

Homeless/Housing Taskforce  
BC360 Task Force on Family/Women's Shelter

Meeting Minutes

February 9, 2017

**CALL TO ORDER/INTRODUCTIONS**

The Homeless/Housing Taskforce/BC360 Task Force on Family/Women's Shelter met at the Beaufort County Health Department on this date (2/9/2017). The meeting was called to order at 2:00 p.m. by Sally Love (Beaufort County Chairperson/Beaufort County United Way). Those in attendance were: Kim Matthews (Beaufort County Health Department), Evan Lewis (attorney/BC360 representative), Beth Bordeaux (ESG office/DHHS/consultant), Brenda Eastman (ECU School of Social Work), Melissa Eastwood (Trillium Health Resources), Dot Moate (First Presbyterian), Polk Culpepper (Zion Shelter), Larry McAvoy (Zion Shelter), Harlan MacKendrick (F.C.C), Kelly Reinsmith (ECU), and Charlene Wickham (Zion Shelter).

**APPROVAL OF MINUTES**

Minutes were sent out via email prior to today's meeting. Brenda Eastman made a motion to approve the minutes as written. Evan Lewis seconded the motion.

**FAMILY/WOMENS SHELTER**

Polk Culpepper provided an update regarding the Family/Womens Shelter. There was a meeting yesterday. The subcommittee continues to discuss possible locations and funding. Dot reported that Jay continues to look for other potential locations. They looked at the old shirt factory, Sally reported that it is not in good shape and the committee decided against it. There will be a \$2500.00 feasibility study. The Presbyterian Church offered to pay the fee. It was decided that we aren't going to do this yet; the group would like to explore other locations. The subcommittee discussed how to raise additional funding. The committee would like to get a small subgroup/committee to work on marketing and fundraising. There have been no volunteers for the subgroup as of yet. Lee Foreman agreed to put this together. The articles of incorporation were approved. The next step will be applying to the IRS. They are working towards becoming a 501c3.

**Point in Time**

Sally reviewed information about the Point in Time Count. Beaufort County participated in the Point in Time count. Sally completed 6 surveys at the soup kitchen and the Health Department completed 1 survey. She reported that we still need to obtain numbers from the Zion Shelter and Ruth's House. Sally will follow up with Brandy to determine whether DSS completed any surveys.

**Coordinated Assessment-Due April 1, 2017**

Sally handed out the coordinated assessment diagrams and reviewed info pertaining to the coordinated assessment process. Evan has been participating in the CA subcommittee for Region 12. Sally posed a

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question to the group: Where are the entry points for individuals that are homeless? Identified points of entry were as follows: Schools, DSS, Zion Shelter, Greene Lamp, Ruth's House, etc. Upon entry, someone should have the prevention and diversion screen completed. Sally requested that the committee provide input. The VISPDAT should be completed 12-14 days after the individual presents as homeless.

Beth Bordeaux (ESG office/DHHS) participated in our meeting today. She provided information regarding her history/background. Beth is an independent consultant and has a contract with DHHS/ESG office (through June 2017). She is from Snow Hill and attended the School of Social Work (ECU). Beth spoke about her experience running a shelter program in Raleigh. She explained the shelters shift to a rehousing program. They shifted resources and they housed twice as many families. There was minimal difference in cost. She reported that 86% that moved into permanent housing stayed. She reported that there was a struggle with the change in the model initially. However, the shelter had a waiting list that was 2 years long and the individuals on that list were staying somewhere during that time. They ensured the program's success by cultivating and developing relationships with landlords. The case managers would drive and look for signs. They placed an emphasis on services.

Beth has a great deal of experience with shelter operations and rapid rehousing funds. She explained that the funds that we are receiving (ESG funds) are federal funds that flow through the state. Our community gets approximately \$25,000. That money goes to the mens shelter. This can go to shelter operations and rapid rehousing. For the shelter operations, it could pay for food, blankets, utilities, rent, minor maintenance issues, supplies, etc. You cannot purchase any 1 items over \$499.00. We have gotten rapid rehousing funds for the first time this year. You don't have to rehouse people from the shelter but you can. Individuals can stay at the Zion shelter for up to 120 days. The Zion Shelter does not have a caseworker currently. There was \$4,000.00 allotted to go towards that. The caseworker must keep a timesheet. Beth can assist our group by assisting with strategic planning regarding how to integrate funds. She can help us get the rapid rehousing started. There are reporting forms. Beth can show staff how to do the forms. She stated that rehousing forms are a little more complex than the shelter forms. Beth will get those to us. They are being uploaded to the website this week. Beth stated that you should report as you go. This money is reimbursed. You spend it first and they reimburse you. The funds have to be spent by December 31, 2017. All funds must be spent.

Michael Leach has asked her to come out and help. He has to approve whatever we plan for her to do. She can do anything related to the ESG dollars. She encouraged the group to verbalize our concerns and to make her aware of the things that we need to work on. Sally stated that the state wants funding to be used to rehouse people. The ESG office wants the individuals to be prioritized who are chronically homeless and the most difficult to house. There has to be a VISPDAT. There has to be an equal match for funds (ex. \$10,000.00 has to have another \$10,000 going towards the same thing). You can match

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with other governmental funds. The report that is submitted has to account for \$20,000. Beth stated that you cannot use the same money to match funds. Questions posed: Can the funding can be in kind? Can we contract with someone part time? Can we contract with DSS to administer the VISPDAT? Can DSS match with time spent by the social workers administering the screening tools? Can you use dollars spent on shelter operations as the match for rapid rehousing? Does that matching \$10 have to come out of your agencies income and does it have to be spent by your agency (ex. Does the Zion shelter have to match and spend the \$10000? Larry suggested that we invite the director of Beaufort County DSS to participate in our next meeting.

Beth stated that if we can serve 2 individuals well, then that is progress. **Our homework**-Have conversation with Greene Lamp to determine whether they would be willing to partner with us regarding the rapid rehousing funds. Find out who will partner with us.

Beth will continue to attend our monthly meetings through June 2017. In addition, she offered to support the shelter as needed. She offered to come to the shelter and observe their workflow and offer feedback regarding processes. Beth will assist with the forms as well.

Questions Beth will obtain answers to:

1. Clarify if funds asked to be used for match can be spent for other ESG qualifying activities, not just the one you are trying to match. Can money spent for shelter operations be a match?
2. Can your match money come from other places in the community as long as it is directly used for our rehousing project? If this is the case we will most likely need an MOU. Can it be more than 1 agency?

**MISCELLANEOUS**

Beth stated that her church refurbishes bicycles. She will obtain some for the Zion Shelter.

**ADJOURN**

There being no further business, Sally Love adjourned the meeting. The next meeting will be held at the Beaufort County Health Department on March 9, 2017 at 2:00pm.