**Randolph County Housing Coalition, Inc**

**Meeting Minutes**

**December 5, 2014**

The meeting was held at 9:30 am at Daymark Building 108 W. Walker Ave. and Donna McCormick, Chairman called the meeting to order and introductions by everyone present were conducted. An attendance sheet was passed around.

**Members Present:** Donna McCormick (Sandhills Center LME); John Evans (City of Asheboro); Bob Lawler (Asheboro Housing Authority); Debbie Cole & Linda Oates (Christians United Outreach Center); Sarah West (Randolph County Family Crisis Center); Brenda Goss (Therapeutic Alternatives); Jeigh Adams (Latino Coalition); Jeanine Moran (Joy A. Shabazz Center); Myra Gaddy (Community Representative) and Bennie Jernigan (Goodwill-Asheboro);

**Excused Absences:** Phil Hewett (Sandhills Center LME); Pura Lopez Davila (Family Services of the Piedmont); Gail Bailey (Building Futures); Tamika Williams (VA Services Salisbury): Audrey Trogdon (Goodwill – Asheboro); Jean McDaniel (Joy A. Shabazz Center) and Becky Buxton (Christians United Outreach Center).

**Other Members Absent:**  Teresa Shackleford (Randolph Family Health Care @ MERCE); Laura Chambers (Randolph Family Counseling); Lisa Daniels (Family Endeavors); Joy Ratliffe (RCDSS); Jeff Looney & Angie Looney (Asheboro Shelter of Hope); Steve Saunders, (Simple Our Savior); Kevin Justice (Salvation Army); Geri Brower (Randolph County Senior Adults Association); Roger King (RCATS); Kathy Tarlton (Randolph Career Center); Carmen Liberatore (East Side Homes); Andrea Matute (Family Services of the Piedmont); and Wanda Pegg (Habitat for Humanity of Randolph County); and Stephanie Pitts (Building Futures).

**Minutes:**

The minutes from the November 12, 2014 meeting were unanimously approved on a motion by Myra Gaddy and seconded by Debbie Cole.

**Old Business:**

There was no old business presented.

**New Business:**

***Treasurer Report:*** Sarah West reported there was no change in the balance of $652.41. When asked if we were up to date in dues she responded yes.

***Grantee Updates:***

CUOC and Continuum of Care: Debbie Cole reported staff realignment is still in progress and they are transitioning to Rapid Re-Housing from Transitional Housing. Following word on a budget amendment they will bring in new people for the Rapid Re-Housing Program.

Family Crisis Center ESG – Sarah West noted that the amount of paper work required has been reduced and this will free up staff for more program related activities.

**Committee Reports:**

***Public Awareness & Membership, (John Evans, Chair):*** The city is still updating the land use plan and will continue to seek input from the public. In addition, the city is considering submitting an application for the Urgent Repair Program funded by the North Carolina Housing Finance Agency (NCHFA). The program would allow applications for single counties up to $100,000 and $200,000 for multi-county applications. The program funding enables recipient organizations to provide deferred, forgiven loans of up to $8,000 for emergency home repairs and modifications to very low-income owner-occupied homes with one or more fulltime household members with special needs (e.g., elderly, disabled, or a child 6 or under with an elevated blood-lead level).  Household incomes cannot exceed 50% of area median income.  The deadline for application is 1/25/2015. A general discussion in sued regarding the grant application and collaboration between the city and Habitat for Humanity. Randolph in one of the underserved counties and may be given priority. The city is working with the Piedmont Regional Council and John will keep the Housing Coalition informed.

***Program Services & Goals (Debbie Cole, Chair):***  this report will be included in the Coordinated Assessment Plan report.

***BOS-COC, (Debbie Cole, Chair):*** It was noted that we need to elect a Regional Lead at the January 2015 meeting. Also, Sarah West and Donna McCormick would be the Point-In-Time Coordinators.

***Housing Inventory Committee, (Jeigh Adams, Chair):*** No report.

***Home Repair/Neighbor Helping Neighbor, (Wanda Pegg, Chair):*** No report.

***Hospitality Committee:*** ***(Donna McCormick for Pura Lopez):*** There are plenty of goodies and thank you to those who brought them.

**Coordinated Assessment Report:**

Debbie Cole reviewed the proposed Coordinated Assessment Plan submission:

* Randolph County through the Housing Coalition is required to submit a Coordinated Assessment Plan that provides a process for serving the homeless. The Program Goals & Services Committee has drafted a plan and recommends its approval.
* She reviewed Step One on the Emergency Response Screening form and explained how it is used. The form will be completed by any organization that may come into contact with homeless families or families that may qualify as homeless. This is a tool to get families to the proper organization to receive services. The form can be administered over the phone and does not need to be administered in person. The Coordinated Assessment process will help find gaps in services provided and will create a uniform process to find the proper service provider.
* Step Two will be the VI-SPDAT which will only be completed by CUOC, RCFSS and/or Randolph DSS. This step will create a waiting list for the homeless who need services. It will develop a point system and place homeless on the waiting list based on those points.
* Once the plan has been submitted it will be reviewed by the state through NCCEH and modifications may be requested.

Debbie asked that the Housing Coalition to support the proposed Coordinated Assessment Plan for submission to the state. Upon a motion by Jeigh Adams and seconded by Myra Gaddy the Coordinated Assessment Plan was unanimously adopted and submitted.

**Round Robin**

Bennie Jernigan: Goodwill will provide an employment training workshop on 12/15/14 with Therapeutic Alternatives entitled “Self Care for Today’s Worker: Beat the Stress to Become your Best”.

Brenda Goss: No report.

Jeigh Adams: No Report.

Debbie Cole: CUOC will be partnering with 1) County Outreach of Archdale/Trinity on 12/11/14 and 2) Northridge Church & Family Health Care for a food distribution on 12/18/14.

Myra Gaddy: No report.

Sarah West: No Report

Bob Lawler: Due to an increase in funding we are in the process of issuing new vouchers. Several eligibility meetings have been held over the past few months and new vouchers issued.

Donna McCormick: Announced Sandhills Center LME/MCO had passed the MERCE Accreditation Certificate.

**Next meeting: January 9, 2015 at 9:30 am at** Daymark Building 108 W. Walker Ave**.**

Respectively submitted by: Bob Lawler