



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 Meeting Agenda

Tuesday May 6, 2014, 10:30 am – 12 pm

Call-In info (audio): (218) 895-9693, conference code 805232#

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

START	10:00 Welcome & Call to Order	
ONE	Agenda Item: Roll Call	
	Presenter: Nancy Holochwost	Estimated Time: 5 minutes
	Background Information: Roll calls for elected regional leads, other callers identify themselves afterwards. If this is your first time calling in to a BoS Steering Committee meeting, please email bos@ncceh.org with your contact information.	
	Supporting Materials: <ul style="list-style-type: none"> • Regional Lead Contact List: ncceh.org/files/3430 	
TWO	Agenda Item: Approval of Minutes	
	Presenter: Corey Root	Estimated Time: 5 minutes
	Goal: <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input checked="" type="checkbox"/> Make Decisions	Formal Approval Needed? <input checked="" type="checkbox"/> Yes, by common consent
	Supporting Materials: April minutes: http://www.ncceh.org/files/4348	
THREE	Agenda Item: PIT & HIC Data	
	Presenter: Nancy Holochwost	Estimated Time: 10 minutes
	Goal: <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Background Information: BoS staff posted Point in Time (PIT) Count numbers for the total Balance of State CoC on the NCEH website. BoS staff also submitted the Housing Inventory Chart (HIC) to HUD through the Homeless Data Exchange (HDX) on April 11.	
	Supporting Materials: PIT Data by CoC: www.ncceh.org/PITdata	
	Action Items:	

FOUR	Agenda Item: Coordinated Assessment Update	
	Presenter: Corey Root	Estimated Time: 15 minutes
	Goal: <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed?

		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<p>Background Information: The BoS Coordinated Assessment workgroup will present informational materials about Coordinated Assessment. We will demonstrate the materials and discuss how Regional Leads can use them to inform Regional Committee members about Coordinated Assessment.</p>	
	<p>Supporting Materials:</p> <ul style="list-style-type: none"> Coordinated Assessment Prezi: http://prezi.com/wnyhynaotpo3/continuum-of-cares-coordinated-assessment-system/ Coordinated Assessment in Balance of State: posted on www.ncceh.org/bosminutes 	
	<p>Action Items: Regional Leads: Show the CA Prezi & distribute and discuss the CA Explainer at your next Regional Committee meeting</p>	
FIVE	Agenda Item: CHIN License Allocation July – December 2014	
	Presenter: Ellen Blackman	Estimated Time: 10 minutes
	Goal: <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input checked="" type="checkbox"/> Make Decisions	Formal Approval Needed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<p>Background Information: Last year the Steering Committee decided that the BoS CoC would pay CHIN license fees for July 2013 – June 2014. The Steering Committee further adopted a CHIN License Policy which enumerates standards for CHIN license holders and the License Allocation Policy to codify how licenses are distributed. The CHIN Governance Committee changed the license fee year to January-December, so there will be a 6 month fee for July 1 - Dec 31, 2014 while transitioning to the fee schedule. The proposed policy for CHIN License Allocation for July-December 2014 keeps all elements of the FY13-14 policy in place and delays implementation of unused licenses:</p> <ul style="list-style-type: none"> BoS CoC pays for BoS CHIN licenses through December 31, 2014, except SSVF licenses Agencies determine number of licenses they require All licenses subject to CHIN License Policy Unused licenses will be targeted to agencies with the most beds in order to increase the CoC's bed coverage after HMIS RFP issue is settled and new HMIS training is implemented 	
	<p>Supporting Materials: FY2013-14 CHIN License Allocation Policy: http://www.ncceh.org/files/4181/</p>	
	Action Items:	



SIX	Agenda Item: CHIN Governance Committee Slate, May-December 2014																
	Presenter: Corey Root	Estimated Time: 5 minutes															
	Goal: <input checked="" type="checkbox"/> Share Info <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: The CHIN Governance Committee will have several upcoming votes on the HMIS RFP from which NCCEH staff and board members must recuse themselves to avoid conflict of interest because NCCEH is one of the organizations applying to be HMIS Lead Agency. We have shifted some members around to account for these conflicts and current bandwidth of members. The Steering Committee is asked to approve the following slate of CHIN Governance Committee members:																
	<table border="1"> <thead> <tr> <th>CoC/Group</th> <th>Member</th> <th>Alternate</th> </tr> </thead> <tbody> <tr> <td>503-BoS</td> <td>Corey Root</td> <td>Brian Alexander</td> </tr> <tr> <td>503 region 1</td> <td>Paulette White</td> <td>Tia Sanders-Rice</td> </tr> <tr> <td>503 region 2</td> <td>Ellen Blackman</td> <td>Kim Crawford</td> </tr> <tr> <td>503 region 3</td> <td>Nicole Dewitt</td> <td>Joe Marks</td> </tr> </tbody> </table>		CoC/Group	Member	Alternate	503-BoS	Corey Root	Brian Alexander	503 region 1	Paulette White	Tia Sanders-Rice	503 region 2	Ellen Blackman	Kim Crawford	503 region 3	Nicole Dewitt	Joe Marks
	CoC/Group	Member	Alternate														
503-BoS	Corey Root	Brian Alexander															
503 region 1	Paulette White	Tia Sanders-Rice															
503 region 2	Ellen Blackman	Kim Crawford															
503 region 3	Nicole Dewitt	Joe Marks															
Supporting Materials:																	
Action Items:																	
SEVEN	Agenda Item: Emergency Text Contact List																
	Presenter: Corey Root	Estimated Time: 5 min															
	Goal: <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No															
	Background Information: In March, BoS had to cancel an in-person meeting in Greensboro due to weather. Regional Leads asked for an option to receive emergency information such as this by text. BoS staff created a form to fill if you would like to be added to this emergency text list																
	Supporting Materials: NC BoS Emergency Text List online form: https://docs.google.com/forms/d/1-TL5-Z5cjCADOrbtFGOullvQfj8ELvwaxcb4HGvBa1g/viewform?usp=send_form																
	Action Items: <ul style="list-style-type: none"> Regional Leads & alternates who would like to receive emergency info texts: Please fill the online form 																



EIGHT	Agenda Item: June – December 2014 Subcommittee Meetings																	
	Presenter: Corey Root	Estimated Time: 10 min																
	Goal: <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input checked="" type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																
	Background Information: In January we changed the Subcommittee meeting schedule to avoid conflicts with regularly scheduled Regional Committee meetings. Starting in July we propose to move the Data Quality subcommittee from the fourth Thursday to the fourth Monday to avoid conflicts with regularly scheduled State ESG Office training.																	
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: black; color: white;"> <th style="text-align: center;">Subcommittee</th> <th style="text-align: center;">Schedule</th> <th style="text-align: center;">Months</th> <th style="text-align: center;">Meeting Day</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Rapid Rehousing</td> <td style="text-align: center;">Quarterly</td> <td style="text-align: center;">Mar, Jun, Sep, Dec</td> <td style="text-align: center;">3rd Friday</td> </tr> <tr> <td style="text-align: center;">Permanent Supportive Housing</td> <td style="text-align: center;">Quarterly</td> <td style="text-align: center;">Feb, May, Aug, Nov</td> <td style="text-align: center;">2nd Monday</td> </tr> <tr> <td style="text-align: center;">Data Quality</td> <td style="text-align: center;">Bimonthly</td> <td style="text-align: center;">Jan, Mar, May, Jul, Sep, Nov</td> <td style="text-align: center;">4th Monday</td> </tr> </tbody> </table>		Subcommittee	Schedule	Months	Meeting Day	Rapid Rehousing	Quarterly	Mar, Jun, Sep, Dec	3rd Friday	Permanent Supportive Housing	Quarterly	Feb, May, Aug, Nov	2nd Monday	Data Quality	Bimonthly	Jan, Mar, May, Jul, Sep, Nov	4th Monday
	Subcommittee	Schedule	Months	Meeting Day														
Rapid Rehousing	Quarterly	Mar, Jun, Sep, Dec	3rd Friday															
Permanent Supportive Housing	Quarterly	Feb, May, Aug, Nov	2nd Monday															
Data Quality	Bimonthly	Jan, Mar, May, Jul, Sep, Nov	4th Monday															
Supporting Materials:																		
Action Items:																		
NINE	Agenda Item: Upcoming Subcommittee Meetings																	
	Presenter: Corey Root	Estimated Time: 5 min																
	Goal: <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																
	Background Information: There are two subcommittee meetings this month: <ul style="list-style-type: none"> • Monday May 12, Permanent Supportive Housing Subcommittee <ul style="list-style-type: none"> ○ Register: http://www.ncceh.org/events/694/ • Thursday May 22, Data Quality Subcommittee <ul style="list-style-type: none"> ○ Register: http://www.ncceh.org/events/691/ 																	
	Supporting Materials:																	
	Action Items: <ul style="list-style-type: none"> • CHIN Users: Register for & attend the Data Quality Subcommittee • PSH Program Managers: Register for & attend PSH Subcommittee 																	



TEN	Agenda Item: Regional Committee Updates	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Corey Root	Estimated Time: 10 min
	Goal: <input checked="" type="checkbox"/> Share Info <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"> Time reserved for Regional Leads to share information about regional committee activities, ask questions of the group, and share successful strategies. 	
	Supporting Materials:	
Action Items:		
ELEVEN	Agenda Item: Reminders	Agenda Item Completed: <input type="checkbox"/>
	Presenter: Corey Root	Estimated Time: 5 min
	Goal: <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	Formal Approval Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Action Items:	
<ul style="list-style-type: none"> Regional Leads: Show the CA Prezi & distribute and discuss the CA Explainer at your next Regional Committee meeting Regional Leads & alternates who would like to receive emergency info texts: Please fill the online form CHIN Users: Register for & attend the Data Quality Subcommittee PSH Program Managers: Register for & attend PSH Subcommittee 		
END		
NEXT MEETING: Tuesday June 3, 2014, 10:30 a.m.		

