

# North Carolina Balance of State Continuum of Care

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<http://ncbos.wordpress.com>

[www.ncceh.org/BoS](http://www.ncceh.org/BoS)

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## Steering Committee Meeting Minutes

May 5, 2009

10:30 am via conference call

### ATTENDANCE:

Carolyn Anthony, Martha Are, Michael Best, Susanna Birdsong, Leonard Bellory, Kim Braxton, Marta Brooks, Kristi Case, Debbie Cole, Gertie Crute, Jim Curtin, Kimberly Gant, Nancy Holochwost, Lynn Inman, Melissa Ledbetter, Laura McDuffee, Amy Modlin, Jane Motsinger, Denise Neunaber, Vanessa Neustrom, Jennifer Olson, William Parker, Jackie Sheffield, Michele Steele, Janice Stricek, Hunter Thompson, Walter Vincent, Lori Watts, Kenyatta Wheeler, Paulette White, Teena Willis

### ANNOUNCEMENTS:

- The Continuum of Care Application will be due after Labor Day.
- The pre-application and budget worksheet are both due June 1 for agencies that are planning on applying for new or renewal funding this year. These documents are posted online at [www.ncceh.org/BoSgrantees](http://www.ncceh.org/BoSgrantees).
- The HUD Training Institute will be held May 27 and 28; there is a BoS meeting on the 28<sup>th</sup> at 11:30AM. There is a link to the registration materials at [www.ncceh.org](http://www.ncceh.org) under the Calendar of Events.
- The “Balance of State 101” training call is June 9 from 10:30-12:00. Register at [www.ncceh.org](http://www.ncceh.org). This call is for new comers or others who want to learn more about the Balance of State structure and how to participate. Regional Leads should encourage others to participate.
- How to find information on the BoS:
  - New BoS blog at <http://ncbos.wordpress.com> will have updates and important information for all BoS participants. Be sure to check the blog regularly for news, updates, deadlines, and events! A new message will be posted on the blog when new materials are added to the website.
  - BoS materials posted on [www.ncceh.org](http://www.ncceh.org) under “Practice”
    - BoS Overview : [www.ncceh.org/BoS](http://www.ncceh.org/BoS)
    - BoS Meeting presentations and agendas: [www.ncceh.org/BoSminutes](http://www.ncceh.org/BoSminutes)
    - BoS Important Documents: [www.ncceh.org/BoSdocs](http://www.ncceh.org/BoSdocs)
    - Information for current and potential grantees: [www.ncceh.org/BoSgrantees](http://www.ncceh.org/BoSgrantees)
  - BoS agencies who have not reported Point-in-Time Count data are listed at [www.ncceh.org/BoS2009PIT](http://www.ncceh.org/BoS2009PIT). Regional Leads are asked to encourage these agencies to contribute their numbers.

### SCORECARD FOR COC APPLICATIONS:

- The Steering Committee reviewed and approved the 2009 scorecard as presented by the scorecard committee. The scorecard should be shared with agencies in your community who are considering applying this year so they'll know how they'll be evaluated.

**CHECKLIST AND DUE DATES:**

- This is a new reference tool that lists what's expected from BoS participants and when it's due.
  - It can be found at [www.ncceh.org/BoSdocs](http://www.ncceh.org/BoSdocs)

**QUARTERLY REPORTS:**

- DHHS requests these reports so that they can assist projects and provide technical assistance, which strengthens the overall BoS application.
- There are many agencies whose Quarterly Reports are **PAST DUE**. (See a full list on Slides 12-14 of the PowerPoint presentation from today's meeting: [www.ncceh.org/BoSminutes/](http://www.ncceh.org/BoSminutes/))
- Quarterly Report forms are available for download at [www.ncceh.org/BoSgrantees/](http://www.ncceh.org/BoSgrantees/).
- Grantees should also send a copy of their APR to DHHS at the same time it is due to HUD.

**HPRP UPDATE:**

- The public hearing for the state's HPRP plan was held May 4. The public comment period lasts until May 13. There are 2 Q&A calls on May 6 and May 8 (details on NCCEH's calendar at [www.ncceh.org/en/cev/mon/](http://www.ncceh.org/en/cev/mon/)).

**TA FROM DHHS:**

- DHHS is working on creating educational resources explaining the basics of the BoS. Please contact Jennifer with any topics you'd like to see covered.
- Please contact Jennifer or Martha for assistance with pre-applications or any questions.

**Next Steering Committee meeting:** Tuesday, June 2, 10:30-11:30 AM via conference call