees.** If you cannot be on one of the calls, someone else from your agency must do so.

Call in instructions will be sent prior to the meeting. Please contact emila@ncceh.org or 919.755.4393 with any questions.

2012 Point-in-Time Count

- The count will be held the night of **Wednesday, January 25**
- Communities will count the same populations as past years:
 - Literally homeless in shelter, transitional housing, & unsheltered
 - Also taking a count of formerly homeless people in permanent supportive housing
- PIT Count reporting forms posted at www.ncceh.org/2012PIT
 - Sheltered Count Form: for shelter, transitional, PSH programs
 - Unsheltered Count Form: for street and/or services-based counts
 - Forms due to NCCEH by **Friday, February 3rd**
- NCCEH PIT Count training presentation and PIT guidance: www.ncceh.org/pointintimehowto/

Questions? Contact Nancy at nancy@ncceh.org or 919-755-4393

Upcoming Subcommittee Meetings

Balance of State Subcommittees meet quarterly and are open to everyone. Please encourage participants of your Regional Committee to attend these conference calls:

- Transitional Housing: Tuesday, Feb. 14 at 10:30
- Permanent Housing: Tuesday, Feb. 21 at 10:30
- Families: Tuesday, Feb. 28 at 10:30

Everyone must register on our website calendar to receive the call-in info:

<http://www.ncceh.org/en/cev/mon/>

Quarterly Progress Reports

- All grantees must turn in QPRs to NCCEH
- Due 30 days after the end of each quarter of your operating year
- Download form at www.ncceh.org/BoSgrantees/
- Email to bos@ncceh.org or fax to 888-742-3465

QPRs/APRs due Jan. and Feb.

- Alamance-Caswell LME: S+C #3 QPR due 1.12.12
- Burlington Development Corp: HOPE and STEPS due 2.1.12
- CUOC: Project Independence due 2.1.12
- ECBH: S+C #007 due 2.12.11
- Graham Housing Authority: S+C due 2.5.12
- New Reidsville HA: QPRs due for #3023 due 2.26.12
- PBH: all S+C QPRs due 2.1.12

QPRs/APRs due Jan. and Feb.

- There were 3 agencies not included in last month's reminder, but owe QPRs for January. They will not be considered late:
- Eastpointe LME: S+C 2009 QPR due 1.4.11 and S+C 2007 due 1.9.11
- ECBH #001 due 1.19.12
- Community Link: PRC Supportive Casework and Supportive Housing due 1.1.12

QPRs/APRs due Jan. and Feb.

Overdue:

- Elizabeth City HA: APR Due 7.25.11
- Christians United Outreach Center, Project Independence: APR needed
- Greenville Housing Authority: Cornerstone S+C QPR due 12.25.11 and Seeds of Change 2009 due 12.27.11
- Mental Health Partners Catawba Co. S+C: QPR due 10.31.11
- OPC: QPR for 2009 S+C due 12.27.11 and 2010 S+C due 12.18.11
- Smoky Mountain Center – Southern LME, S+C 2: QPR due 12.10.11
- UCM: QPRs due for Basset Center on 9.1.11 and PH Program on 10.1.11

One Last BoS Reminder...

- Please continue to send Regional Committee agendas, minutes, and meeting info to bos@ncceh.org.
- These are scored on the scorecard, so you want to make sure to keep turning them in!

Coming soon...

- We are working with CHIN to submit the AHAR for the Balance of State CoC
- Next month, we will summarize the BoS AHAR data and talk more about data quality in each Regional Committee

Regional Updates

- What's going on in your region?

Stay in touch!

- Email bos@ncceh.org or call 919.755.4393 with any questions or concerns.
- See you on the next Steering Committee call at 10:30 am on February 7!

Add to your To Do List:

- Send CoC Check-up consumer respondent suggestions to bos@ncceh.org immediately
- Grantees: required training call Jan. 18 at 2:00 **OR** Jan. 19 at 11:00