



North Carolina Balance of State Continuum of Care

bos@ncceh.org

919.755.4393

www.ncceh.org/BoS

Balance of State Steering Committee Meeting

4.7.15

Regional Leads Present:

Wanda Feldt, Kim Crawford, Amy Modlin (for Mark Recko), Teena Willis, Clintess Barrett (for Asia Elzein), Mollie Tompkins, Karmashia Bartee, Sharon Poarch, Brian Alexander, Marie Watson, Gus Smith, Susan Pridgen, Nicole Dewitt, Gregg Gauss, Debbie Cole, Marlene Harrison, Emily Locklear, Andrew Romines, Jennifer Molliere, Mary Mallory

Regional Leads Absent:

Alvin Foster, Casey McCall, Juliet Rogers, Melissa Payne, Tonya Gray, Joel Rice, Benton Mitchell, Chris Battle

Interested Parties Present:

Wendy Adams, Ellery Blackstock, Mary Pat Buie, Kristi Case, Matt Gaunt, Tammy Gray, David Jacklin, Sarah Lancaster, Cheryl Manuel, Donna McCormick, Latasha McNair, Amy Modlin, Kristy Nowasick, Marc Owen, Curtis Pierce, Faye Pierce, Detra Purcell, Quioti Ratliff, Janice Sauls, Robin Shue, Amy Steele, Lori Watts, Sarah West, Talaika Williams, Laressa Witt

NCCEH Staff Present:

Terry Allebaugh, Beth Bordeaux, Emily Carmody, Nancy Holochwost, Denise Neunaber, Corey Root, Tia Sanders-Rice

Approval of March Minutes

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

Point-in-Time Count and Housing Inventory Chart

- NCCEH staff are reviewing PIT and HIC information submitted by agencies in the BoS. For agencies that use HMIS, staff are comparing hand counts against the HMIS reports to ensure that the information matches. Staff are contacting agencies to address questions or corrections.
- PIT and HIC data must be submitted to HUD by April 30. NCCEH staff will submit it on behalf of the BoS CoC. The data will also be posted on the NCCEH website.

Coordinated Assessment

- Sixteen coordinated assessment plans have been reviewed by the Coordinated Assessment Council (CAC). Five more plans have been submitted to NCCEH and are awaiting either CAC or threshold review. Six Regional Committees are still working on their initial plan submission. These plans are due by mid-April.

- Four plans were presented to the Steering Committee for review and approval. All plans are posted on the NCCEH website.
 - Henderson
 - This plan was originally reviewed by the CAC in February. Some changes were recommended by the CAC, which the Regional Committee has made.
 - Wilson-Greene
 - This plan was originally reviewed by the CAC in February. Some changes were recommended by the CAC, which the Regional Committee has made.
 - Randolph
 - Clear, concise plan with strong community support
 - Smoky Mountain/Southwest
 - Thorough plan including assessment time on weekends, outreach by DSS in all seven counties, and an individual grievance policy
 - Steering Committee members were asked for questions or comments about the plans; none were raised. A motion was made and approved to approve the plans for Henderson, Wilson-Greene, Randolph, and Smoky Mountain/Southwest [Dewitt, Watson]. All in favor, none opposed.
- The CAC has identified several core elements of strong coordinated assessment plans. NCCEH staff have created a document that Regional Committees can use to ensure their coordinated assessment plans and implementations include all of these core elements. The document is posted on the BoS coordinated assessment webpage at www.ncceh.org/bos/coordinatedassessment/. Corey reviewed the core elements, which include items relating to access, transportation, advertisement, links to systems, referrals, grievances, wait lists, identifying gaps and oversight.

FY 2015 CoC Application Update

- NCCEH staff are waiting for HUD to send the final, approved version of the Grant Inventory Worksheet (GIW). The GIW is an inventory of all CoC grants eligible for renewal in the 2015 CoC funding competition.
- HUD is expected to release the CoC NOFA in late May or early June. This will begin the CoC application process (including both project applications and the collaborative application).
- NCCEH staff are working on convening the Scorecard Committee, which is responsible for reviewing and updating the scorecard that is used to score CoC project applications. Regional Committees were asked to submit contact information for their Scorecard Committee representative at the March Steering Committee meeting. Eighteen Regional Committees have not submitted contact information yet. They are asked to do so as soon as possible by filling out the online form: <http://goo.gl/forms/eS09oN0vDz>
- Agencies interested in applying for new projects in the CoC competition are asked to complete the Intent to Apply form posted at <http://bit.ly/1LEJDzO>. Renewal projects do not need to complete this form.



2015 Regional Lead In-Person Meeting

- NCCEH held an in-person meeting for Regional Leads and alternates on March 30 in Raleigh. The agenda included opportunities for the Regional Committee webpages on the NCCEH website, HMIS governance, Regional Committee structure, and written standards. Twenty-one Regional Committees were represented. Corey will contact Regional Committees that were not represented.
- A workgroup was formed to discuss potential changes to Regional Committee structure. The workgroup will meet from April to November 2015 and will present a proposal to the Steering Committee about what, if any, changes should be made.
- Written standards were discussed at the in-person meeting. This is a HUD requirement that is intended to help coordinate service delivery across the CoC. The CoC must have written documents explaining how assistance is administered and ensuring it is fair and consistent across the entire geographic region.
 - A workgroup was formed to create written standards. The group will meet from May 2015 to April 2016 and will create draft standards for Steering Committee review, feedback, and approval.
- Anyone who is interested in serving on the Regional Committee structure or written standards workgroup should email bos@ncceh.org by April 15.
- Regional Committees are asked to select a web master who will be responsible for posting minutes and agendas to Regional Committees webpages. Contact information must be submitted at <http://goo.gl/forms/Uh8WbZVhQu> by April 30.

HMIS Update

- MCAH is holding five in-person trainings across North Carolina the week of April 20. BoS stakeholders are asked to attend the training that is closest to them. There will be a meeting at the end of each training for BoS stakeholders to discuss BoS-specific information with NCCEH staff.
 - Training participants should include HMIS end users, agency administrators, executive directors, Governance Committee members, and agencies not currently on HMIS (including DV agencies)
 - Registration is available on the NCCEH website calendar at www.ncceh.org/events/month/
- Every agency using HMIS will have an agency administrator, who will lead and support HMIS use at that agency. Agencies that have not already done so should fill out the form at www.ncceh.org/hmis/transition with their agency administrator's contact information.
- Greg noted that the Raleigh/Durham MCAH training is full. Beth noted that she will work on arrangements to open additional space in the training.

Upcoming Meetings

- There are no BoS subcommittee meetings in April.



Regional Committee Updates

- Smoky Mountain/Southwest: The Regional Committee has been working on its coordinated assessment process since January and is now beginning an evaluation process to incorporate core elements and identify gaps.
- Alamance: The Regional Committee is beginning its coordinated assessment implementation and adjusting its written plan to reflect real-world situations.
- Piedmont: The Regional Committee is holding its annual housing forum on May 13 in Kannapolis.
- Lee: The Harnett Regional Committee has merged with the Lee Regional Committee.

Reminders

- PIT Leads & agencies: Please respond to requests for info as needed
- Regional Committees: Submit coordinated assessment plan revisions as requested
- AHRMM, Alamance, Beaufort, Caswell, Catawba, Chatham, Craven, DISSY, Harnett-Lee, Johnston, Kerr-Tar, Northeast, Onslow, Person, Randolph, Transylvania, Twin County and Wilson-Greene Regional Committees: Appoint one member to the Scorecard Committee, fill out form with contact info ASAP: <http://goo.gl/forms/eS09oN0vDz>
- Agencies Interested in Applying for NEW Projects: Complete FY2015 CoC Intent to Apply form: <http://bit.ly/1LEJDzO>
- Regional Committees: Please appoint a webmaster for your Regional Committee and send contact information: <http://goo.gl/forms/Uh8WbZVhQu>
- Those interested in serving on either the Regional Committee Structure or Written Standards workgroups: Email bos@ncceh.org by April 15, 2015
- HMIS Users and Agencies: Attend NC HMIS training: ncceh.org/files/5477

Next Meeting: Tuesday, May 5, at 10:30

