

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

January 5, 2021

Contents

SECTION I. NC BOS COC STEERING COMMITTEE CONSENT AGENDA	2
<i>December 1, 2020 Steering Committee Minutes</i>	<i>2</i>
SECTION II. UPDATES.....	3
COVID-19 LOCAL LEADERSHIP RESPONSE SHARING CALL	3
<i>Every other Wednesday, January 6 and 20, 1:00 – 2:00 P.M.....</i>	<i>3</i>
2021 PIT TRAINING (NC BOS CoC NON-HMIS PARTICIPATING PROJECTS)	3
<i>Wednesday, January 6, 11:30 A.M. - 12:30 P.M.</i>	<i>3</i>
2021 VICTIM SERVICE PROVIDERS PIT TRAINING (NC BOS CoC NON-HMIS PARTICIPATING PROJECTS)	3
<i>Thursday, January 7, 11:30 A.M. - 12:30 P.M.</i>	<i>3</i>
COORDINATED ENTRY COUNCIL MEETING	3
<i>Monday, January 18, 10:00 – 11:30 A.M.</i>	<i>3</i>
RACIAL EQUITY SUBCOMMITTEE MEETING.....	3
<i>Wednesday, January 20, 9:00 – 10:00 A.M.....</i>	<i>3</i>
BOS HMIS USER MEETING.....	3
<i>Thursday, January 21, 1:00 - 2:30 P.M.....</i>	<i>3</i>
FUNDING AND PERFORMANCE SUBCOMMITTEE MEETING	3
<i>Thursday, January 28, 11:00 A.M. – 12:00 P.M.</i>	<i>3</i>
SECTION III. MEETING MINUTES AND SUPPORTING MATERIALS	4
NC BALANCE OF STATE COC FUNDING AND PERFORMANCE SUBCOMMITTEE	4
<i>December 11, 2020 Meeting Minutes.....</i>	<i>4</i>



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 January 5, 2021 NC BoS CoC Steering Committee meeting:

December 1, 2020 Steering Committee Minutes

Available here: <https://www.ncceh.org/bos/steeringcommittee/>

*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

COVID-19 Local Leadership Response Sharing Call

Every other Wednesday, January 6 and 20, 1:00 – 2:00 P.M.

Presentation: <https://www.gotomeet.me/NCEndHomelessness>

Audio: (646) 749-3112 Access Code: 975-793-733

2021 PIT Training (NC BoS CoC non-HMIS participating projects)

Wednesday, January 6, 11:30 A.M. - 12:30 P.M.

Register here: <https://www.ncceh.org/events/1468/>

2021 Victim Service Providers PIT Training (NC BoS CoC non-HMIS participating projects)

Thursday, January 7, 11:30 A.M. - 12:30 P.M.

Register here: <https://www.ncceh.org/events/1469/>

Coordinated Entry Council Meeting

Monday, January 18, 10:00 – 11:30 A.M.

Presentation: <https://www.gotomeet.me/NCEndHomelessness>

Audio: (646) 749-3112 Access Code: 975-793-733

Racial Equity Subcommittee Meeting

Wednesday, January 20, 9:00 – 10:00 A.M.

Presentation: <https://global.gotomeeting.com/join/791696621>

Audio: (646) 749-3112 Access Code: 791-696-621

BoS HMIS User Meeting

Thursday, January 21, 1:00 - 2:30 P.M.

Register here: <https://www.ncceh.org/events/1464/>

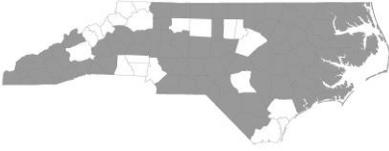
Funding and Performance Subcommittee Meeting

Thursday, January 28, 11:00 A.M. – 12:00 P.M.

Presentation: uberconference.com/briannnceh

Audio: (401) 283-4752 Pin: 13939





North Carolina Balance of State Continuum of Care

bos@ncceh.org

919.755.4393

www.ncceh.org/BoS

Section III. Meeting Minutes and Supporting Materials

NC Balance of State CoC Funding and Performance Subcommittee December 11, 2020 Meeting Minutes

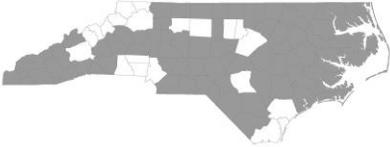
Members Present: Melissa McKeown, Jane Earnest, Amy Modlin

NCCEH Staff Present: Brian Alexander, Andrea Carey

Minutes:

- Brian welcomed members and introduced the agenda for the meeting.
- Andrea gave an update on progress for a dashboard to use for monthly Steering Committee meetings.
 - The NCCEH Data Center has requested an upgrade to system reporting from WellSky to allow a custom field for NC County of Service. WellSky has begun their work. Staff will give a timeline update at our next meeting.
 - After WellSky completes their work, ICA will be building the dashboard for the CoC.
- Brian provided an overview of where we are with our goals to increase HMIS emergency shelter and transitional housing program bed coverage in the NC Balance of State CoC.
 - Brian reminded members the goals that the FPS recommended and the Steering Committee approved:
 - The NC BoS CoC will increase HMIS emergency shelter bed coverage to 75% by December 31, 2021.
 - The NC BoS CoC will increase HMIS transitional housing bed coverage to 45% by December 31, 2021.
 - Staff structured the conversation into three categories for the procedures to increase HMIS bed coverage: Engagement and Oversight; Resources; and Timeline.
 - Engagement and Oversight
 - De-centralized process: Regional Lead Alternates will facilitate the local plan to engage and recruit new agencies/programs to use HMIS.
 - Form local subcommittees to develop an action plan
 - Prioritize agencies/programs to recruit
 - Assign prioritized agencies
 - Train recruiters
 - Evaluate progress and ask for help from the FPS and staff as needed





North Carolina Balance of State Continuum of Care

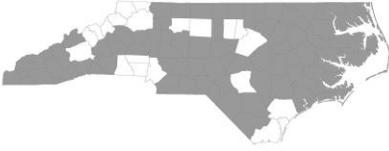
bos@ncceh.org

919.755.4393

www.ncceh.org/BoS

- Report progress monthly
- Centralized process: The FPS will provide oversight and support local efforts
 - Provide resources for recruitment
 - Review monthly progress and adjust plans as needed
 - Attend recruitment meetings as needed
- Resources
 - The FPS will develop resources to support local efforts to increase HMIS bed coverage.
 - Hold orientation webinar
 - Overview of goals and process
 - Essential roles and responsibilities
 - Next steps
 - Survey HMIS participating agencies for feedback
 - Send regional 2020 Housing Inventory Count
 - Develop sample scripts to help guide conversations
 - Develop simple guide
 - Identifies responsibilities
 - Steps to join HMIS
 - FAQs document
- Timeline
 - Staff presented the timeline as discussed at the November 2020 meeting, which would launch in January 2021.
 - Staff presented concerns about the timeline in light of the holidays and work that needs to be done to prepare for the rollout.
 - Members agreed that a launch in January 2021 seems aggressive and suggested the initial phases to begin in February 2021.
 - Members asked that staff update the procedure document's timeline to reflect a February 2021 launch.
- Next Steps
 - Introduce plan to Steering Committee at January 2021 meeting
 - Amy Modlin agreed to present the plan with support from NCCEH staff.
 - Schedule orientation webinar
 - Staff will schedule the webinar for late February 2021.
 - Conduct survey to HMIS-participating agencies





North Carolina Balance of State Continuum of Care

bos@ncceh.org

919.755.4393

www.ncceh.org/BoS

- Amy will develop some initial questions that could be included in a survey to current HMIS-participating agencies. Due January 8th.
 - Staff will send out the survey to HMIS-participating agencies the week of January 11th.
- Develop sample scripts
 - Melissa and Jane agreed to begin drafting some sample scripts for the conversations with providers. Due January 22th.
 - Staff will send out the sample scripts for review by members.
- Develop simple guide
 - Staff will create a simple guide for engagement teams to use when outreaching providers. Due January 22nd.
 - Staff will send out the simple guide for review by members.
- Update procedure document
 - Staff will update the dates in the procedure document.
- The meeting was adjourned. Next month's meeting will be Thursday, January 28, 2021 at 11 AM.

