

**Johnston County Regional Housing Committee**

**NC Balance of State Continuum of Care**

Conference Room – Johnston County Mental Health Center

521 N. Brightleaf Blvd, Smithfield, NC

**Meeting Minutes from November 17, 2016**

**In Attendance:**

Charlene Meyers, Johnston County Mental Health Center

Cherri Swails, Johnston Recovery

Adrienne O’Neal, Harbor

Teresa Wall, Johnston County Emergency Services

Sharon Goicoechea, Harbor

Cassandra Herbert, CFAC

Felecia Ferrell, Johnston County Mental Health Center

Janis Nutt, Johnston County Mental Health Center

Angela Jones, Johnston-Lee-Harnett Community Action

**Introductions:**

Attendee introductions were made.

**Approval of Meeting Minutes:**

Minutes were approved by common consent.

**BoS Steering Committee Meeting Updates from 11/2016:**

**Short Meeting Summary**

*Collaboration with Public Housing Authorities*

         Kelly Vick, Executive Director of the Wilson Housing Authority, shared why they have a homeless preference for their programs.  To contact him, use [kvick@wilsonha.org](mailto:kvick@wilsonha.org)

         BoS staff explained ways to start a connection with PHAs that include:

o   Create a relationship, taking the time to get to know one another.

o   Identify respective needs.

o   Develop strategies together that could be mutually beneficial:

  PHAs develop a homeless preference, general or specific

  PHAs set aside a certain number of public housing units or Housing Choice Vouchers

  Providers offer case management to homeless households moving into public housing

  Project-based rental and supportive service assistance

         PHA resources:

o   Guidebook for PHAs to get involved:  <http://bit.ly/2ePQwow>

* HUD resources for collaborations between PHAs/CoCs:  <http://bit.ly/2dOPian>

*Veteran Homelessness*

         BoS SSVF providers and other veteran partners have been meeting to create a plan to end veteran homelessness to meet the USICH Benchmarks and Criteria

o   Beginning of framework to create 13 regional veteran systems matching the 13 Regional Committees that quickly identify and house homeless veterans

o   Plan will be presented to the Steering Committee in December

         Initial Veteran Subcommittee meeting will be November 30th from 1 – 4 PM.

*ESG Update*

         Application deadline was October 21

o   Areas affected by Hurricane Matthew can request an extension until November 11

o   To make this request, email Michael Leach at [michael.leach@dhhs.nc.gov](mailto:michael.leach@dhhs.nc.gov)

         Regional Committees asked to submit digital copies of applications to BoS AFTER submitting to ESG office

o   Submit Regional Application & budget, Project Applications & budgets, certain attachments at <http://bit.ly/2eGjFV2>

*Regional Committee Restructuring*

         New resources coming to help new Regional Committees in the restructuring process:

o   Balance of State 101 document and presentation

o   Areas of responsibility chart:  Regional Committee vs. Steering Committee

o   Leadership Role Responsibilities chart

o   Attendees should be full transition teams, including leadership and reps from all regions, as possible (approximately 6-8 people per region).

         New Regional Committees should submit their new elected

leadership:  <http://goo.gl/forms/Fj9ZYYsP4jZ8iIWz1>

*2017 Point-in-Time Count and HIC*

         Count will occur the night of Wednesday, January 25th

         2017 count will happen under the new Regional Committee structure

o   RCs can tweak existing process or create a new one

o   Create a PIT/HIC committee to plan and prepare for the count and select a lead contact

o   Email PIT Lead information to [bos@ncceh.org](mailto:bos@ncceh.org) as soon as possible!

  Have received information from: Region 5 (Piedmont); Region 6 (PRACC),

Region 13 (Onslow/Neuse-Trent)

         NCCEH will create forms for collecting PIT/HIC data

o   Forms will be posted at [www.ncceh.org/pitforms/](http://www.ncceh.org/pitforms/)

         NCCEH had created a short pre-recorded training for RCs.  RCs are asked to show this

at their next meeting.  The link for the training is at: <http://bit.ly/2dDRJm2>

         Further training will happen closer to the PIT date. Information will be posted at

[www.ncceh.org/pointintimehowto/](http://www.ncceh.org/pointintimehowto/).

*Coordinated Assessment*

         Next Coordinated Assessment Exchange call is November 8th at 3 PM

o   Register at:  [www.ncceh.org/events/966/](http://www.ncceh.org/events/966/)

         3rd quarter CA Outcomes were due on October 15th

o   Reports were submitted by: Piedmont, Rockingham, Alamance, Burke, Randolph, Down East, Southwest, Onslow, AHRMM, Johnston, Lee-Harnett, Twin County, Henderson, Wilson Greene, DISSY, Foothills (needs corrections)

         Updated CA Outcome form posted:  <http://bit.ly/2dcoQeK>

         CAC developing new template for Regional Committee CA Plans

o   Updated CA Plans in new Regional Committee structure due April 1, 2017

o   Template will be released by the end of the year

*AHAR Update*

         The BoS CoC expects to be able to submit 5 of 6 shells in this year’s AHAR (Transitional Housing for Individuals has a bed coverage rate lower than the HUD requirement)

         The draft AHAR data was submitted by BoS staff on October 31, 2016.  Final AHAR data due on December 1, 2016 after review by HUD.

         The Data Center identified the most common data quality issues needing attention by

end users:

o   Missing disability data:  complete the HUD verification, if possible

o   Missing prior residence or length of stay prior data:  double check paper files to record collected data in HMIS

o   Utilization rates under 65% or over 105% (especially in PSH):  contact Data Center to update inventory

         Jennifer Clark from Family Care Center was approved as the Region 1 HMIS

Governance Committee Alternate

**Coordinated Assessment Up-Dates:**

Angela Jones - Coordinated Assessment Lead, Johnston-Lee-Harnett Community Action 1102 Massey Street, Smithfield, NC 27577, (919) 934-2145 or [ajones.jlhca@gmail.com](mailto:ajones.jlhca@gmail.com)

**Guest Speaker:**

* New Balance of State CoC Regional Committees 2017 Transition Planning

Roxanne E. Curry – Johnston County Mental Health Center

521 N. Brightleaf Blvd, Smithfield, NC 27577

(919) 989-5514

* 2017 Point-In-Time Count, HIC and Coordinated Assessment

Angela Jones – Johnston-Lee-Harnett Community Action

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**Announcements:**

**Next Meeting – January 19, 2017 at 10:30 to 11:30 AM**

**Johnston County Mental Health Center Conference Room**