

North Carolina Balance of State Continuum of Care

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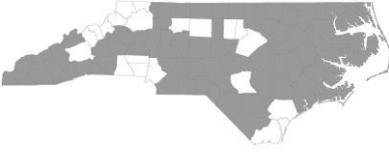
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NC Balance of State CoC Steering Committee Consent Agenda and Updates

September 13, 2022

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Section I. NC BoS CoC Steering Committee Consent Agenda

The following will be voted on at the September 13, 2022, NC BoS CoC Steering Committee meeting:

August 2, 2022, Steering Committee Minutes

Available here: www.ncceh.org/bos/steeringcommittee

Template Letter of Support for Permanent Housing Authorities (PHA)

The drafted letter of support for NCCEH's PHA partners to receive a new allocation of vouchers.

September 21, 2022

[PHA Name]
[Street Address]
[City, State Zip]

Dear [PHA Name],

The North Carolina Coalition to End Homelessness (NCCEH), the Collaborative Applicant for the North Carolina Balance of State Continuum of Care (NC BoS CoC), NC-503, partners closely with [name of PHA] to house individuals and families experiencing and at risk of experiencing homelessness. The NC BoS CoC serves 79 counties, of which [list counties] are in your catchment area. The NC BoS CoC intends to expand our partnership through the utilization of Stability Vouchers (SVs), referenced in HUD Notice PIH 2022-24. NC BoS CoC commits to the following collaborative efforts:

- i.) refer eligible families to the [name of PHA] through Coordinated Entry for SVs;
- ii.) pair CoC-funded supportive services with SVs; and
- (iii.) collaborate with other stakeholders to develop a prioritization plan for SVs, including Victim Service Providers (VSPs) and Veteran Service Organizations (VSOs).

We look forward to our continued partnership with [name of PHA] as we work to end homelessness across North Carolina.

Respectfully,

Ryan Fehrman
Executive Director



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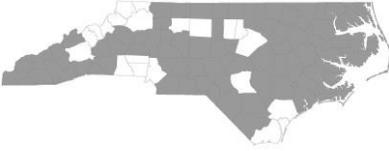
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**Any Steering Committee member may request to move an item off the consent agenda to be more thoroughly considered. Any such items will be discussed as a regular agenda item at the next Steering Committee meeting.*

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Section II. Updates

HMIS System Updates

Tuesday, September 13, 10:30 A.M. – 11:30 A.M.

Register: <https://www.ncceh.org/events/1567/>

HMIS Training: When Clients Decline Consent

Tuesday, September 27, 10:00 A.M. – 11:00 A.M.

Register: <https://www.ncceh.org/events/1565/>

Coordinated Entry Council Meeting

Monday, September 19, 10:00 – 11:30 A.M.

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

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

Racial Equity Subcommittee Meeting

Wednesday, September 21, 11:30 A.M. – 12:30 P.M.

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

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

NC Local Leadership Response Sharing Call

Every third Wednesday of the month, September 21, 1:00 – 2:00 P.M.

Presentation: <https://zoom.us/j/5799039481>

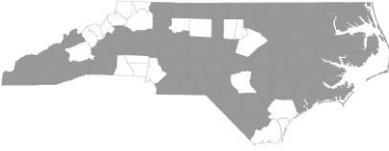
Audio: (646) 749-3112 Access Code: 975-793-733

Funding and Performance Subcommittee Meeting

Thursday, September 22, 11:00 A.M. – 12:00 P.M.

Presentation: <https://www.conference.com/>

Audio: (401) 283-4752 Pin: 13939



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Section III. Meeting Minutes and Supporting Materials

Racial Equity Subcommittee Meeting

August 17, 2022, Minutes

Attendees: Kenett Melgar, Jefferey Rawlings, Erin Gaskin, Tracey Gruver, Deniece Cole, Lori Watts

Staff: Andrea Carey, Laurel McNamee, Tim Bender

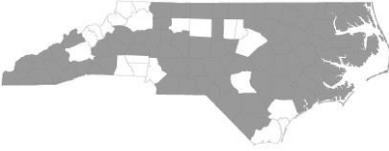
Celebrations/Announcements

- Partners just got new funding to expand services to Stanly and Cabarrus Counties
- The NCCEH Data Center is now fully staffed!
- The first Duplin County Veterans Stand Down was recently hosted and was a great success!

Racial Equity Assessment

- Andrea shared background on RE assessment
 - Completed annually every year since 2019
- Andrea shared detailed information and visualizations of race and ethnicity data from this year
 - See slides
 - Feedback from committee members discussed the lack of representation for Latinx families.
 - Feedback was provided concerning how the data is being collected for the self-report amount of time homeless, and other demographic questions through the Coordinated Entry system, such as racial identity, LGBTQ identities, etc.
 - Members noted that some of the feedback from consumer satisfaction surveys for the CE system is pointing to differences in how the assessments are being administered. More training is needed for consistency in intake and administration of vulnerability assessments.
 - Committee members discussed whether more questions could be added to the funding competition scorecards to insist on training for proper administration of the VI-SPDAT.





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- More advocacy is needed to press providers not to implement a “cookie-cutter” approach, and an individualized, client centered approach is needed from all providers in the CoC.
- More training is needed for agencies to lower barriers and
- Next steps
 - RE Subcommittee provides feedback on the data
 - September- Steering Committee adopts

Racial Equity Dialogue Series

- Taking place Tuesday 10/18 at 11:30am
- Topic is to highlight some of the successful work in the BoS CoC

To Discuss Next Month

- No topics identified

Next Meeting

September 21, 2022, at 11:30 AM

Coordinated Entry Council

August 15, 2022, Minutes

Attendees:

Coordinated Entry Regional Leadership: Robert Cochran (Region 1); Kristen Martin (Region 2); Michelle Knapp (Region 4); Teresa Robinson (Region 5); Jeffrey Rawlings (Region 7); Shawanda Barnes (Region 9); Linda Walling (Region 10); Michele Welsh (Regions 11 & 13); Lynne James (Region 12)

NCCEH staff and other participants: Nicole Purdy; Allie Card; Ashley Von Hatten; Adrianna Coffee; Laurel McNamee

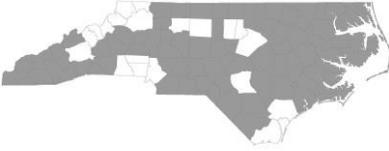
Coordinated Entry Participation and the Annual ESG Competition

Laurel McNamee gave an overview of the Annual ESG Competition. The purpose of the Emergency Solutions Grant is to :

- Provide assistance to rapidly rehouse persons who are currently experiencing



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homelessness

- Assist in meeting the costs of operating emergency shelters
- Decrease homelessness through the provision of preventive programs and activities HUD sets the priorities for the ESG program. Priorities this year include:
 - Broaden existing emergency shelter and homelessness prevention activities
 - Emphasize rapid rehousing
 - Help people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness

For every activity type, ESG funding should be assisting people to access or maintain permanent housing.

There are 5 eligible components under ESG: Emergency Response (Street Outreach, Emergency Shelter); Housing Stability (Rapid Rehousing, Homelessness Prevention); HMIS

Regional Committees help prioritize annual ESG funding.

- Participation in Regional Committee meetings and case conferencing meetings is a key component for ESG funded agencies.
- Regional Committees will be asked for data on participation and for feedback on which agencies should be funded.
 - Conflict of interest policies are in place to maintain neutrality.
 - Benchmark of attending 75% of Regional Committee and case conferencing meetings annually.

Laurel McNamee reviews the Regional Prioritization Form. The Regional Prioritization Form is:

- An opportunity for Regional Committees to provide input on the applicants in their region applying for ESG funding

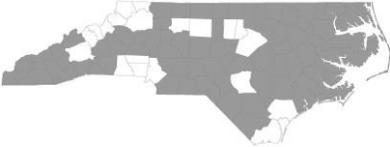
An opportunity to notify NCCEH staff and the Project Review Committee if an agency applied for ESG funds that does not participate in Regional Committee and case conferencing meetings.

The regional Prioritization Form is not:

- A final decision on which projects are funded.
- A decision regarding the funding amount awarded to any project applicant.

The Regional Prioritization Form will be sent to Regional Leads and Alternates once the initial application review has been completed by NCCEH staff and the Project Review Committee. It will need to be completed and returned by the assigned deadline in order to be considered by the Project Review Committee in creating the proposed slate of applications. A special meeting of your regional committee will need to be called and facilitated by a leader who does not have a conflict of interest.





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- Unlike the form from last year, no funding amounts will be included.
- The form will ask for a 'yes/no' response to recommend each project for funding.
- The form also includes verification that applicant agencies attended a benchmark of 75% of Regional Committee meetings (per agency), and 75% of by-name-list meetings (per project).
 - This may mean the regional Webmasters and Coordinated Entry Leads need to find this data ahead of the Regional Committee meeting.

Laurel McNamee then reviewed the role of CE Leads:

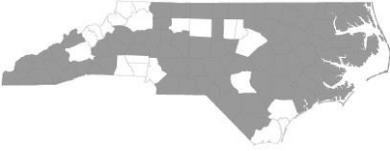
- You may be called upon to certify whether an applicant agency has been a regular attendee of by- name-list meetings at the benchmark of 75% of meetings annually.
- You will not need to provide records, or a precise number of meetings attended.
- However, you may want to have your attendance records ready in case there is an agency you are unfamiliar with and need to verify.
- Your Regional Committee should be planning to meet next week to complete the Regional Prioritization Form. You will need this information ready by that meeting. You do not need to submit anything directly to NCCEH.
- It is ok to still provide verification information if you have a conflict of interest. But you cannot vote or otherwise participate in the discussion.

Special CoC NOFO Priorities

HUD released a Special NOFO to address unsheltered and rural homelessness on June 22nd. The primary purpose of this funding is to identify, serve, and permanently house the highest needs households, especially people experiencing unsheltered homelessness. Both set-asides require the CoC to produce a Plan for Serving People Experiencing Homelessness with Severe Service Needs.

The CoC has prioritized choosing a more appropriate standardized CE assessment that equitably prioritizes housing resources for BIPOC and better evaluates household vulnerability. The CoC will form a workgroup with LEAC member, HUD TA core team, health system experts, and university researchers to explore the connections between health and homelessness to develop a new CE assessment and prioritization schedule. This workgroup will evaluate recently conducted research using linkages of HMIS data with state death records, explore other community assessment and prioritization processes, and use qualitative and quantitative research to prioritize severe service needs populations including people experiencing unsheltered homelessness in the CE





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system for housing resources.

The plan must be approved through governance inclusive of people with lived expertise.

- Lived Expertise Advisory Council (LEAC) – approved on 07/22
- Funding and Performance Subcommittee (FPS) – approved on 07/28
- Steering Committee – approved on 08/02

The plan must be in place before we open the competition for applicants. All applicants must adhere to the concepts and practices outlined in the plan.

Unsheltered Access Coordinators and the Unsheltered CE Workbook

Nicole Purdy reviewed the role of Unsheltered Access Coordinators

- Regional point person for providers
- Coordinate with regional CE Lead
 - Regional plan to connect people experiencing unsheltered homelessness to the CE system and BNL
 - Evaluate monthly progress on connecting people living unsheltered to the BNL
- Ensure data collection happens on all people experiencing unsheltered homelessness
- Engage all providers/organizations/stakeholders to understand the process
- Provide additional training to providers/organizations/stakeholders

Please elect or verify the UAC as soon as possible and complete the Smartsheet form <https://app.smartsheet.com/b/form/ef086ed796ef4a2a80c1f12a320d05c7>

Nicole Purdy went over the Unsheltered CE workbooks.

All counties **MUST** have outreach and follow-up provider(s) that cover the following activities:

- Basic services
- CE Assessment (VI-SPDAT)
- Referrals

All counties **MUST** have outreach and follow-up provider(s) that cover the following activities:

- Specify county in case the providers/set up is different across counties. Use more than one county per row or if one provider covers the whole region,



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specify all the counties.

- Street Outreach Section
 - Provider Column: Who is doing the on the ground outreach in this county of the region?
 - Frequency Column: How often will the provider be doing outreach activities in the county?
 - Data into HMIS Column: How is the provider getting the data collected into HMIS? Are they able/willing to enter it themselves or will they get that information to the CE lead for data entry?
 - Activities Column: What specific activities is this provider offering to household?
- Follow-Up Section
 - Provider Column: Who is doing the follow up work with unsheltered folks in that part of the community?
 - Frequency Column: How often will that provider be doing follow-up activities for that part of the community?
 - Data into HMIS Column: How is that provider getting the data they collect into HMIS? Are they able/willing to enter data themselves or will they get that information to the CE lead for data entry?
 - Activities Column: What specific activities is this provider offering to household?

Overall Community Process: Walk us through what the experience of an unsheltered household in your community getting engaged with Coordinated Entry will/should look like.

SSO-CE Monitoring

Ashley VonHatten reviewed SSO-CE Grant Monitoring.

NCCEH will monitor SSO-CE grant recipients in October 2022, for the SSO-CE grant period of December 1, 2021, through November 30, 2022. HUD regulations require NCCEH to monitor all subgrantees annually. Due to continued impacts of COVID-19, NCCEH will conduct desk monitoring. NCCEH will use this monitoring to assess compliance with HUD regulations, CoC policies, and NCCEH policies, and to identify and solve issues. NCCEH will review the following:

- If applicable, verify agencies met corrective actions from FY19 SSO-CE findings and/or concerns.
- Verify sub-recipients meet NC BoS goals and agency goals in FY20 SSO-CE grant agreement.
- Verify grant expenditures were all related to CE and sub-recipients only spent funds up to the contracted amounts for each activity type.



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- Results from coordinated entry satisfaction survey.
- Verify sub-recipients maintain an up-to-date prioritization list and properly follow the homeless documentation process.

CE Evaluation Report

Ashley VonHatten gave updates to the 2022 NC BoS CoC CE Evaluation.

- CEC passed motion for evaluation process and timeframe
- CE Leadership is responsible for distribution and collection of surveys
- NCCEH staff reviewed all surveys and compiled data
- NCCEH staff will report outcomes to CEC (via email)
- CEC will discuss system improvements and help facilitate changes
- NCCEH will present the CE Evaluation report to the Steering Committee on September 13, 2022

EHV Update

Allie Card gave an update to the EHV Dashboard HUD TA

- Western Piedmont Council of Governments
- Chatham County HA Low Utilization
- Attend case conferencing
- Refine referral process
- Enhance communication with the PHA NCCIA Process
- Continue referring all priorities through the Smartsheet
- Once a voucher is ported, consistent communication with the receiving PHA is crucial

Allie Card reviewed the EHV Priorities:

- Households are ready to Move On with long-term rental assistance but less intensive case management
 - PSH households no longer needing intensive case management
 - RRH households served for 8+ months OR with SSI as sole income
- Households with highest length of unsheltered homelessness and where documentation for PSH (chronic homelessness and/or disability) is not able to be obtained.
- Families and/or individuals on current regional Coordinated Entry (CE) by-name list (BNL) who need long-term rental assistance.



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Reminders

- Unsheltered Access Coordinator needed in every Region!
- Unsheltered CE Planning workbook due to BoS staff by September 2, 2022.
- July 15, 2022, past due date for CE Assessment clean-up

Next Meeting

September 19, 2022, at 10 AM

Lived Expertise Advisory Council

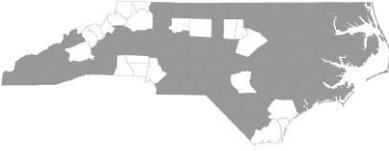
August 12, 2022, Minutes

Attendance: Jamie Stepp; Tonya Parker, Melissa Hewitt, Rachelle Dugan, Laurel McNamee (staff)

Jaime offered an inspirational quote to begin the meeting.

- Recap special NOFO plan, next steps, and ongoing developments and funding competitions:
 - Laurel recapped the process of the special NOFO, annual CoC, and ESG funding cycles.
 - LEAC members revisited their involvement in the development of a NOFO plan and what they hoped to see going forward. How can the group be involved going forward? Can the group approve a tool or plan in at least 2 steps, process and final product?
- Working session to develop client bill of rights:
 - The group will dedicate the next meeting to a working session to start writing a draft together.
- Report out from other subcommittees: what has your experience been? Anything you want to share with the LEAC?
 - Jeff reiterated that the equity initiative core team drafting a new assessment tool is progressing but hasn't started writing new language. Jeff stressed that more LEAC input is needed in this process and in the language, that's being drafted.
- Jaime offered his insights from recent experiences and proposed an idea for the development of an app that would help someone experiencing homelessness to help with the assessment process and centralizing the way resources are provided (who is handing out food boxes when?) and allow a social media





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component for people to talk and share info with each other.

- Melissa offered feedback that there may be some folks with IT expertise currently experiencing homelessness develop it.
- The group agreed to start writing down ideas for what they would features they would want in the app.

Next Meeting

September 9, 2022, at 12:00 PM

**Next Steering Committee meeting:
September 20, 2022, at 10:30 A.M.**

