**Hertford County Committee to End Homelessness Meeting Minutes April 25 , 2016 10:00 am Ahoskie Housing Authority Conference Room**

Present: Tyrone Lindsey, Ahoskie Housing Authority; Pat Byrd, Roanoke Chowan Christian Women’s Job Corps; Avis Murphy, Hertford County DSS, and Nicole Boone, Hertford Health Access.

1. Call to Order and Roll Call. Mr. Lindsey called the meeting to order at 10:15 am.
2. Introductions - No new introductions were needed.
3. Minutes - Mr. Lindsey asked that we review the minutes of the last meeting. Nicole Boone made a motion to

 approve the minutes which was seconded by Tyrone Lindsey. The motion was carried.

1. Community Crossroads Center Shelter Visit - The group discussed the visit to the Shelter in Greenville and

 those who went felt it was a very positive experience for several reasons. The shelter itself was very nice

 and we enjoyed the time to ask questions and explore possibilities for our own community. We also were

 glad to meet Bob Williams and others who will be involved in the regional committee.

1. BOS Steering Committee Highlights- Mr. Lindsey reviewed the proposed structure change regarding the regional committee. He shared a form he would like each agency to fill out if they can give some feedback regarding their questions and concerns. The form must be returned to him by the end of business on Wednesday, April 28. He will put our remarks together and submit our response.
2. Coordinated Assessment Review - Since we began our coordinated assessment process April 1, we do not have any numbers to report at this time. We did review the elements that need to be reported each month. Avis Murphy made a motion that we form the Coordinated Assessment Review committee and work with Ms. Melton on this process. Pat Byrd seconded the motion and the motion was carried. Pat Byrd made a motion that Ms. Murphy serve as a co-chair of the committee to ensure that either she or Ms. Melton could be at each meeting to report out on the numbers, grievances, etc. Nicole Boone seconded the motion and the motion was carried. Ms. Murphy will meet with Ms. Melton and they will work together on the process.
3. BOS CA Exchange Highlights - No report was available.
4. Agency Reports - No one had anything to report at this time.
5. Adjournment – As there was no other discussion, the meeting was adjourned at 11:15.

Respectfully Submitted

Pat Byrd HCCEH Secretary