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

**Meeting Minutes**

**Location: Brevard Housing Authority**

**133 W. Morgan Street**

**Brevard, NC 28712**

**Date: December 5, 2013**

Attendees:

 Jennifer Flood, Haven Erika Gonzalez, BHA

 Megan Hare, TRAIN Ron Schieve, CONNECT, WCCA

 Erica Edwards, SAFE Phyllis Chandler, Sharing House

Emily Lowery, Haven Susan Lefler, Community

Lou Valucka Smoky Mtn. Center Beth Branagan, TCS

Carolyn Carlton, Meridian Louise Egerton, Case Manager

Don Rogers, United Way, Bread of Life

* Meeting called to order 9:00 am
* Introductions
* Meeting Minutes Approved from last meeting
* ESG Funding, reimbursements, slow and now stopped
	+ 14K in hole that is owed to the fiscal sponsor, The Haven
	+ Have not been able to utilize Louise because funding has been cut
	+ HUD is not able to reimburse right now
	+ Small amount of money remaining will be used to provide direct services
	+ Jennifer and Emily are doing case management as needed and crisis intervention
	+ Have not used all of the ESG allotment of $68,000
	+ Exceeded our goal of number of people served
	+ HUD has released the new guidelines for 2014
		- Different from 2013
		- Individuals not in a shelter will need to be certified homelessness by qualified
	+ Housing Authority has offered be Fiscal Agent for 2014, will request permission from HUD to modify application
		- This is what was done in the western 8 counties according to Lou from Smokey Mountain
		- Continuum of Care and Balance of State
	+ Jennifer on conference with CoC and BOS they are not taking new project applications
	+ HOME Grant has not been applied for in Transylvania County
		- Don Rogers has information to pass onto us to apply
		- Deadline is today
	+ Webinar next week for CoC, Beth Branagan reports
	+ They may take new ones next year, but only if somebody backs out or does not spend all their money
	+ We thought this grant would be the potential of 30K, but we were a new program this year and could not apply
* Point in Time
	+ Date of this year is January 29, Wednesday is the day of the count
	+ Forms and materials will be released soon, however, we have not found them yet
	+ Jennifer to call Corey Root
	+ Let them know by January 6
	+ We need a Point in Time contact, Haven has done this in the past and being the central command
	+ Jennifer agreed to be the PIT contact
	+ We will need to contact MANNA again for snacks
	+ Bread of Life, Sharing House, and Meridian would good places to find people
	+ Getting former clients to volunteer to help us find homeless
	+ Don to get information at library to have people come and do PIT survey, maybe a table at the front to catch everybody
	+ Meridian says they will have a volunteer to do PIT
	+ Erica at SAFE can get the shelter report to use and also use those she knows are still homeless and count them too
	+ Haven will use our shelter report as well and those we know that are still homeless
	+ Last year’s count was 213
	+ They were surprised by how many we had counted
	+ We can go through the data and compile what we get
	+ We will be pestering everyone on coalition to get this done
	+ We will need to take shifts
	+ We need to collect data on places where homeless camp leading up to the count
	+ Last year was a bad day to count
	+ Talk to Law Enforcement to find places
	+ Email to Jennifer the places you find
	+ Teams works real well
	+ Badges worked real well
	+ Colored paper worked real well, to ask if they have talked with somebody with this colored paper
	+ Meet on January 2 to discuss PIT and training session for PIT
		- Elections to be done on this date on our regular meeting date
		- Regular coalition meeting at 9am, training at 10 and another at 2
		- Will send email out the forms
* ESG recipients, Life Solutions Class
	+ Erika at BHA will send out letter to make Santa mandatory meeting
	+ We will need to make PIT count a part of the case management/service
	+ Meeting for the ESG clients will be
	+ BHA will have a get together on the 20th with Santa, let clients know about this event
	+ Missy at New Leaf has a Self Esteem class going on, possibly have clients to attend this class for January
	+ Have a case manager at lease up to explain that classes are a part of case management
	+ Smoky Mountain has had luck with independent landlords and building relationships
	+ Option to do class with Missy or do PIT count, so that they will only have to do one class in the month
	+ Part of the agreement with those who came through on an appeal was to comply with case management and if they do not attend a class their lease can be revoked by Erika Gonzalez
* NCCEH survey is out
	+ If you are a member, you can go online to fill this out
	+ If you are not a member, fill a hard copy out and give it to Jennifer
	+ Check into getting a membership for the Coalition
	+ Deadline is January 6

**NEW BUSINESS**

* Oxford House
	+ Still optimistic
	+ Did not get the house in Rosman, now looking at one by the library
	+ Discussing having a men’s and women’s house
* Smokey Mountain
	+ Will be attending this meeting, not yet clear of who it will be
	+ Kristi Case is 586-5501 x 1202
	+ Lou is x1181
* Bread of Life construction will be started soon on a covered waiting area
* Haven closing on the house behind the Haven on the 16th
	+ If you know of any grants we can apply for, please let us know
	+ The house will be self managed, if you know of anywhere we can model this family shelter after, let us know