

North Carolina Balance of State Continuum of Care

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www.ncceh.org/BoS

Steering Committee Meeting

March 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 Committee, 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 February's Meeting Minutes 	
	My Action Items:	
THREE	Agenda Item: CoC Application Scorecards	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Denise Neunaber	Estimated Time: 5 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: The BoS Project Review Committee used a scorecard to score and rank projects for the 2012 CoC application. NCCEH staff sent individual project scorecards to applicants. Applicants can request a consultation with staff to discuss the scorecard. Renewal awards should be announced by HUD within the next two weeks.	
	Supporting Materials:	
	My Action Items: <ul style="list-style-type: none"> • Grantees: Make sure you've reviewed the scorecards that were sent out in February and follow the instructions in the email to request a phone consultation if you have any questions or concerns. 	

FOUR	Agenda Item: Regional Lead Elections	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Denise Neunaber	Estimated Time: 15 min
	Goal: <input checked="" type="checkbox"/> Share Information <input checked="" type="checkbox"/> Obtain Input <input checked="" type="checkbox"/> Make Decisions	Formal Approval Needed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Background Information: Regional Committees must elect Regional Leads during their January or February meeting. Minutes reflecting Regional Lead Elections should have been turned in to NCCEH by March 4 th . Regional Committees who wanted to elect a Regional Lead at another time were instructed to email bos@ncceh.org to apply for a waiver. As of 3.4.13, NCCEH has received meeting minutes documenting Regional Lead elections from AHRMM, Alamance, Burke, Caswell, Catawba, Chatham, Henderson, Iredell-Yadkin, Johnston, Kerr-Tar, Piedmont, Pitt, Rockingham, Surry, and Wilson-Greene. The Steering Committee will approve the official list of Active Regional Committees for the Balance of State CoC. NCCEH will be in touch will all new and renewing Regional Leads to plan a Regional Lead training and in-person Balance of State meeting.	
	Supporting Materials:	
	My Action Items: <ul style="list-style-type: none"> • Regional Leads: If you did not elect a new regional lead in January or February and did not apply for a waiver, you must discuss this with NCCEH. • Regional Leads: Respond to NCCEH requests for date availability for in-person meeting. 	
FIVE	Agenda Item: AHAR & PIT	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Nancy Holochwost	Estimated Time: 15 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: <ul style="list-style-type: none"> • NCCEH staff submitted HMIS data to the AHAR (Annual Homeless Assessment Report) from the BoS. HUD will only accept data that is of high quality. The BoS was able to submit useable data for 10 of the 12 categories. Data for Permanent Supportive Housing for Families was not accepted in the Veterans and All Persons categories. • NCCEH staff is compiling PIT data for the BoS CoC. Please respond promptly to requests for missing data! 	
	Supporting Materials: <ul style="list-style-type: none"> • 	
	My Action Items: <ul style="list-style-type: none"> • Agencies on HMIS: Attend the Data Quality subcommittee meeting on March 26 Register Here • Point-in-Time Count Leads: If you haven't sent in your PIT forms, send them in today! 	
SIX	Agenda Item: New HEARTH Requirements	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 will need to review its governance policies in order to comply with	

	<p>new HEARTH regulations. The Balance of State will also need to create a coordinated assessment system. These are CoC-wide activities and will have to be done at the Steering Committee level. Regional Committees will have some flexibility, but there needs to be a consistent, overarching process for both of these requirements.</p> <p>We will cover these topics more in-depth over the next couple of months. In the meantime, members should familiarize themselves with these requirements by reading the HEARTH regulations.</p> <p>At a minimum, each Regional Lead and grantee should review this guide, “Establishing and Operating a CoC”, which is a clear overview of the governance regulations. The regulations that the guide references can be found here: https://www.onecpd.info/resource/2035/coc-program-interim-rule-formatted-version/</p> <p>The CoC competition will be operated under this interim rule for at least the next two competitions. The 2013 competition is expected to be held earlier this year, with HUD holding CoC registration in the spring or early summer.</p>	
	<p>Supporting Materials:</p>	
	<p>My Action Items:</p> <ul style="list-style-type: none"> • All: Review HEARTH regulations, specifically the HUD guide: “Establishing and Operating a CoC” 	
SIX	<p>Agenda Item: NCCEH Staff Updates</p>	<p>Agenda Item Completed: <input type="checkbox"/></p>
	<p>Presenter: Denise Neunaber</p>	<p>Estimated Time: 10 min</p>
	<p>Goal: <input checked="" type="checkbox"/> Share Information <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions</p>	<p>Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
	<p>Background Information: NCCEH has posted the Project Specialist position. This person will be primarily responsible for coordinating Balance of State CoC activities. View the job description and how to apply here: http://www.ncceh.org/joinourteam/</p> <p>NCCEH staff will be concentrated in the following areas for BoS coordination for March:</p> <ul style="list-style-type: none"> • Organizing internal processes such as the grant inventory • Writing down current governance and policies • Planning an in-person training/meeting for Regional Leads • Revising the Intent to Apply process 	
	<p>Supporting Materials:</p>	
	<p>My Action Items:</p> <ul style="list-style-type: none"> • All: Share Project Specialist job description with individuals you think would be a good fit 	
SEVEN	<p>Agenda Item: Regional Committee Updates</p>	<p>Agenda Item Completed: <input type="checkbox"/></p>
	<p>Presenter: Denise Neunaber</p>	<p>Estimated Time: 10 min</p>
	<p>Goal: <input checked="" type="checkbox"/> Share Information <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions</p>	<p>Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
	<p>Background Information: Each Regional Lead is asked to give an update from their Regional Committee.</p>	

	Supporting Materials:	
	My Action Items:	
EIGHT	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"> • CoC Grantees: Don't forget to turn in your QPRs! • Rapid Re-Housing Subcommittee: Tuesday, March 12 at 10:30 • Data Quality Subcommittee: Tuesday, March 26 at 10:30 	
	Supporting Materials:	
My Action Items:		
END	12:00 Adjournment	
NEXT MEETING: April 2 , 2013 @ 10:30 via conference call		