

North Carolina Balance of State Continuum of Care

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www.ncceh.org/BoS

Balance of State Steering Committee Meeting

1.10.12

Regional Leads Present:

Anne Friesen, Ellery Blackstock, Mary Brown, Kristi Case, Debbie Cole, David Collins, Nicole Dewitt (for Jim Curtin), Melissa Ledbetter, Amy Modlin, Jane Motsinger, Spencer Cook, Joel Rice, Michele Steele, Paulette White, Teena Willis

Regional Leads Absent:

Albert Barron, Amanda Hopkins, Katherine Pullicino, Jackie Sheffield

Interested Parties Present:

Ellen Blackman, Gertie Crute, Karin Hudson, Laura McDuffee, Jamie Neal, Faye Pierce

NCCEH Staff Present:

Emily Carmody, Nancy Holochwost, Denise Neunaber, Emila Sutton

Approval of December Minutes

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

CoC Check-Up Update

- The CoC Check-Up is a process created by HUD to help CoCs assess their current capacity and identify areas for improvement. The Check-Up will also serve as a starting point for any technical assistance the CoC requests from HUD.
- The first step of the Check-Up is for CoC stakeholders to complete an online survey. BoS respondents were given access to the survey in December; at this time, only two respondents have not completed it. Surveys must be completed by January 16.
 - The BoS would benefit from having an additional consumer complete the survey. Any Regional Committee that has a consumer who participates in RC activities can send suggestions to bos@ncceh.org.
 - The results of the survey will be available on January 21. NCCEH staff will share the results with the BoS and will then begin working on the CoC Action Plan.
- Steering Committee members who have filled out survey provided feedback on the experience.

- Respondents did not know the answers to all of the questions, which helped identify areas in which people need more understanding and education about the CoC.
- Because the BoS covers such a broad geographic area, it was difficult to answer some questions for the entire CoC (such as whether consumers can easily navigate the homeless services system). Respondents suggested that it would be helpful to answer some of the survey questions at the Regional Committee level. Emila asked respondents to email her suggestions of what questions should be included. NCCEH staff will compile a list and then hold a phone call with people who sent suggestions to discuss the final RC-level survey.

BoS Grantee Required QPR Training Reminder

- NCCEH has created a new format for the Quarterly Progress Report (QPR) and is holding a webinar training to teach grantees how to use it. All BoS grantees must attend one of the two scheduled trainings:
 - Wednesday, January 18 at 2 pm
 - Thursday, January 19 at 11 am

2012 Point-in-Time Count

- The Point-in-Time Count will be held the night of Wednesday, January 25.
- Communities will be counting the same populations as in past PIT Counts (people residing in emergency shelter, transitional housing, or unsheltered situations on the night of the count). Permanent supportive housing programs will also be taking a count of their residents because this is required for the CoC application to HUD.
- The forms for reporting PIT Count data are posted on the NCCEH website at www.ncceh.org/2012PIT. Regional Committee leads and/or the RCs' designated PIT Count coordinators are responsible for ensuring that these forms are distributed to participating agencies and that they are turned in to NCCEH on time.
 - Sheltered Count Form: for shelters, transitional housing, and permanent supportive housing programs
 - Unsheltered Count Form: for street and/or services-based counts of unsheltered homeless persons
 - Forms are due to NCCEH by Friday, February 3rd.
- Resources on conducting a PIT Count, including the presentation from NCCEH's January 6 PIT Count Training, are posted at www.ncceh.org/pointintimehowto.
- Anyone with questions can contact Nancy at nancy@ncceh.org.

BoS Subcommittee Meetings

- The Balance of State subcommittees will have their quarterly meetings in February:
 - Transitional Housing: Tuesday, February 14 at 10:30
 - Permanent Housing: Tuesday, February 21 at 10:30
 - Families: Tuesday, February 28 at 10:30

- These calls are open to everyone in the BoS. Participants must register for the calls on the NCCEH website calendar at www.ncceh.org/en/cev/mon/
- The committees will discuss CoC performance goals. Anyone with other topics they wish to discuss can send suggestions to bos@ncceh.org.

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
- Emila 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.
- QPRs that are due in February will be using the new QPR form that will be discussed during the required grantee trainings January 18 and 19.

Regional Committee Updates

- Randolph: The RC met with consultant who will help the group identify service gaps and devise plans to close them. Their men's shelter is planning to expand to serve women and children as well as provide substance abuse treatment. Emila would like to be connected to the consultant to make sure the RC's plans are in line with HEARTH and BoS guidelines.
- Pitt: Project Homeless Connect will be held February 29. Anyone in the BoS is welcome to come and can email Paulette to let her know they'll be attending.

Next Meeting: Tuesday, February 7 at 10:30.