Balance of State Continuum of Care

BoS Steering Committee Meeting

Tuesday, February 7, 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/

- New! Grantee web page access:
   http://ncceh.org/bos/grantees/

Agenda

- CoC Check-up Update
- BoS Grantee Webpages
- New QPR Form
- QPR/APR Reminders
- BoS Regional Committee Regional Lead Elections
- Subcommittee Meeting Reminder
- Regional Committee Updates
- Next regular meeting Tuesday, March 6 @ 10:30am

Review & Approve January Minutes

- January 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: Review/Reminder

- From January 21 to March 5, 2012, CoC Leads can log into the CoC Lead portal to generate an aggregate summary report of stakeholder responses. This report will help CoCs identify areas in need of improvement. CoCs will also be able to access a new "CoC Profile" report in the Homelessness Data Exchange (HDX) that will include tables and graphs of the Housing Inventory Count, Point-in-Time count, and Annual Homeless Assessment Report data. A [Review Tool](#) will be available to help CoCs interpret the self-assessment survey and HDX data.

- On March 5, 2012, the online self-assessment tool will re-open to allow CoC Leads to enter their final self-assessment ratings and report their CoC's Action Plan. Once these steps are completed, participating CoCs will be able to request HUD-funded Technical Assistance. CoCs will have until March 16th to enter their final ratings and their CoC Action Plan. Additional guidance is coming soon.

CoC Check-up: Timeline

Stage	Date	Event
Stage 1: CoC Stakeholder Assessment	Nov. 10, 2011	CoC Check-up Self-Assessment Tool Open
	Nov. 10 – Jan. 20, 2012	CoC Stakeholders Complete Self-Assessment Tool
	Jan. 20, 2012	CoC Check-up Self-Assessment Tool Closes
Stage 2: CoC Review of Stakeholder Assessment & CoC Data	Jan. 17, 2012 (tentative)	CoC Check-up Webinar 2
	Jan. 21 – Mar. 5, 2012	•CoC Review, Final Assessment, & Action PlanCoCs review results & HDX data •CoCs determine final Check-up ratings •Complete CoC Action Plan
Stage 3: CoC Final Self-Rating & CoC Action Plan	Mar. 5, 2012	CoC Check-up Self-Assessment Final Rating, Tool Opens, & CoC Action Plan Opens
	Mar. 5 – Mar. 16, 2012	•CoC Leads Enter Final Rating and Action Plan CoC Check-up considered "complete" once these two items are submitted
	Mar. 16, 2012	CoC Check-up Closes

CoC Check-up: Stage 2

The CoC Check –up Review Tool:

- Designed to assist our CoC in analyzing the results of our CoC Check-up aggregated stakeholder assessment results and our CoC Profile data which includes the HIC, PIT, and AHAR data

- Collectively, these tools should allow our CoC to assess its readiness for HEARTH implementation

- It is only a starting point and are not intended to serve as final analysis of our CoC Check-up or represent and inclusive set of questions or indicators to measure

- It does demonstrate how to analytically translate the findings into actionable steps

- Once completed, it will help us develop a CoC Action Plan

CoC Check-up: Stage 2 Initial Results

CoC Check-up: Stakeholder Assessment

Overarching Questions to Consider within Each Domain

What indicators received the highest average score by stakeholders? What indicators received the lowest average score? (Scores are in parenthesis and on a 1-5 scale, 5 being the highest)

<u>HIGHEST</u>

- 2.1.1.1.1 The CoC strategic plan and the TYP are consistent with one another and do not have conflicting goals/objectives, etc. (score 5.0)

- 2.1.1.4 The plan is informed by review of local HMIS, PIT, and other data. (score 5.0)

- 3.1.3. CoC Staff is knowledgeable of TA resources and opportunities (score 5.0)

- 3.3.20 The HMIS can generate system level data for the AHAR, per HUD reporting specifications (score 5.0)

CoC Check-up: Stage 2 Initial Results

<u>LOWEST</u>

1.4.5 The CoC primary decision-making group and related committees/subcommittees/working groups have an active and diverse membership: 1.3.1.14 Landlords (score 2.9)

4.2.3.3 The CoC uses a vulnerability assessment or similar assessments tool/process to identify and prioritize persons who are homeless and disabled for PSH and/or other appropriate assistance. (score 2.3)

4.1 Element: The housing and services available in the community(ies) served by the CoC are accessible by persons who are homeless or at-risk of homelessness and are sufficient and effective at preventing and ending homelessness: 4.1.5 Local discharge practices of the corrections system do not result in direct discharge to homelessness. (score 2.3)

4.1.9 Street outreach is available within the CoC for persons who are homeless and have difficulty accessing services and housing. (score 2.4)

4.1.6.6 Temporary shelter providers ensure all persons assisted have a housing goal plan as soon as possible after admission (score 2.5)

CoC Check-up: Stage 2 Initial Results

<u>LOWEST continued…</u>

4.3 Element: People who are homeless or at risk of homelessness in the community have access to relevant community-based services and mainstream resources in the community.

        4.3.2.12 Other healthcare services. (score 2.5)

        4.3.2.1 Employment training/work supports (score 2.6)

        4.3.2.11 Healthcare for the homeless services. (score 2.6)

CoC Check-up: Review Committee

We need to form a CoC Check-up Committee that will answer the questions from the CoC Check-up Review

Their responsibilities will include:

- Reading the CoC Check-up Review once it is completed and sent out by NCCEH

- For each section, there are "Additional Questions to Consider" (These questions are designed as a starting point for analysis)

- Group members will answer the Additional Questions to the best of their knowledge

- These answers will help us build the CoC Action Plan: http://www.hudhre.info/index.cfm?do=viewResource&ResourceID=4595

- CoC Check-up Review can be found on the HUD HRE website: http://www.hudhre.info/index.cfm?do=viewCoCCheckup

CoC Check-up: Action Item

- Steering Committee vote needed:

Allow NCCEH to invite Steering Committee members to answer the "Additional Questions to Consider" on the CoC Check-up Review form

Please note: Final CoC Check-up Review and draft CoC Action Plan will be shared with the entire BoS Steering Committee once completed. Form and draft Action Plan is due to HUD by March 5. The final CoC Action Plan is due to HUD by March 16.

BoS Regional Committee Action Item

- Each year, BoS Regional Committees must elect a Regional Lead to represent their RC on the Steering Committee

- All Regional Committees vote to elect their Regional Leads in January, February and March

- A Regional Lead job description can be found on our website: http://www.ncceh.org/bos/

- Please send your Regional Lead contact information and the meeting minutes from the meeting when the vote was held to bos@ncceh.org

- **Please send this info no later than Friday, March 30**

- We are currently working to finish up Regional Committee webpages where this information, among other information, will be posted

BoS Grantee Webpages and QPR

- Grantee webpages and the new QPR form are now accessible through our website: http://ncceh.org/bos/grantees/

- Grantee webpages are accessible only by BoS grantees and NCCEH

Please contact emila@ncceh.org or 919.755.4393 with any questions.

Quarterly Progress Reports

- All grantees must turn in QPRs to NCCEH

- Due 30 days after the end of each quarter of grantee's operating year

- Reporting is scored on the scorecard, so it is in grantee's best interest to turn in QPRs on time

- Download the new QPR form at http://ncceh.org/bos/grantees/ (Old forms will no longer be accepted)

- Reminder emails will no longer be sent to BoS grantees. Grantees must track their own due dates and submit the QPR for each BoS project in a timely manner

- Email to bos@ncceh.org or fax to 888-742-3465

QPRs/APRs due Feb.

- 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 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 12.25.11and 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

- UCM: QPRs due for Basset Center on 9.1.11 and PH Program on 10.1.11

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/

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 will report what BoS data shells were accepted into the 2012 AHAR.

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 March 6!

Add to your To Do List:

- If you are on the CoC Check-up Review Form Committee, please look for an email with the form and answer the Additional Questions in each section. Instructions will be in the email.

- Please send BoS Regional Lead contact info and meeting minutes to bos@ncceh.org by March 30

- If you are a BoS Grantee, please download the new QPR form and plug in your QPR due dates and grantee info to get started

- Also, if you are a BoS Grantee, please go to your grantee webpage and review content. Send edits to emila@ncceh.org