

North Carolina Balance of State Continuum of Care

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www.ncceh.org/BoS

Balance of State Steering Committee Meeting 10.2.12

Regional Leads Present:

Albert Barron, Susan Bellew, Ellen Blackman, Michael Bloomer, Kristi Case, Debbie Cole, Spencer Cook, Branden Lewis (for Nicole Dewitt), Jennifer Kerr Flood & Erika Gonzales, Joe Marks (also sitting in for Teena Willis), Faye Pierce, Jackie Sheffield, Marty Stebbins, Michele Steele, Paulette White, Shari Wright

Regional Leads Absent:

Brian Alexander, Chris Battle, Faythe Canson, Tonya Gray, Amy Modlin, Jane Motsinger, Katherine Pullicino, Joel Rice, Gus Smith

Interested Parties Present:

Kathy Bragg, Kim Braxton, Kenosha Davenport, Maseta Dorley, Martha Hardison, Donna McCormick, Mike McMillan, Susan Parker, Don Rogers, Janice Sauls, Marie Watson

NCCHE Staff Present:

Nancy Holochwost, Emila Sutton

Approval of September Minutes

Emila noted that Lee County should have been included in the minutes as an ESG applicant without an official Regional Committee. Pending this change, the minutes were approved by common consent.

CoC Application Update

- The CoC Registration in eSNAPS was due to HUD October 1. NCCHE staff completed the registration on September 28. The registration included the final Grant Inventory Worksheet for all renewal projects. Staff thanked renewal grantees for their help getting the GIW completed on time.
- HUD has posted the FY2012 geocodes and the preliminary pro rata need amounts on the HRE website: <http://www.hudhre.info/index.cfm?do=viewResource&ResourceID=4668>
 - The pro rata amounts have increased since FY2011. Eligible Regional Committees will receive pro rata summary sheets from NCCHE this week. The sheets will include the existing grants and the pro rata amounts for the region.
- The CoC NOFA is expected to be released in mid- to late October. The CoC interim rule released by HUD includes some important changes to the application and funding process:

- There are five CoC components: permanent supportive housing (the BoS funding priority), rapid re-housing, transitional housing, supportive services only, and HMIS.
- Eligible costs are: acquisition, rehabilitation, new construction, leasing, rental assistance, supportive services, operating costs, and HMIS.
- Rental assistance can only be administered by public housing authorities and units of local government. Nonprofits may not administer rental assistance, but they may apply for it and then contract with a PHA or unit of local government to administer it.
- Public housing authorities cannot be applicants for new projects. However, they may apply to renew existing projects.
- Match is now 25% (cash or in-kind) for all components except leasing. Leasing does not require a match.
- The CoC collaborative applicant is eligible to receive 1.25% of the total pro rata amount for CoC planning activities.
- NCCEH staff is revising the Intent to Apply Form based on these changes. Regional Committee leads are asked to inform their RC members about the new form. It will be sent out this week and there will be a quick turnaround on submissions.
 - PSH remains the funding priority at this time. The scorecard for 2012 will need to be revised based on changes to the CoC application, but the 2011 scorecards can still be used to get a sense of the BoS' scoring priorities.

New CoC Board Requirements

- The CoC interim rule requires CoCs to have boards as their governing bodies. In the interim rule, there are two required characteristics of CoC boards:
 - They must be representative of the relevant organizations and projects serving homeless subpopulations within the geographic area.
 - They must include at least one homeless or formerly homeless individual.
- Also, no board member may participate or influence discussions or decisions concerning the award of a grant or other financial benefits for an organization that the member represents.
- The interim rule gives CoCs 2 years to put these requirements in place. For 2012, the Steering Committee will serve as the board for the BoS. As HUD releases more guidance and details on requirements, the Steering Committee will discuss any changes that should be made and decide how to structure the board.

CHIN Data Quality Webinars

- Every other month, Emila and CHIN staff reach out to BoS agencies with low HMIS data quality scores to help them improve their data quality. Regional Committee leads are copied on these emails. CHIN runs follow-up reports and helps agency staff fix their data errors. This process has already improved the BoS' overall data quality.
- CHIN is offering online data quality information sessions specifically for BoS participants. Emila will be on these calls as well. There are two sessions in October; participants must register on the CHIN website:

- October 11, 2-3 pm: http://nchomeless.org/index.php?option=com_seminar
- October 18, 2-3 pm: http://nchomeless.org/index.php?option=com_seminar
- The BoS Data Quality Subcommittee has its quarterly meeting on November 27 at 10:30 am. Participants must register on the NCCEH website calendar: <http://www.ncceh.org/en/cev/635>
 - Emila will email the BoS list to solicit ideas for discussion topics for all the November subcommittee calls (including the Rapid Re-Housing Subcommittee and the Permanent Supportive Housing Subcommittee).

Regional Committee Updates

- Pitt: The RC spent the last month submitting final documentation for its ESG grant and is now discussing implementation of its rapid re-housing program. Two weeks ago, staff attended a training in Durham about using a VAT assessment tool for coordinated assessment; the RC is now testing how that tool could work in the community.
 - Emila noted that a coordinated assessment system is a requirement of the CoC under HEARTH. All RCs are asked to keep NCCEH staff informed of any work they are doing on creating local coordinated assessment systems. As we learn more about requirements for the system, a CoC-wide conversation will be initiated.
- Burke: The ESG application process helped build partnerships amongst local agencies. The RC is now planning its Hunger and Homelessness Awareness week; there will be many community events, including a forum of homeless individuals and families.
- Randolph: The RC is finalizing documentation to receive its ESG grant. At the next RC meeting, the group will discuss including HUD data elements in the intake forms of all agencies in the region.
- Down East: The 10-county ESG application prompted a discussion about how regions will work together in the future. Albert is convening an exploratory committee meeting with representatives from all 4 regional committees in November to discuss future collaboration.
- Rockingham: The region has finalized its Ten-Year Plan. To help get the region's data into CHIN, the RC is considering creating a common application for all agencies with one designated data entry person. Attendance at RC meetings is increasing.
- Alamance: The RC is making progress towards creating a centralized assessment process for the region.

QPRs

- Since NCCEH introduced the new QPR form in February, many grantees have not submitted their QPRs on time. The Steering Committee reviewed a list of agencies that have overdue QPRs, including some agencies that have not turned one in yet this year. Emila will email those agencies that have never turned one in to schedule a phone call with her.
- All grantees should download the QPR form from the NCCEH website (www.ncceh.org/BoS/grantees) and begin filling it out. When Emila receives QPRs, she posts them to the grantees' webpages and emails them to let them know it is accessible there.

To-Do List

- RC leads must share information from Steering Committee meetings with their RC participants.
- RC leads must turn in RC agendas, minutes, and meeting materials to bos@ncceh.org.
- BoS grantees must turn in QPRs in a timely manner and review their grantee webpages for any needed corrections.
- All BoS participants should review the BoS Action Plan, which is posted at www.ncceh.org/bos. The plan has been formatted to print on legal-size paper.
- All interested applicants must fill out an Intent to Apply Form. The new version of the form will be sent out this week.

Next Meeting: Tuesday, November 6 at 10:30.