



North Carolina Balance of State Continuum of Care

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www.ncceh.org/BoS

2019 PIT/HIC Lead Status Call Minutes

January 18, 2018

2019 PIT/HIC Leads attending:

- Region 1 – absent
- Region 2 – Kai S. for Region 2
- Region 3 – Teena Willis
- Region 4 – Mollie Tompkins
- Region 5 – Andrea Merriman
- Region 6 – absent
- Region 7 – Debbie Cole
- Region 8 – Emily Locklear
- Region 9 – Monica Kearney
- Region 10 – Candice Rountree
- Region 11 – absent
- Region 12 – Sallie L. for Region 12
- Region 13 – Lenize Patton

NCCEH staff attending: Jasmin Volkel, Jenn Von Egidy, and Bagé Shade

Overview of PIT Goal and Status Call Purpose

- 2019 PIT/HIC Goal: *The NC Balance of State CoC will complete accurate and comprehensive Point-In-Time and Housing Inventory Counts in 2019.*
 - These status calls are meant to provide updates on your region's progress towards planning for the count, and we also want this to be time to share ideas, ask questions of others who are going through the same process, and provide support to each other as this is going to be a very busy time for everyone.

Current Benchmarks for 1/18/19

- ✓ Train shelter count enumerators on the survey forms, the script to follow, and important definitions
- ✓ Train street-based and shelter-based count volunteers on the App, the script to follow, important definitions, procedures, and safety

Regional Reports Out

Briefly provide an update on where your region is currently with volunteer training.

- Have you held volunteer training?
 - If no, do you have something scheduled?
 - What training topics have you covered so far?
- **Region 1:** absent
 - **Region 2:** Kai reports Emily is holding a training today in Rutherford County and was not able to attend, but can be followed up with for more information on further details.
 - **Region 3:** Teena reports they have a training scheduled for 1/24 and will cover general logistics and have an in-depth discussion of the forms to help understand the questions which will help with overall data quality. She reports that when she goes into the app, she notices many glitches and expressed concern about the usability for the volunteers.
 - **Region 4:** Mollie reports Region 4 is planning a meeting on the evening of Thursday, 1/24. She reports they are advertising by word of mouth. She reports that Iredell County is being covered by 5th street ministries, Yadkin County is being covered by a member of the CoC, for Davie and Stokes, they are reaching out to folks there in DSS because they're not in her agency's catchment area. Crystal Dumont in Davie County was recommended by Brian, and he will send her contact info to Mollie. Mollie expressed they have reached out to Rasheem in Stokes and there's another lady they plan to reach out to. Mollie reports Mary Boyles is the designated lead for Region 4.
 - **Region 5:** Andrea reports they had a training for their county leads to make sure they were all on the same page and had dates for when they were doing their county training. During their training, they brainstormed ideas on what each lead county was doing so they could share ideas with each other. Each of their county trainings are scheduled, but she is not sure of the dates. Those reported include: Stanly-1/22 at 10 AM, Rowan-1/22, time TBA, and Union-1/29 at 10 AM. She is waiting to hear back about Cabarrus because they had to reschedule, and Davidson did not have a representative, but she will be following up with Nicole D.
 - **Region 6:** absent
 - **Region 7:** Debbie reports that Region 7's regional committee met before the training NCEH held on the mobile app. All training communication has been via e-mail and phone call. Some counties have completed the app training, but some have not provided updates. Debbie plans to call the county leads today, 1/18 to follow up. There are 3 counties that are not doing unsheltered counts (Hoke, Anson, and Montgomery)-reports there are not a lot of resources, but Debbie is hoping they have plans. She is meeting with the county leads again on 1/25. Debbie reports they're focus in Region 7 has been on trying to improve the unsheltered count, and they have representatives in the county lead roles who have participated in the past and know what needs to be done to plan the count.
 - **Region 8:** Emily reports they held two trainings so far on 1/8 and 1/16. Their next training is on 1/25. Mainly the topics have covered general information on the history of PIT, why they conduct the count, how to approach people experiencing homelessness during the street-based count, and safety and emergency protocol. They are not training on the app because they were going to be using the forms. Now that they have more information on the app, they have plans to do the app training on the 25th. They also plan to cover logistics during this time and make sure all 30 volunteers have the technology to use the app.
 - **Region 9:** Monica reports they had a regional committee meeting on 1/15 to focus solely on the PIT count process. They have assigned leads in each of their 8 counties, and



everyone downloaded the app during the meeting. Each lead is doing training with volunteers during the week prior to the PIT count. Franklin county has law enforcement officers doing unsheltered count. Warren County is being led by April Williams. There is a concern with some law enforcement partnerships because they report there are no people experiencing homelessness in their county. Joel is covering Granville and Vance counties. Alice is covering Halifax, Monica is covering Franklin, and Mr. Mercer is covering Edgecombe county. They have planned a conference call on 1/23 to confirm the volunteers, see if they've done training and if they need anything else from the regional PIT lead. She reports they are planning to do call on 1/30 with leads to last minute confirm everything.

- **Region 10:** Candice reports Region 10 had a regional committee meeting last week and tried to walk leads and volunteers through the app. Reports they provided training from NCCEH and have been sharing info with county leads that we share with the regional PIT leads. They talked about each county's approach and shared ideas on lessons learned. She and Latasha have been working to replace the lead in Sampson county because they no longer have a lead there. She also reports that the lead in Green county has not submitted information.
- **Region 11:** absent
- **Region 12:** Sallie reports that as a region, they did the webinar at regional meeting on 1/9. Pitt is very familiar with process, and she has 5 people in Beaufort county that will help- they've had 2 meetings for the app, and they have a meeting planned on 1/24 to go over safety protocol.
- **Region 13:** Lenize reports she is covering Onslow county, and Reeshema is covering Craven, Jones, and Pamlico. She reports they had training on 1/11 and went over what the PIT count involves, logistics, and learned how to the app. They liked the app, and felt it was user friendly. At their next training, they'll be going over more basic info, how it's run, what they need to wear, what they'll have during the count. Lenize reports they have a lot of new folks during today's training, and they plan to schedule another meeting with volunteers who are signed up on 1/25 to group up who is going where.

Ongoing Resources for Planning and Training

- [Resources for Conducting a Point-in-Time Count](#)

<https://www.ncceh.org/datacenter/pointintimehowto/>

- [2019 PIT/HIC Lead Orientation Webinar](#)
- [Training: Unsheltered PIT Count and Regional Best Practices](#)
- [Training: Conducting a Youth Homelessness Count](#)
- [Training: Unsheltered Count-Data Collection and Mobile App](#)

Upcoming Training

Training Date	Topic
<i>January 25, 2019 @ 11 AM</i>	Data Collection for non-HMIS sheltered count



Helpful Planning Reminders

- Unsheltered coverage: Review counties that did not conduct, counted zero, or counted very low
- Constant and consistent communication with county leads: be sure messaging is consistent across the board including your county leads and your volunteers. We are hearing of instances where communication is breaking down and causing confusion about plans for key coordination and logistical pieces to the planning process.
- Mobile app training: Be sure to let the NCEH data center know if you have new folks sign up on the mobile app. The mobile app is used in multiple communities who are using surveys specific to their CoCs. The Data Center needs to be notified when you have someone sign up so they can go in to the back-end of the app and be sure they're assigned the right survey for BoS. After today, they will not be able to test the survey, but they still need to be authenticated.

Next Status Call: Friday, January 25, 2019 at 10 AM

