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**Person County Housing Collaborative Minutes**

**January 14, 2014**

**The Gardens at Chub Lake**

Those in attendance included: Felipe Blue (FHRC), Jayne Bremer (PCUW), Deborah Tinnin (PCHD), Cynthia Wilson (CHC), Judi Akers (DSS);, Spencer Cook (CIHS)

Minutes from the December 2013 meeting was sent to members. No additions or corrections were made.

We focused our meeting on making the final preparations for the 2014 Point-In-Time Count.

The 2014 Point-in-Time Count will be held the night of Wednesday, January 29th. It will begin at 6pm on January 29th and end at 6pm on January 30th. We will conduct our street count beginning at 8pm on the 29th. Note this is a change from what we had planning at last month’s meeting. On the night of the 29th, emergency shelters and transitional housing programs will count the persons who are residing in their programs (safe Haven). We are also planning on including a services-based count (counting unsheltered homeless persons at CHC, this count will be during the day of the 30th, and the CHC staff will be asking.

Jayne went over the PIT reporting forms. All completed forms are to be sent to Spencer Cook, who is the point person for the PIT count in Person. He will collect the data and send necessary reports to the Balance of State staff at NCCEH.

Elections

Motion was presented and confirmed to have Spencer Cook continue to serve as chair.

Motion was presented and confirmed to have Jayne Bremer serve as alternate.

The meeting adjourned at 11:30 am.