

North Carolina Balance of State Continuum of Care

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www.ncceh.org/BoS

Steering Committee Meeting

February 5, 2013

10:30 AM - 12:00 PM

1-712-432-3100 conference code 963789#

Online Presentation: <https://join.me/nccehrocks>

START	10:30 Welcome & Call to Order	
ONE	Agenda Item: Roll Call	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Nancy Holochwost	Estimated Time: 5 min
	Background Information: Roll is called for elected regional leads. Regional Leads' active participation is required for their Regional Committee to be eligible for funding. After roll call for elected leads, other callers should identify themselves. If this is your first time calling in to a BoS Steering, please send an email to bos@ncceh.org to ensure we have your contact information.	
	Supporting Materials:	
	<ul style="list-style-type: none"> • Regional Lead Contact List 	
TWO	Agenda Item: Approval of Minutes	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Denise Neunaber	Estimated Time: 5 min
	Goal: <input checked="" type="checkbox"/> Share Information <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input checked="" type="checkbox"/> Yes, by common consent
	Background Information:	
	Supporting Materials:	
	<ul style="list-style-type: none"> • Copy of January's Meeting Minutes 	
THREE	Agenda Item: CoC Application Overview	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Denise Neunaber	Estimated Time: 30 min
	Goal: <input checked="" type="checkbox"/> Share Information <input checked="" type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Background Information: We will review the final application and project listing. The Collaborative Application (formerly known as the Exhibit One) and the CoC's Project Listing will be briefly reviewed, but Steering Committee members and interested parties should review the document in its entirety on their own.	
	Supporting Materials:	
	<ul style="list-style-type: none"> • BoS CoC Collaborative Application • BoS CoC Project Listing 	
My Action Items:		
<ul style="list-style-type: none"> • Review the CoC Collaborative Application. 		

FOUR	Agenda Item: Performance Goals	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Denise Neunaber	Estimated Time: 45 min
	Goal: <input checked="" type="checkbox"/> Share Information <input checked="" type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Background Information: Each year in the CoC Collaborative Application, the BoS CoC must set goals for what it hopes to accomplish for the next year. We will review the goals the Steering Committee approved for 2013 and discuss plans for how we can ensure we meet these goals.	
	Supporting Materials: <ul style="list-style-type: none"> • Sections 3A and 4A-4H of the BoS CoC consolidated application 	
	My Action Items: <ul style="list-style-type: none"> • Grantees: Look at your agency's performance on these goals. Share this information with staff and begin an agency plan on how to increase performance. • Regional Leads: Support grantees in your region in improving performance. Consider reviewing QPRs with your regional committee. 	
FIVE	Agenda Item: BoS Subcommittees	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Denise Neunaber	Estimated Time: 10 min
	Goal: <input checked="" type="checkbox"/> Share Information <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Background Information: The Balance of State Subcommittees hold quarterly meetings. We are changing the schedule so all of the subcommittees do not meet during the same month. We are also changing the Data Quality Subcommittee to meet bi-monthly. The Permanent Supportive Housing and Rapid Re-Housing Subcommittees are mostly comprised of providers and meet quarterly to discuss best practices, review APR performance, and set the Balance of State's performance goals. The Data Quality Subcommittee is comprised of ESG and CoC grantees and other interested providers and works with our HMIS Lead Agency (CHIN) to ensure a high level of data quality. The subcommittee reviews the monthly data quality scores and works with agencies to improve. The new schedule for 2013 is: <ul style="list-style-type: none"> • Permanent Supportive Housing: February, May, August, November • Rapid Re-Housing: March, June, September, December • Data Quality: March, May, July, September, November Register for: <ul style="list-style-type: none"> • PSH Subcommittee: February 12, 2013 at 10:30 • Rapid Re-Housing Subcommittee: March 12 at 10:30 • Data Quality Subcommittee: March 26 at 10:30 	
	Supporting Materials:	
	My Action Items: <ul style="list-style-type: none"> • All: Register for appropriate subcommittee calls. • Regional Leads: NCCEH will send an email re: subcommittee registration. Upon receipt of this email, forward it to your lists. 	

FIVE	Agenda Item: Regional Lead Elections	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Denise Neunaber	Estimated Time: 5 min
	Goal: <input checked="" type="checkbox"/> Share Information <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Background Information: Regional Committees must elect Regional Leads during their January or February meeting. Regional Committees who want to elect a Regional Lead at another time must contact bos@ncceh.org to apply for a waiver. To date, NCCEH has only received meeting minutes documenting Regional Lead elections from Johnston, Wilson/Greene, and Henderson.	
	Supporting Materials:	
	My Action Items: <ul style="list-style-type: none"> • Regional Leads: Turn in January or February meeting minutes that document elected Regional Lead. 	
SIX	Agenda Item: Regional Committee Updates	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Denise Neunaber	Estimated Time: 10 min
	Goal: <input checked="" type="checkbox"/> Share Information <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Background Information:	
	Supporting Materials:	
	My Action Items:	
SIX	Agenda Item: Reminders	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Denise Neunaber	Estimated Time: 5 min
	Goal: <input checked="" type="checkbox"/> Share Information <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Background Information: <ul style="list-style-type: none"> • Quarterly Progress Reports for CoC Grantees: Don't forget to turn in your QPRs! • Regional Leads: Turn in meeting minutes from January or February documenting Regional Lead election. • Point-in-Time Count Leads: Turn in PIT forms to data@ncceh.org by Friday, February 8th 	
	Supporting Materials:	
	My Action Items:	
END	12:00 Adjournment	
NEXT MEETING: March 5, 2013 @ 10:30 via conference call		