**Present:** Sandy Cavanaugh, Troy Bradley, Christine Craft, Lanett Strickland, Anita Oldham, Jenny Simmons, Jane Zecher, David Jacklin, Rachel Stein Tankersley, Ruth Burge, Venerable Pannavati, Marilyn Kaylor, Brian Alexander, Candace Mance, Marian Lowry, Anthony Strickland, Marisol Tomas, Kate Franklin, Jill Kapiloff, Bill Kinschner, Tricia Crout

**Welcome and Introductions—Christine Craft**

 Christine Craft welcomed everyone to the meeting.

**Approval of December 2012 Meeting Minutes—Christine Craft**

 Christine presented the December 13th, 2012 minutes for approval. They were approved by common consent.

**Quick Agency Updates**

 The Monday Feeding Group has a new, official name: We Care Fellowship. They served 65 folks on Monday, January 7th and have recently served as many as 85. They are seeing new people and estimate that most are low-income and not literally homeless. First Baptist continues to have a meal at 11:30am on Thursdays. There are folks in the community who would like to work toward providing a meal every day of the week. Information about these meals is spread by word of mouth.

My Place – transitional apartments will be full shortly. The leases are for 6 months. They have acquired a house and are working on hiring a house parent. They are in need of twin beds and other furniture. Residents transition out of My Place upon having job placement. Thank you to WCCA and United Way as they helped to support My Place by paying some rental assistance.

HELP – will have information in the near future about efforts to raise money for their Homeless College Assistance Fund.

Homeward Bound’s Rapid Rehousing Program – Kate Franklin (828-777-9702) is the front line staff working in this new Emergency Solutions Grant (ESG) funded program. Jill Kapiloff (828-768-2464) is the supervisor of the program. The grant runs through September 30, 2013 and will serve approximately 15 households. A two page referral form was passed out to those who were present. The referral form will give you an idea of who is an appropriate referral. This program is targeting folks who need 1 month to 6 months of assistance in order to then be sustainable after this timeframe. Referrals can be individuals or families at 30% of Area Median Income or below, and literally homeless (emergency shelter, on the streets, or in a place not meant for human habitation). Homeward Bound staff have some landlord contacts in Henderson County, but will need to build a landlord base. They will start this work just by meeting with landlords one by one and then after approximately a year or so, may look to do a Landlord Lunch and Learn after a base is established. First United Methodist has established a Hope To Home team – a team of 8 to 10 people who are to be companions or a support system for individuals/families who have been housed. There are other local churches interested in developing Hope To Home Teams. Members of these teams do not have to all be from the same church or civic group. These teams build community and offer support and allow members the experience of getting to know someone who has experienced homelessness.

**Balance of State Steering Committee Update—Brian Alexander**

 The Continuum of Care application process continued to be a large part of the steering committee call. Henderson County is part of a region of 79 counties eligible to apply for funding. Brian Alexander serves as Henderson County’s Regional Lead and will need to be voted on today. Homeward Bound’s Permanent Supportive Housing program application has made it into Tier I for Balance of State. It was the highest scoring new project and was the only new project to make it into Tier I. A reduction in HMIS/CHIN (Homeless Management Information Systems/Carolina Homeless Information Network) subsidy costs and at least 2 projects not applying for continued funding, allowed for this new project to move into Tier I. If Henderson County receives this grant for $159,061, Homeward Bound will be able to house permanently approximately 14

households. The application deadline set by HUD is January 18, 2013. We may not hear back about the grant approval until this summer. Qualifying applicants will be those who are literally homeless with a mental health and/or substance abuse diagnosis. HMIS/CHIN is vitally important for communities to enter data. The data entered is used to generate reports that are helpful for communities and makes it all the way up to Congress. Henderson County will be a part of the AHAR (Annual Homeless Assessment Report) report to Congress in the next reporting cycle.

 There are Balance of State Continuum of Care goals that Brian will have Christine send out to the group for review. Some include increasing the number of homeless folks moving from transitional to permanent housing and increasing the number of permanent supportive housing units for chronically homeless.

 There will be a Point In Time (PIT) Count Training call on January 17, 2013 at 1pm for PIT count coordinators and front-line workers. It will give a foundational context for the PIT count. To register for the training, logon to [www.ncceh.org](http://www.ncceh.org). Christine will send out an email with this training information. The PIT count for Henderson County last year was approximately 55 in shelter. There was not a street count conducted.

 HCHC conducted a vote to have Brian Alexander serve as our Regional Lead. Christine Craft motioned for the election of Brian Alexander as Regional Lead for the Henderson County Homeless Coalition. Rachel Stein seconded. This nomination was unanimously approved. Brian Alexander is now officially the Regional Lead for the Henderson County Homeless Coalition.

**Review of HCHC survey - Brian Alexander and Christine Craft**

Brian and Christine met after December’s HCHC meeting to assess results of the survey. Some gaps were noted; namely, permanent supportive housing, services to stabilize housing, and housing and services for youth and families. A need for education about services was identified. They also noted the need to establish some sub-committees to address these issues and to begin advocacy work. This work will need to be done outside of the regular HCHC monthly meetings. It was suggested that we have no more than 3 sub-committees at a time. We will need to also take into account the data collected during the PIT count. Brian and Christine will continue to collect this information and will bring it back to HCHC.

**Review of Point in Time Count – Brian Alexander**

Brian inquired about other agencies outside of HCHC stepping up to help with the PIT count. A member mentioned that Store House was on board and that both Park Ridge and Pardee Hospitals had been contacted, but had not confirmed their participation. The PIT count is to be held Wednesday, January 30, 2013. The focus is on those who are literally homeless (emergency shelter, on the streets, in transitional housing but came from the streets or shelter). NCCEH has a set form. HCHC will likely use the forms folks have been trained on and will transfer that data to the NCCEH form. The HCHC forms collect additional information that HCHC needs at this time (ex. data on folks couch surfing).

**General Discussion**

There was a general discussion held after a member raised the issue of medical care, hospital discharges and prescription medication that cannot be kept in emergency shelter. The group suggested these specific topics may be for a sub-committee to tackle.

**Next Meeting:** 10 am; February 12th, 2013 at Blue Ridge Community Health Center

Respectfully Submitted by: Jenny Simmons