

North Carolina Balance of State Continuum of Care

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www.ncceh.org/BoS

Balance of State Steering Committee Meeting

9.4.12

Regional Leads Present:

Brian Alexander, Albert Barron, Chris Battle, Ellen Blackman, Michael Bloomer, Faythe Canson, Debbie Cole, Spencer Cook, Nicole Dewitt, Jennifer Kerr-Flood, Joe Marks, Amy Modlin, Jane Motsinger, Faye Pierce, Kannika Turrentine (for Joel Rice), Gus Smith, Howard Anthony (for Marty Stebbins), Michele Steele, Jennie Connor (for Teena Willis), Paulette White, Shari Wright

Regional Leads Absent:

Susan Bellew, Kristi Case, Tonya Gray, Katherine Pullicino, Jackie Sheffield

Interested Parties Present:

Natalie Allen, Ellery Blackstock, Keri Christensen, Gertie Crute, Kenosha Davenport, Maseta Dorley, Erika Gonzales, Nikki Ratliff, Nina Walker, Lori Watts

NCCCEH Staff Present:

Nancy Holochwost, Emila Sutton

Approval of August Minutes

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

Emergency Solutions Grants (ESG) Conditional Awards

- The State announced the recipients of ESG conditional awards last Thursday, August 30. Each regional applicant received an email detailing the amount of its award. These awards are conditional pending meetings between the regional applicants and the State; applicants must demonstrate that they can meet their required match.
- The BoS CoC's total conditional award amount is \$2,272,566, including \$442,110 of extra funding.
- All but 15 BoS counties applied for funding. Two of those counties have active Regional Committees (Person and Harnett) and thirteen do not (Northampton, Bertie, Martin, Washington, Dare, Tyrrell, Hyde, Pamlico, Jones, Caswell, Rutherford, Polk, Madison). Because these counties did not apply for funding, there was extra pro rata for other regions to receive.

- Three regions that do not have active Regional Committees applied for funding (Lee, Carteret, and Craven). In addition, Regional Committees in two areas joined together for the ESG application: Down East, Southeast, and Twin County; and Surry, Iredell/Yadkin, Stokes, and Davie.
- Every Regional Committee that requested funding received a conditional award. Some regions only received a partial award.
- The Steering Committee reviewed a list of the BoS regions that received funding and their conditional awards for emergency response, housing stabilization, system coordination, and extra funding.
- Anyone who has questions about the conditional awards should contact Martha Are, Amy Cole, or Michael Leach at the State ESG office.

BoS CoC Action Plan

- The BoS CoC Action Plan is posted on the main BoS webpage: www.ncceh.org/bos/ This document guides the progress of the overall BoS CoC and was also adopted by all the BoS Regional Committees. The plan includes action steps, due dates, and responsible parties for each step. Many of the items in the plan are even more important now that HEARTH changes are going into effect, such as the fact that the Steering Committee is now considered the board of the BoS CoC.
- All stakeholders in the BoS are encouraged to read the plan. Regional Leads are asked to share it with their Regional Committee participants.
- The plan includes several action items for this summer and fall in the categories of Governance, HMIS, Performance, and Housing + Services. Some of these items will be spearheaded by NCCEH staff and approved by the Steering Committee; some items will be led by Regional Committees.
 - Governance: create clarification about Regional Committees and grow their capacity, grow capacity of lead agency, define relationship between RCs and grantees.
 - Performance: reporting from CoC and ESG grantees, provide training.
 - Housing + Services: items regarding ESG and CoC application that are ongoing.
- Regional Committee leads were asked if they'd shared the plan with their committees; some said no, others said they had looked at it in the spring when it was first released. Two Regional Leads asked for a version of the plan that is easier to print.

BoS Data Quality Project

- NCCEH is working on ways to make the Regional Leads more aware and more involved in the HMIS data quality of their region. This is an action item in the CoC Action Plan.
- NCCEH staff and CHIN staff have collaborated on a project to improve data quality in the BoS.
 - Every other month, NCCEH and CHIN email the ten agencies with the lowest data quality scores in the CoC. Regional Committee leads are cc'd on the emails.
 - CHIN then works with the agencies to raise their data quality scores by fixing errors in their data.

- The BoS Data Quality Subcommittee had its first quarterly meeting on August 28.
 - NCCEH staff reviewed the BoS's structure and organization, the importance of data quality, and how CHIN data is used in the CoC. CHIN staff reviewed the Data Quality Follow-Up Report and the overall BoS CoC Data Quality report that end users can access.
 - CHIN staff will participate on all following Data Quality Subcommittee calls.
 - Regional Leads provided helpful feedback on the call. NCCEH staff is working with CHIN to involve Regional Leads in improving data quality in their regions.
 - The next call is Tuesday, November 27 at 10:30 am. Participants must register for the call on the NCCEH website calendar: www.ncceh.org/en/cev/635

Quarterly Progress Reports (QPRs)

- Because the new QPR form tracks due dates, NCCEH staff has stopped emailing grantees reminders of their QPR due dates. Some grantees have not been submitting QPRs on time. NCCEH will contact them in the coming week to set up a conference call to discuss their grants and the QPR.
- QPRs help NCCEH staff keep track of grant performance and catch problems early. Good grant performance keeps the BoS competitive in the CoC application process; poor performance by one grant affects all the others, putting everyone's funding at risk.
- All grantees must email QPRs to NCCEH 30 days after the end of each quarter of their operating year. Timeliness of QPR submission is scored during the CoC application.
- The new QPR form is available for download on the NCCEH website at www.ncceh.org/BoS/grantees.

CoC Application Update

- HUD opened the CoC registration in eSNAPs last Friday, August 31. The registration is due October 1. NCCEH staff will complete the registration on behalf of the BoS CoC.
- Staff is currently working with the HUD Field Office to finalize the Grant Inventory Worksheet, which must be submitted as part of the CoC registration. There are several changes to the GIW this year because of changes under HEARTH; HUD is still releasing guidance to CoC leadership on how to correctly fill it out. Some renewal grantees may be asked to provide more information for the GIW based on new guidance from HUD. NCCEH staff will be in contact with grantees if more information is needed. All renewal grantees will be asked to review the final GIW before it is submitted to HUD.
- FY 2012 Geo Codes and Preliminary Pro Rata Need Amounts are posted on the HUD HRE website: www.hudhre.info/index.cfm?do=viewResource&ResourceID=4668 The pro rata is the amount that each area is eligible to apply for.
- The CoC NOFA is expected to be released in mid- to late October.

CoC Intent to Apply Form

- All agencies that are applying for new or renewal funding in the 2012 CoC application are asked to fill out an Intent to Apply form. The form is posted on the NCCEH website at <http://www.ncceh.org/forms/35/BoS-HUD-Application-Intent-Form-2012/>
- Regional Committees that did not elect a Regional Lead in January, February, or March of 2012 are ineligible to apply for funding this year.

Regional Committee Updates

- Burke: The ESG application brought agencies together and helped to forge relationships.

To-Do List

- Grantees must download the QPR form and submit it in a timely fashion.
- All BoS stakeholders should read the CoC Action Plan and take action in their Regional Committees.
- All agencies applying for new or renewal funds in this year's CoC application must submit an Intent to Apply Form.
- Regional Leads must submit Regional Committee meeting agendas and minutes to bos@ncceh.org.

Next Meeting: Tuesday, October 2 at 10:30.