**Transylvania County** **Homeless Coalition**

**Meeting Minutes**

**Location: Brevard Housing Authority**

**133 W. Morgan Street**

**Brevard, NC 28712**

**Date: August 1, 2013**

Attendees:

Kathleen Mallet, CCB/CARE Erika Gonzalez, BHA

Don Rogers, United Way Erica Edwards, SAFE

Ron Schieve, WCCA Jennifer Flood, Haven

Emily Lowery, Haven Louise Egerton, THAPS Case Manager

Caroline Carter, Meridian Sheila Galloway, WCCA

Stoney Blevins, DSS Dani Brennan, ABCCM

* Meeting called to order 9:08 am
* Introductions
* Meeting Minutes Approved from last meeting
* Introduction of new case manager, Louise Egerton
	+ Each member expressed their agency’s needs
	+ System now is coordinated intake, chin, TRAIN-community resources, CT entry, referral to Louise
	+ Louise to make budgets out with clients
	+ Benefit Bank (check into)
	+ Referrals are important
	+ We will need a ROI (release of information) forms
	+ We will have a group meeting to introduce clients
	+ Have group meetings once a month, so many in a quarter
	+ WCCA to start on track in fall, this will be part of goals
	+ ABCCM, requires job link orientation, set # of places to apply, budgeting classes, SEI benefits, service benefits, 90 days intensive case management, SNAP, must see food banks if overspending
	+ In group meeting have a speaker, educational
	+ Susan Shriver will come speak, Sheila can reach her
	+ Mentoring program needed
	+ We need to keep things flowing where they stay for a year, then leave onto their own and open up the spot for somebody else
	+ Community service hours are to be mandatory
	+ Packet to be made for Louise, picture, address, roi, referral
	+ Louise to be an independent contractor
	+ List of requirements for client, upon intake expectations clearly set in order to receive ESG monies
	+ Louise is a QP and qualified
	+ We need to make clients understand, this is a one time deal
	+ Thursdays and Saturdays may be the best day for orientation day