



# NC Balance of State Continuum of Care

Steering Committee Meeting

December 1, 2015

10:30 AM

# Welcome

- Roll Call
- Reminders
  - \*6 to mute/unmute line
  - Please do not put us on hold
    - Hold music is disruptive



# Agenda and Minutes

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# Today's agenda

- Coordinated assessment
- CoC application
- ESG application
- Point-in-Time Count
- NCCEH Data Center & HMIS update
- Regional Lead/Regional Committee info
- 2016 BoS meetings
- Upcoming meetings & reminders



# Review & Approve Minutes

- November minutes
  - [ncceh.org/files/6417](https://ncceh.org/files/6417)



# Coordinated Assessment

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# Here's the big picture re: plan review

- Expecting 26 plans
  - 16 approved by Steering Committing/implementing
    - AHRMM, Alamance, Beaufort, Burke, Caswell, Catawba, DISSY, Down East, Henderson, Johnston, Onslow, Pitt, Randolph, Rockingham, Southwest, Wilson-Greene
  - 4 for Steering Committee approval today
    - Kerr Tar, Neuse Trent, Southeast, Twin County
  - 6 for further CAC action
    - 1 ready for CAC review
      - Lee-Harnett
    - 2 in revisions process with NCCEH staff
      - Chatham, Foothills
    - 3 in process of passing threshold
      - Hertford, Piedmont, Transylvania



# Kerr Tar Regional Committee Coordinated Assessment plan

- Using community forum to educate stakeholders
- Connects with Crisis Intervention Training (CIT) with legal/judicial system





# Neuse Trent Regional Committee Coordinated Assessment plan

- Regional Committee expanded from 1 county to 4 during plan process
  - Craven County Regional Committee → Neuse Trent Regional Committee
    - Carteret, Craven, Jones & Pamlico Counties
- Good coverage of agencies and availability
- Includes hospital referrals



# Southeast Regional Committee Coordinated Assessment plan

- Connection to existing systems section (pg. 18) completed thoughtfully and well
- Developed a sophisticated waitlist system
  - Committee will track primary and secondary referrals



# Twin County Regional Committee Coordinated Assessment plan

- Saturday and Sunday options for assessments
- Schools involved with CA
  
- Discussion of 4 plans presented
- Motion for approval



# Reg. Committee CA plan change request policy from CAC

- BoS Coordinated Assessment Council (CAC) has a recommendation for Steering Committee consideration for Regional Committees requesting changes to approved coordinated assessment plans
- Policy clarifies
  - What constitutes a plan change
  - What level of approval is needed for changes
  - How Regional Committees report plan changes



# Reg. Committee CA plan change request policy from CAC

- Some changes made at local level
  - Regional Committee approval
  - Report in quarterly CA outcome form
- Some changes require CAC approval
  - Request change from CAC
  - Simple online form, Request for CA Plan Change



# Local changes approved by Regional Committee, reported quarterly

- Who/how assessments made
- Change type of service available in community
- Adding referral agencies (supplying or receiving referrals)
- Model (centralized/decentralized)
- Coordinated Assessment Lead
- Increasing hours accessible (P/D or VI-SPDAT)
- Transportation resources
- Phone option/not
- Start using real-time bed availability
- Change grievance process
- Change oversight process
- Change score ranges for referrals



# Regional Committees can request plan changes, CAC approval required

- Referral mechanism/process
- Waitlist mechanism/process
- Stop/start using HMIS for coordinated assessment
- Changes to assessment tools



# CAC recommended policy: coordinated assessment plan changes

- Discussion of CAC proposal
- Finalize policy
- Notification of Regional Committees
  - Email
  - BoS CA workgroup
  - Steering Committee call/summary/minutes





# CAC updating appointments and membership for 2016

- Statewide representatives from partner agencies
  - Dept. of Health & Human Services
  - Veterans Affairs
  - NC Housing Finance Agency
  - NC Coalition Against Domestic Violence
  - United Way of NC
  - NC Coalition to End Homelessness
- 6 local representatives from across Balance of State representing different provider types
  - Contact [bos@ncceh.org](mailto:bos@ncceh.org) for more info about serving



# Coordinated Assessment workgroup, Tues., December 8, 3:00-4:00 pm

- Monthly on the second Tuesday, 3:00-4:00 p.m.
  - Register on the NCCEH website
  - [ncceh.org/events/945](https://www.ncceh.org/events/945)



# CoC Grant Competition

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# NCCEH staff submitted CoC application to HUD on November 18

- \$7,058,439 in project funding
  - HMIS, PSH, RRH, & TH projects
  - 38 projects in Tier 1
    - 1 project straddles Tier 1 and Tier 2
  - 8 projects fully in Tier 2
- \$294,102 for CoC planning
- \$7,352,541 total grant request



# Request to reconsider funding possibility for PSH project

- Eastpointe requested a series of clarifications from NCCEH staff after Nov. 5 Steering Committee meeting
  - Reviewed process for scoring and funding decision-making
- Eastpointe requested funding decision return to Project Review Committee for one new project application
  - Permanent Supportive Housing in Southeast
- Urgent Project Review Committee meeting scheduled on Nov. 13
- 2 Committee members able to attend
  - Both scored new project apps from Eastpointe
- Decision: not re-open process



# Required meeting for CoC applicant agencies to review CoC scorecard

- Thursday, December 3, 1:00-2:30 p.m.
- At least one person from each agency required to attend
- Register on NCCEH website
  - [ncceh.org/events/953](https://ncceh.org/events/953)



# ESG Application

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# FY2015-16 ESG application review for Balance of State

- Regional Committees submitted applications to the State ESG Office by November 6
- NC BoS staff reviewed applications for CoC approval
- 26 Regional Committees submitted applications
  - 24 included in 2015 Regional Committee list
  - 2 pending Regional Committees





# A closer look at ESG funding requests

- \$2,062,568 total requests

Type	Amount	% of total
Emergency shelter	\$885,847	43%
Rapid re-housing	\$1,138,882	55%
Prevention	\$9,913	.5%
HMIS	\$27,926	1.5%

- \$132,434 available for areas applying for funding left on table
  - \$87,199 for rapid re-housing and prevention



# Point-in-Time Count

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# 2016 Point-in-Time Count will be night of Wednesday, January 27

- PIT is a statistically reliable, de-duplicated count of homeless people
- One of the main sources of data on homelessness
  - The other source is HMIS
- HUD requires all CoCs to conduct annual count
- During the count, also collect program/bed inventory info for Housing Inventory Chart (HIC)
  - Includes RRH and PSH programs



# Who gets counted during the PIT?

- People who are literally homeless according to HUD's definition
  - 1) In emergency shelter (including domestic violence shelters)
  - 2) In transitional housing dedicated for homeless people
  - 3) In unsheltered situations
    - Sleeping on streets, park benches, bus/train stations
    - Camping out (in woods, under bridges, etc.)
    - Sleeping in cars
- Do NOT count: doubled-up, substandard housing, people in institutions (hospitals, jails, residential treatment programs)



# NCCEH provides PIT forms & training

- NCCEH creates PIT forms for all of NC, including BoS
  - Using 2016 HUD guides to capture all required data
  - Forms will be posted at [www.ncceh.org/pitforms/](http://www.ncceh.org/pitforms/)
- NCCEH providing two trainings for BoS
  - Short pre-recorded training on PIT prep and basics
    - Watch at December Reg. Cmte. meeting: [bit.ly/1QO00yY](http://bit.ly/1QO00yY)
  - Longer call/webinar on PIT forms and detailed info
    - In January, date TBD
- Info will be emailed out & posted on website



# Regional Committees plan and conduct local count

- On-the-ground work happens at Reg. Cmte. level
  - Getting agencies involved who need to do sheltered count
  - Planning locations for unsheltered count & training volunteers
  - Distributing forms to agencies/people doing count
  - Advertising count so homeless people know it's happening
  - Collecting completed forms, de-duplicating, and reviewing them for correctness
  - Submitting forms to NCCEH by deadline



# Each Regional Committee selects a PIT Count lead contact

- Should be someone actively involved in local count
- Can be Regional Lead or someone else
- Responsible for submitting PIT forms to NCCEH by deadline
- Will be first point of contact for questions we have about data
- Info/updates about PIT will be sent to this person & Regional Lead (if different)
- Send name, organization, email, and phone to [bos@ncceh.org](mailto:bos@ncceh.org) by Friday, December 11



# NCCEH Data Center & HMIS Update

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# BoS migration to NC HMIS almost complete

- 57 of 61\* (93%) agencies submitted agreements
  - NCCEH still working with these agencies:
    - Caldwell County Yokefellow, Inc.
    - Cardinal Innovations
    - Harbour House
    - Mountain Projects



# 61 BoS agencies participate in HMIS

- 46 agencies provide services only in BoS & are not EANs
  - Of these, 89% (41 of 46) of provider page set ups are complete
- 10 agencies provide services in BoS and other CoCs
  - Setup in process, visibility depends on other LSAs and MCAH
- 5 agencies are EAN providers
  - Set up scheduled for December 2015



# AHAR preparation is in full swing

- Agency Admins: work on data clean up
  - Null values
  - Children not in a household
  - Long stayers
- Agency Admins: talk with NCCEH Data Team
  - NCCEH is sending info via emails and calls
  - Make time to review your data with us this week



# AHAR preparation is in full swing

- NCCEH is reviewing and updating all bed and unit inventories to match HIC as of 1/28/2015
- Questions about your bed and unit inventories?
  - Contact NCCEH Data Center
  - DO NOT MAKE CHANGES
  - [hmis@ncceh.org](mailto:hmis@ncceh.org)
  - 919-410-6997
- Draft AHAR submission is due tomorrow, Dec. 2



# Regional Lead/Regional Committee Information

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# Per BoS Governance Charter, Regional Committees elect leadership in January

- 1 Regional Lead
- 1 Regional Lead alternate
- Coordinated assessment lead(s)
- Elections are required, but leadership not required to change
  - Be sure to reflect elections and results in minutes
  - If Regional Lead is CoC or ESG grantee, consider electing alternate without these conflicts of interest
    - Back up for voting
  - In-person meeting for Regional Leads and alternates
    - Raleigh, Friday, March 4, 2016
    - Back up weather date: Monday, March 21, 2016



# Roles and responsibilities of Regional Leads and Regional Committees

- <http://www.ncceh.org/files/3117/>
- Regional Leads and alternates
  - Overall: communication between Regional Committee and Steering Committee
    - Convey information back and forth
  - Attend Steering Committee meetings
  - Organize Regional Committee meetings
    - Broad-based participation
  - Ensure meeting info posted to NCCEH website
  - Supply info for grant applications
  - Complete COI form



# Roles and responsibilities of Regional Leads and Regional Committees

- Regional Committees
  - Overall: coordinate local homeless services and further work of NC BoS
  - Elect/appoint leadership positions
    - Regional Lead and alternate
    - Coordinated assessment lead
    - Webmaster
    - Point-in-Time count point person
      - Email to [bos@ncceh.org](mailto:bos@ncceh.org) by Dec. 11
    - Reps to Scorecard & Project Review Committees
  - Coordinate ESG funding process
  - Encourage reports on projects from local grantees
  - Promote HMIS and data-driven decision making





# 2016 BoS Meetings

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# Staff created new document with all BoS meetings in one place

- NC BoS Meetings, 2016
  - <http://www.ncceh.org/files/6422/>
  - All meeting times and registration info as known December 2015
  - Will update throughout 2016
- PSH program managers: please register for PSH Subcommittee
- RRH program managers: please register for RRH Subcommittee
- CA leads, other interested parties: please register for CA Workgroup



## 2 BoS workgroups for 2016

- Restructuring workgroup
  - Formulating proposal for new structure of BoS Regional Committees
  - In-person all-day meeting in Raleigh on Jan. 8
  - Other meetings TBD
  - Work expected to finish by March 2016



## 2 BoS workgroups for 2016

- Written Standards workgroup
  - Formulating proposal for standards to govern service provision in BoS
    - RRH, PSH, prevention, shelter
  - Regular meetings to commence in 2016, time and frequency TBD
  - Work expected to finish early summer 2016
  - NC BoS staff will contact current members
- Interested in serving on Written Standards or Restructuring workgroups?
  - Contact [bos@ncceh.org](mailto:bos@ncceh.org) for more info



# Meetings & Reminders

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# Meetings & Reminders

- CoC project applicants: attend CoC Applicant Scorecard Review
  - Thurs., Dec. 3, 1:00-2:30 p.m.: [ncceh.org/events/953](http://ncceh.org/events/953)
- Coordinated Assessment Leads: BoS Coordinated Assessment workgroup
  - Tues., 12/8, 3:00-4:00 p.m.: [ncceh.org/events/945](http://ncceh.org/events/945)
- Interested to serve on CAC? Email [bos@ncceh.org](mailto:bos@ncceh.org) for more information
- Regional Committees: Email [bos@ncceh.org](mailto:bos@ncceh.org) with PIT point person by December 11
- Regional Committees: Watch PIT Prezi at December meeting: [bit.ly/1QO00yY](http://bit.ly/1QO00yY)



# Meetings & Reminders

- Agencies needing data cleaning: please 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: register for CA workgroup
- Interested in serving on Written Standards or Restructuring workgroups? Contact [bos@ncceh.org](mailto:bos@ncceh.org) for more info



# Wrap Up

- Keep in touch
  - [bos@ncceh.org](mailto:bos@ncceh.org)
  - (919) 755-4393

