North Carolina
Balance of State Continuum of Care

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NC Balance of State CoC Steering Committee
Meeting Minutes
June 11, 2024

Regional Leads Present: Derek Lancour, Emily Lowery, Amber Brafford, Pamela Hinton, Erin Gaskin, Emily Locklear, Shawanda Barnes, Crystal Gwendo, Lakitra Claude, Lynne James, Brian Fike

At-Large Members Present: Karen Carroll, Melissa Hewitt, Angela Harper King, Kea Alexander, Lisa Phillips, Erin Joy Crossfield, Brooks Ann McKinney, Cassandra Rowe, Joseph Chilton

SC Members Absent: Natasha Elliott, Kerry Bashaw

Interested Parties Present: Jackie Lucas, Peggy Hendrix, Alyce Knaflich, Lori Watts, Chasity Houck, Kecia Robinson, Sade Craine, Laurenn Singleton, Teena Willis, Amy Modlin, Angela Harper King, Elizabeth Moncrief, Kim Hemphill, Kennedy Lane, Monica Frizzell, Catherine Kastleman, Kim Crawford, Genean Hill, Ebony King, Robert Hudson

NCCEH Staff Present: Brian Alexander, Laurel Benfield, Allie Card, Andrea Carey, Adriana Diaz, Rachelle Dugan, Alicia Harvey, Mia Phillips, Elliot Rhodes, Teresa Robinson, Jenny Simmons, Dashia Shanks, Debra Susie, Ashley VonHatten, Latonya Agard

Approval of At-large Steering Committee Member

An at-large SC seat has opened mid-year since Rachelle Dugan stepped down from the Steering Committee when she took a new position with NCCEH. Her at-large seat is open for the remainder of the year, from June - December 2024. The seat is reserved for persons with lived experience of homelessness (PLE) and is not restricted to one region of the CoC.

In the past, if an at-large seat opens mid-year, it is filled by someone in the same agency that employed the departing member. This precedent doesn't apply in the case of PLE seats. Rachelle was a member of the Lived Expertise Advisory Council (LEAC). To fill this seat, the LEAC proposed nominating another subcommittee member to serve the remainder of the term.

Karen Carroll has been nominated by the LEAC to fill the at-large seat. Karen has served on the LEAC since January 2024 & was recently elected as co-chair of the LEAC. She presented at the NC Bringing It Home Conference in 2024, alongside other members of the LEAC. She is an active participant in the Region 06 Regional Committee.

Crystal Gwendo motioned to approve Karen Carroll to fill the vacant at-large seat on the NC BoS CoC Steering Committee. Erin Joy Crossfield seconded the motion. The motion was unanimously approved.

Approval of Consent Agenda

- The consent agenda was sent out for review prior to the meeting and is posted at: https://www.ncceh.org/bos/steeringcommittee/
- The consent agenda was voted on at the beginning of the meeting. Without changes or objection, the consent agenda was approved by common consent.

FY2024 CoC Program Competition

New Projects:

- New Project Webinar recording & slides posted at https://www.ncceh.org/bos/currentcocapplication/
- New Project: Intent to Apply Form
  - o Mandatory for new projects
  - o Accepted on a rolling basis, non-binding
  - o Deadline is 2 weeks after the release of the Notice of Funding Opportunity (NOFO)
- Navigating e-snaps Webinar recording & slides posted at https://www.ncceh.org/bos/currentcocapplication under "FY2024 CoC Program Application Process – New Projects"

Renewal Projects:

- Renewal Project Webinar recording & slides posted at https://www.ncceh.org/bos/currentcocapplication/
- Pre-Competition Scoring & Standard Review is underway.
  - o Projects met all standards during last year's review & have been certified through either the FY2026 or FY2027 CoC Program Competition.
  - o Staff are conducting reviews of APRs & CE information.

Next Phases of the Competition:

- Grant Inventory Worksheet (GIW)
- Release of the Notice of Funding Opportunity (NOFO) – early to mid-summer?

Significant Change Request:

The CoC issued a Request for Proposals on May 20, 2024 for the transfer of three currently operating CoC Program-funded grants:

- Community Link, Northern PSH Combo, NC0221L4F032212
  - o Project Type: Permanent Supportive Housing

- o Counties served: Alamance, Caswell, Chatham, Person, Franklin, Granville, Halifax, Warren, Vance, & Rockingham (Region 6 and part of 9)
  - o Budget: $1,453,687 ($1,255,740 in Rental Assistance; $127,836 in Supportive Services; $70,111 in Administrative Costs)
  - o Units: 119 units
  - o Grant operating year: 06/01/2024 – 05/31/2025
  - o MATCH REQUIREMENT: $334,505
- Thrive, Pathways to Permanently Housed Combined, NC0281L4F032209
  - o Project Type: Permanent Supportive Housing
  - o Counties served: Henderson, Transylvania, Rutherford, & Polk (Region 2)
  - o Budget: $410,029 ($358,800 in Rental Assistance; $37,000 in Supportive Services; $14,229 in Administrative Costs)
  - o Units: 22 units
  - o Grant operating year: 08/01/2024 – 07/31/2025
  - o MATCH REQUIREMENT: $102,508
- Thrive, Thrive Rapid Rehousing, NC0466L4F032201
  - o Project Type: Rapid Rehousing
  - o Counties served: Henderson, Transylvania, Rutherford, & Polk (Region 2)
  - o Budget: $232,856 ($226,128 in Rental Assistance; $6,728 in Supportive Services)
  - o Units: 14 units
  - o Grant operating year: 09/01/2024 – 08/31/2025
  - o MATCH REQUIREMENT: $58,214

The Project Review Committee has recommended the NC Office of Recovery and Resiliency (NCORR) for the transfer of the Northern PSH Combo, Pathways to Permanently Housed Combined, & Thrive Rapid Rehousing grants:

- Currently operating CoC Program grants for both RRH & PSH projects: Back@Home – Balance of State
- Already have a contract system in place and experience doing this work with local providers to implement grants
- Can meet match requirements, especially noting the large match for Northern PSH Combo

Amber Brafford asked if NCORR has identified an agency for Region 2. Jenny Simmons responded that in the proposal NCORR included agencies they'll be outreaching to and is confident that they will find an agency.

Karen Carroll asked when the money would be used and if it would be before the end of the fiscal year. Jenny answered that the projects are currently already in progress and households are being served.

Melissa Hewitt motioned to accept the Project Review Committee's recommendation for NCORR to become the grantee for Community Link's Northern PSH Combo grant & Thrive's Pathways to

Permanently Housed Combined & Thrive Rapid Rehousing grants. Brian Fike seconded the motion. The motion was unanimously approved.

CY2025 ESG Program Competition Information

The CY2025 ESG RFA was released on Tuesday, June 11.

NCCEH staff hosted a webinar for Regional Committee leaders on May 21st to cover the application process & timeline. Recorded webinars & competition materials are available at www.ncceh.org/bos/esg.

Project applications are due to NCCEH by 5 PM on Tuesday, July 16th.

CY2025 total amount available: $2,479,531

NC BoS CoC Region	NC ESG Fair Share	Emergency Services (60% max)	Housing Stabilization (40% Min)
BoS Region 01	$137,521	$82,513	$55,008
BoS Region 02	$112,569	$67,541	$45,028
BoS Region 03	$178,865	$107,319	$71,546
BoS Region 04	$165,691	$99,415	$66,276
BoS Region 05	$327,787	$196,672	$131,115
BoS Region 06	$189,399	$113,640	$75,759
BoS Region 07	$363,532	$218,119	$145,413
BoS Region 08	$160,971	$96,582	$64,387
BoS Region 09	$220,194	$132,117	$88,077
BoS Region 10	$233,346	$140,008	$93,338
BoS Region 11	$97,815	$58,689	$39,126
BoS Region 12	$158,880	$95,328	$63,552
BoS Region 13	$132,961	$79,777	$53,184

CY2025 ESG Program Competition Timeline:

ACTIVITY	DUE DATE
RFA released by NC DHHS, NC ESG Office	Tuesday, June 11
NC BoS CoC instructions released	EOB Wednesday June 12
NC ESG Office RFA webinar	June 14, 17 (New Applicants), & 18
NC Balance of State CoC webinar for all project applicants	June 20 at 10 AM
Project applications due to NCCEH	July 16 by 5 PM
Project application review	July 17 - 30
Project Review Committee Selection Meeting	August 2
Steering Committee Project Application Recommendation Approval	August 6 at 10:30 AM
Appeals Due	August 9 by 12 Noon
Project Review Committee appeals meeting (tentative)	August 12 at 1 PM
Steering Committee appeals meeting (tentative)	August 13 at 10:30 AM
Project & regional applications due to NC DHHS	August 26 by 5 PM

Project Applicant Webinar:

- All agencies interested in applying for ESG Program funding should attend.
- Regional Leadership should also attend.
- The webinar will be recorded & available on the NCCEH website.
- The webinar is Thursday, June 20 from 10 AM – 12 PM.
- Register at https://www.ncceh.org/events/1688/

NC BoS CoC ESG Program project application deadline is by 5 PM on July 16th:

- All project applications need to be submitted via a Smartsheet link.
- The link will be provided in the project applicant instructions.
- Any applications received after 5 PM on July 16th are not guaranteed to be reviewed.
- Regional Leads must share this deadline with your networks.

NC BoS CoC approved project applications deadline to submit to NC ESG Office is by 5 PM on August 26th:

- All CoC-approved project applications need to be submitted via a Smartsheet link (to be provided with CoC notification of approval).
- Regional Leads must share this deadline with your networks.

Regional Review Form

The Regional Review Form will be sent to Regional Leads & Alternates on Wednesday, July 17. The Regional Review Form needs to be completed & returned by the deadline of 5 PM on Tuesday, July

30th to be considered by the Project Review Committee to create the proposed slate of applications & for NCCEH staff to complete the Regional Application.

Agency/Activity Type	New or Returning	Local Planning Area	Have they attended at least 75% of Regional Committee Meetings between June 1st, 2023 - May 31st, 2024. Benchmark 75%	Have they attended at least 85% of Case Conferencing Meetings between June 1st 2023 - May 31st, 2024? Benchmark 85%	Recommendation for Funding?	If not, why? If yes, why?

Hold a Regional Committee meeting between July 17th & July 30th:

- The meeting or the portion of the meeting addressing this form must be facilitated by a leader who does not have a conflict of interest.
- Areas in yellow need to be completed:
  - Regional Webmasters & CE Leads need to find this data ahead of the Regional Committee meeting.
  - Yes or No – has the applicant agency staff attended at least 75% of Regional Committee meetings?
  - Yes or No – has the applicant agency attended at least 85% of case conferencing meetings?
    - Agencies new to ESG Program funding in this year's competition who aren't attending CE should be explaining how they will be attending case conferencing meetings once awarded ESG Program funds.
  - Consistent with the past two competition years, no funding amounts will be included.
  - Yes or No – does the Regional Committee recommend each project for funding? Why?

No CoC Participation Form This Year:

- In the past few competitions, there has been a CoC Participation Form required of applicants that were approved by the CoC to submit applications to the NC ESG Office.
- Each agency was asked to gather information & provide signatures from Regional Leads before submitting their final application documents to the NC ESG Office.
- Now this information is collected in the Project Application or Regional Application. It is critical that we receive the Regional Review Forms so we can put the information needed in the Regional Application.

Conflict of Interest Policy:

- Persons attending Steering Committee or Regional Committee meetings representing an agency applying for CY2025 ESG Program Funding may not:
  - Participate in conversations about applicants
  - Facilitate Regional Committee meetings to recommend agencies for funding
  - Ask questions about the funding proposal for your agency

- o   Make a motion related to approving or recommending an agency for funding
- o   Represent the region on the Project Review Committee
- o   Vote on the Regional Review Form or proposed slate of applicants (Steering Committee meeting only)
- Avoiding a Conflict of Interest:
  - o   Make a plan now.
  - o   Who will facilitate the Regional Committee meeting to complete the Regional Review Form? Plan on scheduling this meeting between July 17th & July 30th.
  - o   Who will complete & return the Regional Review Form by 5 PM on Tuesday, July 30th?
  - o   *Note: The CE Leads & Webmasters do not need to abstain from providing attendance info for case conferencing & Regional Committee meetings for applicants
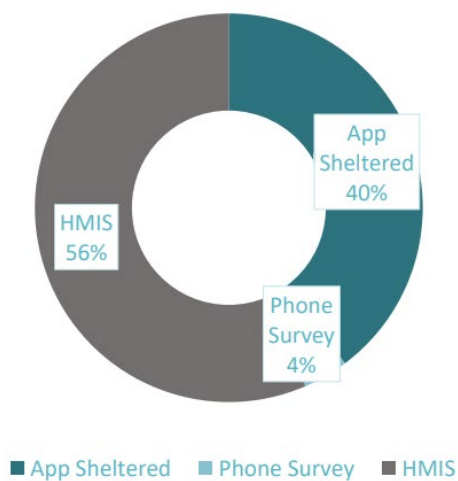
2024 Point-In-Time Count

NCCEH staff presented data on the total number of people counted experiencing homelessness on January 31st, 2024 from the annual Point-In-Time and Housing Inventory Count. The data was submitted to HUD for the entire NC Balance of State CoC. The information includes:

- Methodology
- Total Count
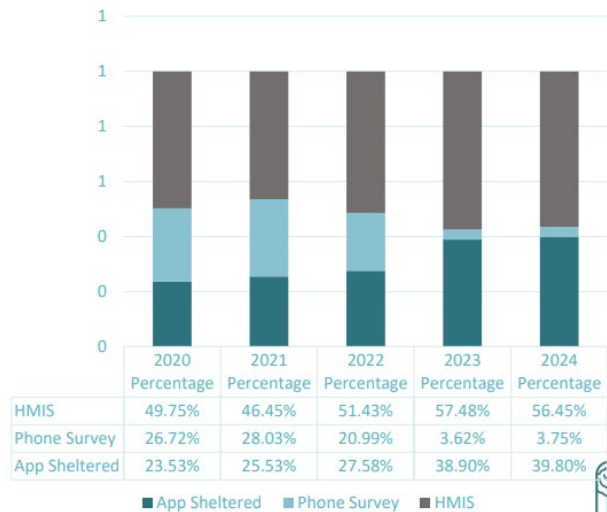- Regional Sheltered & Unsheltered Count
  - o   Change

Point-in-Time (by region & county) will be posted at: www.ncceh.org/datacenter/pitdata. Specific requests for data go to the Data Center: hmis@ncceh.org.

How were sheltered people counted?


People Experiencing Sheltered Homelessness

- HMIS 56%
- App Sheltered 40%
- Phone Survey 4%

■ App Sheltered ■ Phone Survey ■ HMIS

Methodology

	2020 Percentage	2021 Percentage	2022 Percentage	2023 Percentage	2024 Percentage
HMIS	49.75%	46.45%	51.43%	57.48%	56.45%
Phone Survey	26.72%	28.03%	20.99%	3.62%	3.75%
App Sheltered	23.53%	25.53%	27.58%	38.90%	39.80%

■ App Sheltered ■ Phone Survey ■ HMIS

Unsheltered PIT Count:

Unsheltered PIT Count uses HMIS coordinated entry data entry.

Project Entry **+** PIT night Living Situation **=** Unsheltered PIT Count

What does one day show?

People Counted in PIT, 2020-2024

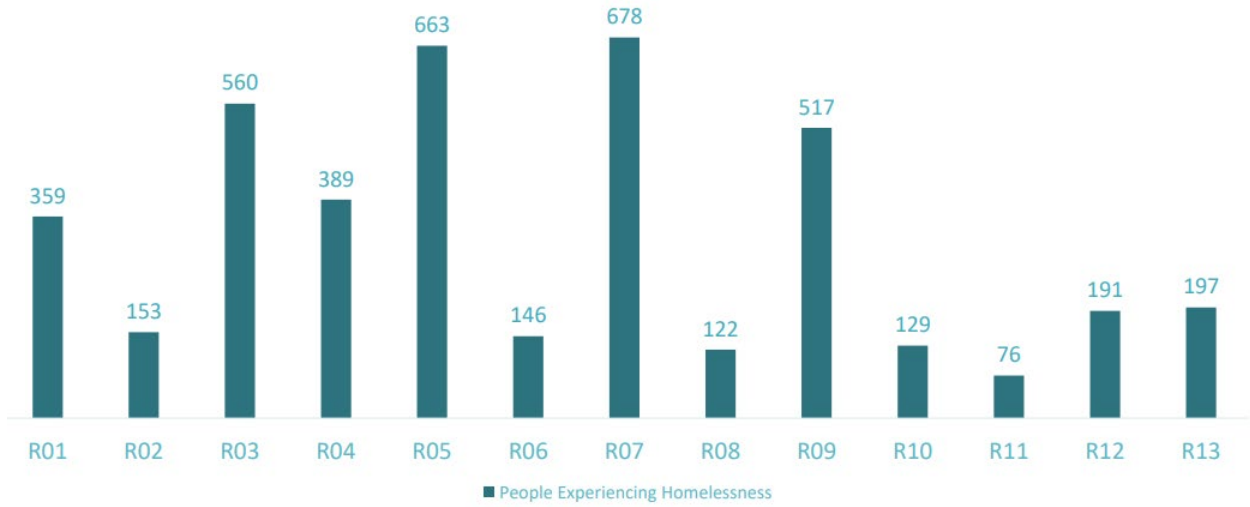Legend: ■ People Experiencing Homelessness   ■ People Experiencing Unsheltered Homelessness   ■ People Experiencing Chronic Homelessness
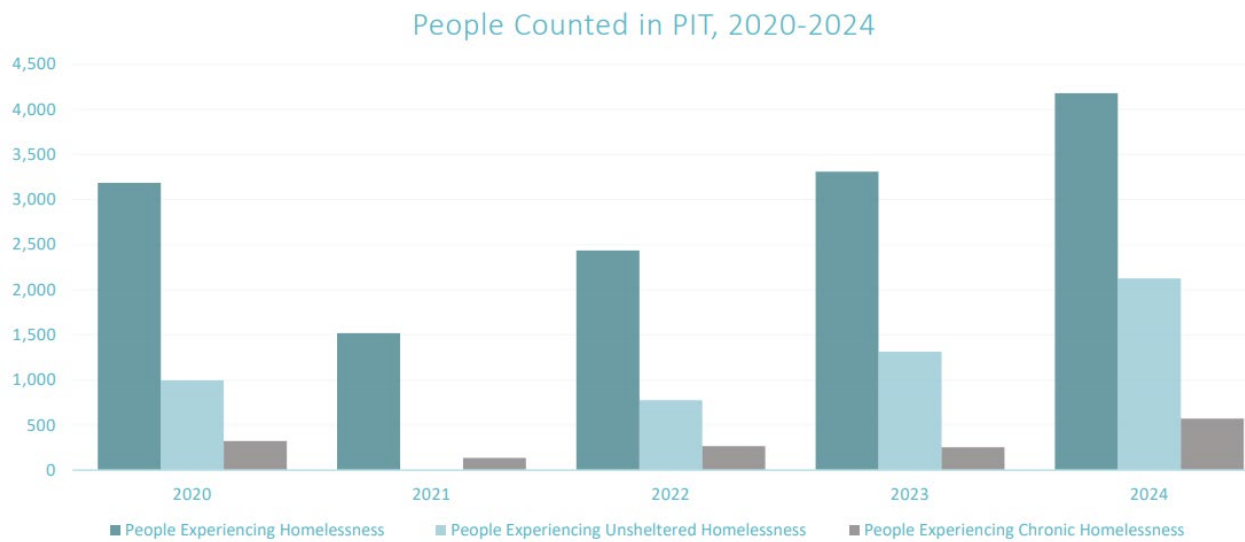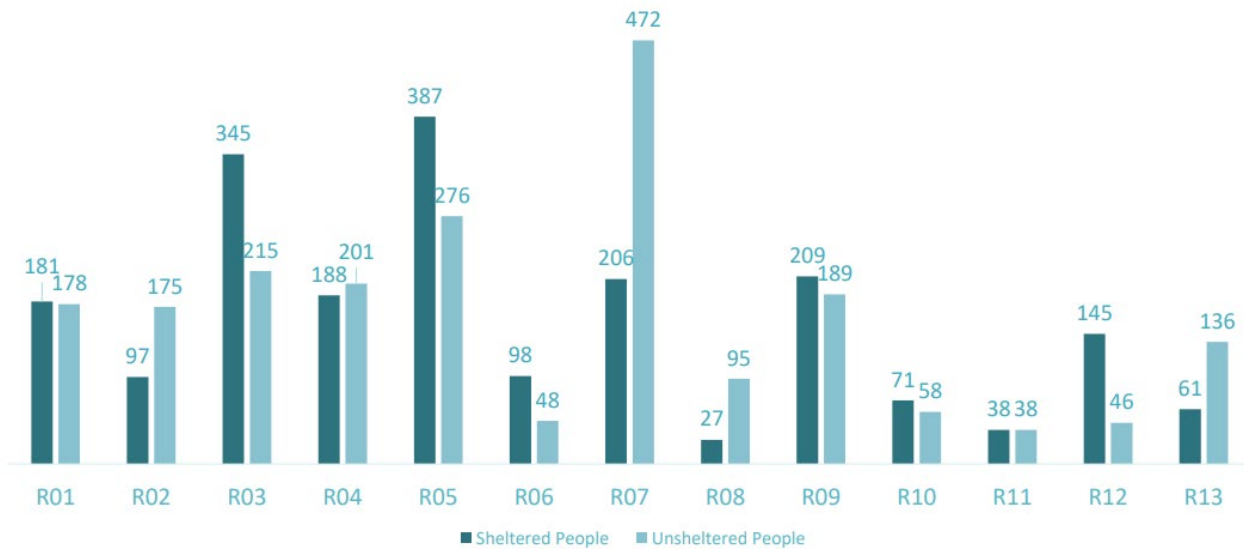
*Unsheltered data was not collected in 2021 due to the pandemic

PIT Across the NC Balance of State CoC

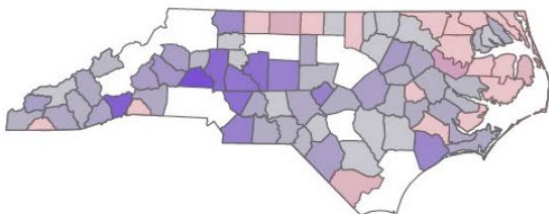## Total People Counted by Region 2024

Bar chart: People Experiencing Homelessness

Region	Count
R01	359
R02	153
R03	560
R04	389
R05	663
R06	146
R07	678
R08	122
R09	517
R10	129
R11	76
R12	191
R13	197

Total People Counted by Region 2024

Bar chart: Sheltered People / Unsheltered People

Region	Sheltered People	Unsheltered People
R01	181	178
R02	97	175
R03	345	215
R04	188	201
R05	387	276
R06	98	48
R07	206	472
R08	27	95
R09	209	189
R10	71	58
R11	38	38
R12	145	46
R13	61	136

Combined PIT Count
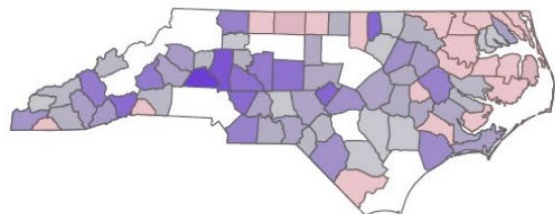
Purple: Total PIT Count 1-264 per county

Pink: PIT Count 0

2023

2024

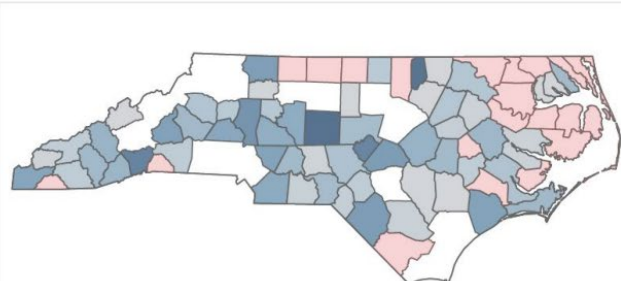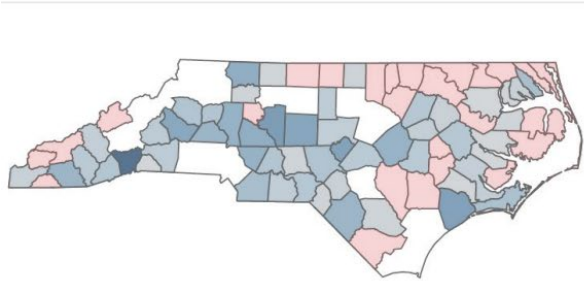## Total Unsheltered People Counted by Region 2023-2024

Region	2023	2024
R01	71	178
R02	177	175
R03	165	215
R04	113	191
R05	238	286
R06	24	48
R07	263	472
R08	50	95
R09	23	189
R10	21	58
R11	37	38
R12	21	46
R13	111	136
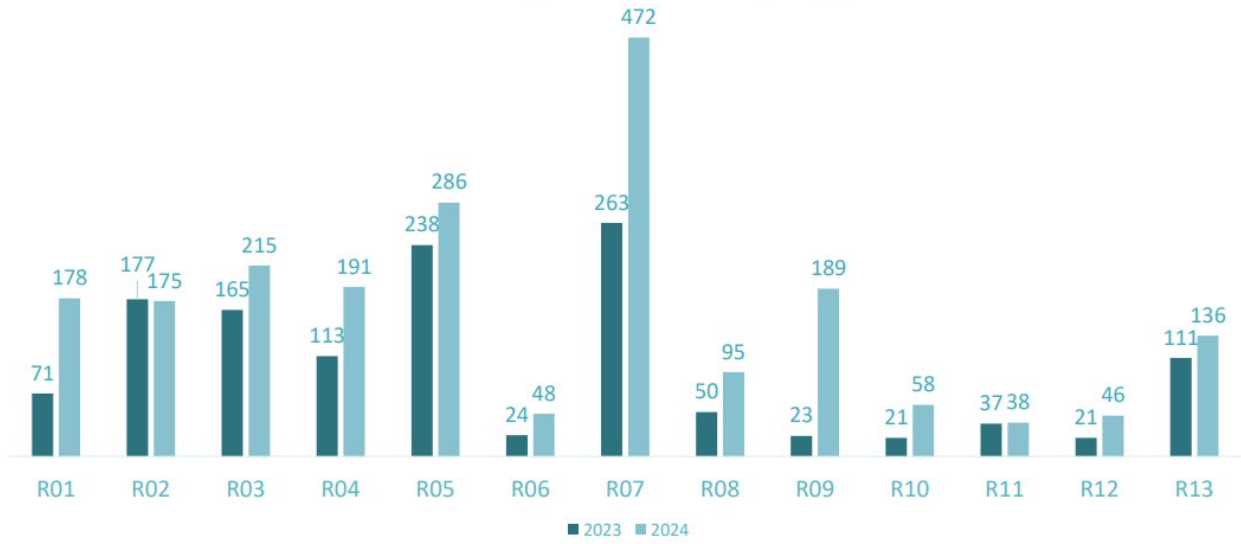
■ 2023 ■ 2024

Unsheltered PIT Across NC BoS CoC

Unsheltered Count

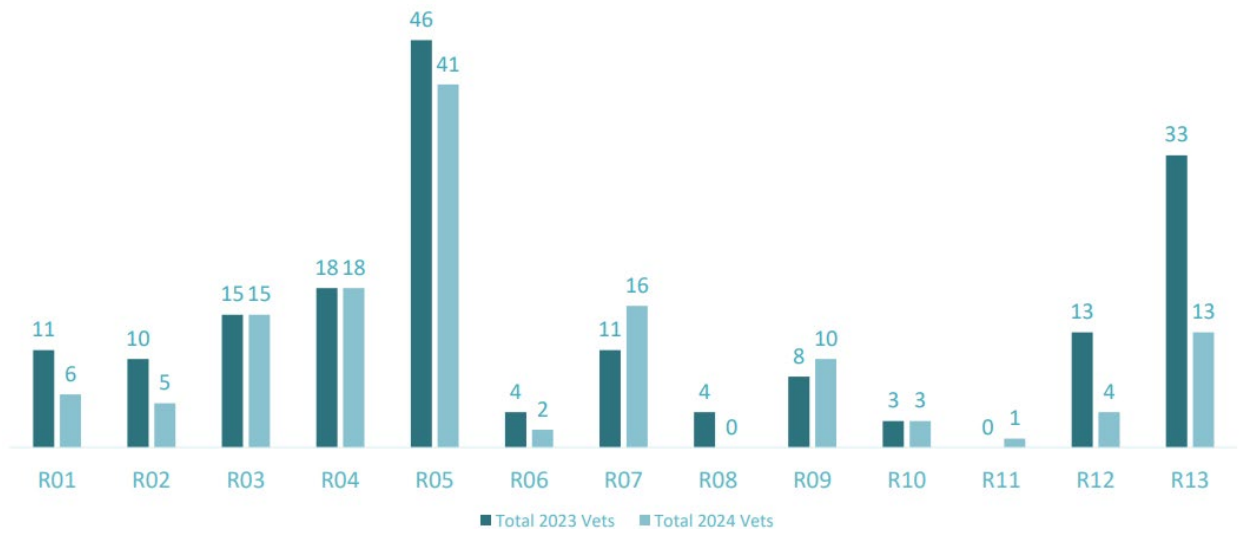Blue: Total Unsheltered PIT 1-200 per county

Pink: Unsheltered PIT Count 0

2023

2024

	2023	2024	Change Total	Change %
R01	71	178	107	151%
R02	177	175	-2	-1%
R03	165	215	50	30%
R04	113	191	78	69%
R05	238	286	48	20%
R06	24	48	24	100%
R07	263	472	209	79%
R08	50	95	45	90%
R09	23	189	166	722%
R10	21	58	37	176%
R11	37	38	1	3%
R12	21	46	25	119%
R13	111	136	25	23%
Grand Total	1314	2127	813	62%

PIT Across NC Balance of State CoC: Subpopulations
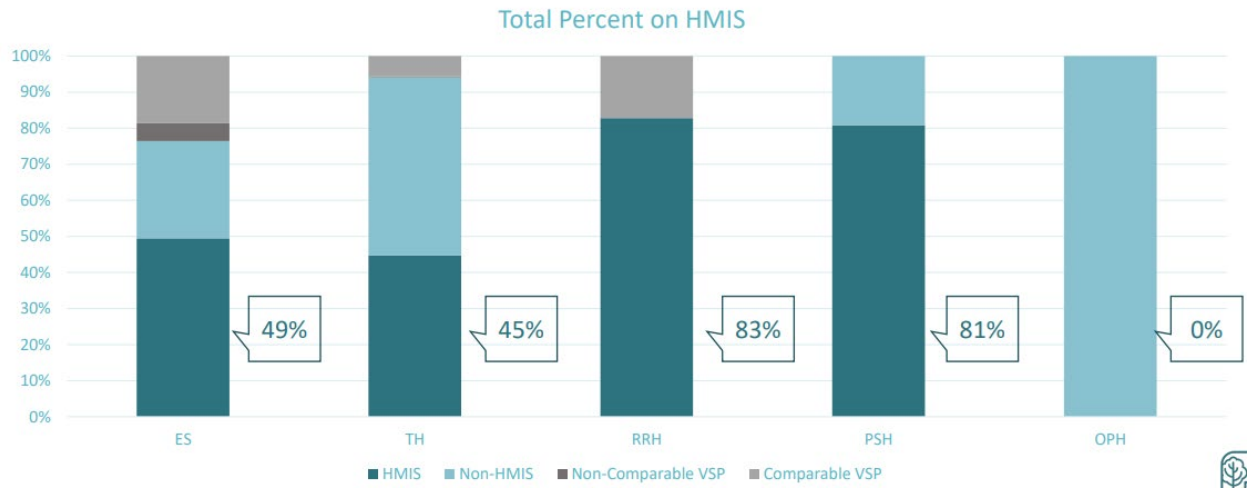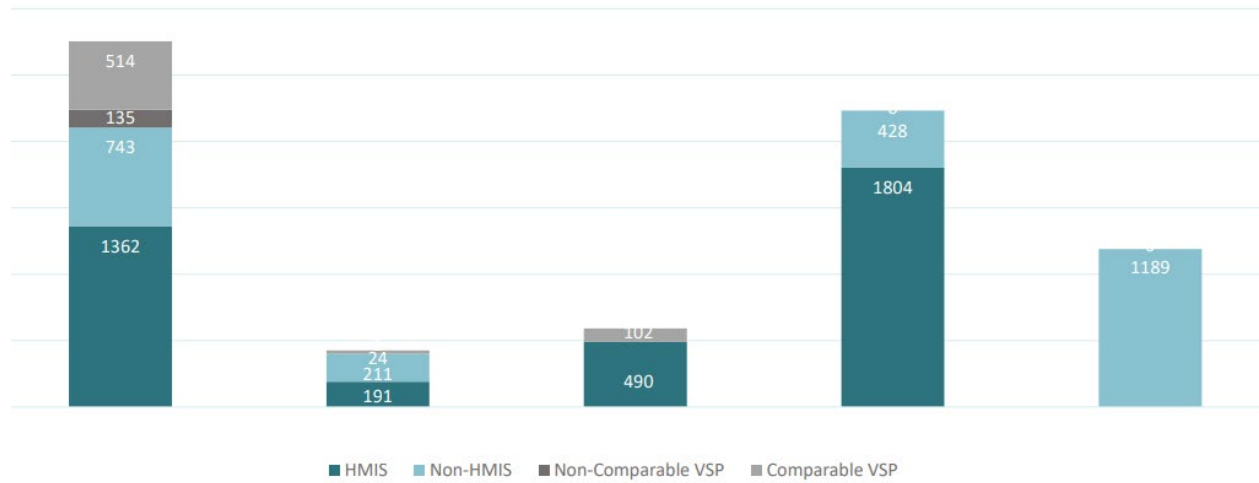
Total Veterans Counted down to 134 from 176

	R01	R02	R03	R04	R05	R06	R07	R08	R09	R10	R11	R12	R13
Total 2023 Vets	11	10	15	18	46	4	11	4	8	3	0	13	33
Total 2024 Vets	6	5	15	18	41	2	16	0	10	3	1	4	13

Total Chronically Homeless Counted up to 572 from 253

	R01	R02	R03	R04	R05	R06	R07	R08	R09	R10	R11	R12	R13
2023 CH	16	37	74	20	53	5	11	1	5	1	10	4	16
2024 CH	58	80	106	27	97	23	54	1	62	10	3	18	33

HMIS Bed Coverage

Total Percent on HMIS
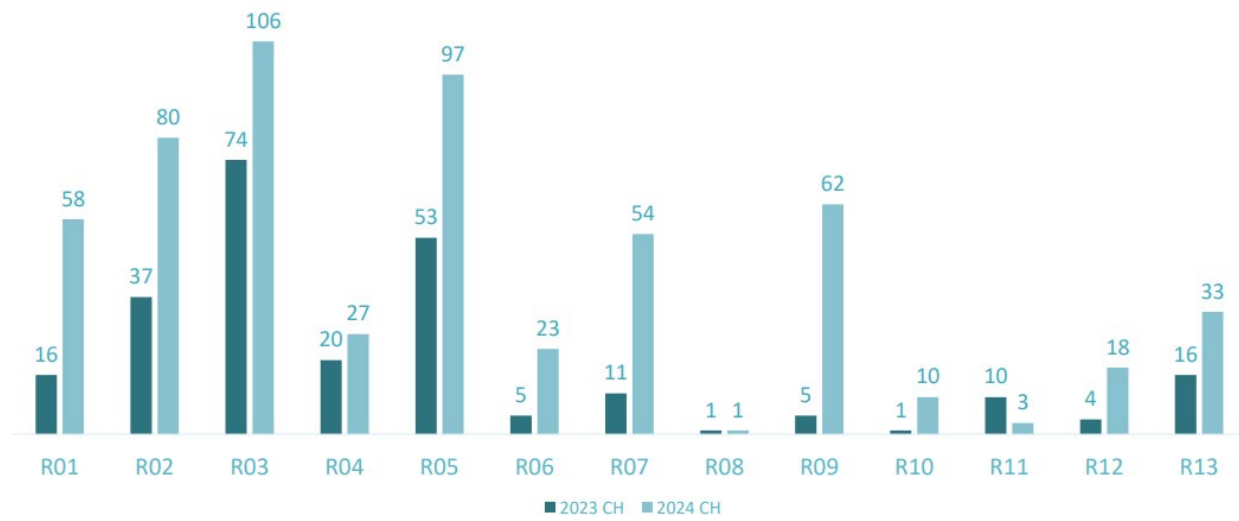
HMIS Bed Coverage – changes without VSP

Total # ES & TH Beds
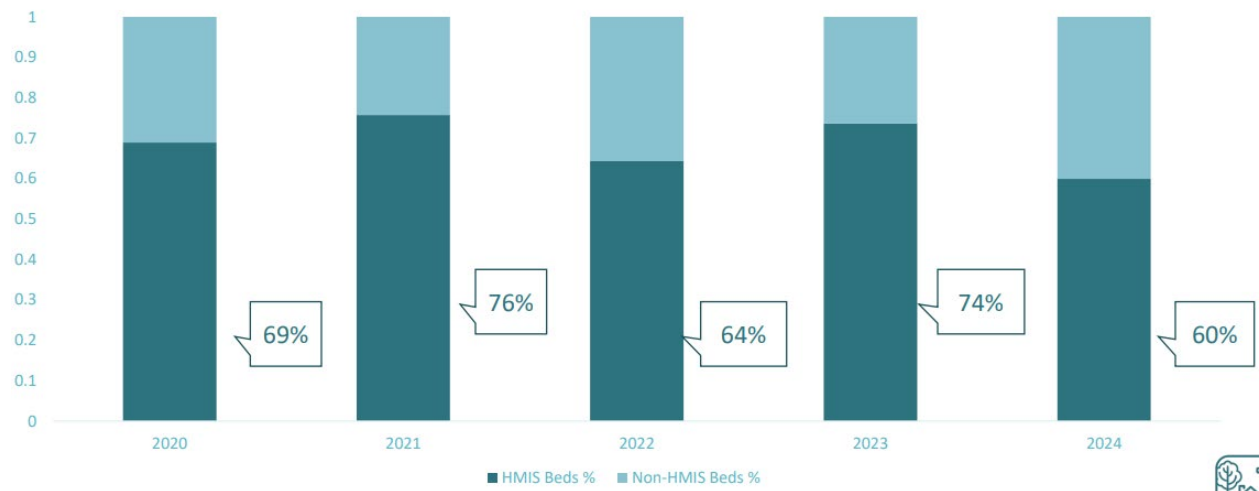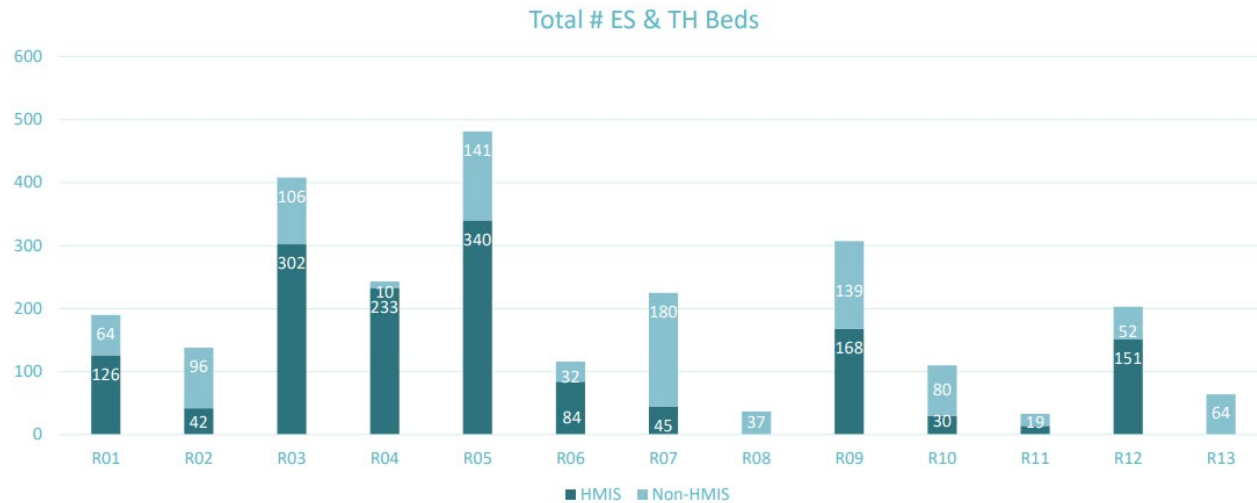
Staff led a discussion with the following questions:

- What matches your experience in your sector or region?
- What do you see missing from this information?
- What is due to the way we counted? Or changes need or resources?
- What would you prioritize?

Crystal Gwendo noted that January is not the best time to get representation for communities as that is normally when people hunker down. She added it is difficult to justify funding when the current data is only reflective of January.

Karen Carroll asked how are people sleeping on couches or doubled up with families or families getting counted. Andrea answered that is unfortunately a gap in our knowledge as the HUD definition of homelessness doesn't cover those situations.

Upcoming meetings & reminders

- **Lived Expertise Advisory Council,** *Friday, June 14, 12 – 1 P.M.*
  Join Zoom Meeting
  Meeting ID: 579 903 9481
  Passcode: qYqVY5

- **Racial Equity Subcommittee,** *Wednesday, June 19, 11:30 A.M. – 12:30 P.M.*
  Join Zoom Meeting
  Meeting ID: 832 6483 8597

- **Coordinated Entry Council,** *Monday, June 17, 10 – 11:30 A.M.*
  Join Zoom Meeting
  Meeting ID: 848 4039 7905

- **Funding & Performance Subcommittee,** *Thursday, June 20, 2 – 3 P.M.*
  [Join Google Meeting](#)
  Or dial: (US) +1 929-249-4814
  PIN: 256 826 060#

- **ESG Program Competition Webinar: All Project Applicants,** *Thursday, June 20, 10 A.M. – 12 P.M.*
  Register at: https://www.ncceh.org/events/1688/

- **In-Person Steering Committee Meeting,** *Wednesday, June 26, 10 A.M. – 4 P.M.*
  Register at: https://www.ncceh.org/events/1685/

Next Steering Committee meeting(s):

Wednesday, June 26 – In-Person Meeting
10 AM – 4 PM
Register at: https://www.ncceh.org/events/1685/

July meeting cancelled

Tuesday, August 6
10:30 AM – 12 PM