North Carolina
Balance of State Continuum of Care

bos@ncceh.org   919.755.4393   www.ncceh.org/BoS

Steering Committee Meeting Agenda

Tuesday, December 1, 2015, 10:30 a.m. – 12:00 p.m.
Call-in info (audio): (218) 895-9693, conference code 805232#
Online presentation: https://join.me/nccehrocks

10:30 WELCOME & CALL TO ORDER

ONE	**Presenter:** Nancy Holochwost	**Estimated Time:** 5 min
	Background Information: Roll call is for elected regional leads; other callers should identify themselves afterwards. If this is your first time calling in to a NC BoS Steering Committee meeting, please email bos@ncceh.org with your contact information.	
	Supporting Materials: • Regional Lead Contact List: ncceh.org/files/3430	

MINUTES

TWO	**Presenter:** Corey Root	**Estimated Time:** 5 min
	Goal: ☑ Share Info ☐ Obtain Input ☐ Make Decisions	**Formal Approval Needed?** ☑ Yes, by common consent
	Supporting Materials: • November minutes: ncceh.org/files/6417	

COORDINATED ASSESSMENT

THREE	**Presenter:** Corey Root	**Estimated Time:** 10 min
	Goal: ☑ Share Info ☐ Obtain Input ☑ Make Decisions	**Formal Approval Needed?** ☑ Yes ☐ No
	Background Information: Staff will present coordinated assessment plans ready for review by the Steering Committee. Staff will also go over the new policy and procedure recommended by the Coordinated Assessment Council (CAC) for how Regional Committees can submit requests for/notifications of changes to coordinated assessment plans.	
	Supporting Materials: • BoS Coordinated Assessment Info: ncceh.org/bos/coordinatedassessment/	
	Action Items: • **Coordinated Assessment Leads:** BoS Coordinated Assessment workgroup o Tues., 12/8, 3:00-4:00 p.m.: ncceh.org/events/945 • **Interested in serving on CAC?** Email bos@ncceh.org for more information	

COC GRANT COMPETITION

<table>
<tr><td rowspan="5">FOUR</td><td colspan="3">Presenter: BoS Team</td><td>Estimated Time: 15 min</td></tr>
<tr><td colspan="3">Goal: ☑ Share Info   ☐ Obtain Input   ☐ Make Decisions</td><td>Formal Approval Needed?
☐ Yes   ☑ No</td></tr>
<tr><td colspan="4">Background Information: NCCEH staff submitted the CoC application for $7,353,069 in homeless programs and services in Balance of State on November 18. Staff will review the submitted application and next steps.</td></tr>
<tr><td colspan="4">Supporting Materials:
• 2015 Project Priority Listing: ncceh.org/files/6359
• 2015 CoC application: ncceh.org/files/6413</td></tr>
<tr><td colspan="4">Action Items:</td></tr>
</table>

ESG UPDATE

<table>
<tr><td rowspan="3">FIVE</td><td colspan="3">Presenter: Corey Root</td><td>Estimated Time: 10 min</td></tr>
<tr><td colspan="3">Goal: ☑ Share Info   ☐ Obtain Input   ☐ Make Decisions</td><td>Formal Approval Needed?
☐ Yes   ☑ No</td></tr>
<tr><td colspan="4">Background Information: CoC staff will give an update on the ESG application review process and an overview of the CoC staff ESG application review.</td></tr>
</table>

POINT IN TIME COUNT UPDATE

<table>
<tr><td rowspan="5">SIX</td><td colspan="3">Presenter: Nancy Holochwost</td><td>Estimated Time: 10 min</td></tr>
<tr><td colspan="3">Goal: ☑ Share Info   ☐ Obtain Input   ☐ Make Decisions</td><td>Formal Approval Needed?
☐ Yes   ☑ No</td></tr>
<tr><td colspan="4">Background Information: BoS staff will give an update on the Point-in-Time (PIT) count, expected to take place on January 27, 2016. Staff will discuss the PIT count and Housing Inventory Chart (HIC) purpose and process and the role of Regional Committees in conducting, reviewing, and submitting PIT count information to NCCEH.</td></tr>
<tr><td colspan="4">Supporting Materials:
• NC PIT and HIC resources: ncceh.org/pointintimehowto/</td></tr>
<tr><td colspan="4">Action Items:
• Regional Committees: Email bos@ncceh.org with PIT point person by December 11.</td></tr>
</table>

NCCEH DATA CENTER & HMIS UPDATE

<table>
<tr><td rowspan="5">SEVEN</td><td colspan="3">Presenter: Beth Bordeaux</td><td>Estimated Time: 10 min</td></tr>
<tr><td colspan="3">Goal: ☑ Share Info   ☐ Obtain Input   ☐ Make Decisions</td><td>Formal Approval Needed?
☐ Yes   ☑ No</td></tr>
<tr><td colspan="4">Background Information: The NCCEH Data Center Director will give an update on the status of migration for HMIS and data cleaning work in advance of the Annual Homeless Assessment Report (AHAR).</td></tr>
<tr><td colspan="4">Supporting Materials:
• NC HMIS Help Desk: hmis@ncceh.org, (919) 410-6997</td></tr>
<tr><td colspan="4">Action Items:
• Agencies needing data cleaning: Please be responsive to NCCEH Data Center staff</td></tr>
</table>

REGIONAL LEAD/REGIONAL COMMITTEE INFO

<table>
<tr><td rowspan="5">EIGHT</td><td colspan="2">Presenter: Corey Root</td><td>Estimated Time: 10 min</td></tr>
<tr><td colspan="2">Goal: ☑ Share Info   ☐ Obtain Input   ☐ Make Decisions</td><td>Formal Approval Needed?
☐ Yes   ☑ No</td></tr>
<tr><td colspan="3">Background Information: Per the BoS Governance Charter, Regional Committees are required to elect one Regional Lead, one Regional Lead alternate, and a Coordinated Assessment Lead each January. There are no term limits for any of these positions. Stability in leadership positions can be helpful for Regional Committees to build capacity, and also changes in leadership can re-energize local efforts. Regional Committees can determine what would be most helpful. Staff will review elections and other requirements for Regional Committees.</td></tr>
<tr><td colspan="3">Supporting Materials:
Regional Lead/Regional Committee roles and responsibilities: ncceh.org/files/3117/</td></tr>
<tr><td colspan="3">Action Items:
Regional Committees: Prepare to elect one Regional Lead, one alternate, and a CA lead in January.
2016 Regional Leads & alternates: Mark your calendars for in-person meeting in Raleigh on Friday, March 4.</td></tr>
</table>

2016 BOS MEETINGS

<table>
<tr><td rowspan="5">NINE</td><td colspan="2">Presenter: Corey Root</td><td>Estimated Time: 10 min</td></tr>
<tr><td colspan="2">Goal: ☑ Share Info   ☐ Obtain Input   ☐ Make Decisions</td><td>Formal Approval Needed?
☐ Yes   ☑ No</td></tr>
<tr><td colspan="3">Background Information: Staff will present the schedule of meetings for 2016, including the purposes and audiences for different BoS meetings. The Written Standards workgroup will begin work in 2016.</td></tr>
<tr><td colspan="3">Supporting Materials:
List of 2016 BoS Meetings: ncceh.org/files/6422/</td></tr>
<tr><td colspan="3">Action Items:
PSH & RRH Program providers: Register for PSH/RRH subcommittee meetings.
CA Leads: Register for CA workgroup.
Interested in serving on Written Standards or Restructuring workgroups? Contact bos@ncceh.org for more info.</td></tr>
</table>

UPCOMING MEETINGS& REMINDERS

TEN	**Presenter:** Corey Root	**Estimated Time:** 5 min
	Goal: ☑ Share Info ☐ Obtain Input ☐ Make Decisions	**Formal Approval Needed?** ☐ Yes ☑ No
	Action Items: • **Coordinated Assessment Leads:** BoS Coordinated Assessment workgroup ○ Tues., 12/8, 3:00-4:00 p.m.: ncceh.org/events/945 • **Interested in serving on CAC?** Email bos@ncceh.org for more information. • **Regional Committees:** Email bos@ncceh.org with PIT point person by December 11. • **Agencies needing data cleaning: P**lease be responsive to NCCEH Data Center staff. • **Regional Committees:** Prepare to elect one Regional Lead, one alternate, and a CA lead in January. • **2016 Regional Leads & alternates:** Mark your calendars for in-person meeting in Raleigh on Friday, March 4. • **PSH & RRH Program providers:** Register for PSH/RRH subcommittee meetings. • **CA Leads: R**egister for CA workgroup. • **Interested in serving on Written Standards or Restructuring workgroups?** Contact bos@ncceh.org for more info.	

12:00 ADJOURN

Next Meeting: Tuesday, January 5, 2016, 10:30 a.m.