



# North Carolina Balance of State Continuum of Care

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## **Balance of State Steering Committee Meeting 1.10.17**

### **Regional Leads Present:**

Jennifer Molliere, Nicole Dewitt, Kim Crawford, Donna McCormick, Mark Mangum, LaTasha McNair, Jim Cox, Susan Pridgen

### **Regional Leads Absent:**

Autumn Culver, Marilyn Chambers, Kevin Hege, Emily Locklear

### **Interested Parties Present:**

Emily Lowery, Melissa McKeown, Kannika Turrentine, Brian Fike, Tiana Terry, Melissa Eastwood, April Allen, Branden Lewis, Mary Mallory, Tammy Gray, Trina Hill, Lori Watts, Curtis Pierce, Leila McMichael, Monica Frizzell, Roxanne Curry, Tina Rogers

### **NCCEH Staff Present:**

Brian Alexander, Emily Carmody, Nancy Holochwost, Andrea Carey

### **Introductions**

This is the first Steering Committee meeting since the 13 new, restructured Regional Committees went into effect on January 1. Regional Leads introduced themselves to the group by stating their name and agency, the name of their Regional Committee, and the counties they cover.

### **Approval of December Minutes**

There being no changes needed, the minutes were approved by common consent.

### **Funding Announcements**

- The CoC awards were announced by HUD on December 20. The announcement included both Tier 1 and Tier 2 grants. The list of North Carolina's awards is posted at [www.ncceh.org/files/7890/](http://www.ncceh.org/files/7890/).
- The Balance of State CoC received 46 of the 47 total projects that were applied for.
  - All renewal projects received funding.
  - Two of three new projects received funding. The project that was not funded was an application for rapid re-housing funding from Pitt County, which was ranked last in the CoC's project priority listing.
  - The CoC planning grant application received funding.
- The BoS applied for a total of \$8,522,014 in CoC funds and received \$8,409,964.
  - 43 renewal projects for \$7,888,001
  - 2 new projects for \$206,620

- CoC planning grant for \$315,343
- BoS staff will share the CoC's score once HUD provides it.
- The state ESG office sent out its award letters on December 28 to the lead agencies listed on the ESG regional applications. Regional Committees that have merged during restructuring should share their awards via email or during meetings. BoS staff have requested a full list of BoS awards from the ESG office and will share this once it's received.
- BoS staff are creating a survey to collect feedback on the ESG application process and will email this to Regional Leads and ESG leads.

### **SSVF Letters of Support**

- Applications for the SSVF program, which provides rapid re-housing and prevention assistance to homeless and at-risk Veterans and their families, are due February 8. Three grantees have requested letters of support from the BoS to include in their applications. BoS staff expect to receive requests from other grantees as well. The Steering Committee was asked to approve BoS staff providing letters of support for current SSVF grantees.
- Steering Committee members were asked for questions or feedback.
  - Kim asked if data on the grantees' current performance was available. Brian and Emily noted that SSVF providers have become very involved in the BoS by taking a primary role in creating the BoS Plan to End Veterans Homelessness and volunteering to serve as navigators in the upcoming Veterans system. Emily noted that more data will be collected during the coming year with the goal of by-name lists of homeless Veterans and a system dashboard for each Regional Committee showing how they are working with Veterans.
- A motion was made to provide letters of support for all current SSVF grantees [Crawford, Molliere]. All in favor; none opposed.

### **Regional Committee Restructuring**

- The 13 new restructured Regional Committees went into effect on January 1, 2017.
- Resources are still available as Regional Committees finalize the transition process:
  - FAQs are posted at [www.ncceh.org/files/7137/](http://www.ncceh.org/files/7137/)
  - BoS staff are working to meet in person with all 13 Regional Committees
  - Additional resources will be released soon:
    - BoS 101 document and presentation (mid-January)
    - Leadership role responsibilities document (very soon)
    - Areas of responsibility chart (very soon)
- BoS staff are creating new webpages for each Regional Committee. Steering Committee members were shown a template of the new webpage and asked for feedback. The webpages will be completed by the end of January. BoS staff will email Regional Leads and webmasters once they are ready.
- In place of the January and February Coordinated Assessment Exchange calls, BoS staff are holding two coordinated assessment webinars that will cover the plan template and address questions from Regional Committees. Coordinated assessment leads should participate in the webinars, and others involved in creating the new plans are also encouraged to attend.
  - Tuesday, January 10, 3:00-4:00: [www.ncceh.org/events/1045/](http://www.ncceh.org/events/1045/)



- Tuesday, February 14, 3:00-4:00: [www.ncceh.org/events/1046](http://www.ncceh.org/events/1046)
- BoS staff are planning three in-person meetings to discuss regional funding processes. Regional Leads, funding process leads, and others serving on funding committees should attend. The agenda will include the ESG competition, how to plan and facilitate an impartial funding process, and how to evaluate projects. Dates and locations will be sent out once scheduled.
  - Hickory: Week of March 13
    - Regions 1, 2, 3, 4
  - Greenville: Week of March 20
    - Regions 10, 11, 12, 13
  - Burlington: Week of March 20
    - Regions 5, 6, 7, 8, 9
- Because restructuring has changed the voting members of the Steering Committee from 26 to 13 people, BoS staff proposed exploring the option of adding other voting members to the Steering Committee. Some benefits of expanding representation include:
  - Adding a larger/statewide perspective
  - Advocating for or connecting the BoS to resources
  - Increasing participation within the BoS of systems other than homeless providers
- A workgroup is needed to consider this option. The group is expected to have 2 to 3 meetings over the next 4 months. Anyone interested in participating should email [bos@ncceh.org](mailto:bos@ncceh.org).

### **2017 BoS Meeting Calendar**

- BoS staff have created calendar of regularly scheduled BoS meetings in 2017. The calendar includes Steering Committee, Veteran Subcommittee, Coordinated Assessment Exchange, and Coordinated Assessment Council meetings. The calendar is posted at [www.ncceh.org/files/7903/](http://www.ncceh.org/files/7903/). If new groups or meetings are added during the year, the calendar will be updated and Steering Committee members will be informed.
- The HUD Field Office is holding a call to gather feedback from communities affected by Hurricane Matthew. The call is Thursday, January 19, at 10:00. Anyone from affected communities who would like to share their input or ask questions is welcome to attend.

### **Veteran Homelessness**

- The Veteran Subcommittee reviewed and recommended a plan for the BoS to end Veteran homelessness with the goal to meet the USICH goals and benchmarks by the end of 2017. This plan was presented and reviewed at the December Steering Committee meeting. The plan includes the following main points:
  - Intends to establish a regional plan in each of the 13 Regional Committees
  - Creates partnerships among SSVF providers, CoC staff, and Regional Committees
  - Asks each Regional Committee to develop a by-name list of homeless Veterans
  - The Veteran Subcommittee will provide oversight for the regional systems, look at data, and address any barriers that arise
  - SSVF grantees would work with Regional Committees to develop regional plans
  - SSVF providers would serve as navigators to connect homeless Veterans to permanent housing



- SSVF primary providers have been identified for 12 of the 13 Regional Committees (Region 11 does not have full SSVF coverage)
- Steering Committee members were asked for any feedback or discussion about the BoS Veteran plan; none was raised.
- A motion was made to approve the BoS Veteran plan [McCormick, Crawford]. All in favor; none opposed.
- In light of the BoS plan's approval, Regional Committees will now need to create their regional plans. The regional plans will touch on points that involve both Regional Committees and SSVF providers:
  - Outreach, shelter/emergency vouchers, offers of permanent housing, data tracking and by-name list
- The Veteran Subcommittee proposed incorporating the creation of the regional plans into the process of planning new coordinated assessment systems.
- Staff have created a template for the regional plans: [www.ncceh.org/files/7906/](http://www.ncceh.org/files/7906/).
  - The template is based on the coordinated assessment plan template and is organized according to the USICH criteria.
  - The Veteran Subcommittee has reviewed and recommended the template for approval by the Steering Committee.
- Steering Committee members were asked for any feedback or discussion about the regional plan template or the process of completing it.
  - Kim asked if the due date for the regional Veteran plans is April 1. Emily replied that is the goal.
- A motion was made to approve the regional plan template and appendices [Dewitt, Crawford]. All in favor; none opposed.
- BoS staff will hold calls to begin the process:
  - Hold call with SSVF providers in January to train them on the template
  - Hold a call with Regional Committee Leads and SSVF providers in late January or early February to review the template and have partners begin working together
  - Regional plans are due to the Veteran Subcommittee by April 1, 2017
- Region 11 does not have full SSVF coverage across all its counties. BoS staff are working with stakeholders to collect more comprehensive data on homeless Veterans to advocate for more resources in the area. Region 11 partners are meeting on January 12 to discuss annualized data and the Point-in-Time Count. Participants can register at [www.ncceh.org/events/1044/](http://www.ncceh.org/events/1044/).

### **2017 Point-in-Time Count**

- The Point-in-Time Count and Housing Inventory Count will be held the night of Wednesday, January 25.
- Regional PIT committees should be finalizing planning and coordination:
  - contacting agencies that need to do the sheltered count and the HIC
  - planning the locations for the unsheltered count
  - identifying volunteers for the unsheltered count and providing training
  - distributing the PIT/HIC forms to agencies and volunteers
  - publicizing the count so that homeless people know to expect it



- All BoS PIT and HIC resources are posted at [www.ncceh.org/2017pit-bos/](http://www.ncceh.org/2017pit-bos/). The PIT/HIC data collection forms and the recording of the December 8 training for PIT leads are available now. Recorded trainings on the forms will be posted by January 13.
- Any questions about the PIT or HIC can be sent to [bos@ncceh.org](mailto:bos@ncceh.org).

### Coordinated Assessment Update

- Regional Committees' new coordinated assessment plans are due April 1. The Steering Committee approved the plan template and waitlist template at the December meeting. These documents are posted on website at [www.ncceh.org/bos/coordinatedassessment/](http://www.ncceh.org/bos/coordinatedassessment/).
- In place of the January and February Coordinated Assessment Exchange calls, BoS staff are holding two coordinated assessment webinars that will cover the plan template and address questions from Regional Committees. Coordinated assessment leads should participate in the webinars, and others involved in creating the new plans are also encouraged to attend.
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  - Tuesday, February 14, 3:00-4:00: [www.ncceh.org/events/1046](http://www.ncceh.org/events/1046/)
- The fourth quarter coordinated assessment outcomes from October to December 2016 are due January 15. Please submit one form per Regional Committee with the totaled information. The outcomes should be submitted based on the old 26 Regional Committees, not as the 13 new Regional Committees.

### HMIS Update

- BoS AHAR data was submitted on December 12, 2016. The NCCEH Data Center reviewed the AHAR data for accuracy, resolved any issues in the data, and reconciled the bed counts for programs. During AHAR clean up, data center was looking at following issues:
  - missing disability data
  - missing prior residence or length of stay prior
  - bed utilization rates under 65% or over 105%
- The final AHAR submission included the shells for ES-FAM, ES-IND, TH-FAM, PSH-FAM, and PSH-IND, which were all accepted as usable by HUD. The only shell not submitted was TH-IND, which also prevented the summary shell from being accepted.
  - The TH-IND shell was not accepted because the HMIS bed coverage rate was too low. The BoS has a total of 345 TH-IND beds, of which 132 are in HMIS, which means the coverage rate is 38.2%. HUD's threshold is 50%.
- Data Center staff thanked end users for their hard work to make the AHAR successful.

### Upcoming Meetings and Reminders

- Regional Committees: Submit contact information for new leadership
  - <https://goo.gl/forms/Fj9ZYysP4jZ8ilWz1>
- Coordinated Assessment Leads: Register for coordinated assessment webinars
  - Tuesday, January 10, 3:00 – 4:00 PM: [www.ncceh.org/events/1045/](http://www.ncceh.org/events/1045/)
  - Tuesday, February 14, 3:00 – 4:00 PM: [www.ncceh.org/events/1046/](http://www.ncceh.org/events/1046/)
- Coordinated Assessment Leads: Submit 4th quarter coordinated assessment outcomes by January 15
  - Submit at <https://goo.gl/forms/aAYSC2Htg15HBRYB3>



- Regional 11 veteran partners: Register for Region 11 meeting to discuss coverage and data collection
  - Thursday, January 12, 10:30 – 12:30: [www.ncceh.org/events/1044/](http://www.ncceh.org/events/1044/)

**Next Meeting:** Tuesday, February 7, at 10:30.

