

North Carolina Balance of State Continuum of Care

bos@ncceh.org

919.755.4393

www.ncceh.org/BoS

NC Balance of State CoC Steering Committee Consent Agenda and Updates

June 4, 2019

Contents

SECTION I. NC BOS COC STEERING COMMITTEE CONSENT AGENDA	2
<i>May 7, 2019 Minutes</i>	2
<i>HMIS User License Allocation Policy.....</i>	2
SECTION II. UPDATES.....	4
2019 CoC SCORECARD TEMPLATES	4
2019 CoC FUNDING PRIORITIES.....	4
COC NEW APPLICANT WEBINAR	4
COC RENEWAL APPLICANT WEBINAR.....	4
VAWA EMERGENCY TRANSFER PLAN WEBINAR.....	4
COORDINATED ENTRY COUNCIL	4
<i>June 11, 2:00-3:30 PM.....</i>	4
BOS HMIS USER MEETING.....	4
<i>June 20 1:00-2:30 PM.....</i>	4
FUNDING AND PERFORMANCE SUBCOMMITTEE	5
<i>June 6, 11:00 AM-12:00 PM</i>	5
<i>June 27, 11:00 AM-12:00 PM.....</i>	5
ANTI-DISCRIMINATION WEBINAR.....	5
<i>June 27, 2:00-3:00 PM.....</i>	5
SECTION III. MEETING MINUTES AND SUPPORTING MATERIALS	6
FUNDING AND PERFORMANCE SUBCOMMITTEE MINUTES	6
<i>April 25, 2019</i>	6
SCORECARD COMMITTEE MINUTES	6
<i>April 4, 2019</i>	6
<i>April 11, 2019.....</i>	6
COORDINATED ENTRY COUNCIL MINUTES.....	6
<i>April 9, 2019.....</i>	6



North Carolina Balance of State Continuum of Care

bos@ncceh.org

919.755.4393

www.ncceh.org/BoS

Section I. NC BoS CoC Steering Committee Consent Agenda

The following will be voted on at the June 4, 2019 NC BoS CoC Steering Committee meeting:

May 7, 2019 Minutes

Available here: <https://www.ncceh.org/files/10123/>

HMIS User License Allocation Policy

Background

The NC Balance of State CoC first adopted a license allocation policy for the NC Homeless Management Information System (HMIS) in February 2014. The CoC updated this policy in May 2014. In May 2015, the NC HMIS Governance Committee, representing the state's 12 CoCs (including the Balance of State), changed the lead agency for the statewide HMIS to the Michigan Coalition Against Homelessness (MCAH). After this change occurred, the NC BoS CoC reviewed its license allocation policy and updated HMIS participating agencies on the process for distributing licenses and the expectations for HMIS end users. In December 2017, the NC BoS CoC changed its lead agency from MCAH to the North Carolina Coalition to End Homelessness (HMIS@NCCEH) to begin July 1, 2018. The HMIS User License Allocation Policy is updated annually, with the most recent update occurring in June 2018.

End User Licenses

To encourage broad use of the statewide HMIS and increase HMIS bed coverage across the 79 counties in the NC Balance of State CoC, the CoC will offer free licenses to end users under the current contracting period with NCCEH through June 30, 2020.

HMIS end users must abide by the NC BoS CoC HMIS policy, which requires those with a license to:

- Log into the system at least once every 60 days
- Maintain high data quality
 - Data quality will be reviewed using HMIS reports that report on Personally Identifiable Information (PII) and the Universal Data Elements (UDEs) and the timeliness of data entry. The error rate for PII and UDEs per project should be under 10%. The rate





North Carolina Balance of State Continuum of Care

bos@ncceh.org

919.755.4393

www.ncceh.org/BoS

of chronic homelessness (also UDEs) calculation errors should also be under 10%. All HMIS data should be entered within 7-10 business days of receipt.

- Be responsive to outreach from the NCCEH Data Center
- Regularly and actively participate in local BoS Regional Committee meetings (another representative from the end user's organization may participate if the end user cannot)
- Enter all HUD required data elements in the HMIS
- Complete all required trainings and training updates within one month of request
- Keep username and password confidential and not share license with others

For individuals interested in pursuing licensure, submit the NC Balance of State CoC HMIS License Request form located on the NCCEH website at <http://bit.ly/1TVGvFI>. Once this form has been received, the NCCEH Data Team will contact the interested individual with next steps.

*Any Steering Committee member may request to move an item off the consent agenda to be more thoroughly considered. Any such items will be discussed as a regular agenda item at the next Steering Committee meeting.

[Back to top](#)





North Carolina Balance of State Continuum of Care

bos@ncceh.org

919.755.4393

www.ncceh.org/BoS

Section II. Updates

2019 CoC Scorecard Templates

Approved at the May 7, 2019 meeting by the Steering Committee. The CoC Scorecard templates have been posted to the NCCEH website.

[New Project Scorecard](#)

[Renewal Project Scorecard](#)

2019 CoC Funding Priorities

Approved at the May 7, 2019 meeting by the Steering Committee. The CoC Funding Priorities document has been posted to the NCCEH website.

[2019 CoC Funding Priorities](#)

CoC New Applicant Webinar

Recording here: <http://bit.ly/2tNCcEU>

CoC Renewal Applicant Webinar

Recording here: <http://bit.ly/2UweclD>

VAWA Emergency Transfer Plan Webinar

Recording here: <http://bit.ly/2GA4UQS>

Coordinated Entry Council

June 11, 2:00-3:30 PM

Attend by clicking: <https://global.gotomeeting.com/join/791696621>

For phone audio: +1 (646) 749-3112, Access Code: 791-696-621

BoS HMIS User Meeting

June 20 1:00-2:30 PM

Register here: <https://www.ncceh.org/events/1306/>





North Carolina Balance of State Continuum of Care

bos@ncceh.org

919.755.4393

www.ncceh.org/BoS

Funding and Performance Subcommittee

June 6, 11:00 AM-12:00 PM

June 27, 11:00 AM-12:00 PM

Attend by clicking: <https://global.gotomeeting.com/join/791696621>

For phone audio: +1 (646) 749-3112, Access Code: 791-696-621

Anti-Discrimination Webinar

June 27, 2:00-3:00 PM

Register here: <https://www.ncceh.org/events/1340/>

[Back to top](#)





Section III. Meeting Minutes and Supporting Materials

Funding and Performance Subcommittee Minutes

April 25, 2019

Meeting Minutes: <https://www.ncceh.org/files/10078/>

Scorecard Committee Minutes

April 4, 2019

Meeting Minutes: <https://www.ncceh.org/files/10034/>

April 11, 2019

Meeting Minutes: <https://www.ncceh.org/files/10117/>

Coordinated Entry Council Minutes

April 9, 2019

Attendees: Lynne James, Linda Walling, Christy Whitaker-Smith, Kristen Martin, Monica Frizzell, Melissa Eastwood

APR Data Check-In

Are there any questions or problems?

The data, especially from September may not be fully reliable. For this first pass, do the best you can.

CE Improvement Planning

What areas of CE are most important to focus on?

Diversion

Emergency Referrals

Case conferencing

VI-SPDAT/Assessment tool

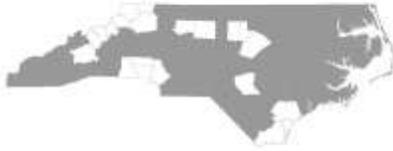
Referrals to permanent housing

Time to housing/flow

Others?

Linda: From the client perspective, diversion funding isn't available. DSS isn't available, ESG isn't very available.





North Carolina Balance of State Continuum of Care

bos@ncceh.org

919.755.4393

www.ncceh.org/BoS

Lynne: Time to housing/flow. Shortage of housing resources. We're not moving things along quickly enough.

Frederika: We've always had a lack of prevention/diversion dollars and there's a systemic problem with affordable housing.

Lynne: We need help with landlord recruitment.

Kristen: Landlord recruitment is important for us as well. Diversion would be great, but finding the funding will be difficult.

Melissa Eastwood: I agree about diversion and time to housing.

Lynne: How do you make the most of the limited money you have?

Monica: I think case conferencing/VI-SPDAT/flow to housing would be the most helpful. If case conferencing isn't referring to non-CoC and ESG resources, they should be. Getting the process for referrals to permanent housing really strong so that we can easily use new funding.

Ehren: There seems to be a difference in what the community need might be. How do we set priorities differently for different regions?

Smaller items to improve:

Referrals to DV shelter

Grievances

Others?

Are there other things we want on the to-do list?

Monica: There's no shelter, so we have trouble maintaining access points.

Ehren: Would it be helpful to have 211 do it?

Linda: Yes, that's exciting. We're trying to get CE into 211.

Kristen: We aren't getting a lot from 211 right now.

Linda: I'm worried 211 would make the data flow difficult.

Monica: How would 211 interface with case conferencing?

Linda: I was thinking 211 would help divert some folks who wouldn't otherwise come to shelter.

Monica: Tweaking the VI-SPDAT could be helpful. Like chronic homelessness, so it's more helpful for us.

Ehren: we could tweak questions, add a few, etc. without changing the whole thing. Does this resonate with others?





North Carolina Balance of State Continuum of Care

bos@ncceh.org

919.755.4393

www.ncceh.org/BoS

Linda: Yes, it does with me. People may not answer the questions honestly; they especially may keep it rose-colored.

Monica: we can do exceptions on scores in case conferencing.

[Back to top](#)

