**2019 PIT/HIC Lead Status Call Minutes**

**January 25, 2019**

**2019 PIT/HIC Leads attending:**

- Region 1 – absent
- Region 2 – Emily Lowery
- Region 3 – absent
- Region 4 – absent
- Region 5 – absent
- Region 6 – absent
- Region 7 – Debbie Cole
- Region 8 – absent
- Region 9 – Monica Kearney
- Region 10 – Candice Rountree
- Region 11 – absent
- Region 12 – absent
- Region 13 – absent

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

**Final Preparations Check-in**

- ✓ *Do you feel like you're ready?*
- ✓ What time are you conducting your counts?
  - ○ Street-based and/or service-based
- ✓ Are you covering all counties?

- ➤ **Region 1:** absent
- ➤ **Region 2:** Emily reports that Region 2 has conducted all trainings in every county except Polk county.  They will be starting their counts on 1/31 from 7:30 AM – 2 PM in Transylvania County.  She reports she has received notification from someone in Polk County stating they would be helping with the count, but she has not had an opportunity to train them yet.
- ➤ **Region 3:** absent
- ➤ **Region 4:** absent
- ➤ **Region 5:** absent
- ➤ **Region 6:** absent

- ➢ **Region 7:** Debbie reports that Region 7 is ready in 7 out of the 9 counties in that region. She reports she has an experienced county lead in Anson County so there is less of a concern the plans are not finalized, but in Montgomery County, the communication has been minimal and has not extended beyond an initial commitment to serve and fulfil the duties.
- ➢ **Region 8:** absent
- ➢ **Region 9:** Monica reports Region 9 is as ready as they're going to be although there is some natural anxiety. She reports she will be conducting individual calls with county leads. Last Friday, she made sure everyone had the app downloaded so they would be prepared for the night of the count. She reports Warren County is still on the fence about doing a street-based count, but all other counties have plans to try and conduct one. Each county will be conducting a service-based count and plan to have them all finished by the 5th of February. Service-based counts will be conducted at area soup kitchens and food banks. They have also identified a gas station that operates 24/7, so they will be visiting that location during their street-based count. Most counties are working with law enforcement to conduct their street-based counts, but they are concerned that rural counties do not have people who are experiencing unsheltered homelessness. Their street-based count will take place from 6-11 PM on 1/30.
- ➢ **Region 10:** Candice reports Region 10 thinks they are ready. She reports they continue to have issues securing a lead to replace their previous lead in Sampson County. They are planning service-based unsheltered counts in Duplin and Greene counties, and Wilson, Wayne, and Lenoir will be conducting street-based unsheltered counts.
- ➢ **Region 11:** absent
- ➢ **Region 12:** absent
- ➢ **Region 13:** absent

**Planning Reminders**

- Make sure your volunteers are reminded about charging their phones

- Make sure you let the Data Center staff know if you need to authenticate volunteers' accounts ([hmis@ncceh.org](mailto:hmis@ncceh.org) or (919) 410-6997).

- Follow up to make sure your volunteers actually have the app downloaded prior to the night of the count so they CAN be authenticated.

- Make sure volunteers first ask if the person has already been surveyed to limit duplication (in the app)

- Make sure volunteers get consent (the app will ask)

- You may find that you have a lot of surveys that end sooner than expected, folks might have slept at a neighbors' family members, or friend's house the night before—this is normal, survey anyway and offer support, services information, and/or incentives if you have them.

*A request was made to provide these reminders in an e-mail for leads to have and share as necessary. Bagé will compile the information and send out to leads in an e-mail.

**Ongoing Resources for Planning and Training**

- [Resources for Conducting a Point-in-Time Count](https://www.ncceh.org/datacenter/pointintimehowto/)

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- ➢ [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 |
|---|---|
| *January 25, 2019 @ 11 AM* | Data Collection for non-HMIS sheltered count |

*We will have paper surveys to use for the sheltered count for non-HMIS agencies. This training will cover that data collection process. We will be sending the non-HMIS agencies the materials they need to gather and record that data, and we will be copying the PIT leads on those e-mails. This will allow for the notification process to be standard across the board and hopefully lift some of the burden to communicate that down to through your county leads and then to each of the non-HMIS agencies. We still encourage PIT Leads and/or County Leads to contact non-HMIS participating agencies, especially after they receive the email from NCCEH, to ensure they understand what they need to do and ask any last-minute questions.*

**Overview of PIT Goal and Status Call Purpose**

- o 2019 PIT/HIC Goal: *The NC Balance of State CoC will complete accurate and comprehensive Point-In-Time and Housing Inventory Counts in 2019.*
  - ▪ *As you all are preparing, I thought we'd switch it up a bit and conclude our status call with our goal for 2019.The NC BoS CoC will complete accurate and comprehensive point in time and housing inventory counts in 2019. We can tell that you all have kept this goal at the forefront of your planning efforts, and now it's time for your community to reap the benefits of those efforts. We want to send you all of the possible positive Point in Time energy that we can, and we wish you much success and safety while you're conducting this count, and please…. remind your volunteers to charge their phones!*

**Next Status Call: Friday, February 8, 2019 at 10 AM**