**NC Balance of State Continuum of Care**

**Southeast Region Homelessness Committee**

**Meeting Minutes – April 15, 2015**

**In Attendance:**

Emily Locklear - Executive Director, Southeastern Family Violence Center

Jessica Maples - Family Endeavors

Darlene Jacobs - Director Robeson County Church and Community

Janet Miller - Bladen County Department of Social Services

Nancy Walters - Laurinburg Housing Authority

Audrey Lovett - Robeson County Department of Social Services

Pam Hunt - Robeson County Housing Authority

Vanessa Abernathy - Affordable Care Act Representative

Carol Deloach - SFVC Finance Manager

**Meeting call to order :**

The meeting was called to order at 10:15am by Emily Locklear and attendee introductions were made.

 **BoS Steering Committee Meeting Updates from April 7, 2015**

Emily presented a brief summary of the Balance of State and the CoC committee meeting. Emily advised attendees that minutes of BoS Steering Committee meeting are available online as well. Point-in-Time Count and Housing Inventory Chart: NCCEH staff are working with agencies to collect and verify data and plan to submit information to HUD by the April 30 deadline. Coordinated Assessment: The Steering Committee approved plans from Henderson, Wilson-Greene, Randolph and Smoky Mountain/Southwest Regional Committees. The BoS Coordinated Assessment Council (CAC) has identified several core elements of coordinated assessment plans; Regional Committees can review this document to ensure that coordinated assessment plans and implementations include all of these core elements: <http://www.ncceh.org/files/5489/>. 2015 CoC Application Update: NCCEH staff are waiting for HUD to send the final, approved version of the Grant Inventory Worksheet (GIW) which lists 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. Scorecard committee. NCCEH staff are working now on convening the Scorecard Committee, which is responsible for reviewing and updating the scorecard that is used to score CoC project applications. AHRMM, Alamance, Caswell, Catawba, Chatham, Craven, DISSY, Lee-Harnett, Johnston, Kerr-Tar, Northeast, Randolph, Transylvania, Twin County and Wilson-Greene Regional Committees, please send contact information for your Scorecard Committee rep using the Google 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>. Anyone who is interested in serving on the Regional Committee structure or written standards workgroup should email bos@ncceh.org by April 15. Web Master: Regional Committees are asked to select a web master who will be responsible for posting minutes and agendas to Regional Committees webpages. HMIS training April 30. MCAH is holding five trainings on HMIS and privacy across the state the week of April 20.

**Regional Lead and Alternate Elections-**

1. Informed of resignation of past Lead/Alternate
2. Emily Locklear was nominated for Regional Lead by Darlene Jacobs, motion 2nd by Janet Miller and carried by all committee members – Southeast Region Lead named Emily Locklear
3. Alternate nominated Darlene Jacobs by Pam Hunt, motion 2nd by Jessica Maples and carried by all committee members – Alternate named Darlene Jacobs
4. Committee agreed not to merge but rather remain within local counties – Robeson, Columbus, Bladen and Scotland

**Selection of Webmaster –**

1. Jessica Maples volunteered to serve as Webmaster for the committee
2. Inquired about training was advised online (web-based) Emily to follow up with dates
3. Webmaster responsible to maintaining and updating database for Southeast Region

**HMIS Trainings –**

1. Jessica Maples – Family Endeavors has HMIS training
2. Database / System is required for non-domestic violence centers
3. Workshop dates are available on the NC Balance of State website

**Coordinated Assessment –**

1. Team established to work on assessment – Emily, Darlene, Vanessa and Jessica
2. Starting point - Contact Rhoda for previous years information and assistance
3. Follow up with meeting date for assessment team

**ADJOURNMENT:**

Meeting was adjourned by Emily at 11:25am. The next meeting is scheduled for Next meeting – May 20th, 2015 at 10:00 a.m. Southeastern Family Violence Center. Meeting adjourned