**Balance of State Steering Committee Meeting**
**2.2.16**

**Regional Leads Present:**
Sharon Covington, , Kim Crawford, Austin Pearce, Mollie Tompkins, LaTasha McNair, Brian Alexander, Roxanne Curry, Joel Rice, Marie Watson, Juliet Rogers, Susan Pridgen, Nicole Dewitt, Jim Cox, Debbie Cole, Marlene Harrison, Emily Locklear, Monica Frizzell, Barbara Marr (for Jennifer Molliere), Mary Mallory

**Regional Leads Absent:**
Teena Willis, Alvin Foster, Asia Elzein, Ginny Mohrbutter

**Interested Parties Present:**
Susan Bellew, Cheryl Manuel, Brenda Chorzelewski, Chris Battle, Faye Pierce, Lori Watts, Mark Owen, Mary Pat Buie, Pat Byrd, Patricia Bryant, Detra Purcell, Trina Hill, Robin Shue, Brian Fike, Tyrone Lindsey, Jamie Brown, Wendy Futrell, Tammy Gray, Jackie Inman, Sharon Gray, Janice Sauls, Kristi Case

**NCCEH Staff Present:**
Terry Allebaugh, Thurston Alexander-Smith, Emily Carmody, Nancy Holochwost, Denise Neunaber, Amber Peoples, Corey Root, Jasmin Volkel

**Approval of January Minutes**
There being no changes needed, the minutes were approved by common consent.

**Ending Veteran Homelessness in the Balance of State CoC**
- Terry Allebaugh from NCCEH and the NC Department of Military and Veteran's Affairs presented on efforts to end veteran homelessness at the national, state, and local level.
- The U.S. Interagency Council on Homelessness (USICH) coordinates federal goals regarding ending homelessness. *Opening Doors*, the federal strategic plan to end homelessness, includes a goal of ending veteran homelessness in 2016. The USICH has published benchmarks to define what ending homelessness means: homeless veterans are identified, can access shelter, and are moved swiftly into permanent housing, and the community has the capacity to serve veterans who become homeless or are at risk of homelessness.
- The USICH has released ten strategies to end veteran homelessness, which communities can use to re-tool their systems to get homeless veterans into housing more quickly and effectively. The strategies include recruiting mayors, shifting to the Housing First model, creating a list of all homeless veterans who need housing and services, and reallocating resources to permanent supportive housing.

- In North Carolina, there is a task force called Operation Home that is a committee of the Governor's Working Group on Veterans, Service Members, and Their Families. The mission of the task force is to address and end veteran homelessness in the state by 2016.
  - The task force held a Grant Per Diem Summit earlier this year to convene all GPD providers in the state to build their network and to discuss the standards that the USICH has set regarding ending veteran homelessness.
  - The task force is bringing the Rapid Results Institute to North Carolina in February to work with six targeted communities on ending veteran homelessness. Onslow County and Rowan County from the Balance of State CoC are two of the six teams that will participate.
- The BoS is receiving technical assistance from HUD for the Vets@Home initiative. The BoS has been assigned a technical assistance collaborator to help the CoC reach the USICH goal of ending veteran homelessness. This includes both group calls to discuss strategies and one-on-one technical assistance from Tom Albanese at Abt Associates.
- The BoS is also participating in TA about having multi-family public housing authorities establish preferences for homeless veterans. Corey and some BoS providers are working with NC Housing Finance Agency on a pilot process to recruit landlords to participate in this initiative. Once the pilot is complete, the plan is to expand the process to the rest of the CoC.
- NCCEH has created an updated map for SSVF grant coverage in the Balance of State: [www.ncceh.org/files/6684](www.ncceh.org/files/6684).
- Applicants for SSVF funds are required to get a letter of support from the CoC. Last year the Steering Committee set a precedent that NCCEH staff can provide a letter if the application is for a renewal grant, is within the mission of the BoS, and the applicant agrees to participate in Regional Committee activities and coordinated assessment. Staff plans to follow this precedent this year. Any applications that fall outside these criteria would be brought to the Steering Committee for discussion. Steering Committee members agreed to use this process.

**Coordinated Assessment**
- NCCEH staff is expecting 27 coordinated assessment plans. At this point:
  - 22 have been approved by the Steering Committee and are implementing
  - 3 will be presented for Steering Committee approval today
  - 2 are in the review/re-review process (Rutherford-Polk and Transylvania)
- Hertford Regional Committee Plan:
  - The Hertford group was formed last year and will become an official Regional Committee in 2016. The group took it upon themselves to complete its plan ahead of time.
  - Hertford County is a small community with few resources, but it was able to achieve 24/7 coverage. The plan includes a good transportation option involvement from law enforcement and VA services, and proactive interaction with jails.
- Piedmont Regional Committee Plan:
  - Piedmont is the most complex Regional Committee in the BoS, as is covers a large geographic area and has many resources to coordinate.
  - The Coordinated Assessment Council (CAC) noted that the plan indicates good coverage and participation, a good listing of resources and how they connect to

coordinated assessment, and good use of technology through paperless solutions and secure email.

- Chatham Regional Committee Plan:
  - o Chatham is a small community with few resources. The CAC noted that the Regional Committee created a simple, streamlined plan for what is available.
- Steering Committee members were asked for any discussion or questions about the plans presented; none were raised. A motion was made and approved to approve the Hertford, Piedmont, and Chatham Regional Committees' coordinated assessment plans [Alexander, Harrison]. All in favor; none opposed.
- Coordinated assessment outcome reports are due from all Regional Committees that were implementing in December 2015 or earlier. Reports are overdue from AHRMM, Beaufort, Burke, Caswell, Catawba, Johnston, Randolph, and Southwest Regional Committees. These Regional Committees are asked to submit the outcome reports as soon as possible. Use the reporting form at http://goo.gl/forms/QESzakx4xH
- Updates to the NC 211 registry were due January 31. Pitt, Twin County, and Wilson-Greene have notified BoS staff that they have made these updates. All other Regional Committees should make their updates as soon as possible and notify BoS staff they have done so by filling out this form: http://goo.gl/forms/cmeOEPeqZw
- The Coordinated Assessment Exchange meets monthly on the second Tuesday from 3:00 to 4:00. This group discusses issues pertinent to Regional Committees implementing coordinated assessment. Register on NCCEH website at www.ncceh.org/events/947

**ESG Update**
- The State ESG Office has finalized the list of ESG funding awards for FY2016. The state notified agencies in January, and contracts are in process now.
- Any questions regarding the ESG awards or program can be sent to Michael Leach at 919-855-4991 or michael.leach@dhhs.nc.gov.

**Point-in-Time Count Update**
- The Point-in-Time Count was held the night of January 27. Local PIT Count coordinators should now be working on follow-up, including collecting forms from agencies, checking forms for accuracy, and de-duplicating and compiling the unsheltered count.
- Agencies on HMIS must run the HMIS PIT and HIC reports to generate their count. Bowman Systems, the software vendor, expects these reports to be updated by mid-February. Agencies on HMIS are asked to wait until the updates are completed before running the reports. MCAH and NCCEH Data Center staff will let users know when they are available.
- PIT Count forms must be submitted to NCCEH. For the Unsheltered Homeless Count, submit one form per county; for the Sheltered Homeless Count, Rapid Re-Housing Count, and Permanent Supportive Housing Count, submit one form per program.
  - o The deadline for non-HMIS agencies and unsheltered count forms is Friday, February 19.
  - o The deadline for HMIS agencies will be extended. The exact deadline will be sent to PIT Count leads and HMIS agency administrators once it has been set.
  - o Forms can be submitted via email (preferred) to data@ncceh.org or via fax to 1-888-742-3465.

- Steering Committee members were asked to discuss successes, challenges, and lessons learned from their PIT Counts.
    - Tyrone noted that there was a lot of energy in Hertford around the PIT Count and it created an opportunity for agencies to work together on a common goal.
    - Juliet noted that there was a lot of interest in Neuse-Trent and their aldermen and county commissioners are now more aware of the issue of homelessness.
    - Roxanne noted that enumerators in Johnston County had a difficult time locating unsheltered people during the street count and believed people were avoiding them.
    - Marlene responded that enumerators in Rockingham wear name tags to identify themselves so they are less intimidating.
    - Denise noted that communities can advertise the count ahead of time to explain that it is not connected to law enforcement, and that enumerators should be mindful of respecting privacy. Communities can also use a services-based count in addition to the street count.
    - Kim noted that Alamance hosts a Project Homeless Connect on Thursday to conduct its services-based count in addition to conducting a street count. The group provides transportation and finds that people who may avoid enumerators during a street count are more likely to attend this event.

**NCCEH Data Center & HMIS Update**
- Thurston thanked all HMIS users for their work on AHAR.
- Data completeness, bed coverage, and utilization rates all contribute to whether AHAR shells will be accepted by HUD.
    - In the past few years, the TH-IND shell has not been accepted because it has a very low bed coverage rate (meaning few programs are on HMIS).
    - This year, the TH-FAM had a bed utilization rate of 55%, which is below the 65% threshold HUD usually accepts. Tia wrote extensive notes explaining that this was not just a data red flag but was reflective of actual program use, and with that explanation, HUD accepted the shell.
    - In total, 5 of 7 shells were accepted by HUD.
    - The BoS has 4 seats on the Governance Committee, each of which also has an alternate. There are some proposed changes to the BoS representatives
        - BoS: Corey Root, alternate Beth Bordeaux (same)
        - Region 1: Brian Alexander, alternate David Jacklin (same)
        - Region 2: Kim Crawford, alternate seat is open
        - Region 3: Nicole Dewitt, new alternate Branden Lewis
        - Anyone interested in filling the open alternate seat in Region 2 should email bos@ncceh.org.
        - Steering Committee members were asked for discussion on the proposed Governance Committee slate; none was raised. A motion was made and approved to approve Branden Lewis as the alternate for Region 3 [Alexander, Crawford]. All in favor; none opposed.
- NCCEH now administers the BoS HMIS CoC grant from HUD. MCAH is currently serving as the HMIS lead for North Carolina, and NCCEH has a contract with MCAH that runs

through June 30, 2016. NCCEH is starting negotiations on the next contract that would run July 1, 2016 – June 30 2017.

- At last Governance Committee meeting, NCCEH indicated it would be seeking a changed relationship with MCAH. This does not mean NCCEH or the BoS is leaving the statewide network. However, NCCEH has identified several areas that could be improved. The key decision points being discussed are:
  - o the impact on other CoCs and the Governance Committee
  - o using the MCAH training library
  - o using MCAH technical assistance
  - o the impact on statewide data analysis and reporting

**CABHI Grant Funding Available**

- There is a funding opportunity from the federal Substance Abuse and Mental Health Services Administration (SAMHSA) to increase capacity to provide services to people in permanent supportive housing programs. The target population for these grants include homeless individuals, youth, and families, including veterans and chronically homeless people, with mental illness, emotional disturbances, or substance use disorders.
- The application is due March 15, 2016. More information is available at http://www.samhsa.gov/grants/grant-announcements/sm-16-007

**Regional Lead Elections and Meeting**

- Regional Committees should have held elections for Regional Leads and alternates in January. Regional Committees that have not reported the results of their elections should do so by Wednesday, February 3, by filling out this form: http://goo.gl/forms/bvmtye893O
- NCCEH is holding an in-person meeting for Regional Leads and alternates on Friday, March 4, from 10:00 to 4:00 in Raleigh. Registration information will be sent to Regional Leads and alternates. Leads and alternates who are not able to attend are asked to contact bos@ncceh.org.
- NCCEH staff have updated two documents in the last month:
  - o Roles and responsibilities for Regional Committees, Regional Leads, and Coordinated Assessment Leads: www.ncceh.org/files/3117
  - o 2016 BoS meeting schedule: www.ncceh.org/files/6685

**Upcoming Meetings & Reminders**

- **Coordinated Assessment Leads:** Please register for and attend BoS Coordinated Assessment Exchange on Tuesday, Feb. 9, 3:00-4:00 p.m.
  - o Register at ncceh.org/events/947
- **Regional Committees:** Complete NC 211 directory updates and let NCCEH staff know by filling out online form: http://goo.gl/forms/0gO5dnF6Gh
- **Regional Committees to send CA Outcomes:** Send ASAP
- **PIT Count Leads:** Send all PIT count forms to NCCEH by email (preferred) to data@ncceh.org or fax to 1-888-742-3465
- **Regional Committees**: Send Regional Lead, alternate, and Coordinated Assessment Lead contact info through this online form: http://goo.gl/forms/bvmtye893O

- **2016 Regional Leads & alternates:** Please register for the in-person meeting. Staff will send registration info. Regional Committees are asked to send 2 reps to this meeting.
- **PSH Staff:** Please register for and attend BoS PSH Subcommittee on Monday, Feb. 15, 10:30 a.m.
    - Register **at** ncceh.org/events/954

**Next Meeting**: Tuesday, March 1, at 10:30.