



# North Carolina Balance of State Continuum of Care

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## Balance of State Steering Committee Meeting

9.2.14

### Regional Leads Present:

Trina Hill (for Brian Alexander), Chris Battle, Ellen Blackman, Debbie Cole, Kim Crawford, Robin Shue (for Nicole Dewitt), Rhoda Emanuel, Alvin Foster, Tonya Gray, Kelly Lacy, Teena Willis (for Joe Marks), Casey McCall, Amy Modlin, Jane Motsinger, Bart O'Sullivan, Larry McMullen (for Sharon Osborne), Melissa Payne, Faye Pierce, Susan Pridgen, Joel Rice, Candice Rountree, Rasheeda Sturdivant, Marie Watson, Bob Williams

### Regional Leads Absent:

Jennifer Flood, Glenda Riggs, Juliet Rogers, Nickie Siler, Michele Steele

### Interested Parties Present:

Melissa Batell, Ellery Blackstock, Kristi Case, Sonia Ensenat, Sarah Lancaster, Cheryl Manuel, Donna McCormick, Mark Owen, Detra Purcell, Andrew Romines, Janice Sauls, Amy Steele, Lori Watts, Talaika Williams

### NCCHEH Staff Present:

Nancy Holochwost, Denise Neunaber, Corey Root, Tia Sanders-Rice

### Approval of August Minutes

There being no changes needed, the minutes were approved by common consent.

### ESG Application Update

- The State ESG Office released the ESG application on July 30. There have been several changes to the application since then, including a change to the due date. Applications are now due Monday, September 8. Regional Committees must submit three copies of all application materials (two paper copies and one electronic).

### CoC Application Update

- NCCHEH staff submitted the CoC registration review in esnaps on August 28. The Grant Inventory Worksheet (GIW) was completed as part of this process.
  - HUD allowed transitional housing projects that are operating as transition-in-place models to change to permanent housing: rapid re-housing projects on the GIW. Three of the BoS' six transitional housing projects made this change. This change is aligned with HUD's goal and the BoS' mission of reducing homelessness, since HUD considers participants in PH:RRH projects housed and participants in TH projects homeless.

- The BoS' Annual Renewal Demand (ARD), which is the amount needed to fund all existing renewal grants, is \$5,696,021. The BoS's Preliminary Pro Rata Need (PPRN), which is each CoC's "fair share" of funding based on its geographic area, is \$9,453,433. The PPRN is the amount CoCs would be eligible to apply for if HUD had enough funding nationally. HUD has not yet announced if any of the PPRN funding will be available for new projects this year.
- The CoC application is expected to open in September. The NOFA from the FY 2013 application also applies to the FY 2014 application. There will be no collaborative application; CoCs will only submit project applications and the project priority listing.
- Each Regional Committee has been asked to appoint one representative to the Scorecard Committee and one representative to the Project Review Committee. Contact information should be sent to [bos@ncceh.org](mailto:bos@ncceh.org).
  - Five committees have submitted their representatives' information: Henderson, Iredell/Yadkin, Piedmont, Pitt, and Wilson/Greene.

### **HMIS Lead Administrator Ratification**

- On the August Steering Committee call, NCCEH and CHIN Governance Committee representatives announced that the CHIN Governance Committee chose the Michigan Coalition Against Homelessness (MCAH) as the new HMIS administrative agency. CoCs have been asked to ratify this decision. Because DHHS is the official lead agency of the BoS, Martha Are has asked the Steering Committee for guidance on whether to ratify.
- MCAH's proposal includes changes to the costs and to the organizational and staffing structure. Martha submitted a list of questions to the Governance Committee to ask for more information about these changes and other unknowns. MCAH answered the questions they were able to.
  - The staffing structure will change from a team that serves the whole state to system administrators that are each assigned to a specific CoC. These positions will be hired locally, so NCCEH will hire the system administrators for the BoS.
  - Other questions remain unanswered, including the timeline for the transition to MCAH and the cost of MCAH's implementation.
  - Ratification would mean that the RFP selection process is closed, and CoCs and the Governance Committee can continue to negotiate with MCAH regarding these issues.
- Steering Committee members were asked to discuss options and whether to ratify.
  - Members asked several clarifying questions. It was noted that NCCEH can share the answers that MCAH provided to Martha's questions. It was also noted that the system administrators are the people agency end users will contact for support and that it is expected that BoS agencies will continue to receive no-fee licenses for at least the next year.
  - Members agreed that without having answers to significant questions, they are not comfortable ratifying. They noted they want answers about the transition timeline, final cost and how it was determined, and how MCAH's governance structure will be adapted to North Carolina before ratifying.
  - NCCEH staff and other CHIN Governance Committee representatives will ask MCAH and the Governance Committee for these answers and will share them as soon as possible, either at the October Steering Committee meeting or on an earlier conference call if needed.



## Chronically Homeless Prioritization Policy

- In July, HUD released a Notice on Prioritizing Persons Experiencing Chronic Homelessness. All permanent supportive housing (PSH) programs should read this notice: [click here](#).
- One of the goals of the Federal Strategic Plan was to end homelessness by December 31, 2015. This date has been moved to December 31, 2016. To meet this goal, HUD is asking CoCs to use their PSH beds to house chronically homeless people through two strategies: increasing the number of dedicated CH beds and giving CH people priority for non-dedicated beds that become open through client turnover.
- HUD's notice includes an order of priority for who should receive the first opportunity for both dedicated CH and non-dedicated beds.
- The notice also includes recordkeeping requirements for both CoCs (written standards, a standardized assessment tool, and a coordinated assessment system) and grantee agencies (written intake procedures and documentation of CH status).
- The Steering Committee passed a chronically homeless prioritization policy in January 2014. NCCEH staff revised this policy to align with HUD's notice by including the order of priority and the recordkeeping requirements from the notice. The revised policy is posted at [www.ncceh.org/files/4809/](http://www.ncceh.org/files/4809/).
  - A motion was made and approved to approve this revision to the policy [Motsinger, Modlin].

## Zero:2016

- The Zero:2016 campaign is a follow-up to the 100,000 Homes campaign, run by the nonprofit Community Solutions. The goal of the campaign is to end veteran homelessness by December 31, 2015, and to end chronic homelessness by December 31, 2016. To do this, Community Solutions is offering technical assistance to CoCs that apply to be part of the campaign. Applications are due September 30.
- If the BoS were to participate, it would have to establish current numbers of veterans and chronically homeless people as "take-down targets" and work to reduce them to zero by the established dates.
- There are threshold criteria that the CoC must meet in order to be accepted. Some could be challenging for the BoS:
  - Report all chronically homeless and veteran housing placements every month
  - Have a common assessment tool in place by January 1, 2015
  - Conduct a registry week as part of the Point-in-Time Count (encouraged)
- Balance of State CoCs are allowed to either participate in part (i.e. particular Regional Committees) or as an entire CoC.
- Steering Committee members were asked to discuss their interest in participation.
  - Some members voiced concerns about having insufficient capacity to meet threshold requirements and having difficulty identifying CH people and homeless veterans. Other members noted that there is a large military population in North Carolina and they would like to focus more on homeless veterans.
  - Corey suggested that the BoS could apply on behalf of the Regional Committees that have the highest number of veterans and chronically homeless people



instead of applying for the entire CoC. A motion was made and approved to apply for these Regional Committees [Friesen, Rice].

- Corey will contact the Regional Leads whose committees have the highest numbers to discuss their interest in participating. Any Regional Committee that has a definite interest should contact [bos@ncceh.org](mailto:bos@ncceh.org).

### **Governance Charter Update**

- HUD requires that CoCs update their Governance Charters annually. Members who volunteered for the Governance Charter workgroup will be consulted this month and changes will be proposed at the next Steering Committee meeting. Any suggestions can be sent to [bos@ncceh.org](mailto:bos@ncceh.org).

### **Coordinated Assessment Workshops**

- The schedule of workshops is posted at [www.ncceh.org/files/4798](http://www.ncceh.org/files/4798). Regional Committees have been grouped with like-sized peer groups.
- Each Regional Committee should bring a delegation of participants. Committees should make strategic decisions about who attends to ensure the communities' major players participate in these decisions. Delegations should include:
  - Regional Lead and alternate
  - Coordinated Assessment lead
  - All ESG and CoC grantees
  - Other key stakeholders (programs/groups working on homelessness and housing)
- Delegation participants should register for the workshops on the NCCHEH website calendar.

### **September Subcommittee Meetings**

- Rapid Re-Housing Subcommittee: Friday, Sept. 19 at 10:30 (register at [www.ncceh.org/events/751](http://www.ncceh.org/events/751))
- Data Quality Subcommittee: Monday, Sept. 22 at 10:30 (register at [www.ncceh.org/events/754](http://www.ncceh.org/events/754))
  - In preparation for the AHAR, the Data Quality meeting is required for all shelter, transitional housing, and permanent supportive housing agencies using HMIS. The meeting will explain how agencies should conduct data clean-up for the AHAR. Agencies should also read the AHAR notice posted at [www.ncceh.org/files/4811](http://www.ncceh.org/files/4811).

### **Regional Committee Updates**

- Southwest: The region held its first Veterans Stand Down, which was attended by about 450-500 people.
- Rockingham: The Regional Committee is holding its second annual Gospel Fest, a food drive to benefit homeless people, on Sept. 13.
- Person: Joel noted that the Person County Regional Committee will begin meeting again next week.
- Pitt: The Greenville Community Shelter is having a groundbreaking on its new shelter facility on Sept. 16.



## Reminders

- Regional Leads: Ensure completed application materials arrive at State ESG Office by Monday, September 8.
- All new (not renewal) CoC project applicants: Fill out the Intent to Apply on NCCEH website: [www.ncceh.org/bos/currentcocapplication/](http://www.ncceh.org/bos/currentcocapplication/).
- CoC Grantees: NCCEH will be in touch with project application deadlines once HUD releases further information about the 2014 CoC application.
- Regional Leads: Please elect representatives to the Scorecard and Project Review Committees if you have not already done so. Email contact info to [bos@ncceh.org](mailto:bos@ncceh.org).
- Coordinated Assessment Workshop delegation: Register for your CA workshop: [www.ncceh.org/files/4798/](http://www.ncceh.org/files/4798/)
- RRH Program Managers: Register for and attend PSH Subcommittee meeting.
- CHIN users: Register for and attend Data Quality Subcommittee meeting.
- CHIN users: Please read this information about AHAR preparation: [www.ncceh.org/files/4811](http://www.ncceh.org/files/4811).

**Next Meeting:** Tuesday, October 7 at 10:30.

