

Multipurpose Room ■ Greenville Housing Authority  
1103 Broad Street, Greenville, NC

**Present:**

**Tommy Cloyd**, Disability Advocates & Resource Center  
**Debra Edwards**, Greenville Community Shelter  
**Sharon Edwards**, Pitt Co. Dept. of Social Services  
**Georgia Ensley**, Port Human Services  
**Delores Farmer**, Housing Coordinator, Pitt County TYP  
**Gabi Gonzalez**, Employment Services – Disabled Veterans  
**Gloria Kesler, City of Greenville**, Community Development  
**Tonette Latham, Greenville**, Community Shelter  
**Linda Mandell**, Soar Case Worker  
**Tujuanda Sanders**, Greenville Housing Authority  
**Thelma Sephes**, VA Outpatient Clinic  
**Paulette White**, Pitt County Planning/10-Yr Plan Project Mgr  
**Talaika Williams**, ECBH, LME  
**Bob Williams**, Greenville Community Shelter

**Minutes**

The November 2013 minutes were reviewed. Dolores Farmer motioned to accept. Gloria Kessler seconded, minutes approved.

**Balance of State Steering Committee:**

Paulette White distributed a handout with information from the December 3, 2013 BoS Steering Committee meeting. She noted that all CoC funded agencies must have their Annual Progress Reports (APRs) to the BoS by December 13, 2013 so they can be reviewed. HUD published the 2013 CoC Notice of Funding Availability (NOFA) on November 22, 2013. Final COC grants are due to HUD on February 3, 2014. Since the NC BoS has so many regional committees and agencies, the deadlines for application submissions must be moved up to accomplish review and approval. Timeline for agencies application and BoS review are:

Dec 27<sup>th</sup>: All Renewal Application are due to NCCEH

Jan 6<sup>th</sup>: Project Review Committee orientation

Jan 8-10<sup>th</sup>: Individual calls with Project Review Committee Members

Jan 14<sup>th</sup>: Project Review Committee creates ranked list of projects

Jan 16<sup>th</sup>: Special Steering Committee meeting to approve final ranking of projects

Jan 17<sup>th</sup>: NCCEH notifies (in writing) applicants

Jan 24<sup>th</sup>: All project applications must be complete and submitted in esnaps after NCCEH instruction.

Jan 30<sup>th</sup>: NCCEH hits submit button on Esnaps.

2013 BoS State Services Survey forms were distributed and agencies are requested to fill these out. Ms. White reported that it only took a few minutes to complete. These must be completed as part of the application process by January 10, 2014

**Ten Year Plan Manager Position**

Bob Williams discussed the need for a full -time person to oversee the Homeless Effort for Pitt County. A letter will be drafted to state the need for that position. Agencies that attend the Regional Committee meeting are asked to send in the letter of support to James Rhodes at Pitt County Planning. It is important that County and City official know that the agencies working on Homeless issues felt this position is important and necessary. Ms. White also reported that she will ask the staff at the North Carolina Coalition to End Homelessness to also send a letter of support.

**Permanent Supportive Housing/SOAR**

GHA – There are 5 openings; 3 open in Seeds of Change and 2 openings in Project Hope. Tujuanda states that she has already selected the candidates for these openings from previous

ECBH – Georgia states there will be 3 openings in January. She isn't getting referrals from Pitt County. Candidates must have some income (\$200/month) or she is unable to keep them housed due to high utility bills, especially in Craven County. There was a discussion of energy costs and problems for this population.

GCS - There are no openings at either of the Shelter's programs.

**Soar Program**

	November 2013	Total
Referrals	4	80
Submitted	1	36
Approved	0	13
Denied	0	7
Pending	2	-
Closed – other	1	14

**Point In Time**

Gloria Kessler volunteered to be the lead for the Point in Time survey. There was some discussion about how to do the unsheltered surveys. Pitt County targets its efforts at finding where the homeless are and going to them. The survey is conducted one day and night. There is a meeting today at 2:00pm about the Point in Time survey at Paulette's office. Last year's forms were distributed. We can get most of the information from the CHIN system for the Greenville Community Shelter and Greenville Housing Authority's programs. For the unsheltered surveys, we will work with the Angel Cops group and Oakmont Baptist Church. Joy Soup Kitchen in Greenville and a kitchen in Farmville will also be checked. We don't expect any significant changes to the forms.

**Announcements**

Sharon Edwards reported that the LEAP funds are available. This program assists low income and elderly with utility bills during very cold or hot times. The Pitt Co. Department of Social Services oversees the program. Applications for the program can be taken in the old STRIVE building located on 6<sup>th</sup> street, near the county offices. The fund is \$1 million to aid with a heating or cooling crisis. On February 1, 2014, DSS will accept application for anyone in Pitt County who may need assistance. Ms. Edwards will provide more information to be distributed to the group.

A list of items needed for the Shelter is available in their newsletter and on the website.

**Next Meeting – January 8, 2014, 9:00am.**