

# North Carolina Balance of State Continuum of Care



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## NC Balance of State CoC Steering Committee Meeting Agenda

Tuesday, January 6, 2015, 10:30 am – 12:00 pm

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

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

<b>START</b>	<b>10:30 Welcome &amp; Call to Order</b>	
<b>ONE</b>	<b>Agenda Item: Roll Call</b>	
	<b>Presenter:</b> Nancy Holochwost	<b>Estimated Time:</b> 5 minutes
	<b>Background Information:</b> Roll call is for elected regional leads; other callers should identify themselves afterwards. If this is your first time calling in to a NC BoS Steering Committee meeting, please email <a href="mailto:bos@ncceh.org">bos@ncceh.org</a> with your contact information.	
	<b>Supporting Materials:</b> <ul style="list-style-type: none"> <li>• Regional Lead Contact List: <a href="http://ncceh.org/files/3430">ncceh.org/files/3430</a></li> </ul>	
<b>TWO</b>	<b>Agenda Item: Approval of Minutes</b>	
	<b>Presenter:</b> Corey Root	<b>Estimated Time:</b> 5 minutes
	<b>Goal:</b> <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input checked="" type="checkbox"/> Make Decisions	<b>Formal Approval Needed?</b> <input checked="" type="checkbox"/> Yes, by common consent
	<b>Supporting Materials:</b> December minutes: <a href="http://ncceh.org/files/5221/">ncceh.org/files/5221/</a>	
<b>THREE</b>	<b>Agenda Item: Point-in-Time Count</b>	
	<b>Presenter:</b> Nancy Holochwost	<b>Estimated Time:</b> 10 minutes
	<b>Goal:</b> <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	<b>Formal Approval Needed?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<b>Background Information:</b> The 2015 Point-in-Time count will be the night of Wednesday, January 28. Each Regional Committee within Balance of State is responsible for holding a count at its homeless programs as well as conducting an unsheltered count. NC BoS staff will give an update on this year's PIT resources including redesigned PIT forms. All PIT point people should attend the BoS PIT training on Thursday, January 8, at 9:30; Regional Leads and agency staff are also welcome to attend.	
	<b>Supporting Materials:</b> <ul style="list-style-type: none"> <li>• NCCEH Point-in-Time resources: <a href="http://ncceh.org/pointintimehowto">ncceh.org/pointintimehowto</a></li> <li>• 2015 HUD HIC and PIT Count Data Collection Guidance: <a href="http://ncceh.org/files/5110">ncceh.org/files/5110</a></li> <li>• PIT Count Methodology Guide: <a href="http://ncceh.org/files/5111/">ncceh.org/files/5111/</a></li> </ul>	
	<b>Action Items:</b> <ul style="list-style-type: none"> <li>• <b>PIT point people and other interested parties:</b> Register for and attend BoS PIT training: <a href="http://ncceh.org/events/804">ncceh.org/events/804</a></li> </ul>	

<b>FOUR</b>	<b>Agenda Item: Coordinated Assessment Update</b>	
	<b>Presenter:</b> Corey Root	<b>Estimated Time:</b> 15 minutes
	<b>Goal:</b> <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	<b>Formal Approval Needed?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<b>Background Information:</b> The BoS Coordinated Assessment Council (CAC) met in-person on December 17 to begin the process for reviewing Regional Committee coordinated assessment plans. The CAC will continue plan review in 2015 and will contact Regional Committees with feedback on plans. Staff will review the process and discuss next steps.	
	<b>Supporting Materials:</b> <ul style="list-style-type: none"> <li>BoS Coordinated Assessment webpage: <a href="http://ncceh.org/bos/coordinatedassessment/">ncceh.org/bos/coordinatedassessment/</a></li> </ul>	
<b>Action Items:</b> <ul style="list-style-type: none"> <li><b>Regional Committees:</b> Submit coordinated assessment plans or revisions as requested</li> </ul>		
<b>FIVE</b>	<b>Agenda Item: AHAR Update</b>	
	<b>Presenter:</b> Tia Sanders-Rice	<b>Estimated Time:</b> 10 minutes
	<b>Goal:</b> <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	<b>Formal Approval Needed?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<b>Background Information:</b> Staff will provide an update on the progress with the 2014 AHAR submission – where we are, next steps and a discussion of previous and expected results.	
<b>Supporting Materials:</b>		
<b>SIX</b>	<b>Agenda Item: Regional Lead Elections</b>	
	<b>Presenter:</b> Corey Root	<b>Estimated Time:</b> 10 minutes
	<b>Goal:</b> <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	<b>Formal Approval Needed?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<b>Background Information:</b> The NC BoS Governance Charter states, “Each Regional Committee elects one Regional Lead who serves on the NC BoS governing body, the Steering Committee. The Regional Committee should also elect an alternate to fill in for the Regional Lead when needed.” Please complete these elections in January – staff will use this information to create the list of 2015 Regional Committees. Regional Leads and alternates will be asked to attend an in-person meeting in Raleigh on Wed. Feb. 25.	
	<b>Supporting Materials:</b> <ul style="list-style-type: none"> <li><b>NC BoS Governance Charter:</b> <a href="http://ncceh.org/files/3443">ncceh.org/files/3443</a></li> </ul>	
<b>Action Items:</b> <ul style="list-style-type: none"> <li><b>Regional Committees:</b> Elect one Regional Lead and one alternate in January, send contact info to <a href="mailto:bos@ncceh.org">bos@ncceh.org</a></li> </ul>		



<b>SEVEN</b>	<b>Agenda Item: HMIS Update</b>	
	<b>Presenter:</b> Nicole Dewitt	<b>Estimated Time:</b> 15 minutes
	<b>Goal:</b> <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	<b>Formal Approval Needed?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<b>Background Information:</b> In 2015, the Homeless Management Information System (HMIS) database for North Carolina will change administrative agencies from the NC Housing Coalition to the Michigan Coalition Against Homelessness (MCAH). BoS Governance Committee reps will give an update on the process, transition timeline and what CHIN users can expect in coming months, and answer questions from Steering Committee members.	
	<b>Supporting Materials:</b> •	
	<b>Action Items:</b>	
<b>EIGHT</b>	<b>Agenda Item: Upcoming Meetings</b>	
	<b>Presenter:</b> Corey Root	<b>Estimated Time:</b> 5 minutes
	<b>Goal:</b> <input checked="" type="checkbox"/> Share Info <input type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	<b>Formal Approval Needed?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<b>Background Information:</b> <ul style="list-style-type: none"> <li>• BoS PIT Training <ul style="list-style-type: none"> <li>○ Thurs. Jan. 8, 9:30-10:30 AM</li> <li>○ <a href="http://ncceh.org/events/804">ncceh.org/events/804</a></li> </ul> </li> <li>• Data Quality Subcommittee <ul style="list-style-type: none"> <li>○ Mon. Jan. 26, 10:30-11:30 AM</li> <li>○ <a href="http://ncceh.org/events/806">ncceh.org/events/806</a></li> </ul> </li> </ul>	
	<b>Action Items:</b> <ul style="list-style-type: none"> <li>• <b>PIT point people and other interested parties:</b> Register for and attend BoS PIT training: <a href="http://ncceh.org/events/804">ncceh.org/events/804</a></li> <li>• <b>CHIN Users:</b> Register for and attend Data Quality Subcommittee: <a href="http://ncceh.org/events/806">ncceh.org/events/806</a></li> </ul>	



<b>NINE</b>	<b>Agenda Item: Regional Committee Updates</b>	
	<b>Presenter:</b> Corey Root	<b>Estimated Time:</b> 10 min
	<b>Goal:</b> <input checked="" type="checkbox"/> Share Info <input checked="" type="checkbox"/> Obtain Input <input type="checkbox"/> Make Decisions	<b>Formal Approval Needed?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<b>Background Information:</b>	
	<ul style="list-style-type: none"> <li>Time reserved for Regional Leads to share information about Regional Committee activities, ask questions of the group, and share successful strategies.</li> </ul>	
<b>TEN</b>	<b>Agenda Item: Reminders</b>	
	<b>Presenter:</b> Corey Root	<b>Estimated Time:</b> 5 min
	<b>Action Items:</b>	
	<ul style="list-style-type: none"> <li><b>PIT point people and other interested parties:</b> Register for and attend BoS PIT training: <a href="http://ncceh.org/events/804">ncceh.org/events/804</a></li> <li><b>Regional Committees:</b> Submit coordinated assessment plans or revisions as requested</li> <li><b>Regional Committees:</b> Elect one Regional Lead and one alternate in January, send contact info to <a href="mailto:bos@ncceh.org">bos@ncceh.org</a></li> <li><b>CHIN Users:</b> Register for and attend Data Quality Subcommittee: <a href="http://ncceh.org/events/806">ncceh.org/events/806</a></li> </ul>	
<b>END</b>	<b>NEXT MEETING:</b> Tuesday, February 3, 2015, 10:30 a.m.	

