



# North Carolina Balance of State Continuum of Care

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www.ncceh.org/BoS

## NC Balance of State CoC Steering Committee Meeting Minutes

September 9, 2025

**Regional Leads Present:** Derek Lancour, Emily Lowery, Cory Bragg, Pamela Hinton, Erin Gaskin, Jai Baker, Tonya Gray Young, Priscilla Ward, Crystal Gwendo, Anita Lynch, Lakitra Claude, Brian Fike

**At-Large Members Present:** Karen Carroll, Melissa Hewitt, Angela Harper King, Kim Crawford, Daniel “Danny” Jordan, Erin Joy Crossfield, Brooks Ann McKinney, Beth Chartrand, Joesph Chilton, Tara Peele

**SC Members Absent:** Kenett Meglar, Makala Perez

**Interested Parties Present:** Monica Frizzell, Mary Erwin, Teena Willis, Kelley Hayward, Aubrie Capps, Robert Hudson, Lynnae Truhillo, Charlene Elliot, Von Nixon, Kisha Darden, Catrina Martin, Sommer Rector, Aireonna McEntire, Alyce Knafllich, Amy Modlin, Audrey Dooley, Chasity Houck, Chris Parker, Donna Hodges, Heather Dillashaw, Jessica Joyner, Karen Carroll, Kecia Robinson, Kim Hemphill, Latoya Smith, Lisa Worth, Michele Welsh, Morganne Bert, Nicole Kott, Rebecca Laton, Shavona McCalep, Susana Rodriguez, Talaika Williams, Evelyn Campbell,

**NCCEH Staff Present:** Natalie Rivera, Ashley Von Hatten, Dr. Latonya Agard, Debra Susie, Teresa Robinson, Andrea Carey, Alicia Price – Blanks, Elliot Rhodes, Joanne Cain, Rachelle Dugan, Mira Sanderson, Jenny Simmons,

### Approval of Consent Agenda

Without changes or objections, the consent agenda was approved by common consent. The consent agenda was sent out for review prior to the meeting and is posted at:

<https://ncceh.org/steering-committee/>

### HUD TA and NCCEH Updates

- NCCEH continues to support the BoS CoC in its work with HUD TA to review and revise its governance structure.
  - NCCEH staff participate in the BoS CoC workgroup as subject matter experts
  - NCCEH Staff have submitted their updated work plans to HUD TA for review to identify projects, tasks, and workflows related to supporting the BoS CoC
  - NCCEH staff workgroup will meet with HUD TA soon
- BoS CoC Workgroup Update
  - BoS CoC Workgroup Participant(s)

Cory Bragg (a member of the BoS CoC workgroup) recognized Heather Dillashaw and Shavona McCalep for their contributions. He shared that this was his first time working on a project of this nature and described the experience as very eye-opening. Cory noted that for those who may have concerns about upcoming changes, much of the work being done is rooted in “common sense.” While it may have appeared externally that certain processes were already in place, internally they had not been established, and this project helps to address that.

### **CoC Builds...Again**

**HUD released for the 3rd time, a special CoC Builds NOFO on Friday, September 5<sup>th</sup>.**

HUD released for a 3rd time, a new funding opportunity for construction, acquisition, or rehabilitation in a [Notice of Funding Opportunity \(NOFO\) called CoC Builds on September 5th.](#)

This NOFO supersedes the previous 2 CoC Builds NOFOs released July 19, 2024, and May 16, 2025. Any applications submitted need to be reconsidered and submitted under the current NOFO.

Applications are due this Friday, September 12th by 3 PM via grants.gov.

HUD will select project applications to fund:

- New PSH specifically for people experiencing homelessness which must include capital costs budgeted for new construction, acquisition, or rehabilitation; &
- Up to 20% of an award for other CoC Program eligible activities associated with the new PSH project & no more than 10% for admin costs

Under the NOFO, several entities are eligible to apply:

- State, county, municipal, or special district governments
- Federally recognized Native American tribal governments
- Public housing authorities/Indian housing authorities
- Native American tribal organizations (other than federally recognized tribal governments)
- 501(3) nonprofit organizations

Faith-based organizations may apply on the same basis as any other organization.

The NC Balance of State CoC may apply for (1) project up to \$9 million (a second project specifically by Tribal Reservations or Trust Lands could be applied for with both projects request no more than \$11 million).

### **CoC Builds Intent to Apply**

Intent to Apply issued with a due date of Tuesday, September 9th at 9:30 AM. The Intent to Apply included two threshold requirements: responding "Yes" to all Merit Review requirements, and proposing a project that is an eligible project type (Permanent Supportive Housing)

### **Two Intents to Apply were received by the deadline:**

1. Sisters Haven
2. Davidson County First Hope Ministries

## Sisters Haven

"The Sisters Haven Building Project is a vision to create a safe, supportive space where women can find healing, empowerment, and growth. The project will provide facilities for community programs, counseling, mentorship, and housing, ensuring women have the tools and environment needed to rebuild their lives and thrive."

Did not select "yes" to all Merit Review questions.

Ineligible due to not selecting "yes" to all Merit Review requirements.

## Davidson County First Hope Ministries

"Emergency Shelter for single adults and families with children."

Did select "yes" to all Merit Review questions.

Ineligible due to ineligible project type (emergency shelter).

Lynne James asked whether prior applicants had been notified of this opportunity. Natalie confirmed that they had been notified and explained that the City of Greenville, a previous applicant, was personally contacted but did not submit an Intent to Apply. Lynne expressed concern about the short turnaround time required by HUD, and Karen Carroll, Kelley Hayward, and Nicole Kott agreed in the chat.

Alyce Knafllich asked why this situation occurred. Natalie clarified that this was not the result of the BoS, but rather due to HUD releasing a new NOFO and nullifying the previous competition.

Tanya Gray Young then asked if Greenville's prior application could be used. Natalie explained that because of the new NOFO, a new competition was required, and since Greenville did not submit an Intent to Apply, they are not eligible. Jenny added that Greenville's previously submitted projects do not meet the requirements outlined in the new NOFO.

Erin Gaskin asked in the chat about the stipulations associated with the new NOFO should funds be awarded. Natalie responded by sharing the new NOFO and encouraged everyone to review the updated requirements, highlighting that one of the most significant changes is increased reporting obligations. Erin also raised a question regarding encampment requirements.

### **Important Applicant Requirements to Notice in the CoC Builds NOFO**

The scoring criteria (Merit Review) for applicants in this CoC Builds competition include requirements that are not currently reflected in our Continuum's funding priorities or Written Standards. These new requirements are reflective of HUD's shift away from Housing First and may be indicative of new scoring criteria for the upcoming CoC Program Competition.

Should that be the case, our decision-making bodies (Funding & Performance Subcommittee, Scorecard Subcommittee, and Steering Committee) will need to act quickly to update our competition guidelines and materials to be in line with new requirements. **We do not have any new requirements for our CoC Program-funded projects to current date.**

\*\*All standards incorporated in the CoC Builds Merit Review are listed beginning on Page 23 of the [CoC Builds NOFO](#).

- The applicant provides regular, **on-site** supportive services to participants including case management, healthcare and behavioral health services.
- The proposed project will **require** program participants to participate in supportive services by contract, occupancy agreement, or lease. Participation requirements must be in line with 24 CFR 578.75(h). Examples of services include case management, employment assistance and job training, life skills training, and substance abuse treatment. For the full list of supportive services see 24 CFR 578.53(e). Individuals over age 62, with a physical disability, or who have full-time employment may not be required to participate in full-time services.
- The applicant does not operate drug injection sites or “safe consumption sites,” knowingly distribute drug paraphernalia on or off of property under their control, permit the use or distribution of illicit drugs on property under their control, or conduct any of these activities under the pretext of “harm reduction.”
- Fewer than 10% of the applicant’s current participants who have exited the program return to homelessness within 24 months according to HMIS data or their own data system.
- The city, county, or state in which the project is located:
  - Prohibits public illicit drug use and enforces such prohibition.
  - Prohibits public camping or loitering and enforces such prohibition.
  - Utilizes standards that address individuals who are a danger to themselves or others.
  - Substantially implements and complies with the Sex Offender Registration and Notification Act, particularly in the case of registered sex offenders with no fixed address, including by adequately mapping and checking the location of homeless sex offenders.
- The applicant does not and will not promote, encourage, subsidize, or facilitate racial preferences or other forms of illegal discrimination.
- The applicant does not and will not deny the sex binary in humans or promote the notion that sex is a chosen or mutable characteristic.
- The city, county, or state in which the project is located cooperates with Federal immigration enforcement.

Teena Willis asked for clarification on the target population. Natalie confirmed that the focus is on elderly and disabled individuals. Teena then inquired whether this same target population will apply to the CoC Program competition.

### **FY24 Supportive Services Only – Coordinated Entry**

- NCCEH is the designated collaborative applicant for the NC BoS CoC and submits the Continuum of Care CoC Program application.
- The SSO-CE grant is funded by the Department of Housing and Urban Development's CoC Program.
- NCCEH is the grantee and sub-grants most of its SSO-CE grant to support regional coordinated entry leadership.

### **FY24 SSO-CE grant begins on December 1, 2025.**

- NCCEH has received the grant agreement from HUD
- NCCEH leadership has requested an SSO-CE Request for Applications (RFA)

### **Timeline**

- September 11 at 10 AM- CE/SSO-CE webinar
  - Available on our webpage: <https://ncceh.org/events-trainings/>
- September 17 – RFA release
- September 26 at 12 PM – MANDATORY Intent to apply & summary statement due (Optional regional letter of support)
- September 29 - Application release
- October 24 at 12 PM - Applications DUE
- October 27 - November 7 - Review and scoring
- November 13 - 14 - NCCEH leadership approval of agencies and funding amounts
- November 17 – 26 Grant agreements
- December 1 - FY24 grant start date

### **CY2026 ESG Program Update**

NCCEH submitted the ESG Regional Application on behalf of the NC BoS CoC on Wednesday, August 20<sup>th</sup>, ahead of the due date of Monday, August 25<sup>th</sup> at 5 PM.

### **Future ESG Program Competitions in the NC BoS CoC**

- Exploring grant management software to manage ESG-Program competitions and others (CoC and other NCCEH Requests for Applications)
  - ZoomGrants
- Work with FPS on a survey soliciting feedback about the ESG Program Competition in the NC BoS CoC
- Work with HUD TA on evaluating and potentially revising the ESG Program Competition for the NC BoS CoC

### **RUSH 2 RFA & Letters of Support**

The NC ESG Office issued another Request for Applications for RUSH 2 funds on September 3rd.

- RUSH 2 funding is a special allocation of ESG Program funding issued to support housing and services for people experiencing homelessness whose needs are exacerbated by disasters and people who are at risk of longer-term homelessness as a result of Tropical Storm Helene.
  - Eligible agencies include non-profits and local governments.

- Eligible activities include Street Outreach, Emergency Shelter, Rapid Rehousing, Homelessness Prevention, and HMIS.

Applications are due to the NC ESG Office by 5 PM on Wednesday, September 24<sup>th</sup>.

- Applicants must include a letter of support from the CoC in their application materials
- [Letter of Support requests](#) from the NC BoS CoC are due to NCCEH by Friday, September 12<sup>th</sup> at 12 PM (Noon) via Smartsheet.

### Steering Committee

- Review and approve/not approve via email or
- Meet next Tuesday, September 16<sup>th</sup> at 10:30 AM to review and approve/not approve

The Steering Committee agreed that we could review and approve/not approve applicants via email.

### Data Center Updates

## Updating Sharing and Visibility

### Coordinated Entry Goals

- Ensuring Coordinated Entry system access is efficient and comprehensive
- Save time, effort, and frustration for service providers allowing for targeted engagement
- Reducing the length of time homeless
- Increasing likelihood of housing stability

### Current Sharing

- One way visibility to CE Lead
- Limited visibility to PH agency
- Silo's of information between agencies within a region

## Coordinated Entry in the BoS



## The Road So Far

- Consultation with Coordinated Entry leads for over a year
- Survey for Balance of State
- Speaking with all 13 counties during regional and/or Coordinated Entry Case Conferencing for feedback
- Consultation with eth Data Team

## Proposal for Changes

- Historical Sharing (already shared with CE)
  - Client demographics

### Demographics

#### Client Demographics

|                                                                                     |                                         |
|-------------------------------------------------------------------------------------|-----------------------------------------|
| Date of Birth                                                                       | 05/04/1978                              |
| Date of Birth Type                                                                  | Full DOB Reported (HUD)                 |
| To select multiple values hold down the "ctrl" or "cmd" key and click on each value |                                         |
| Race and Ethnicity                                                                  | White                                   |
| Additional Race and Ethnicity Detail                                                |                                         |
| Gender                                                                              | Man (Boy, if child); Different Identity |
| If Different Identity, Please Specify                                               |                                         |

- State Entry/Exit (summary view)

### Static Entry/Exit tab

(projects and dates only)

| Client Information |                |            |     | Service Transactions |               |            |
|--------------------|----------------|------------|-----|----------------------|---------------|------------|
| Summary            | Client Profile | Households | ROI | Entry / Exit         | Case Managers | Case Plans |

Reminder: Household members must be established on Households tab before creating Entry / Exits

| Entry / Exit                                                |      |                    |            |          |            |              |
|-------------------------------------------------------------|------|--------------------|------------|----------|------------|--------------|
| Program                                                     | Type | Project Start Date | Exit Date  | Interims | Follow Ups | Client Count |
| Heading Home - Rowan County - Rapid Re-Housing - ESG (7390) | HUD  | 01/22/2025         |            |          |            |              |
| Heading Home - Rowan County - Rapid Re-Housing - ESG (7390) | HUD  | 12/01/2024         | 01/22/2025 |          |            |              |

- New Sharing for Newly Entered Data

### Client Profile

#### Client Profile: all projects

To select multiple values hold down the "ctrl" or "cmd" key and click on each value

##### Client Contact Information (NCEH)

| Primary Phone Number | Secondary Phone Number | Ok to receive texts? | Other contact method (frequent location)    | Start Date * |
|----------------------|------------------------|----------------------|---------------------------------------------|--------------|
| 919-123-4321         |                        |                      | Main Street Hotel: 1234 Main Street, Durham | 03/31/2020   |

Add

Showing 1-1 of 1

##### Emergency Contact Information (NCEH)

| Start Date * | End Date | Is there a phone number where someone can get in touch with you or leave a message? | Email Address | Contact Type (Relationship to Client) | Emergency Contact Phone Number |
|--------------|----------|-------------------------------------------------------------------------------------|---------------|---------------------------------------|--------------------------------|
|--------------|----------|-------------------------------------------------------------------------------------|---------------|---------------------------------------|--------------------------------|

Add

## File Attachments

File Attachments

| Date Added                                                | Name | Description | Type | Provider | Added From |
|-----------------------------------------------------------|------|-------------|------|----------|------------|
| <div>Add New File Attachment</div> <div>No matches.</div> |      |             |      |          |            |

## Case Managers

| Client Information                                                                |                                                                                                                                                                                        |                                                      |              |               | Service Transactions |  |
|-----------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|--------------|---------------|----------------------|--|
| Client Profile                                                                    | Households                                                                                                                                                                             | ROI                                                  | Entry / Exit | Case Managers | Case Plans           |  |
| Case Managers                                                                     |                                                                                                                                                                                        |                                                      |              |               |                      |  |
| Name                                                                              |                                                                                                                                                                                        | Provider                                             |              |               | Phone Number         |  |
|  |  Huma Housing                                                                                         | Heading Home - Rowan County - Rapid Re-Housing - ESG |              |               | 919-410-6            |  |
|  |   Helen Housing Test | Heading Home - Rowan County - Rapid Re-Housing - ESG |              |               |                      |  |

## Client Notes

| Client Notes                                  |            |              |  |  | Full Note |
|-----------------------------------------------|------------|--------------|--|--|-----------|
| Provider                                      | Note Date  | Note Preview |  |  |           |
| Entry Point - Durham County - Vink Front Door | 11/15/2023 |              |  |  |           |
| Entry Point - Durham County - Vink Front Door | 11/16/2023 |              |  |  |           |
| Entry Point - Durham County - Vink Front Door | 12/11/2023 |              |  |  |           |
| Entry Point - Durham County - Vink Front Door | 12/14/2023 |              |  |  |           |
| Entry Point - Durham County - Vink Front Door | 12/11/2023 |              |  |  |           |

### Motion?

Erin Joy Crossfield motioned to move forward, and Cory Bragg seconded the motion.

Priscilla asked whether the changes would include sharing case notes. Teresa clarified that historical case notes will not be shared, but any notes created after the change will be.

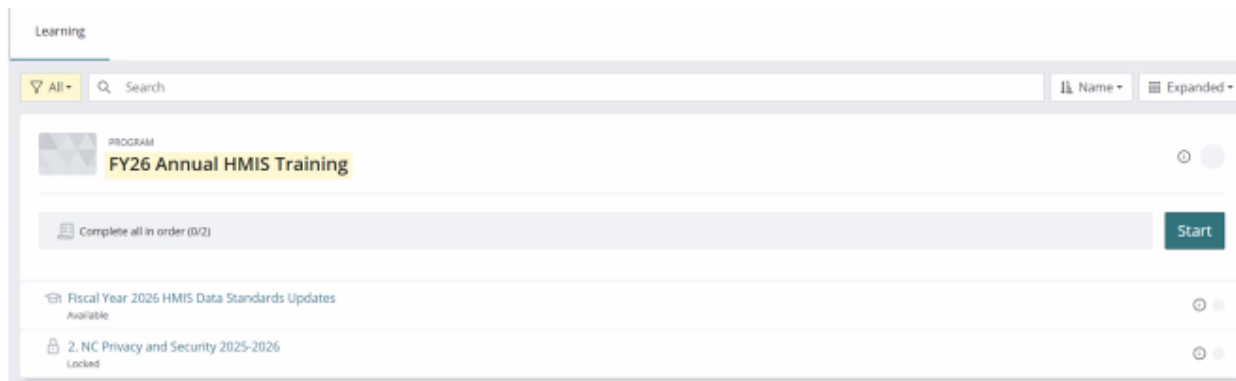
Lynne James noted that she abstained from the vote.

The motion passed unanimously.

### Annual HMIS Training

Every year in the fall, users need to retake the Privacy & Security Training.

An alert with details on how to access the training within the [Learning Management System](#) on will be sent out.



Any users with active licenses on September 2nd or current trainees will need to:

- **Pass the FY26 Data Standards Training**
  - Watch the training video (17 min)
  - Pass the 5-question quiz
- **Pass the Privacy and Security Training**
  - Watch the training video (46 min)
  - Pass the 20-question quiz
  - Sign the updated User Agreement

**It is due Tuesday, September 30th!** Required users who do not complete the training by the deadline will be inactivated and may need to retrain.

## Annual HMIS Training

Login to the Learning Management System (LMS) to get started on your Annual training!

- <https://hmisncceh.unhosting.site/>
- Username: usually your name with NC in front (ex: ncjanesmith)
- Password: you can reset using your email address
- *If you don't see the NC Privacy & Security 2025-2026 Course and the Fiscal Year 2026 HMIS Data Standards Updates in your LMS, contact the Helpdesk at [Hmis@ncceh.org](mailto:Hmis@ncceh.org)!*

USERNAME

PASSWORD

☐ Remember username

[Log in](#)

[Forgotten your username or password?](#)

If you need to change your password, click here:

Erin Gaskin asked how long it takes to complete the training. Rachelle Dugan responded that she estimates it will take about 1.5 hours to complete.

### **Upcoming Meetings and Reminders**

- Local Leadership Response Call, *Wednesday, September 10, 1 P.M. – 2 P.M.*  
[Join Zoom Meeting](#)  
Meeting ID: 832 5609 9711
- Lived Expertise Advisory Council, *Friday, September 12, 12 P.M. – 1 P.M.*  
[Join Zoom Meeting](#)  
Meeting ID: 579 903 9481  
Passcode: qYqVY5
- Client Advocacy Collaborative, *Wednesday, August 20, 11:30 A.M. – 12:30 P.M.*  
[Join Zoom Meeting](#)  
Meeting ID: 832 6483 8597
- Funding & Performance Subcommittee, *Thursday, September 18, 2:00 P.M. – 3:00 P.M.*  
[Join Zoom Meeting](#)  
Meeting ID: 844 1727 9794  
Passcode: 908847

### **Next Steering Committee Meeting:**

**Tuesday, October 7<sup>th</sup> at 10:30 A.M.**